



# Meeting Minutes

February 10, 2026

## **i. Call to order**

Supervisor Bergeron called the meeting to order at 7:00 pm. Attendees: Trustees Brian McQueen, Tim Gulotta, James Hutcheson, and Hetland, Clerk Ken Stoll, Supervisor Lisa Bergeron, and 3 members of the public. Absent: Highway Commissioner Pigott.

## **ii. Approval of prior meeting minutes**

Trustee McQueen motioned to approve the 1/13/2026 minutes, Trustee Hutcheson seconded. The motion carried unanimously.

## **iii. Schedule for upcoming meetings**

Supervisor Bergeron reviewed the schedule for upcoming meetings, which includes the Annual meeting to review the FY26 Treasurers Reports on 4/14/2026 and the FY27 Budget Ordinance public hearing on 5/12/2026.

## **iv. Ranking of Township priorities and repairs/purchases**

Supervisor Bergeron provided a summary of high-level priorities for the Board and asked them to rank from top priority to lowest priority. A list of potential needs and purchases was also provided along with estimated costs and context for the Board to rank from top priority to lowest priority. Supervisor Bergeron asked the Board to return their individual rankings in a week or two and the results would be rolled up into an overall summary. The goal would be to put together a long-range plan for addressing these items to enable better budget planning.

## **v. Furnace repair, replace, or wait until breakdown**

Supervisor Bergeron reviewed the status of the furnace after an HVAC inspection. Overall, the 24-year-old furnace is working fine and running at around 75% efficiency. However, the inducer motor blades are warping causing grinding which will eventually fail. The estimate for a new 95% furnace was \$5,300 and the cost to repair the current issue is \$1,300. Given the furnace will likely run through the remainder of the current fiscal year, Supervisor Bergeron asked the board to unofficially indicate if they would want to repair or replace the furnace if needed in the next fiscal year in order to plan appropriately for the upcoming budget cycle. The Board agreed that it would be better to replace the furnace rather than put funds into repairs and wait until next fall to evaluate the status.

## **vi. Financial reports & authorization of expenditures**

Supervisor Bergeron reviewed the Township bills. Trustee Hetland motioned to approve, Trustee McQueen seconded. The motion carried with one nay by Trustee Hutcheson. Supervisor Bergeron reviewed the road district bills. A discussion was held on the backhoe breakdown and repairs by Westside Tractor. Trustee Gulotta motioned to approve, Trustee Hetland seconded. The motion carried with one nay by Trustee Hutcheson.



## **vii. Old and/or New business**

- a. Supervisor Bergeron informed the Board that the process to renew the electricity rates for the Township was underway. The current contract ends in August 2026. The energy broker indicated rates would likely be over 10 cents per KWH compared to the current rate of 6.7 cents per KWH. The energy broker will participate in the March meeting sharing options for renewal for the board to evaluate and vote on.
- b. Supervisor Bergeron made an announcement that the Annual Statement of Economic Interest notices would be emailed to the Board in the near future and that the process would be online.
- c. Supervisor Bergeron asked Board members to consider transitioning to direct deposit for March board payments given recent glitches with system processes.
- d. Supervisor Bergeron asked the board to provide potential agenda items on or before Tuesday in advance of the Sunday deadline to post agendas and meeting material. This allows for more time for review and questions. Friday and Saturday in advance of Sunday's deadline to post meeting materials is the busiest for the Supervisor due to accounting processes and preparation of financial reporting.
- e. Additional Topics:
  - i. Trustee Gulotta requested clarification of responsibilities for elected and appointed officials and a refresher overview for current members and new participants. Supervisor Bergeron suggested Township Officials of Illinois (TOI), which has an extensive library of articles on these topics as well as an ongoing series of workshops, both online and in person. All Board members are automatically enrolled as members of TOI. Supervisor Bergeron would reach out to TOI to get the newly appointed Trustee and Clerk on their list rather than waiting for the election office to send the updates so they can get materials more quickly.
  - ii. Trustee Gulotta suggested the need for a process for receiving, allocating, and distributing donations and grants to the township. Supervisor Bergeron agreed this was a good idea and Trustee Gulotta planned to draft a donation policy for review in the future.
  - iii. Trustee Gulotta asked about the procedures for amending minutes and how revisions and corrections are documented. Supervisor Bergeron indicated the process of amending minutes takes place during the monthly meeting and that she would work with the Clerk to develop a process to reflect changes.
  - iv. Trustee Gulotta suggested expanding the clerk's role to include an inventory road district and evaluate/inspect highway district vehicles and equipment. He suggested the Clerk's salary could be increased to cover the extra time. Supervisor Bergeron cautioned that increasing the Clerk salary for these tasks could not be reduced if the next Clerk does not have those skills. Inventory of items and what should be included in that inventory. Trustee Gulotta also requested a list of road work planned for the future which is in progress.
  - v. Trustee Gulotta talked about the Township's financial position due in part to lower taxes over the past and expressed concern about the potential insolvency in the future. Trustee Gulotta wanted notification to constituents on the financial condition. He raised issues around the financial positions of the Township and requested outside financial involvement.
  - vi. Trustee Gulotta created urgency around involving external financial review. Supervisor Bergeron welcomed the external review and requested Trustees identify the financial people they trust and see if they would be willing to meet to review and evaluate. Year-end estimates and 3-5-year projections are in progress and will be ready by the 3/10/26 meeting.



