Erienna Township
Minutes of October 11, 2021 Township Board Meeting

Call to Order: Supervisor Gary Bal called the regular meeting of the Erienna Township Board at 6:00 PM on October 11, 2021 at the Erienna Town Hall. The Pledge of Allegiance was recited by those in attendance.

Roll Call: Gary Bal, Jerry Kleinmaier, Tom Tesdal, Tom Cutler, and Jeremy Bowers were present. Also, in attendance were the Highway Commissioner, Mark Mann and Clara Bal 3560 W. Nettle Creek Dr. Morris, IL.

Public Comment: None

Minutes: Supervisor Bal distributed the September 13, 2021 meeting minutes to the trustees prior to the meeting. Mr. Tesdal made a motion to accept the minutes as presented and seconded by Mr. Klienmaier. All in favor by voice vote. No Nays. Motion carried.

Accounting Firm to Report out on Annual Township Audit: Brian Zabel of Zabel presented the Independent Auditor's Report for FY 2020-21. The issued a clean opinion and accounts are in good order. There were conversations regarding transfers to get accounts balanced out. The Township's net position decreased by $42,952.

Financial Reports: Supervisor Bal sent out the financial reports before the meeting for review. September 2021 Financial Reports were reviewed by the Board Members. Mr. Cutler made a motion to accept the September 2021 Financial Reports as presented. Mr. Bowers seconded. Roll call vote: Ayes: Bowers, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried.

Bank Statements: The Grundy Bank statements for the period ending September 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 $ 45,849.60
General Assistance Fund:	Checking $ 49,566.72
Township Total:	**$95,416.32**
General Road:	Checking $ 103,999.88
Permanent Road Fund:	Checking $ 116,971.96
Joint Bridge Fund:	Checking $ 28,345.92
Insurance Fund:	Checking $ 17,306.51
Road District Total	**$ 266,624.27**
September 30, 2021 Total Funds:	**$ 362,040.59**

Mr. Kleinmaier made a motion to accept the September 2021 Bank Statements and Mr. Tesdal seconded. Roll call vote: Ayes: Bowers, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried.

Approval of Bills:

Township Bills:

ACH- Tom Cutler	Per Diem		$ 166.23
ACH- Jeremy Bowers	Per Diem		$ 166.23
ACH- Tom Tesdal	Per Diem		$ 166.23
ACH- Jerry Kleinmaier	Per Diem		$ 166.23
ACH- Larry Rea	Per Diem		$ 166.23
ACH- Gary Bal	Per Diem		$ 166.23
Debit- Wal-Mart	Printer Ink (G. Bal replacement)		$ 45.57
Debit - Costco	Office Color Ink Jet Printer	$ 427.46	
Debit- ComEd	Build electric		$ 94.36
Chris Dearth	Legal fees		$ 413.50
D&I Electronics	Quarterly Security Monitoring		$191.94
	Total		**$ 2,170.21**

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

Road District Bills:

Credit- Menards	Garden hose & Supplies		$573.75
Credit- Menards	Returns of above		($191.01)
Dibble	Propane		$764.05
Debit- ComEd	Electric Service 8/25- 9/24		$74.05
Debit- ComEd	Electric Service 7/27- 8/25		$74.88
M&M Landscaping Inc	Landscaping of Building		$6,970.00
D Construction, Inc	Weitz Rd. Resurface		$24,716.73
TOI	Pre Drug Test Fee Proctor		$100.00
	Total		**$ 33,082.45**

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

Approve Travel Request: None

Old Business:

Heatherfield Drainage- Supervisor Bal reached out again in September to D construction project manager but have not gotten any response on finalizing easement agreement. In addition, contacted Chris Dearth for his input on Heatherfield project. He feels that there is no benefit to the Township and the Township would likely own any maintenance on the new drainage lines. He also felt that the State may take a deem view of the proposal from D construction to reroute storm drain lines to hook up with their future subdivision as the grant would be benefiting a third

