

Regular Meeting
Sept. 19, 2016 5:00 P.M.

OPENING PRAYER: Offered by: Supervisor McCormick

PLEDGE OF ALLEGIANCE Led by: Supervisor McCormick

Call Meeting to order: By: Supervisor McCormick

ROLL CALL: Feger (x) Shallenberger (x) Hranka (x) Tabor (x) McCool (x) McCormick (x) McCormick (x) Christianson (x)

Guests: Eric Jones, Gordon Sweat, Marilyn Stevens, Marvin Claassen, Brian Manual

PUBLIC PARTICIPATION & COMMENTS: Brian Manuel asked Jim McCool about the tires. He said there were 203 picked up at a cost of \$355.00. Gordon Sweat thanked the township again for finishing Terminal Rd. saying he is very happy with the end result, the driveways are looking really good and the dust is much improved.

Approve Minutes for: August 15, 2016 Regular Meeting:

Motion by: Hranka

Second by: Feger

Discussion: One correction to the minutes relates to "Old Business – Scholarship Issues to Resolve". Item c. question- should gender be an issue answer was omitted. The answer to this question should have read the top two would be selected regardless of gender.

Roll Call

Feger (x)

Shallenberger (x)

Hranka (x)

Tabor (x)

McCormick (x)

Motion Carried:

CORRESPONDENCE:

1.) Letter from Supervisor

Supervisor McCormick says he has included this for salary considerations down the road. We may need to hold a special meeting to take up the budget and salary issues.

2. **Presentation by Eric Jones**

Mr. Jones reviewed with the board his **Independent Accountant's Compilation Report** noting the trustees are responsible for the accompanying financial statements of Groveland Township, which comprise the balance sheet – modified cash basis of March 31, 2016, and the related statement of revenues, expenditures and changes in fund balances – modified cash basis for the fiscal year then ended, and for determining that the modified cash basis of accounting is an acceptable financial reporting framework. He noted that he did not audit or review the financial statements nor was he required to perform any procedures to verify the accuracy of completeness of the information provided by the board of trustees. Accordingly, he does not

express an opinion, a conclusion, nor provides any form of assurance on these financial statements.

He did refer the board to several areas they may want to consider; for instance on pg.19-21 where final exceeded the budget and raises the question for the need to Amend Budget & Appropriations for that 60 day extension. Another area to keep in mind is the recurring and non-recurring bills for payroll and utilities etc. and how that is reflected in Board Audit report at each months meeting. The Board is the internal control and responsible for approving bills each month as well as for fund balances and what we can spend. A motion is required to move line item funds and the board is also responsible for helping prepare the financial statements. He also discussed the lack of reserve at the end of the year, primarily due to the existing tax caps and the possible need to consider a tax increase. When considering a referendum to increase taxes three things would need to be considered 1) be decided by October 30th, 2) The amount and, 3) Legalized with the Township Attorney. A realistic amount to solve problem for the next administration would be <1% for tax levy.

APPROVE TREASURER'S REPORT:

Motion by: Feger

Second by: Hranka

Discussion: None

Roll Call

Feger (x)

Shallenberger (x)

Hranka (x)

Tabor (x)

McCormick (x)

Motion Carried

OLD BUSINESS:

1. Report from Road Commissioner

Road Commissioners full report is included in the packet but includes the following areas of concern.

- 1.) **Number of employee's needed to take care of everyday tasks.** Ideally having 8 part-time and two full-time employees would help tremendously to safely take care of the everyday needs of the Township especially during snow season. OSHA standards only allow for 12 hours in a truck so the additional manpower would allow for a safe driver rotation. The current salaries for 2 part-time and 2 full-time employees are \$157,300.00 per year and the total budget for 2016/2017 is only \$155,000.00.
- 2.) **Everyday road work.** Mowing cemeteries, Town property and miles of ditches. Additionally we maintain the roads themselves as well as tree trimming on a number of township roads as well as all roads in Groveland proper.
- 3.) **Road District Building.** The building was built in 1976 and is in dire need of expansion and updating. The question becomes the cost to repair vs. the cost to rebuild with a price tag either way costing several thousand dollars.
- 4.) **Immediate and long range needs:** Three pieces of road equipment are in need of replacement. One is 10 years old and the two others are 16 & 17yrs. old respectively.
- 5.) **Unusual needs that might be different than other townships.** We have many steep hills that need immediate attention when it snows along with 40 cul-de-sacs in our township.
- 6.) **Major projects in the next administration: Pekin Country Club.** Ten pipes crossing the road from catch basin to catch basin in need of replacement. Sump pump line put in the right

of way running through three properties and driveways. These issues would require a number of stages that will be very costly.

- 7.) **Final thoughts:** I would like to see more in the budget line items before my salary to do more administrative work rather than actual field work. A bigger budget gets the work done; a bigger wage does not eliminate the stress of all the jobs that need to be done.

