

RUTLAND TOWNSHIP
BOARD MEETING
APRIL 16, 2013 5:45 P.M.

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The Rutland Township Board held its monthly meeting at the town hall on Tuesday April 16, 2013 at 5:45 p.m. Supervisor Margaret Sanders led everyone in the Pledge to the Flag and then called the meeting to order. Roll call showed the following members present: Supervisor Sanders, Clerk Schultz, Trustees Payson, Schuldt, Schultz, and Swanson. Also present tonight are Assessor Siers, and Highway Commissioner Schultz.

MINUTES

Discussion on the minutes started out with some confusion on the numbers on the pages that were handed out in the Trustee notebooks. There were two pages numbered 43 and one page number with 46 on the bottom of a page. Clerk Schultz stated that she sent out the minutes in the Trustee's notebooks and those are in draft form and she has corrected the page numbers on the minutes and they are in the folder for the Trustees to sign. Supervisor Sanders took the pages out of the folder and checked the numbers. **A motion was made by Trustee Swanson and seconded by Trustee Schultz to accept the regular board minutes as presented. Vote: Roll call vote:**

2013-04-01 Swanson yes, Schultz yes, Schuldt no, Payson yes, Sanders yes. Motion carried.

There was no discussion on the Town Budget Hearing minutes so **a motion was made by Trustee Swanson and seconded by Trustee Schultz to accept the Town budget Hearing minutes as presented.**

Vote: Roll call vote:

2013-04-02 Swanson yes, Schultz yes, Schuldt yes, Sanders yes, Payson yes. Motion Carried

There was no discussion on the Road District Budget Hearing minutes so **a motion was made by Trustee Swanson and seconded by Trustee Schultz to accept the Road District budget Hearing minutes as presented. Vote: Roll call vote.**

2013-04-03 Swanson yes, Schultz yes, Schuldt yes, Sanders yes, Payson yes. Motion carried.

PUBLIC COMMENT

Public comment was made by resident Deborah Schuldt regarding the Road District Budget on the Agenda. Kane County Board Member T.R. Smith updated us on what is going on at the County.

FINANCIAL REPORTS

The financial reports for the eleventh month ending February 28, 2013 for the town were in the Trustee notebooks for their consideration at this time. With no discussion or questions **a motion was made by Trustee Schultz and seconded by Trustee Swanson to accept the financial reports for the eleventh month ending February 28, 2013 as presented for the April 16, 2013 board meeting. Vote: Roll call vote.**

2013-04-04 Schultz yes, Swanson yes, Payson yes, Sanders yes, Schuldt yes. Motion carried.

The financial reports for the eleventh month ending February 28, 2013 for the Road District were in the Trustee notebooks for their consideration at this time. With no questions or discussion **a motion was made by Trustee Schultz and seconded by Trustee Swanson to accept the financial reports for the eleventh month ending February 28, 2013 as presented for the April 16, 2013 board meeting. Vote: Roll call vote.**

2013-04-05 Schultz yes, Swanson yes, Payson yes, Sanders yes, Schuldt yes. Motion carried.

The financial reports for the twelfth month ending March 31, 2013 for both the Town and Road District are in the Trustees notebooks for their consideration at next month's meeting.

BILLS AND SALARIES

Discussion began with Supervisor Sanders going over the totals for the Town, with salaries in the amount of \$11,648.16 and invoices in the amount of \$12,419.67 for a total in the amount of \$24,067.83. Trustee Payson then asked a few questions about the Assessors bills, the one for travel and mileage and hotel in Bloomington and the other on a computer that was purchased. Trustee Payson wanted to know who helped her pick it out, stating he thought it was a lot of money for the purchase. The item of Marshall and Swift was a refund for an over payment. Trustee Schuldt than asked a few questions one on the phone bill stating he thought it was too high and we could do better, and the second question on bonding for a second signature on the checks and Supervisor Sanders stated that as previously discussed in a previous meeting a second signature is not needed the Supervisors is the only signature needed for the checks. Questions were then asked on the items in the General Assistance account. With no further questions **a motion was made by Trustee Schultz and seconded by Trustee Swanson to approve the town bills in the amount of \$24,067.83 as presented for the April 16, 2013 board meeting. Vote: Roll call vote.**

2013-04-06 Schultz yes, Swanson yes, Payson yes, Sanders yes, Schuldt yes. Motion carried.

Discussion for the Road District began with Supervisor Sanders going over the totals, with salaries in the amount of \$14,476.83 and invoices in the amount of \$43,999.56 for a total in the amount of \$58,476.39. Trustee Swanson then asked Highway Commissioner Schultz about the purchase of the new Skid Steer Loader, with Highway Commissioner stating that it is a used one and he has been looking into purchasing one for about two years. Trustee Payson asked about the garage door that was repaired. Trustee Payson than asked Highway Commissioner what he would use the Skid Steer Loader for and Commissioner Schultz saying it would be used for patching, shouldering, cleaning out the ditches and loading salt. Trustee Payson asked about the invoice on Welch Brothers and Highway Commissioner Schultz stating that it is an order for six culverts and the supplies to install them. Trustee Schuldt than asked Highway commissioner how many gravel roads we still have in the township and he responded with Reinking Road from Big Timber to Route 47, Parts of Reinking Road from route 47 to route 72, McCornack Road from Big Timber to Route 72, Tower Hill Road in Gilberts and Thurnau Road from Route 20 until it ends on route 47. Pingree Grove has a couple hundred feet on the one end at Route 20. With no further questions or discussion **a motion was made by Trustee Schultz and seconded by Trustee Payson to approve the Road District bills in the amount of \$58,476.39 as presented for the April 16, 2013 board meeting. Vote: Roll call vote.**

2013-04-07 Schultz yes, Payson yes, Swanson yes, Schuldt yes, Sanders yes. Motion carried.

