

**Sangamon Township  
Regular Meeting Minutes**

**Held at Sangamon Township Building, 1264 East Old Rte 47 White Heath, Illinois**

***January 10, 2019***

Minutes

The regular monthly meeting of Sangamon Township was called to order by Supervisor Kathleen Piatt at 7:00 p.m. Roll call was taken. Kathleen Piatt, Trustee Bill Olson, Trustee John Foley and Trustee Bill Blickhan were present.

Also present were Kevin Duff - Clerk and Larry Sebens - Highway Commissioner.

Trustee Mike Nolan was absent.

The pledge of allegiance was recited.

**Public Comment**

No public comments were made.

**Minutes:**

The December minutes were e mailed to the Supervisor and the trustees earlier in the week. Trustee Nolan responded in an e mail to Clerk Duff with a few comments. Clerk Duff read Trustee Nolan's comments at the meeting. Trustee Olson made a motion to approve the minutes as amended. Supervisor Piatt seconded the motion. A voice vote was taken and unanimously passed.

**Invoices:**

A motion to approve invoices was made by Trustee Blickhan and seconded by Trustee Foley. A roll call vote was taken and unanimously passed.

**Announcements and Communications:**

A letter from the Piatt County Clerk/Recorder was read requesting address verification for the Township's officials for the mailing of the State's Economic Interest forms. Supervisor Piatt and Clerk Duff have responded with the information.

Supervisor Piatt confirmed that the Township will include liability insurance for the assessor at a cost of about \$200. The Township's liability insurance is in addition to the personal insurance that Assessor Dees already has.

Supervisor Piatt reported that Trustee Nolan put together a notebook for the Cemetery Committee for reference for the committee and the Township Board. Supervisor Piatt related that in the past, the Cemetery Committee met prior to regular Township meetings at the Township Building. If needed, the chair of the committee would stay for the regular Township meeting to bring any items requiring Board review. Trustee Olson asked who is on the

committee. Supervisor Piatt responded that Joyce Munster, Lori Wilson and Ray Spencer are on the committee. Supervisor confirmed that the committee has no authority to act on its own and must bring any action items to the Township Board. Trustee Nolan has put together a multi year cemetery plan that Fran Dick, Cemetery Sexton, will review with the Cemetery Committee for comment. Supervisor Piatt would like Joyce Munster to be chair of the Cemetery Committee to post agendas and meeting dates. The Committee would also need to elect a member to take meeting minutes for review by the Township Board.

Supervisor Piatt stated that a new revised copy of Illinois Township Laws and Duties has been ordered.

### **Old Business:**

#### *Assessor's Report:*

Supervisor Piatt reported that Assessor Dees was unable to make tonight's meeting but is going to attend training with the Piatt County Assessor. Assessor Dees reported to Supervisor Piatt that the Township has 1700 parcels with an assessed evaluation of more than \$85m and is 1/6th of the total assessed evaluation for Piatt County.

#### *Cemetery Committee Update:*

The Cemetery Committee Update was discussed and noted in the Communications part of the Township meeting.

#### *Transition to Kelly's Accounting Services:*

Supervisor Piatt reported that the transition to Kelly's Accounting has been going very well. Kelly has checks for the Township's two major accounts, Town and Road & Bridge. Kelly turned around this month's payments in one day. The Board will receive profit/loss statements at a later date. In February or March, Kelly will submit several type of reports for the Board to review and determine the best reporting format. Supervisor Piatt reminded the Board that the Township has to have a budget for the fiscal year to run reports. Trustee Foley was impressed that the Township appears to have \$40k in the black so far this year. Supervisor Piatt cautioned that the current numbers may be misleading since the Township needs to be paying half of the Highway Commissioner's salary and hasn't always been consistent. Trustee Foley asked if the Board approved 2018 Levy Reductions last month and Supervisor Piatt confirmed.

### **New Business:**

#### *Budget Changes 2019:*

Supervisor Piatt noted that a proposed budget will be discussed by the Board next month for approval in March. Trustee Blickhan asked how the Township adjusts the budget when reassessing. Supervisor Piatt responded that adjustments are made once a year and the tax rate is adjusted to meet the levy amount. Townships are limited to how much levies may be increased without public hearings. Trustee Olson confirmed that public hearings for large levy increases are required by truth in taxation laws. The Board discussed briefly prior standard practice of approving the Township's budget in March, 3 months after the start of the new fiscal year. Supervisor Piatt noted that some State Townships have fiscal years starting in March supporting budget approvals in March but Piatt County townships all have January fiscal years.

#### *New Stop Signs:*

Trustee Foley noted that as he drives along 1800 N Road when he hits Champaign County a lot of new stop signs have been installed. Highway Commissioner Sebens replied that Champaign County has received a grant for new stop signs but believes that new stop signs

are not always a good practice. Signs have to be replaced every ten years and the replacement cost would be up to the Townships/County. Commission Sebens has noticed that typically drivers do not stop at stop signs on rural roads giving drivers a false sense of security and that the signs are a liability for the Township to maintain. He would have to make sure the signs are in good shape and position every day or the Township would be liable. He has learned from the state that if a stop sign is not present at a rural intersection, the Township is not liable for accidents at unmarked intersections. Trustee Foley replied that there may be strong justifications for some stop signs if they are believed to prevent an accident. Supervisor Piatt noted that as the Township grows and traffic increases, the Township should be sensitive to additional signage needs.

*Adjourn to Closed Meeting*

Trustee Foley made a motion seconded by Trustee Olson to adjourn to a closed meeting at 8:03 p.m. A voice vote was taken and unanimously approved.

**Motion to Adjourn**

The regular meeting resumed at 8:40 p.m. Trustee Blickhan made a motion seconded by Trustee Olson to adjourn the regular meeting at 8:40 p.m. All were in favor. The regular meeting adjourned at 8:40 p.m.

Respectfully submitted,

Kevin Duff

Sangamon Township Clerk