



State of Illinois) February 9, 2016
County of LaSalle) Regular Meeting
Township of Northville)

The Northville Township meeting was called to order at 7:04 p.m.

Roll Call

Present – Trustee Jim Byrne, Trustee Joe Emma, Trustee Jerry Owens, Trustee Jim Swanson and
Chairman - Richard Felstead

Others Present – Road Commissioner – John Middleton
Assessor – Hal Ament
Clerk – Linda Swanson

Public Present – None

Pledge to the Flag

Approval and/or Correction of Prior Meeting’s Minutes

Trustee Byrne motioned to approve the January 12, 2016 Regular meeting minutes and Trustee Swanson seconded. All ayes per voice vote, so motion passed.

Reports from Officers

Supervisor’s Report – All the funds have been transferred from Illinois Funds to Heartland Bank and Trust at this time.

We are doing the budgets tonight and you will notice the Assessor’s budget was increased by significant amount. Just in salaries it is increased by more than \$24,000. That would make the town budget go over revenues plus reserves. That is something we must consider. I believe the best way to handle it is to delay the increase until next year so we can increase the levy in order to fund it.

Highway Commissioner’s Report – See attached report.

I attended a meeting with Larry Kinzer at the LaSalle County Highway Department. It looks like Motor Fuel Tax Funds will not be available after June, so to cover the engineering of the bridge, bridge inspection and to keep it on schedule for completion in 2018, we will have to take \$15,000.00 from our Joint Bridge Fund and put it into the MFT fund. Larry Kinzer gave us a letter explaining what needs to be done and also we had to do Resolution 2-9-16.

Assessor’s Report – I had a meeting with Supervisor of Assessments, Stephanie R. Kennedy and Trustee Jim Swanson. Ms. Kennedy informed us that her plan is to have quadrennial inspections

of all parcels in the township. All Assessors will be required to visit and impute the data of ¼ of the parcels in their township every year, so every 4 years all the parcels will have been inspected and entered into the PAMS system. This is so the parcels that are not on the books will be captured and those that were not assessed properly will be caught. When I started in this position, we were way behind, so we started from the beginning with parcel number 1. If Township Assessors do not do what is expected, the County will do the work at \$150.00 per parcel. This has been a state requirement for years that has not been enforced. Assessor Ament sited several MLS reports of houses that sold where the taxes were assessed too low and the house sold at a much higher price. By assessing the parcels every 4 years it will spread out the burden and there will be fairer taxation. Right now there are some paying more and some paying a lot less. I would like to capture the rest of the parcels we have not visited, so I would like to increase the line item salaries in the budget.

Clerk's Report – I updated the worksheet for the Road that I developed last year for the budget process. I developed a worksheet for the Town for this year's budget process. I worked on the transfers. I received the Levies from from the County Clerk and signed them because they were correct and mailed them back to the Clerk.

Trustees' Reports – Trustee Swanson told the Board that at the meeting with the County Supervisor of Assessors that there are sever problems throughout the county with the work not being done. There are about 70,000 parcels in LaSalle County. It would be very costly to have the County come in at \$150.00 per parcel. The Northville Township Assessor is responsible for 2,894 parcels. Ms. Kennedy also wants to address farmettes properly. They are residential and agriculture, so the Township assesses the residential and the County assesses the agriculture aspect. She looks at farmettes a little differently than her predecessor.

Public Comment- Trustee Swanson told the Board that the Sandwich Rotary is having a St. Patrick's Day event at the Timber Creek Hotel on March 11 at 6 p.m.

Old Business – None

New Business

- a. Discuss Cemetery Manager and Assistant Manager's compensation
There were some questions and some discussion.

Chairman Felstead motioned to pay the Cemetery Manager \$600.00 and the Assistant Manager \$300.00 and Trustee Emma seconded. All ayes per Roll Call Vote, so motion passed.

- b. Town and Road Budget workshop

Town Funds Budgets – The Board received the Town Funds budget worksheet and the Clerk explained the columns.

Chairman Felstead went over the changes in the Town Budget. There were a lot of questions and discussion regarding the increase in the salary line item in the Assessor's budget.