party. Mr. Bal informed Mr. Dearth that he would like to propose extending the street storm drains to the East side that would hook up with future roadway. He felt that proposal would be viewed more favorability with the State. In addition, Mr. Bal expressed that the one benefit to the Township is that the grant does not allow the money to be used for Engineering or legal fees. Supervisor Bal believes that Heatherfield has spent approximately $17K for the engineering and legal fees. This cost is not incurred by the Township. Mr. Dearth will review the easement agreement for its impact to the Township but would not create the easement due to a conflict of interest. Mr. Bal than asked for the Trustee's thoughts and prospective on the project stating they are the real decision makers on the project. Mr. Bower's asked how the State would see the current landowner would benefit. Mr. Tesdal believes the Township has repaired this before and we need to take care of the residents of Heatherfield subdivision who are taxpayers of the Township. Mr. Kleinmaier asked if this project will solve the proposed drainage project. Mr. Bal and Tesdal expressed if it does not solve it will greatly improve the current drainage situation. Mr. Kleinmaier asked if the 36" line will be installed right away if the grant money is approved. Supervisor Bal commented yes if the grant is approved, but if not, the project most likely does not move forward. Clerk Rea asked if the grant has an expiration date from when submitted and once approved. Supervisor Bal will investigate.

Township Building Sign- Supervisor Bal sent the new proposed building sign with revisions as discussed at last meeting. The sign size is a 2'x8' which meets the county Land Use Dept. maximum size requirements. The sign cost is now $1350 installed not including permit cost. Mr. Bal expressed like to move forward with and requested a motion. Mr. Tesdal noted the County may waive the charge. A motion was given by Tom Tesdal and seconded by Jeremey Bowers. All in favor by voice vote. No Nays. Motion carried.

Supervisor Bal indicated the Road Commissioner Mann asked if we would like a directional sign at Rt 6 and Nettle School Road. Mr. Bal asked for the Board's comments. Mr. Kleinmaier questioned the size and Mr. Mann confirmed a small directional sign.

Office Supplies- Supervisor Bal purchased a wireless color printer, scanner, copier for the building. Board members can print from phone if the HP app is loaded. Instructions on how are located by the printer. Clerk Rea has ordered a desk and chair from McGrath's Office Supply.

Keyless Lock- Mr. Bal posed the question "due to the number of workers that need access to the building such as cleaning person, Road District workers, etc. Does it make sense to get a keyless lock for the building?" Keyless lock would allow us to have a contractor code, specific hours of operations, and remote opening capability. This would allow us to not have to be at the building to allow building access. Supervisor Bal will contact the security company to see if we can get remote access to security keypad again to help us let workers into the building. Last month we had a running urinal that required a plumber to fix. Mr. Mann went above and beyond to contact a plumber and get them access while Mr. Bal was on vacation. The above recommendations would allow us to address future issues easier. Trustee Bowers noted this maybe able to be done by a mobile phone app.

Illinois electronic training requirements- This agenda item will remain open for follow-up until training is available for annual electronic training requirement for FOIA and OPEN meetings act designee.

New Business:

