

South Grove Township

Monthly Meeting Minutes

August 12, 2025

i. Call to order

Supervisor Bergeron called the meeting to order at 7:00 pm. Attendees: Brian McQueen, Tim Gulotta, James Hutcheson, Darell Kingsnorth, Lisa Bergeron, and 4 members of the public.

ii. Approval of Prior Meeting Minutes

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

iii. General Assistance funds use and balance threshold.

Supervisor Bergeron summarized concerns regarding General Assistance funds given the GA levy portion will be moved to Township next fiscal year to cover increased expenses. In addition, the Township just begun participation in the Emergency Assistance program and there are yet unknown impacts of cuts to Medicaid/Medicare on the Townships residents.

Annual interest income in the General Assistance fund is sufficient to cover administrative expenses such as liability insurance, catastrophic health insurance and other small expenses. Of concern is the \$12,000 per year provided to the Kirkland Food Pantry which would deplete funds quickly given little new tax revenue added each year. A spreadsheet with estimated FY26 year-end balance assuming \$1,000/month to the food pantry was provided along with various scenarios to wind down contributions.

Trustee McQueen and Trustee Gulotta asked several good questions regarding when and how residents would be eligible for these financial assistance programs and whether there is a mandated need to spend down GA funds. Supervisor Bergeron tabled this discussion until next meeting to gather more detailed information for the Board.

iv. Legal Representation – John Redlingshafer

Supervisor Bergeron discussed the importance of Legal Counsel for the Township and provided an engagement letter from John Redlingshafer of Mescher, Rinehart & Redlingshafer P.C. in Washington, IL. Attorney Redlingshafer's expertise is in governmental law and specifically Township governance and currently represents several DeKalb County Townships. Additionally, Attorney Redlingshafer does not require an annual retainer, billing only as used by clients. Trustee Hutcheson motioned to approve, Trustee Kingsnorth seconded. The motion carried unanimously.

v. Verizon Business Package

South Grove Township currently uses Rise Broadband for landline phone and internet at the Township. Supervisor Bergeron reviewed a recently received Verizon Business package quote which includes landline phone, internet, cell phone, and 2 security cameras. The cost of the Verizon package was \$5 more per month than the smaller service provided by Rise Broadband. Trustee Hutcheson motioned to approve the Verizon Business package, Trustee McQueen seconded. The motion carried unanimously.

vi. Communications - Facebook and website

Supervisor Bergeron requested approval for using the GoDaddy platform for the Township's website and hosting. The annual cost of web hosting and domain name is \$225 and will fulfill the required postings but at a lower cost than print publications. Supervisor Bergeron also provided information on the Townships Facebook page which does not have any associated cost but provides yet another avenue to communicate with South Grove residents.

Supervisor Bergeron also requested approximately \$171 for postage to send letters to all South Grove residents to inform them about the new communication methods. Trustee Hutcheson motioned to approve, Trustee Kingsnorth seconded. The motion carried unanimously.

vii. Mower purchase vs contractual

The Township has been paying contractually for mowing services at the building. Supervisor Bergeron discussed the opportunity to purchase a used zero turn mower for \$1,500 which would enable the Township to save costs by making this one-time purchase. Trustee Hutcheson motioned to approve, Trustee McQueen seconded. The motion carried unanimously.

viii. Financial Reports & Authorization of Expenditures

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

ix. New Business

Supervisor Bergeron requested clarification on board payment schedules and requested Board members inform her on preferred payments method, check vs. direct deposit. If Board members select direct deposit, an authorization form will be provided and should be returned no later than 9/1/25.

Trustees asked if former Clerk Carlson had returned Township documents and records. Supervisor Bergeron indicated that the former Clerk was not responding to the requests and nothing had been received.

x. Public Comment – There was no public comment.

xi. Adjournment

Next Meeting September 9, 2025 – 7PM

Trustee Gulotta motioned to adjourn, Trustee McQueen seconded. The motion carried unanimously.