ADOPT TOWN FUND BUDGET FOR FISCAL YEAR ENDING MARCH 31, 2014 ORDINANCE NUMBER RU 2013-01

Supervisor Sanders stated the next item on the agenda is to adopt the Town Fund Budget for the fiscal year ending March 31, 2014. **Supervisor Sanders than made a motion to approve the Town budget Fund as presented for the March 12, 2013 Budget Hearing, it was than seconded by Trustee Swanson** and the discussion began. Supervisor Sanders than asked everyone it they had a copy of the Town Budget. Trustee Schuldt than asked if any of the numbers in the Town Budget have been changed and Supervisor Sanders responded with no the numbers were not changed the budget has to be the one that was on display at the Budget Hearing in March. Supervisor Sanders than stated that this budget

includes \$26,000.00 that was taken from the reserves from the previous year's budget. The estimate of repairs for the assessor's trailer is in the amount of \$4,800.00 and after getting in there to find out if there is more problems it could be higher. Trustee Schuldt commented to how much more repair do we want to do on the trailer, and asked if we should look into renting office space. Discussion continued on the possible repairs to the black top around the building and if there are enough funds to take care of the repairs. Supervisor Sanders stated that she can transfer 10% out of line item to cover the amounts. Some of the line items that were increased are the phone bill because she had to transfer money in that account, training for the new officials, payroll taxes went up, Capital outlay has more funding in the line items for the computer and the printer, they are four years old and who knows when we will be needing to upgrade those. **With no further discussion and a motion and second on the table to adopt the Town Fund Budget Ordinance RU 2013-01 Supervisor Sanders called for the vote.**

Vote: Roll call vote.

2013-04-08 Sanders yes, Swanson yes, Payson yes, Schuldt yes, Schultz yes. Motion carried.

ADOPT ROAD DISTRICT FUND BUDGET FOR FISCAL YEAR ENDING MARCH 31, 2014 ORDINANCE NUMBER RU 2013-02

Supervisor Sanders than stated the next item on the agenda is to adopt the Road District Fund Budget as presented for the March 12, 2013 Budget Hearing and **Supervisor Sanders than made a motion to approve the Road District Budget as presented for the March 12, 2013 Budget Hearing and then it was seconded by Trustee Swanson.** Trustee Schuldt stated he did not think we should be doing this it is going against the law. Supervisor Sanders said we will have the Township Attorney here shortly and she had spoken to him of this matter and she is moving on the council of the attorney and if we are doing it wrong he will be here to tell us. Discussion continued between Trustee Schuldt and Supervisor Sanders. Trustee Payson than asked questions on amounts in line items and the biggest problem he has is the \$182,000.00 in the Road Contracts, stating that there is a \$100,000.00 difference between what was budget last year as to this year. Highway Commissioner Schultz then discussed with Trustee Payson his procedure for the spending of monies. Commissioner Schultz then stated that the Road District has a certain amount of money to work with so last year he had projected to spend \$93,607.00 in the Equipment Fund and most of that went to the purchase of the new salt truck, with minimal paving. The Road District Fleet is in now in excellent shape. This year the Equipment Fund is lower no big purchases are expected so the monies go into Road Contracts for paving and whatever else will be done to the roads. The biggest project this year is paving Powers Road and that will happen from the I-90 Bridge to Freeman Road, also the paving of the roads that did not happen last year will be done. Discussion continued on the \$63,000.00 that was taken out of the reserves last year that went unspent and was added back in to this budget. Trustee Payson than asked about how long the trucks are good for. Highway Commissioner responded with his maintenance program the salt trucks will last for many years. Trustee Schuldt then asked questions to Highway Commissioner Schultz on his Road Crew wages in the amount of \$150,000.00 and asking about this OSHA rules on having two men working together out on the roads and in the shop. Discussion continued. With no further discussion Trustee Payson wanted to wait for the attorney and Trustee Schuldt did not think it was a good idea to continue. **Supervisor Sanders than called for the vote, we have a motion, we have a second and we have discussed it. We are ready to vote. Vote: Roll call vote.**

2012-04-09 Sanders yes, Swanson yes, Payson no, Schuldt no, Schultz yes. Motion passed.

