

**MINUTES - BOARD of TOWN TRUSTEES**

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**STATE of ILLINOIS**  
Regular

**TYPE OF MEETING HELD:**

**LASALLE COUNTY,**  
5:00pm

**SS. TIME MEETING BEGAN:**

**COPY**

**TOWN of BRUCE**

**TIME MEETING ENDED: 5:35pm**

The January 8, 2020 meeting of the Bruce Township Board of Trustees opened with the Pledge of Allegiance to the Flag. Assessor Mary Sullivan was in attendance. Supervisor Araujo and Road Commissioner Barton were absent. The meeting was conducted by Mr. Jerry Christensen as chairman and recorded by Clerk Marsha Johnston.

**APPROVAL OF PRIOR MEETING'S MINUTES:**

The first order of business was to read and approve the minutes from the December 11, 2019 Regular Meeting.

**MOTION MADE BY:** Trustee Baumrucker      **2<sup>nd</sup> BY:** Trustee Orban  
That the minutes of the December 11, 2019 Regular Meeting be approved. No further discussion was required.

Aye's: 4                                      Nay's: 0                                      Motion: Carried

**PUBLIC COMMENTS:**

None

**TREASURER'S REPORT/APPROVAL OF BILLS**

A summary of the bills was distributed for review.

**MOTION MADE BY:** Trustee Orban                                      **2<sup>nd</sup> BY:** Trustee Harrison  
That the bills be allowed and paid for TOWNSHIP

No further discussion was required. Clerk Johnston took the roll call vote:  
Trustee Randy Baumrucker: aye  
Trustee Jerry Christensen: aye  
Trustee Bob Harrison: aye  
Trustee Scott Orban: aye  
Supervisor Henry Araujo: absent

Aye's: 4                                      Nay's: 0                                      Motion: Carried

**MOTION MADE BY:** Trustee Baumrucker                                      **2<sup>nd</sup> BY:** Trustee Harrison  
That the bills be allowed and paid for GENERAL ASSISTANCE

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No further discussion was required. Clerk Johnston took the roll call vote:  
Trustee Randy Baumrucker: aye  
Trustee Jerry Christensen: aye  
Trustee Bob Harrison: aye  
Trustee Scott Orban: aye  
Supervisor Henry Araujo: absent

Aye's: 4                                      Nay's: 0                                      Motion: Carried

MOTION MADE BY: Trustee Orban                                      2<sup>nd</sup> BY: Trustee Harrison  
That the bills be allowed and paid for ROAD and BRIDGE

No further discussion was required. Clerk Johnston took the roll call vote:  
Trustee Randy Baumrucker: aye  
Trustee Jerry Christensen: aye  
Trustee Bob Harrison: aye  
Trustee Scott Orban: aye  
Supervisor Henry Araujo: absent

Aye's: 4                                      Nay's: 0                                      Motion: Carried

**COMMITTEE REPORTS:**  
**SUPERVISOR'S:**

Clerk Johnston will have the office manager check with the auditors about making only one copy of visa bill, MIRF sheets and payroll sheets that the clerk signs. The trustees can come in anytime to look at this paperwork or even before the meeting If they want a copy, the clerk will do so. The summaries of the three accounts, checks written and invoices due will still be put in the trustees' folders.

**HIGHWAY COMMISSIONER'S:**

Clerk Johnston gave a report on behalf of Commissioner Barton. The company that is putting up the salt shed, weather permitting hopes to get it delivered and start assembly by 1/27/2020. It should only take a few days. So far, his crew has only been out once for snow removal. There has been no recent salt deliveries.

**ASSESSOR'S:**

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Assessor Sullivan had attended the annual meeting of assessors and she has issued packets to the trustees the results she received. We had 810 parcels completed but the goal set by LaSalle County was 1399 of 5594. LaSalle Township has the same amount of parcels and they reached their quota. Only 3 townships out of 37 met their goal. The big difference is the MANPOWER. We have an office of three (assessor, 1 regular employee and 1 part-time employee) and LaSalle Township has 4 full time employees and 4 extra field employees. To lower tax rates, the township must make sure the assessors have the staff and equipment to get the job done. We have a higher exemption rate in the lower part of the state. Bruce Township has 45.1% and is one of the highest. This is due to high amount of senior citizens and disabled homeowners living in the township. Field work is the area where we need to get help so we can reach the quota. LaSalle Township pays the extra employees \$10 per hour with no benefits. Trustee Christensen and Trustee Baumrucker suggest that field work employees be hired for the months March thru October so that we are not charged the \$185 per parcel that is not completed in the timely manner. Trustee Christensen asked Assessor Sullivan if the employees wore some type of identification when they go out to do field work. The employees where ID picture lanyards around their neck and also where Tshirts that states Assessor on the back. Also, the Assessor's business card is left at each place they go.

### **TRUSTEE'S:**

None

### **OTHER:**

There were no other reports presented.

### **REPORTS BY SPECIAL COMMITTEES:**

#### **HEALTH BOARD:**

None

### **OLD BUSINESS:**

Trustee Baumrucker wanted trustees to know that Millie Dean from Streator won the 2019 Township Officials of Illinois Scholarship. A total of \$317,500 has been awarded to 193 students.

### **NEW BUSINESS:**

Clerk Johnston will be taking a class in March for Continuing Education of Township Clerks and also will be in Springfield at the end of July for the Election Seminar.

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New employee, Linda Dawson was hired as office manager while Art Watson recovers from surgery and on medical leave. She is working the same hours as Art did, Monday thru Friday, 8:00am – Noon.

For your information, Mr. Barton got a copy of the lease from Mr. Bob Black for garage property. Mr. Black wants it as before, a five year lease at \$1 per year. It will be typed up and Mr. Barton can present it to Mr. Black along with \$5 for the five years. The lease is for June 1, 2020 and ending May 31, 2025.

New law states that a training session must be completed for sexual harassment. We have an ordinance 2018c Sexual Harassment that was voted on in January 2018. This will be a renewal session for all employees of Bruce Township. Clerk Johnston will schedule two sessions for the employees, one during the day and the other during the evening hours.

Trustee Orban stated that Topic's Day will be April 1, 2020. Also, if trustees would like to continue their education, the events are listed in the Perspective.

MOTION MADE BY: Trustee Harrison  
That the meeting be adjourned.

2<sup>nd</sup> BY: Trustee Baumrucker

Aye's: 4

Nay's: 0

Motion: Carried

