

**RUTLAND TOWNSHIP BOARD MEETING  
MINUTES OF  
AUGUST 9, 2016**

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The Rutland Township Board held its regular monthly meeting at 7:00pm in the Town Hall. The Supervisor called the meeting to order and then asked Trustee Payson to lead us in the Pledge to the Flag. Roll call showed the following members present: Supervisor Sanders, Clerk Carlsen, Trustees Schuldt Bulmahn, Payson and Eaton. Also present were Assessor Siers and Road Commissioner Schultz.

**MOTION TO APPROVE OR AMEND THE AGENDA**

**A motion was made by Trustee Eaton and seconded by Trustee Payson to approve the Agenda as presented. Vote: Voice vote, all ayes. 2016-08-01 Motion carried.**

**AUDIT REVIEW FISCAL YEAR ENDED MARCH 31, 2015 – TIGHE, KRESS & ORR**

Mr. Wade Arthur, a Senior Accountant from Tighe, Kress & Orr, explained that the firm had done a review and not a full audit. He also noted that the State of IL does not require a full audit every year though the Board could have asked for one but saved money with the review. He then went over the financial reports and noted that there wasn't much change from the previous year and the Township had utilized some of their reserves. They did however make some modified accrual adjustments to the receivables. Mr. Arthur stated that a review will not give you a really good look into internal controls but that it's up to the Board to decide if they are comfortable with that. With a full audit you have reasonable assurance looking into the controls but their firm does not get into fraud with either one and does not take responsibility for that. The auditors feel very strongly about the lack of internal controls and have repeatedly stated this over the years. The biggest concern of Board members is that one person is in charge of everything in the office as well as being the only signer on checks. The Supervisor stated that no discrepancies were found and that Board members are welcome to come and review statements etc. during the month if they want to. Final discussion ended with the Board thanking Mr. Arthur for the thorough report and they then asked to receive copies of the final review.

**APPROVE MEETING MINUTES OF JULY 12, 2016**

**A motion was made by Trustee Payson and seconded by Trustee Eaton to approve the minutes of the July 12, 2016 Board Meeting as presented. Vote: Voice vote, all ayes. 2016-08-02 Motion carried.**

**SUPERVISOR'S ANNOUNCEMENTS**

The Supervisor noted that the County is trying to find a solution to its recycling issues. The Clerk also reported that Elgin Recycling is charging for things based on size and to call them for costs before bringing anything to be recycled.

**APPROVAL TOWN & ROAD DISTRICT FINANCIAL REPORTS FOR 3 MONTHS ENDING JUNE 30, 2016**

A motion was made by Trustee Schuldt and seconded by Trustee Payson to approve the Town Financial statements for the month ending June 30, 2016. Vote: Roll call vote, Schuldt yes, Payson yes, Sanders yes, Bulmahn yes, Eaton yes. 2016-08-03 Motion carried.

A motion was then made by Trustee Bulmahn and seconded by Trustee Eaton to approve the Road District Financial statements for the month ending June 30, 2016. Vote: Roll call vote, Bulmahn yes, Eaton yes, Payson yes, Sanders yes, Schuldt yes. 2016-08-04 Motion carried.

**PRESENTATION OF TOWNSHIP AND ROAD DISTRICT FINANCIAL REPORTS FOR THE 4 MONTHS ENDING JULY 31, 2016**

These reports are presented for the Board to review and for their consideration at next months meeting.

**REVIEW OF JULY 2016 BILLS- AUTHORIZE TOWN AND ROAD DISTRICT BILLS FOR PAYMENT**

Trustee Bulmahn asked if there had been any resolution to the phone costs and the Supervisor stated that are no other options in our area at this time. Trustee Schuldt questioned if we had any contractors that are not being paid Prevailing Wage? He asked the Assessor about her cleaning service and she said that it did not fall under that classification. A motion was made by Trustee Payson and seconded by Trustee Bulmahn to approve the July, 2016 bills for the Township in the amounts of \$15,231.53 for salaries, invoices of \$799.09, Auto pays of \$787.29, and QuickBooks charges of \$131.00 for a total of \$16,928.91. Vote: Roll call vote, Payson yes, Bulmahn yes, Schuldt yes, Sanders yes, Eaton yes. 2016-08-05 Motion carried.

Trustee Payson asked the Road Commissioner about chipping and Trustee Bulmahn questioned if we'd always paid employees for holidays? The Road Commissioner said that he does pay his people for Holidays. A motion was then made by Trustee Bulmahn and seconded by Trustee Payson to approve the July, 2016 Road District bills in the amounts of \$10,974.96 for salaries, invoices of \$639.11, Auto pays of \$337.98, & QuickBooks charges of \$98.50 for a total of \$12,050.55. Vote: Roll call vote. Bulmahn yes, Payson yes, Sanders yes, Schuldt yes, Eaton yes. 2016-08-06 Motion carried.

**OLD BUSINESS – APPROVE TRANSFER OF APPROPRIATIONS FOR TOWNSHIP AND ROAD DISTRICT**

A motion was made by Trustee Bulmahn and seconded by Trustee Payson to approve RU 2016-05 the Transfer of Appropriations for the Township in the amount of \$9,995.66. Vote: Roll call vote. Bulmahn yes, Payson yes, Eaton yes, Sanders yes, Schuldt yes. 2016-08-07 Motion carried.

**A motion was then made by Trustee Bulmahn and seconded by Trustee Payson to approve RU 2016-06 the Transfer of Appropriations for the Road District in the amount of \$3,299.32. Vote: Roll call vote. Bulmahn yes, Payson yes, Sanders yes, Schuldt yes, Eaton yes. 2016-08-08 Motion carried.**

**NEW BUSINESS- DISCUSSION REGARDING SECURITY CAMERAS**

Trustee Schuldt has requested having indoor cameras for security purposes in the shop area and in the office. He is asking that we get an estimate of the costs and to check with the Township Attorney if the Board has authority to do this.

The Treasurer's report has been put into the binders for the Boards information.

**SETTING COMPENSATION FOR THE 4 YEARS BEGINNING MAY 16, 2017**

The Compensation for the next term of elected officials was then discussed. The Board questioned how many hours each official spends doing their jobs in an effort to determine costs for over the next 4 years. The Clerk stated that she felt that her position did not warrant an increase in that much of her work is on the computer & depends on how much the Supervisor allocates to her. The Board questioned the Road Commissioner on hours spent and the amount of personnel involved.

A brief discussion followed on the CD maturity and where to put it. Trustee Bulmahn is to meet the Supervisor at BMO Bank on the 23<sup>rd</sup> regarding this.

**ADJOURNMENT**

**A motion was made by Trustee Schuldt and seconded by Trustee Bulmahn to adjourn the August 9, 2016 Township Board Meeting at 8:35pm. Vote: Voice vote, all ayes. 2016-08-09 Motion carried.**

Respectfully Submitted,

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Charleen Carlsen Rutland Township Clerk

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Margaret Sanders Township Supervisor      Steve Schuldt, Trustee

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John Payson, Trustee      Fred Bulmahn, Trustee

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Ray Eaton, Trustee