- vii. Trustee Gulotta raised the issue of Trustee communication approaches and strategies to ensure questions and discussion are constructive while maintaining a collaborative tone with the Highway Commissioner. Some were raising personnel issues which the Supervisor indicated were inappropriate at an open meeting, potentially opening liability issues. Supervisor Bergeron suggested they talk with the Highway Commissioner one-on-one rather than holding questions or issues for once a month at a public meeting. Trustee Gulotta expressed concerns about meeting in person to talk feeling that it would put him in a compromised position.
- viii. Trustee Gulotta asked about the authority and limitations of private entities, specifically wind and solar companies, in requiring infrastructure improvements from the township. Given changes at the state level, there is little ability to regulate. However, the Road District is working with legal counsel to develop a stronger, more thorough permit and road use agreement to decrease the potential impact on the Township as a whole.
- ix. Trustee Gulotta asked about allowable agenda items and what may legally be placed on the township agenda. Supervisor Bergeron indicated that anything can be placed on the agenda, but her desire is to be respectful of time. For items that are general questions it would be best to ask outside the meeting.
- x. Trustee Gulotta asked whether meeting length will be predetermined by the supervisor. Supervisor Bergeron said no and indicated meeting length is fluid depending on the content of the agenda.
- xi. Trustee Gulotta asked about the process to review prior meeting minutes review. Clerk Stoll outlined his plan for recording minutes. It was suggested that a laptop could be dedicated to Clerk responsibilities and that the laptop currently at the Township could be used by both the Clerk and Highway Commissioner but could not be taken to individual homes. However, that would make the work process challenging and perhaps a laptop should be a priority.
- xii. Trustee Gulotta asked about the status of a potential purchase of road grader purchase by the Road District. Supervisor Bergeron indicated this evaluation is still in the early stages of review and financial analysis. The Road District has one quote and is still waiting for two more. Once those are received a thorough financial analysis will be completed but it is not on the near horizon. Trustee Gulotta suggested establishing committees to make recommendations on equipment needs and road improvements. The issues of the Township's financial position were raised with concern that the Road District considers purchasing a grader. Supervisor Bergeron explained that there are 2 different governmental units and that the Township side has mostly fixed or required expenses so the grader would not impact Town funds. The issue was raised about what happens if the Township cannot pay the Highway Commissioner salary. Supervisor Bergeron has been working with legal counsel, Township Officials of Illinois and the DeKalb County Clerks office and has identified potential options the Board could consider. Those options include: 1. Merging with another township, 2. Transferring the building to the road district to avoid the upcoming building expenses, or 3. Raising taxes above the cap of the annual Consumer Price Index to regain Town fund financial stability. At present, the Town funds can be increased by around \$2,000 per year. However, expenses are rising faster than the amount given rising utility, insurance, and other costs, and salary increments approved in 2024.

Trustee Gulotta suggested the Township establish a committee to evaluate the need for a grader and need evaluate the condition of roads and needed maintenance/improvements. He provided an example of the use of a committee to evaluate an IMRF (pension).

### **viii. Public comment**

A member of the Public felt the toilets could be replaced by most anyone or even the highway commissioner and did not feel the Township should spend the money on a plumber.



A second member of the Public stated that elected officials answer to members of the public and that the public are the bosses. He also requested the new vehicle include signage and expressed concern about the need for more residents to attend the meetings and get involved.

A third member of the public observed that it's difficult to accomplish everything during the monthly meeting and suggested Board workshops to work through issues in advance. OMA rules would inhibit 3 or more discussing business outside official meetings, but this could be accomplished through two discussing things. He expressed concern about the energy broker requiring commitment at the next meeting; however, it has to be voted on with that days rates which is how it has worked in the past.

## **Adjournment**

Trustee Hetland motioned to adjourn at 8:45pm, Trustee Gulotta seconded. The motion carried unanimously.