RESOLUTION FOR TRANSFER OF TOWN APPROPRIATIONS

The purpose of these transfers is housekeeping type of work that requires board action to transfer some underutilized appropriations in some accounts to those that have been utilized for both the Town and

Road District. The list for transfer has been supplied to the Trustees for their consideration. Supervisor Sanders then went over the Town Appropriations first. The listings on the left side of the page are appropriations being taken out of and the right side is the appropriations being transferred into and only 10% per line item can be transferred. The total transfer for the town is in the amount of \$957.85, and the amount for the Assessor's office is in the amount of \$7,057.22 for a total transfer in the amount of \$8,015.07, Trustee Payson than asked questions on the Assessors CIAO Appraisal/evaluation and on the Quickbooks Processing Fees. With no further discussion **a motion was made by Trustee Payson and seconded by Trustee Schultz to approve Transfer of Appropriations Resolution RU2013-03 from the Town Fund in the amount of \$957.85 from the General Accounts and \$7,057.22 from the Assessors accounts for a total amount of \$8,015.17 with a schedule of accounts attached. Vote: Roll call vote. 2013-04-10 Payson yes, Schultz yes, Schuldt yes, Sanders yes, Swanson yes. Motion carried.**

At this time the Township Attorney Ron Roeser joined the meeting and Supervisor Sanders than stated the Board has a question on passing the Road District Budget for the fiscal year April 1, 2013 to March 31, 2014. Trustee Schuldt then showed the Township attorney his article, and his response was that there has to be a hearing for every budget. Then he asked if we had already had that hearing and Supervisor Sanders answered with a yes. He stated that you do not have to pass the budget at the hearing, but needs to be done in the first quarter of the new fiscal year. He then asked if they were willing to publish all over again to have a public hearing. A public hearing is where the public can have input on the meeting. At a regular meeting you do not have to have public comment at all. Discussion continued on the word "Shall". Discussion than changed to that the Road District Budget was passed tonight. Supervisor Sanders stated to Ron Roeser that during the phone the conversation they had he said it should be passed at the next meeting. We had a motion, we had a second, we voted and had three votes in favor of passing the Road District Budget and two no's, it passed. His judgment is that the Road District Budget was passed and if it was done in error there is plenty of time to correct it. Discussion continued with Mr. Roeser to get back to us with chapter and verse on if it was done correctly. He stated to unpass it someone has to makes a motion for reconsideration and then that motion passes and then you can vote on it again.

RESOLUTION FOR TRANSFER OF ROAD DISTRICT APPROPRIATIONS

The Transfer of appropriations for the Road District is in the amount of \$1226.41, the list for transfers has been supplied to the Trustees for their consideration at this meeting. Supervisor Sanders then went over the Road Districts appropriations which are in the amount of \$1226.41. Trustee Payson than asked about the 2.88 is to just transfer the exact amount and Supervisor Sanders stated that yes that is correct you do not transfer more than you need or over 10% from the line item. Discussion continued on Heating fuel and Quickbooks . With no further discussion **a motion was made by Trustee Swanson and seconded by Trustee Schultz to approve the Transfer of Appropriations Resolution RU 2013-04 for the Road District in the amount of \$1226.41 with a schedule of accounts attached. Vote: Roll call vote. 2013-04-11 Swanson yes, Schultz yes, Schuldt yes, Sanders yes, Payson yes. Motion carried.**

RESOLUTION TO RETAIN TIGHE, KRESS & ORR FOR 2013 AUDIT

Supervisor Sanders stated she would like to move on the audit from Tighe, Kress & Orr because if we wait to late the reports may not get to the state on time. **Trustee Schuldt made a motion to put this off for two months for the next board to decide.** Discussion continued between Trustee Schuldt and Supervisor Sanders about the firm doing the audit or finding three residents qualified to give the Township an audit. Supervisor Sanders stating first we have to find three people qualified and we could run out of time for the deadline of the audit in September. Discussion continued. **Supervisor Sanders**

then suggested that we go ahead and retain Tighe, Kress & Orr for the 2013 audit. She asked for a motion and a motion was made by Trustee Schultz. Than realizing a motion was on the table to wait for the new board to decide she asked for a second and a second was made by Trustee Payson. It was moved and seconded to wait for a decision on the audit until the new board members are seated. Supervisor Sanders asked for the vote. Vote: Roll call vote.

2013-04-12 Schuldt yes, Payson yes, Swanson no, Schultz no, Sanders no. Motion did not pass. Supervisor Sanders put a motion on the table to retain Tighe, Kress & Orr to do the 2013 audit according to the contract they sent, and a second was made by Trustee Swanson. She called for the vote. Vote: Roll call vote.

2013-04-13 Sanders yes, Swanson yes, Schultz yes, Schuldt no, Payson no. Motion carried to retain Tighe, Kress & Orr for the 2013 audit.

ADJOURNMENT

With no further business and time running in to the Annual Meeting a motion was made by Trustee Payson and seconded by Trustee Schultz to adjoin the regular board meeting of April 16, 2013 at 7:16 p.m. Vote: voice vote. All yes.

2013-04-14

RESPECTFULLY SUBMITTED,

Debra Schultz, Township Clerk

John Payson, Trustee

Steve Schuldt, Trustee

Katherine Schultz, Trustee

Beulah Swanson, Trustee

Margaret Sanders, Supervisor

