

South Grove Township

Monthly Meeting Minutes

October 14, 2025

i. Call to order

Supervisor Bergeron called the meeting to order at 7:00 pm. Attendees: Trustees Brian McQueen, Tim Gulotta, James Hutcheson, and Darell Kingsnorth, Supervisor Lisa Bergeron, Highway Commissioner Durand Pigott, and 2 members of the public.

ii. Approval of prior meeting minutes

Trustee Kingsnorth motioned to approve, Trustee Hutcheson seconded. The motion carried unanimously.

iii. Review tax levy analysis for November ordinance vote

Supervisor Bergeron reviewed charts and graphs that show impact of raising the levy by 2.9% versus no increase. Without an increase to the levy the Township will continue to dip into the underfunded reserves causing deeper financial difficulties that will be nearly impossible to reverse. With a 2.9% levy increase, the Township will see a \$2,234 increase in tax revenue in 2026. However, that amount will not immediately overcome the challenge of increasing costs and it will take many years just to return to the levy amount the Township had before it refunded taxpayers nearly \$7,000. But it is an important first step to stabilizing the Township's financial position. Let it be noted that these issues are with Township funds NOT Road District funds. The Road District's financial position is in good shape, albeit challenged by needs for road equipment replacement with limited resources. This information was provided in advance of the vote on the Tax Levy Ordinance at the November 11th meeting.

iv. Status of South Grove Township's historical book of records 1850-1982

As part of her role, Supervisor Bergeron worked with the bank to transition signature authority and access the Township's safe deposit box which held a few vehicle titles and South Grove Township's historical record book with records from 1850 – 1982. Unfortunately, the safe deposit box was too small for the book and it was difficult and damaging to extract it. Given the state of the storage, Supervisor Bergeron closed the safe deposit box.

Supervisor Bergeron visited the DeKalb County History Center to discuss the potential donation of the book to the History Center which is well equipped to manage and store historical records. Rather than keep the book in a safe deposit box which provides only limited access, the History Center allows everyone the opportunity to view the book. Additionally, the History Center is

nearing completion of a page on their website hosting scans and transcription of every page, this work thanks to the McQueen Family.

A motion to donate the Township's 175-year-old book was made by Trustee Hutcheson and seconded by Trustee Gulotta. The motion carried unanimously.

v. Financial reports & authorization of expenditures

Supervisor Bergeron reviewed the Township bills. Trustee McQueen motioned to approve, Trustee Kingsnorth seconded. The motion carried unanimously. Supervisor Bergeron reviewed the road district bills. Trustee McQueen motioned to approve, Trustee Hutcheson seconded. The motion carried unanimously.

vi. Old and/or New business

Supervisor Bergeron reminded Trustees who received the audit's Fraud Risk Assessment questionnaire to complete and return as soon as possible so the FY25 audit can be completed.

Trustee Hutcheson asked for an update on the organization's transition to a Verizon package. Supervisor Bergeron indicated that discussions and quotes were being held still. It does appear that while the Verizon Government package requires some upfront cost in equipment, the monthly cost for desk phone, Internet, cell phone and tablet is less than what the Township is currently paying for desk phone and Internet only. The return on investment of that equipment cost is just 9 months which means in 9 months the Township will erase the upfront cost of equipment and begin saving on this package every month. Additionally, the Verizon Government fee scheduled is fixed so there will be fewer if any price increases unless negotiated by the State. The transition should be completed by November.

Trustee Kingsnorth raised the issue of lettering on road district vehicles with a motion. Supervisor Bergeron indicated that motions without inclusion on the agenda are not allowed under the Open Meetings Act but that this issue and decision authority would be evaluated.

vii. Public comment

A member of the Public asked if the former Clerk had returned Township documents yet. Supervisor Bergeron advised that the former Clerk was sent a certified return receipt letter requesting return of all Township documents. A few weeks later, the former Clerk emailed meeting minutes from 2019 – 2025 but no additional documents were returned.

viii. Adjournment

Next Meeting November 11, 2025 – 7PM

Trustee McQueen motioned to adjourn at 7:45 pm, Trustee Kingsnorth seconded. The motion carried unanimously.