Overview of 9/21/21 Multi-Township Meeting- The Multi-Township meeting met to approve the 2021/22 appropriations which passed by unanimous approval. The Multi-Township has $68,395 in checking and savings. The tax revenue is $26,000. The current assessor will get a pay raise to $16,000 in January from her current salary of $8500. The increase in pay is due to additional responsibilities required by the assessor. The assessor stated that she will use the building one day a week starting in January and needs 2 file drawers for her records.
In the past the Townships have been required to sign an Inter-Governmental Agreement concerning payments to the county assessor's office. This was a contentious agreement due to the pay structure and many County's Townships were planning on engaging in legal Acton with the county. The States Attorney was at the recent meeting and stated that he would NOT take legal action based on the IGA thus making the agreement useless. The Multi-Township has not signed this IGA. Supervisor Bal than asked Clerk Rea if there was additional information from the meeting he would like to share with the board. Mr. Rea clarified that the pay raise is $7500, which increase her annual salary to $16,000.
IGA Closure/Approve Ordinance 21-10-01- Supervisor Bal noted the Township and Road District has approved the closure of the March 19, 2021 during the July 12, 2021 board meeting. Chris Dearth felt that we need approve an ordinance 21-10-01 to terminate this agreement. Mr. Bal asked for a motion to accept this ordinance to terminate the IGA. After approval of this ordinance Road Commissioner Mann and Mr. Bal will sign the termination agreement as witness by Larry Rea. Mr. Tesdal asked if this is between the Road District and the Township and if this is from 2019? Supervisor Bal confirmed this was in March 2019 and that he found documents of the prior IGA. Trustee Tesdal asked without an IGA who is paying for what? Mr. Bal noted that Mr. Mann has been paying the larger improvement projects on the building eg. Landscaping, blacktopping the parking lot, generator, and propane. The Township is paying for the electric. The termination of the IGA (80% Road & 20% Township) was done to help the Township with the current financial situation and the increased expenses with the new building. Mr. Kleinmaier, Tesdal, and Bowers all expressed an IGA is needed moving forward to avoid any potential issues in the future. Mr. Bal will discuss creating a new IGA and report back at the next meeting. MR. Tesdal asked Mr. Bal and Mr. Tesdal to discuss what a fair percentage to would be. Tom Cutler made a motion to approve Ordinance 21-10-01 and Jeremey Bowers seconded. All Ayes, No Nays. Motion Carried.
Discuss a proposed 2021/22 appropriations to return Township to financial health- Mr. Bal discussed a proposed 21/22 appropriations (budget) in preparations for a Truth-In-Taxation meeting when setting the 2021 Levy for monies to receive in 2022.
One of Supervisor's Bal campaign promises was to establish financial health to the Township. The previous established levy for this fiscal year did not review any proposed budget for this fiscal year before setting a levy. This resulted in a negative cash flow that required us to borrow $20,000 from the General Assistance Fund to meet monthly obligations. He noted that the General Road & Bridge goes to the City of Morris and Seneca, which is not listed on the Treasurer's Report.
The TOI recommendation for financial health is to have a least 6 months operating funds. Supervisor Bal used this guidance to establish the proposed appropriations. Trustee Tesdal has recommended a 100%(1-year) reserve. Supervisor Bal distributed spreadsheets with both 50% and 100% funded, so the board can see the breakdown of proposed account funding through FY 2025-26. Trustee Tesdal confirmed if we are 100% funded, we are 15% below the Township

maximum and 50% on Road & Bridge tax levies. Being 100% funded helps eliminates the possibility of not being able to pay funds and complete scheduled projects. Expect increases on materials for road improvements.
The truth in taxation process has five steps listed below and it is recommended that legal consul be used to ensure all requirements are met:

- Determine amount of money at least 20 days prior to adopting new levy ordinance
- Hold public meeting
- Provide notice of hearing i.e., newspaper that's not in classified or legal section. Must be more prominently displayed in paper. Notice must be at least 7 days and no more than 14 days prior to meeting.
- At hearing the board must explain why the proposed increase and permit the public to speak
- Tax levy ordinance filed with county clerk and certification signed by Supervisor that levy followed Truth in Taxation Act. Must be filed by the last Tuesday in December.

Plans to replace six-wheeler- Supervisor Bal asked Trustee Cutler if he could put us in contact with someone that could assess the resale value of our 6-wheeler? It's a 2014 with less than 11000 miles and the goal would be to sell and get a smaller vehicle.
In addition, Mr. Bal asked Trustee Tesdal if he has a contact to purchase and resell vehicles that would allow us to refresh vehicles using the State's buying discount that decrease the cost for the Township. Trustee Tesdal expressed they worked with Brookfield Township switching out the pickup truck every two years and the six-wheeler every five. Program may have been discontinued. Trustee Kleinmaier asked what would be the ideal size? Highway Commissioner Mann would like 1- 1.5 T truck. Mr. Mann would prefer to use someone in the Township for evaluation.
Supervisor Report: Supervisor Bal distributed Trustees 2021 Operating Manuals (membership benefit of TOI) to all Trustees.
Trustees: None

Highway Commissioner: Township building grass is coming in great. Building generator is scheduled to be installed 10/25/2021. Generator will run all electricity in the building for $10,000.

Adjournment: Next board meeting will take place on Monday November 08, 2021 6:00 PM at Erienna Township Hall.
There being no further business, the meeting adjourned at 7:35 PM on a motion by Tom Tesdal and Seconded by Jerry Kleinmaier. All Ayes, No Nays. Motion Carried

Erienna Township Clerk
Larry Rea