Road Funds Budgets – The Board received the Road Funds budget worksheet. Road Commissioner Middleton went over the changes in the Road Funds budgets. There was some discussion.

Audit Town and Road Bills

Chairman Felstead told the Board that \$3,000.00 need to be moved out of line 410 Salaries in the 1-11 Town budget into line 410 Salaries in the 1-12 Assessor's Budget, so his data team can continue to work.

Trustee Swanson motioned to transfer \$3,000.00 out of line 410 Salaries in the 1-11 Town budget into line 410 Salaries in the 1-12 Assessor's Budget and Trustee Emma seconded. All ayes per Roll Call Vote, so motion passed.

Chairman Felstead told the Board that \$176.93 needs to be moved out of line 617 Maintenance Supply Ground and move it into 929 Miscellaneous Expense in the Cemetery Budget to cover the cost of the new checks.

Trustee Swanson motioned to transfer \$176.93 out of line 617 Maintenance Supply Ground and move it into 929 Miscellaneous Expense in the **Cemetery Budget** and Trustee Emma seconded. All ayes per Roll Call Vote, so motion passed.

Town bills were reviewed and signed.

Trustee Swanson motioned to approve the Town bills and Trustee Byrne seconded. All ayes per voice vote, so motion passed.

Chairman Felstead told the Board that \$176.93 needs to be transferred out of Contingencies and move into 929 Miscellaneous Expense in the **Equipment and Building** budget to pay for the new checks.

Trustee Swanson motioned to transfer \$176.93 out of Contingencies and move it into 929 Miscellaneous Expense in the **Equipment and Building** budget and Trustee Emma seconded. All Ayes per Roll Call Vote, so motion passed.

Chairman Felstead told the Board that \$176.93 needs to be transferred out of Contingencies and move into 929 Miscellaneous Expense in the Joint Bridge budget to pay for the new checks.

Trustee Swanson motioned to transfer \$176.93 out of Contingencies and move it into 929 Miscellaneous Expense in the **Joint Bridge** budget and Trustee Emma seconded. All Ayes per Roll Call Vote, so motion passed.

Road bills were reviewed and signed.

Trustee Swanson motioned to approve the Road bills and Trustee Emma seconded. All ayes per voice vote, so motion passed.

Adjournment

Trustee Byrne motioned to adjourn the meeting and Chairman Felstead seconded. All ayes per voice vote, so motion passed.

Meeting ended at 9:35 p.m.

Respectively Submitted by Linda Swanson – Northville Township Clerk

Northville Township Highway Department

Highway Commissioners Report

February 9, 2016

Roads

1. Budget work in progress for 2016.
2. Routine weekly road sign checks for repairs, 3 accident related signs this month.
3. 30 ton of sand purchased for roads.
4. Summer plan to Seal-coat, E. 29th 1 mile from 4650th to 4550th, letting March 2016.
5. Bonnell's hosted LaSalle County Road Commissioners meeting 1/27/16 Utica.
6. LCHD meeting on 2/4/16 1PM, for Joint Bridge Budget 2016.
7. Renwick Engineering working on 4351st Rd. for reconstruction 3-phase plan.
8. Meeting at LCHD training for new road sign software program.
9. Camera installed at 4650th and Millington Rd. county line, by Kendal County Highway Department to monitor traffic at the intersection.

Equipment

1. IH-7400 truck down on 46th Rd. on 1/20/16 at 4:30AM service call repair Stahls.
2. Curb shoes installed on 12ft snowplow.
3. Winter blend fuel in all equipment and fuel storage tanks.
4. Replaced rubber spinner on IH-2654.
5. Change oil in GMC pickup.
6. JD6430 tractor greased.
7. GMC pickup new break lines installed at Todd's.
8. Cab rust holes repaired on IH-2654 tandem truck.
9. Trucks all power washed and cabs cleaned.

Building

1. Office cleaning will be twice a month.
2. Road sign inventory computer program up and running.
<http://www.signopsapp.com/app>
3. 2 new garage door remotes purchased from HBA Doors.