

Atlanta Township
301 SW Arch Street, Atlanta, Illinois 61723
December 13, 2022
Monthly Meeting Minutes

The monthly meeting of the Atlanta Township Board was held December 13th, 2022 at the Atlanta Township Building. The meeting was called to order at 7:32 P.M. by Supervisor Julie Osborn. Those present were Supervisor Julie Osborn, Clerk Shellie Reed, Trustees Georgia Green, Becky Brandt and Chuck Van Hoorn. Guests present were Tom Parks and Shelly Buettner. Trustee Amy Wertheim and Highway Commissioner Wes Green were absent.

The Pledge of Allegiance was led by Supervisor Julie Osborn.

The following items were discussed:

PUBLIC COMMENTS: Tom Parks presented information on the Atlanta Christian Church Food Pantry started when Tom asked the church board if he could begin a Food Pantry at the church. The church board agreed and the pantry was started approximately eight years ago. The church's non-profit status is used to obtain food from Midwest Food Bank in Morton. Monetary donations are processed through the church bank account in a fund designated for the food pantry. The church provides the storage, refrigeration and freezer space as well as volunteers to assist with distributing food. The number of families in need varies from one to twenty week to week. Donations average \$400 a month which is used to purchase items not provided by Midwest Food Bank such as meat, milk, bread, etc. The food pantry does require all families be residents of the Township to pick up food.

MINUTES OF PREVIOUS MEETING: The minutes of the November 8, 2022 meeting were reviewed by each member. Trustee Brandt noted a spelling error. Trustee Brandt made a motion to approve the minutes as corrected. Trustee Green seconded the motion. A vote was taken and the motion carried to approve the minutes of the November 8, 2022 meeting as corrected.

SUPERVISOR'S REPORT: Local Government Consolidation and Efficiency Act - Supervisor Osborn reported she attended the TOI conference meeting on the new Act. Work is being done to revise the act to be uniform as both the Township Supervisor and Highway Commissioner must do meetings and reports. The committee must be formed by June 10, 2023 and within 18 months, the first report must be completed and submitted to the county board. The legislature is attempting to consolidate the requirements and make a joint report process. Clarification was made the committee must meet 3 times and can meet in conjunction with the regular board meeting but must be on the agenda. There must be 2 residents on the committee.

CLERK'S REPORT: Recycling dumpsters hosted by Township Update – A new recycling dumpster was dropped off. Discussion was held on creating a page on the website explaining the dumpster and what is allowed. Trustee Brandt made a motion to put information on the website about the recycling being offered. Trustee Green seconded the motion. A vote was taken and the motion carried to approve putting recycling information on the website.

Cemetery Interment List or Find-A-Grave Link on Website – the interment list is now on the website. The map information has been edited to specify which sections are on which map and Cemetery Manager Brooks has reviewed the information for accuracy.

TIF Review meeting – The meeting was held via zoom and the attendees were the City of Atlanta officials, Clerk Reed for the Township and the staff from Moran Economic Development. Explanation of TIF was provided explaining the taxes for the property within the TIF are not higher, however, when improvements are made such as the golf course or the truck stop, the additional taxes from these improvements go into the TIF. The TIF expires in 2033. Since 2010 when the TIF was started, \$1.3 million has been collected with \$7.8 million invested by private developers. Currently, marketing is being done for the additional land at the truck stop area to get more businesses in the area.

HIGHWAY COMMISSIONER REPORT: Highway Commissioner Green was absent.

CEMETERY REPORT: Cemetery Manager Brooks reported the following: a report was sent to the Betterment Fund with photos of the cemetery stones which were repaired (photos were passed around to the board); burial of Eric Pyle was held November 16; there are two possible burials in the future but dates are not set; Jody Hayter and daughter Holly bought six spaces.

OLD BUSINESS:

Maintenance work – Supervisor Osborn reported the insulation was completed in the shed and looks really good. Several little cracks were filled which should help the heating issues. The garage door has been ordered but no delivery date is confirmed.

