Erienna Township
Minutes of May 17,2021 Township Board Meeting

Pre-Meeting: Township Attorney to Be Elect Chris Dearth gives Oath To Office to Clerk Larry Rea.

Oath To Office: Township Attorney To Be Elect Chris Dearth gives Oath To Office to: Supervisor Gary Bal, Trustee Tom Tesdal, Trustee Jerry Kleinmaier, Trustee Anthony Cameron, Road Commissioner Mark Mann, and Trustee Tom Cutler.

Call to Order: Supervisor Gary Bal Called the regular meeting of the Erienna Township Board at 7:00 PM on May 17, 2021 at the Erienna Town Hall. The Pledge of Allegiance was recited by those in attendance.

Roll Call: Gary Bal, Jerry Kleinmaier, Tony Cameron, Tom Tesdal, and Tom Cutler were present. Also, in attendance were the Highway Commissioner, Mark Mann, Clara Bal and outgoing trustee Ron Harsiem.

Public Comment: None.

Minutes: Mr. Bal distributed the April 13, 2021 meeting minutes to the trustees prior to the meeting. Mr. Kleinmaier made a motion to accept the minutes as presented. Seconded by Mr. Tesdal. All in favor by voice vote. No Nays. Motion Carried.

Bank Statements:

Mr. Bal stated the Township balance in April is about $8K, after paying new invoices the balance will be about $5K versus the previous board came in with $105K. The Township will not see revenue until the first tax payments, which will most likely not be until July. Bal believes there may be a need to do an inter-fund transfer of $20K to allow us to function financially. The transfer is a loan that will need to be repaid ASAP, but not in 2021 fiscal year. The previous administration put $50K of GAF monies into a 3-month CD. Bal proposed to cash in the CD early with an early cashout penalty of $4.04. Mr. Cutler a motion to cash in $50K CD in GAF early. Mr. Tesdal seconded. Roll call vote: Ayes: Cameron, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried. Mr Bal stated that the previous supervisor had a credit card tied to the Road & Bridge account which he cut up. He stated that he intends to get a debit card to that is tied to the Township account.

The Grundy Bank statements for the period ending April 30, 2021 were circulated for review by the Board members and the summary sheet was initialed by the Trustees. The statements reflected the following balances:

Township Fund:	Checking $ 8,738.47	
General Assistance Fund:	Checking $ 19,507.89 &	CD $ 50,000.00
Township Total:	**$78,246.36**	
Road & Bridge Fund:	Checking $ 47,759.23	
Permanent Road Fund:	Checking $ 71,871.37	
Joint Bridge Fund:	Checking $ 9,402.26	
Insurance Fund:	Checking $ 24,680.06	
Road District Total	**$ 153,712.92**	**April 30, 2021: Total Funds: $ 231,959.28**

Financial Reports: Mr. Bal stated that he received the surety bond paperwork from TOIRMA today. Paperwork is completed and need to be filed with Clerk Rea and County Clerk. Supervisor Bal contacted TOIRMA 5/13 when he didn't receive paperwork. The TOIRMA contact indicated that the bond is a performance bond, so there is no issue with not

having paperwork complete for today's meeting. The April 2021 Financial Reports were reviewed by the Board Members. Mr. Tesdal made a motion to accept the April 2021 Financial Reports as presented. Mr. Kleinmaier seconded. Roll call vote: Ayes: Cameron, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried.

Approval of Bills:

Supervisor Bal stated the legal invoice is UNSAT was co-mingled Heatherfield HOA and Township expenses on same invoice. Mr. Tesdal questioned if they should not rebill. The board determine that they would not rebill this time since we would likely incur more expense from the law firm but that they will not accept this co-mingled billing in the future. This will be separated moving forward. Mr. Bal asked permission to setup reoccurring utility bills e.g. ComEd on an automatic payment plan debited from the appropriate accounts, as credit cards are currently setup. Trustee noted this does not need to go to vote.

Township Bills:

TOI	Web Page		$ 175.00
Brian Zabel	2021 1st Qtr. Accounting		$ 87.50
Klein, Thorp, and Jenkins	Township Legal Fees- misc.		$ 494.00
Com Ed	Building Electric		$ 70.26
Shaw Media	Public Notice for Meeting Reschedule		$ 31.62
TOIRMA	Insurance		$ 2,223.00
Gary Bal	Office Supplies		$ 24.28
		Total	**$ 3,105.66**

The bills for the Township expenses were presented and reviewed by the Trustees. Mr. Tesdal made a motion to approve the bills as presented and Mr. Cameron seconded the motion. Roll call Vote: Cameron, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried.

Road District Bills:

Zabel	Accounting		$ 87.50
Credit Card	Air Compressor (Airhose & Fittings)		$ 151.64
Central Limestone	Stone (Culverts & Parking Lot)		$ 257.13
Chris Dearth PC	Attorney Fees (Feb-May)		$ 4,926.25
Com Ed	Street lights- Building		$ 36.38
TOIRMA	Insurance on Equipment		$ 7,441.00
Treasurer Grundy County	Salt		$ 1,773.72
Stott Contracting	Stone Delivery		$ 18.00
D & I	Invoice Security		
		Total	**$ 14,863.62**

The Road District bills were presented and reviewed by the Trustees. Mr. Tesdal made a motion to approve the Road District bills for payment. Mr. Cutler seconded the motion. Roll call Votes: Ayes: Cameron, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried.

Approve Travel Request:

Mr. Bal expressed on the Team gets Perspective Magazine there may be a request for travel or training. Many webinars will reduce need for travel. Supervisor Bal plans to attend 5/26 "You're elected! Now what to Do? And 6/6 "Best Practices of Township Use of Social Media". Cost is $25 EA for a total of $50.00.

