

Regular Monthly Meeting

March 12, 2019

The Regular Monthly Meeting of the Seneca Township Board of Trustees was called to order at 6:30 pm by Supervisor James Kagel at the Seneca Township Building located at 16506 Garden Valley Road, Woodstock, Illinois.

Township Officials in Attendance: Supervisor James Kagel, Trustees Rosemary Bartman, Susan Mathews, Denise Sass, and Gerald Gieseke, Assessor Tammy Benitez, Road Commissioner Scott Swanson, and Clerk Dawn Seemann.
Absent Officials: None.

Guests in Attendance: John Kimmel.

Assessor's Report: Benitez reported she has been doing computer work, and inputting final decisions.

Public Speaking: John Kimmel attended the meeting representing the Marengo Fire/Rescue districts. He spoke about the upcoming referendum and answered any questions the board had. Mr. Kimmel distributed pamphlets and packets that further explained the reasoning behind the referendum.

Minutes: Mathews motioned to approve the February 12, 2019 regular monthly minutes as presented. Second by Bartman. Motion passed.

Audit of Current Bills:

Road District - Bartman motioned to approve the Road District bills for payment for the period of February 13, 2018 through March 12, 2019 in the amount of \$11,681.09. Second by Sass. Voting yes: Bartman, Mathews, Gieseke, Sass, Kagel. Voting no: None. Motion passed.

Town Fund - Sass motioned to approve the Town Fund bills for payment for the period of February 13, 2018 through March 12, 2019 in the amount of \$21,778.58. Second by Gieseke. Voting yes: Bartman, Mathews, Gieseke, Sass, Kagel. Voting no: None. Motion passed.

Treasurer's Report: Mathews motioned to approve the Treasurer's Report for the period of February 1, 2019 through February 28, 2019, as listed below. Second by Sass. Voting yes: Bartman, Mathews, Gieseke, Sass, Kagel. Voting no: None. Motion passed.

Checking	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
Town Fund	\$169,723.83	0	(\$8,970.67)	0	\$160,753.16
Road & Bridge	\$195,823.61	0	(\$9,262.76)	\$543.56	\$187,104.41

Money Market	Prev. Bal.	Transfer Funds	Expenses	Income	Ending Bal.
General Assistance	\$99,452.05	0	0	\$42.58	\$99,494.63
Perm Hard Road	\$125,285.37	0	(\$2,519.70)	\$53.25	\$122,818.92
Bldg & Maintenance	\$27,039.12	0	0	\$11.58	\$27,050.70

General Assistance Report: Kagel has nothing to report this month.

Clerk's Report: Seemann encouraged the board to read page 6 of the March 2019 Township Perspective Magazine regarding the necessity of the Clerk signing checks written by the Supervisor. In addition, she informed them she will be absent from the July meeting. Trustee Bartman will take the minutes for that meeting.

Road Commissioner's Report: Swanson reported he has been doing regular maintenance and plowing. In addition, he ordered bought extra salt and should now have enough for the rest of the year.

New Business:

A. Approve agenda for Annual Town Meeting April 9, 2019 for Clerk to post at least 15 days before the meeting - Mathews motioned to approve the 2019 Annual Town Meeting agenda as presented. Second by Bartman. Motion passed. Seemann will post and publish the agenda.

B. Set meeting Schedule for 2019-2020 as second Tuesday of each month and time of meeting- Mathews motioned to approve the Regular Monthly Meetings to take place every second Tuesday of each month with the start time of 6:30 p.m., with the exception of the April meeting, which will begin immediately upon the conclusion of the Annual Town Meeting. Second by Bartman. Motion passed.

C. Approve line item transfers for Town and Road District funds:

Town Fund - \$250 was transferred from line item 1305 to line item 1372.

\$500 was transferred from line item 1180 to line item 1183.

Mathews motioned to approve the Town Fund line item transfers . Second by Sass. Voting yes: Bartman, Mathews, Gieseke, Sass, Kagel. Voting no: None. Motion passed.

Road District - \$6115.97 was transferred from line item 3415 to line item 3360.

\$1191.78 was transferred from line item 3435 to line item 3369.

Mathews motioned to approve the Road District line item transfers. Second by Gieseke. Voting yes: Bartman, Mathews, Gieseke, Sass, Kagel. Voting no: None. Motion passed.

D. Road Commissioner's Annual Report - Swanson presented a report with the inventory of equipment he has and the condition of each item. The board signed off on the report and will be filed by the Clerk.

Supervisor's Report: Kagel informed the board that he gave Browns Accounting the information needed to comply the township's Comptroller's Report. In October they asked for a 90 day extension. Kagel received a letter informing him the Comptroller's Report was overdue and a fine will be issued. He gave the letter to Browns. Last Tuesday Kagel received a phone call from the Comptroller's Office, at which time, he explained the situation with Browns. Kagel has since retrieved our information from Browns and compiled the report himself in approximately 10 hours. Kagel has been looking into another accountant.

Motion to Adjourn: At 7:40 p.m. Mathews motioned to adjourn tonight's regular monthly meeting. Second by Bartman. Motion passed.

Respectfully Submitted,

Dawn Seemann
Township Clerk