Columbarium Plan of Action - Trustee Brandt attempted to get information from Evergreen Cemetery but they did not return her call. Contact was made with Pontiac Granite, Mark Ifft, who has done the columbarium at Funks Grove and Evergreen. An offer was made to come look over the sight and put a plan of action together on what is recommended. The Funks Grove columbarium is square and one-sided. Evergreen has an octagon shape with all sides offering options for ashes. American made ones are recommended due to quality. A determination is required of how many niches are wanted and either only single or a mix of single and double. Pontiac Granite is working on one with 48 niches for two people in each which is 96 sets of ashes for \$60,000.00. Discussion was held on various ideas. Clerk Reed pointed out the bid requirement depending on costs. Suggestion was made for Cemetery Manager Brooks to determine where might be options for the putting a columbarium based on where plots are already designated before additional discussion.

NEW BUSINESS:

Fund transfer for Road and Bridge Fund – Clerk Reed explained a line-item transfer needs to be done from the Equipment Purchase to the Building Repairs to pay for the maintenance on the building being completed. Trustee Brandt made a motion to do a line-item transfer of \$6,700.00 from Equipment Repairs to Building Maintenance in the Road and Bridge Fund. Trustee Van Hoorn seconded the motion. A roll call vote was taken: Supervisor Osborn – yes; Trustee Brandt – yes; Trustee Green – yes; Trustee Van Hoorn – yes. Trustee Wertheim was absent. The motion carried and the line-item transfer was approved.

TOI Conference Reports:

Running a Foodbank – Trustee Brandt reported townships can do a food bank 3 different ways: via support, transportation and advertising; or partner with a food bank and provide transportation, resources, help or provide space for distribution; or own their own food bank. Trustee Brandt discussed how different townships run their food banks. Clerk Reed distributed copies of page 208 in the 2022 Laws & Duties Handbook which specifically explains the amended Illinois Public Aid Code which says townships may use General Assistance Funds for

such purposes. Trustee Green suggested the backpack program as another donation organization which provides food for students at Olympia South Elementary School. Suggestion was made to vote on how much money to donate to both at next meeting.

Cemetery Management – Cemetery Manager Brooks said the meeting she attended specifically said Care Fund money may be used for maintenance of the cemetery only. However, it may be used and does not have to be kept. Since the cemetery is now a public cemetery versus a private cemetery, funds no longer have to be put in the care fund.

Intergovernmental agreements – Clerk Reed explained intergovernmental agreements always need to have an expiration date and should not be for too many years, which may commit different boards to an agreement they do not want to do. When entering an agreement, make sure both parties have authority to do the agreement.

Budgeting – Clerk Reed reported it is important to provide either a monthly or quarterly budget status report. The budget may be done at any time during the year as long as it is completed and filed by June with the county. If the budget is not done until April, bills paid in April and May need to be worded carefully to demonstrate they are paid based on a proposed budget. There does not have to be a separate bank account for each levy item as long as the accounting systems can separate the funds out. It is recommended all funds have contingency funds. Budget does not have to reflect levy as long as it reflects the money in the bank account, investment funds, MFT and other potential money.

Retaining Attorney - Supervisor Osborn sent questions to an attorney to clarify some of the things we did not get clarified at the TOI meeting. The attorney confirmed we cannot use care funds for a columbarium; was impressed we have an investment fund; if there is more than one food bank, we need to donate to all; we cannot pay for the recycling fund through General Assistance; and bank accounts can be combined as long as funds can be tracked but General Assistance must be kept separate. It is important we have an attorney on retainer for future needs and recommends we use John Redlingshaffer from Peoria who works with Townships and government entities. Suggestion to approve retaining attorney be postponed.

FINANCIAL REPORT & PAYING OF BILLS: Board Members reviewed the bills to be paid. Trustee Green made a motion to approve the financial report and paying of the bills. Trustee Van Hoorn seconded the motion. A roll call vote was taken: Supervisor Osborn – yes; Trustee Brandt – yes; Trustee Green – yes; Trustee Van Hoorn – yes; Trustee Wertheim was absent. The motion carried and bills were approved for payment.

QUESTIONS AND COMMENTS: No questions or comments were made.

Supervisor Osborn adjourned the meeting at 9:29 pm.

Respectfully Submitted,

Shellie Reed
Atlanta Township Clerk