

**Sangamon Township  
Regular Meeting Minutes**

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

**June 10, 2021**

The regular monthly meeting of Sangamon Township was called to order at 7:03 p.m. by Supervisor Kathleen Piatt. Roll Call was taken. Present were Supervisor Piatt and Trustees John Foley, Mike Nolan, Bill Olson and Bill Blickhan.

Also present were Guests Kelly Finet and Tomas Scott, Jr, Clerk Kevin Duff, and Highway Commissioner Larry Sebens.

The pledge of allegiance was recited.

**Public Comment:** None

**New Business:** Kelly Finet from Kelly's Accounting presented recommended best financial reporting with 3 examples: New Balance Sheet Report, Profit and Loss Statement for total of all funds and how to report reconciling payroll and IMRF payments. Kelly confirmed that she does balance the Township's bank statements and checks every month using hard copies that Supervisor Piatt provides her. Getting the statements electronically with read only privileges would be helpful. Supervisor Piatt will work with the bank to give Kelly read only access. The reconciling will be done for the end of the month. Reports will be made for both Town Funds and Road and Bridge Funds. Kelly will see how transfers can be reported. Balance Sheets will be reported for the current month and for the previous year's same month. The percentage of change is not needed. A subsequent year to date report will also be provided for the current month and for the previous year's same month. A motion was made by Trustee Olson and seconded by Trustee Foley that starting in 2021, the Highway Commissioner's salary will be paid in alternating quarters from the Road and Bridge Fund starting in the first quarter and then from the Town Fund and will be reconciled semi annually in July and January to report transfers for payroll taxes and IMRF like the example provided today from Kelly Finet. A roll call vote was taken and the motion passed unanimously. Kelly mentioned that having access to the auditor on occasion would be beneficial. A discussion on having an audit every year versus an compilation report was tabled for another meeting. In the future, Kelly will e mail monthly reports to Clerk Duff and he will e mail to the Board prior to the meetings. Kelly will come to the Township's regular meeting on July 8, 2021. The Board stated that she should be compensated for her time to attend these meetings.

**Minutes:** A motion was made by Trustee Nolan and seconded by Trustee Olson to approve the May meeting minutes. A voice vote was taken and the motion was approved unanimously.

**Invoices:** A motion was made by Trustee Blickhan and seconded by Trustee Nolan to approve the invoices. A roll call vote was taken and the motion was approved unanimously.

**Communications:** Assessor Dee's report was e mailed to the Board.

Supervisor Piatt e mailed the Ball Diamond lease to Aaron Brown of the White Heath Rec League and followed up with a text. Mr. Brown has not yet responded.

The point was made that this month's Township Official's magazine reported that if the Board has a vacancy, the vacancy has to be posted.

**Old Business:** A discussion of the cemetery board was deferred for a future meeting. Supervisor Piatt will check with Cemetery Sexton Frannie Dick to see what records he is keeping.

Trustee Foley made a motion seconded by Trustee Nolan to adjourn the meeting. A voice vote was taken and the meeting adjourned at 9:02 pm.

Respectfully submitted,  
Clerk Duff