



State of Illinois) January 13, 2015
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 Regular Meeting minutes for December 9, 2014 and Trustee Swanson seconded. All ayes per voice vote, so motion passed.

Reports from Officers

Supervisor’s Report – I ordered the W2s and I will get them printed up and get them out to everyone. I faxed to the Internal Revenue service the information to get the Town’s Tax Exempt letter changed to my name.

Highway Commissioner’s Report – See attached report.

Assessor’s Report – We are continuing to upload information from our data collecting into the PAMS system. All drawings since I have taken office are loaded into the PAMS system. The drawing is the first step in data entry. All data is in for the pick-ups the drawings are drawn and uploaded. There are 363 Homestead/Tax Freeze Exemption for Seniors 65 of age and Older letters and information will be going out in the next few weeks. All the forms from the County are not ready yet. If a person is turning 65 years old, he/she will need to go to the County Assessor for the first time and then after the person is in the system the Township will send out the information to them the next year.

Clerk’s Report – I filed the Town and Road Levies with the County Clerk. I updated the 2015 Homestead/Tax Freeze Exemption for Seniors 65 of Age and Older letters for the Assessor. I am

working on the website and I wrote our website address on each of your agendas.
www.toi.org/northvilletownship

Trustees' Reports – Trustee Swanson reminded the group that Lake Holiday requested a Township report for their monthly meetings and if any Official has any information they would like to see in the report they should let him know.

Public Comments - None

New Business - None

Old Business

- a. Discuss and Adopt Employee Handbook

The Chairman gave a copy of the Northville Township Personnel Manual to the Officials to review and he went over the highlighted information that was discussed with the Township Attorney.

Trustee Swanson made a motion to adopt the Northville Township Personnel Manual and Trustee Emma seconded. Four ayes and one nay per Roll Call Vote, so motion passed.
Roll Call Vote: Trustee Byrne, Trustee Emma, Trustee Swanson and Chairman Felstead –
Ayes Trustee Owens - Nay

Audit Town and Road Bills

Chairman Felstead told the Board there needs to be a transfer of \$155.00 from line item 929 Miscellaneous Expense in the Assessor's budget to 512 Maintenance Service – Equipment/PAMS which would make that line item \$1,640. There is an increase in the bill for this year for the Assessor's PAMS program.

Chairman Felstead motioned to transfer \$155 from line item 929 Miscellaneous Expense in the Assessor's budget to 512 Maintenance Service – Equipment/PAMS and Trustee Emma seconded. All ayes per Roll Call Vote, so motion passed.

Town bills were reviewed and signed.

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

Chairman Felstead told the Board there will be two transfers in the Road budget. Though the two line items are Ok for this month there will not be enough money in the line item to cover the the next month or so. \$10,000 will need to be transferred from 533 Legal Services to line item 613 Maintenance Supply Vehicle and \$1,000 will need to be transferred from 533 Legal Services to 657 Lubricants.

Trustee Emma made the motion to Transfer the \$10,000.00 from 533 Legal Services to 613 Maintenance Supply Vehicle and to transfer \$1,000.00 from 533 Legal Services to 657 Lubricants and Trustee Swanson seconded. All ayes per Roll Call Vote, so motion passed.

Road bills were reviewed and signed.

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

Adjournment

Trustee Emma motioned to adjourn the meeting and Trustee Swanson seconded. All ayes per voice vote, so motion passed.

Meeting ended at 7:52 p.m.

Respectively Submitted by Linda Swanson – Northville Township Clerk

Northville Township Highway Department

Highway Commissioners Report

January 13, 2015

Roads

1. 50 ton of salt mixed with 120 ton of sand for roads.
2. D Construction is 85% completed with construction of E.29th Rd.
3. 5 directional road signs destroyed in three different accidents.
4. Whenever manpower is available we have been proactive to slippery road conditions, our advice to new drivers on slippery roads is to drive as though your vehicle has no brakes.

Equipment

1. 60% #2 diesel and 40% #1 diesel mix being used as fuel now.
2. Misc. repairs of pins and hydraulic hoses to equipment, no major break downs.
3. Purchased 60 gallon bulk container full of hydraulic oil.
4. Chains installed on JD-772-CH road grader and IH-2654 6X4.
5. New Kenworth truck delivery date extended.
6. 2004 GMC pickup truck intake gasket installed at Todd's South Town.
7. Windshield in IH-4900 truck broken by rock.

Building

1. New 110v. outlet installed to maintain battery of back-up building generator.
2. Monthly cleaning of office.