ERIENNA TOWNSHIP
Regular Monthly Board Meeting Minutes
Monday, February 13, 2023 6:00 PM

Call to Order: Supervisor Gary Bal called the regular meeting of the Erienna Township Board at 6:05 PM on February, 2023, 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, Jeremy Bowers, and Road Commissioner Mark Mann were present. Abbie Rea sat in to take meeting notes for Clerk Rea.

Public Comment: None

Minutes: Mr. Bal distributed the January 9, 2023, meeting minutes to the trustees prior to the meeting. Mr. Cutler made a motion to approve the January 2023 Minutes as presented. All in favor by voice vote. Nays: None motion carried.

Financial Reports: Supervisor Bal sent out the financial reports prior to the meeting for review, an additional copy was distributed at the meeting. Supervisor Bal commented the GAF is healthy and plans to purchase a 6 month to 1 year CD. Mr. Tesdal noted that based on current rates the shorter term makes the most sense. Mr. Tesdal made a motion to accept the January 2023, Financial reports as presented, Mr. Kleinmaier seconded it. Roll Call Vote: Ayes: Bowers, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried.

Bank Statements: The Grundy Bank statements for the period ending January 31, 2023, were circulated for review by the Board members and the summary sheet was signed by the Trustees. The statements reflected the following balances:

Township Funds	Checking	$ 88,779.25
General Assistance Fund:	Checking	$ 34,703.69
Township Totals:		**$ 123,482.94**
General Road	Checking	$176,881.52
Permanent Road Fund	Checking	$ 134,690.77
Joint Bridge Fund	Checking	$ 54,744.05
Insurance Fund	Checking	$ 17,780.59
Road District Totals:		**$ 384,026.93**

January 31, 2023, Total Funds: **$ 507,509.87**

Mr. Tesdal made a motion to approve the January Bank Statements as presented; Mr.Cutler seconded the motion. 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- Larry Rea	Per diem	$ 166.23
ACH - Gary Bal	Per diem	$ 166.23
ACH- Tom Tesdal	Per diem	$166.23
ACH- Jerry Klienmaier	Per Diem	$166.23
Debit- ComEd	Monthly Electric	$ 129.33

Debit- Menards	Cleaning Supplies	$ 30.41
Debit- USPS	IRS &SS documents	$2.88
Debit- USPS	TORIMA documents	$ 1.74
D & I Electronics	Alarm system	$ 206.94
IPWMAN	Membership dues	$ 100.00
Zabel & Assoc.	Audit & AFR (pay 50% road)	$1875.00
Dearth	Legal support	$210.00

Total Township Bills **$ 3,553.68**

Bills for the January Township expenses were presented, reviewed, and signed by the Trustees. Trustee Bowers asked the frequency, cost, and scope of the cleaning service. Mr. Kleinmaier made a motion to approve the bills as presented; Mr. Bowers seconded the motion. Roll call vote: Ayes: Bowers, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried.

Road District Bills:

Debit- ComEd	Street Lights	$ 58.16
Tom Procter	Snow plowing	$ 40.00
Dylan Mann	Snow plowing	$ 440.00
Jared Lee	Snow plowing	$260.00
Dakota Berger	Snow plowing	$420.00
Martin Equipment	Grader plow hydraulics	$7716.59
Kindlespires Auto	Antifreeze gas/diesel fluid preps (CK#1387)	$100.64
CC- Menards	Salt tarp	$79.68
CC- Menards	Salt building lumber delivery	$109.15
Narvick Bros.	Sealant salt shed	$193.85
Kindlespires Auto	Preps (CK# 1384) **Note: paid twice for same**	$100.64
Zabel & assoc.	Audit and AFR (pay 50%)	$1,875.00

Total Road District Bills **$ 11,393.70**

The January Township Road District expenses were presented, reviewed, and signed by the Trustees. Mr. Bal noted that Kindlespires Auto was mistakenly paid twice for the same invoice. They have been contacted and already provided credit. Credit will show in next month's statements Mr. Tesdal made a motion to approve; Cutler seconded the motion. Roll call vote: Ayes: Bowers, Cutler, Kleinmaier, Tesdal, and Bal. Nays: None. Motion Carried.

Approve Travel Requests: None

Old Business:

Heatherfield Drainage

i. Heatherfield Drainage**:** The bid spec will be submitted to the free IDOT web page and published in the paper this week. Looking to open bids about March 20th. Review bids results April 10th and award contract with board's approval following this meeting. Earliest start work date would be done will be June and that will be dependent on pipe availability.

ii. State Open items

Estimated Expenditure Schedule needs to be completed for the state to move forward. Wrote letter to Chuck Apgar, State Grant Manager, the Estimated Expenditure Schedule would not likely be known until the End of April when contract has been awarded and construction schedule provided by winning bidder. Mr. Tesdal expressed that SpaceCo able to provide this information.

iii. Easement issues

SpaceCo surveyors indicated that the current drainage lines are "unrecorded easements." Supervisor Bal will contact Dearth if the group feels important to pursue what this" legally means." However, SPACECO has contacted D construction and they are aligned with storm drain line to proposed new preliminary plat but are going to contact Chamlin to confer.

iv. Approval

Supervisor Bal asked for a motion for letting the Heathefield Drainage project Mr. Tesdal made a motion to let the Heatherfield Drainage project. Mr. Bowers seconded the motion. All in favor by voice vote. Nays: None motion carried.

Approve future Auditing services after Zabel

Supervisor Bal informed the Board that Mr. Tesdal found a template on the TOI website regarding the annual audit. The $4500 quote from Mack and Associates is good for 60 days (3/1/2023) Joe Martin stated that approximately 50% of the local townships have a CPA audit performed annually. The Township will be required to perform a CPA audit in 2025 when the Board's term ends. The audit cost is split with the Road District. Approx 2.7% of the Townships budget and 1.7% of the Road District's. The quote is firm for next three years. Supervisor Bal noted that having the electors perform the audit for the next two years would save the Township $9000, but the challenge is finding three Electors to perform the audit. This job pays less than $50/day and paperwork need to be signed off. TOI does not provide a template how electors are to perform the audit. Mr. Tesdal agreed he will find the electors in the next three months, if the three electors are not signed on by then Mack and Associated will be hired. Supervisor Bal presented the 2025

CPA audit Mack & Associates quote for approval. Mr. Tesdal asked to collect another bid for the audit. Mr. Bal agreed to contact Brandt & Associates for a quote.

New Business

Supervisor Bal informed the board that R&P Carriages has a small trailer that he would like to purchase to replace the larger trailer we currently have for voting equipment. Also, looking for pricing for new chairs for meeting room. The 2023-24 Tentative Appropriations will be presented at next meeting.

The Salt building roof is installed, and preps made to add stairs to mezzanine over Mark's office to add additional storage.

Reports:

Supervisor Report: The group should have their "Statement of Economic Interest form". These are due to the county by May 1st, or you will be fined pasted deadline.

Trustee Report: None

Road Commissioner Report:

Adjournment: Next board meeting will take place on Monday March 13, 2022, 6:00 PM at Erienna Township Hall.

There being no further business, the meeting adjourned at 6:40 PM on a motion to adjourn by Mr. Kleinmaier.

Respectfully submitted,

Larry Rea, Erienna Township Clerk