Mr. Tesdal made motion to approve and Mr. Cameron seconded the motion. All in favor by voice vote. Nays: None. Motion carried.

Old Business:

Mr. Bal explained the Grant Application is still at the first state level of review. Ron Swart forwarded a jump drive that have application clarifications and all his Heatherfield documents. No contracts have been let and the easement is still not signed. D Construction is asking for a performance bond to address any future drain line changes. Expects approval around mid-August and construction Oct/ Nov timeframe. Mr. Tesdal asked Bal to get new board up to speed on the details of the Heatherfield drainage project. Bal covered costs, financial obligations, scope of project, sponsor is IL Representative David Welter, and Spaceco will be the engineering firm. Mr. Tesdal expressed that the City has a plan for development of this property for future development and that is where drainage should be installed. Mr. Kleinmaier asked who is responsible for the cost if drainage pipe needs to be moved if installed outside the easement. The board agreed it would fall on the Township and Mr. Kleinmaier expressed that the drainage pipe needs to be installed within the subdivision's easement to eliminate the Township's financial risk if the drainage was installed on the adjacent property and performance bond was exercised.

New Business:

Mr. Bal expressed Mr. Tesdal proposed meeting at 6:00 pm versus 7:00 pm. The past board did not post meetings for fiscal year. The next meeting will be the 3rd week of the month to meet the 30-day public review of the tentative appropriation budgets. Bal proposed the second Monday of the month after the June 21st meeting. This also works better for the proposed Township lawyer to be who has conflicts with the third Monday meeting dates. Mr. Cutler made motion to approve and Mr. Cameron seconded the motion. All in favor by voice vote. Nays: None. Motion carried.

Mr Bal distributed and asked the Board's approval of 2021/2022 tentative Township Appropriation Ordinance and public hearing dated for June 2021. Mr. Tesdal expressed the Budget & Appropriation are for fiscal year 2022. There was a discussion on the need for a Truth and Taxation meeting for the next fiscal year. The Township current levy is not adequate for the fixed township costs. A tentative Budget/Appropriation needs to establish prior to setting the tax levy for future fiscal budgets. The Road District did this for the current fiscal year however the Township did not do this prior to establishing their tax levy. This has resulted in the Township borrowing funds from the General Assistance Fund due to inadequate tax revenue for this fiscal year. Mr. Tesdal made motion to approve and Mr. Cameron seconded the motion. Roll call Votes: Ayes: Cameron, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried.

Mr Bal distributed and asked the Board's approval of 2021/2022 tentative Township Appropriation Ordinance and public hearing dated for June 2021. Mr. Tesdal made motion to approve and Mr. Cutler seconded the motion. All in favor voice vote. Nays: None. Motion Carried.

Mr. Bal asked the Board's approval of Chris Dearth as the new Township's lawyer. Chris lives in the Township and is already the Road District's lawyer, so has a familiarity with some of our current issues. If there was to be a future conflict between the Road District and the Township would need to retain a different lawyer, but we do not anticipate this happening. Mr. Cutler made motion to approve and Mr. Kleinmaier seconded the motion. Roll call Votes: Ayes: Cameron, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried.

Mr. Bal asked the Board's approval of Conor Greve to mow the Township's lawn again this year and store mowing equipment at the Kleinmaier Farm versus the Township building. Storing it at the farm eliminates the need to enter the building to use the township mower. Mr. Mann expressed that Connor use the Township's fuel. Mr.Tesdal made motion to approve and Mr. Cutler seconded the motion. Voice vote: Ayes: Cameron, Cutler, Tesdal, and Bal. Nays: None. Abstain: Kleinmaier. Motion Carried.

Mr Bal stated that Hatcher Woods requested pool assessment. Discussed with Ron Swart and he indicated that this is not a Township decision, but an assessor's office decision.

Mr. Bal informed the Board that Mark Mann's previous employer has retired and closed his business. Mark is currently employed by Stott Construction. Stott does most of our contracted construction services and wanted to be transparent of the potential conflict of interest. The preference is not bid out every project, as this will increase the Township's costs. All projects over $20K must go out for bid. What are the Board's thoughts? Mr. Tesdal expressed that Stott Contracting is a Union contractor paying union wages, so doesn't see an issue. Board agreed with Tesdal regarding not foreseeing any conflict of interest.

Mr Bal. discussed the township buildings open items i.e. furniture, office fixtures, etc. Mr Cameron's old company donated a desk and chair. He is also checking on file cabinets and office chairs. Mr. Tesdal is checking with First Midwest Bank for potential furniture donations and copier/ printer. We need two more desks and chairs. (one for clerk and assessor). The assessor desires to work out of this building several days a week. No other items added to building open items list and update to priorities.

Supervisor Report:

Mr. Bal inquired if everyone has a key to the building and keys. We need to help Larry out as much as possible. He did not get a turnover from Gloria who was in the hospital with COVID. He also only has boxes of information in the office and Gloria's jump drive, but the filing organization is unknown at this time. FOIA request will likely to be challenging until we can get all the documents in file cabinets. My future goal will be to get these meetings done in 30 min or less. Your preparation before the meeting is key for that to happen. Please feel free to contact me with agenda items that you would like added. I will try to communicate several weeks in advance for input. I've shared my Township goals. Do you have any to add or comment on goals sent?

Trustees: None
Highway Commissioner: Mr. Mann is looking forward to working with the new Board.

Adjournment:

Next board meeting and Tentative Township and Road Budget & Appropriation Ordinance will take place on Monday, June ,2021 6:00 PM at Erienna Township Hall.

Adjournment: There being no further business, the meeting adjourned at 8:40 PM on a motion by Tom Cutler. Seconded by Tom Tesdal. All Ayes, No Nays. Motion Carried

Erienna Township Clerk

Larry Rea