NEW BUSINESS:

1.) Comparison of EAV's.

Supervisor McCormick referred the board to the packet insert noting there is an 8 million dollar jump from last year and continues to climb but tax caps keep it down.

2.) Sample-proposed salaries & benefits.

Supervisor McCormick in his "Letter from the Supervisor" offered, as place to start, things to consider for next month's meeting on trying to determine salary considerations. The samples are affordable and within budget limits and he asks the board to give these some thought and to bring ideas and any questions to the next meeting.

3.) Information regarding an increase in the Town Fund.

Supervisor McCormick says he is open to recommendations from the board but is in favor of putting a referendum for a tax increase on the April 2017 ballot. The wording of that would make a difference especially considering this is an election year for the next board. We should make a decision at the next regular meeting.

4.) Approve Ordinance dealing with travel expense for township employees & officials

Motion by: Shallenberger

Second by: Hranka

Discussion: Supervisor McCormick suggests accepting the state standard without any additional paperwork

Roll Call

Feger (-)

Shallenberger (x)

Hranka (x)

Tabor (x)

McCormick (x)

Motion Carried

5.) Road Commissioners discussion of mowing cemeteries.

Mowing is a particular concern because of the use of manpower time that is taken away from regular road maintenance as well as the payroll cost of that manpower. Additionally, there is the issue of aging equipment and the cost to maintain or replace. Contracting out the mowing has been considered but then there are other issues to consider such as cost of liability insurance etc. The question then is what is cost effective vs the public relations aspect.

6.) Motion to Amend Special Rd Budget by \$20,000.00 in equipment line item.

Motion by: Hranka

Second by: Shallenberger

Discussion: None

Roll Call

Feger (-)
Shallenberger (x)
Hranka (x)
Tabor (x)
McCormick (x)
Motion Carried

Road Commissioner's Report: by Jim McCool:

Another long term issue for the board and the Road Dept. to consider is the need to find a replacement for the road foreman who is due to retire in the next five to six years. Otherwise it was business as usual.

Assessors Report: by Raelyn McCormick:

Assessor McCormick reports the following.

Phone calls this month: Residents (6), Pekin City Zoning (1), SAO (5), Board of Review (6).

Building Permits: Creve Coeur (2), East Peoria (9), Marquette Heights (2), Morton (none received), Pekin (2), Tazewell County (6) (1-NC)

The Board of Review deadline for filing appeals was September 9, 2016. We have begun, in earnest, to re-sketch and revalue the properties we looked at this summer. Our hope is that we will be finished by mid-January and can start on the books.

One of the appeals is from Mr. Hiller. He indicates his home is not sketched properly. The only change I made to the sketch was a new Open Masonry Porch for which he received a Home Improvement Exemption. I will be attending the hearing!!!

I attend two continuing education trainings- Neighborhood Analysis- II Property Assessment Institute and intro to Farm Assessments- II Dept. of Revenue. There is some confusion regarding the need for 30 hours of continuing education prior to the election.

General Assistant Report: Sep/Oct 2016 by: Stephanie Stecken, Case Worker.

Sept/Oct CLIENT G.A./E.A. EXPENDITURES: \$500.00

Sept/Oct G.A. REPORT: There were 7 inquires this month. There were 4 clients found not eligible.

Another client made inquiry but did not want to provide required paperwork. Two other clients were found eligible for \$250.00 EA each.

Sept/Oct E.A. REIMBURSEMENTS: \$.00

Executive Session Request: None requested.

PAYING OF BILLS:

Motion to Pay Town Bills:

Motion by: Shallenberger

Second by: Hranka

Discussion: None

Roll Call

Feger (-)
Shallenberger (x)
Hranka (x)
Tabor (x)
McCormick (x)
Motion Carried

Motion to pay GA bills:

Motion by: Hranka

Second by: Shallenberger

Discussion: None

Roll Call:

Feger (-)

Shallenberger (x)

Hranka (x)

Tabor (x)

McCormick (x)

Motion Carried:

Motion to Pay Road & Bridge bills:

Motion by: Shallenberger

Second by: Tabor

Discussion: None

Roll Call:

Feger (-)

Shallenberger (x)

Hranka (x)

Tabor (x)

McCormick (x)

Motion Carried:

Motion to Pay Special or Permanent Road Bills:

Motion by: Tabor

Second by: Hranka

Discussion: None

Roll Call:

Feger (-)

Shallenberger (x)

Hranka (x)

Tabor (x)

McCormick (x)

Motion Carried:

Trustee Shallenberger states that the Creve Coeur Community Center defibrillator is broken and that they are asking for help in replacing that item.

MOTION TO ADJOURN by: Motion by: Hranka Second by: Shallenberger

Voice Votes: All in Favor **Motion Carried:**

Meeting Adjourned at: 6:50PM

Respectfully Submitted: Pam Christianson Town Clerk