

**Sangamon Township
Regular Monthly Meeting**

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

September 14, 2017

Minutes

The regular monthly meeting of Sangamon Township was called to order at 7:00 P.M. by Supervisor Kathleen Piatt. Roll call was taken. Kathleen Piatt, John Foley, Bill Olson, Steve Harper and Mike Nolan were present.

Debbie Marshall-Clerk, Larry Sebens-Highway Commissioner and Brent Buckalew –Assessor were also present.

The pledge of allegiance was recited.

Public Comment:

Sammi Anderson introduced herself. She is a family law attorney practicing in Champaign, IL. She announced her candidacy for Circuit Judge in the 6th district. She believes that her law experience qualifies her for the position. Her husband, Garrett Anderson and two daughters accompanied her to the meeting.

Kevin Duff introduced himself and shared that he is interested in our Sangamon Township Assessor position. He will plan to visit with Brent about qualifications.

Minutes:

After the August 2017 minutes were read aloud by Debbie, a motion to approve and accept the minutes was made by Steve Harper and seconded by Bill Olson. All were in favor.

Invoices:

A motion to approve invoices -with an addendum of payment for future invoices before next meeting- was made by John Foley and seconded by Mike Nolan. Discussion ensued regarding the cost of our accounting services. A large portion of this month's cost was conversion of the budget into quick books format and the production of our Annual Financial Report. Mike believes that the account codes in our current budget should be reviewed and "cleaned up" for next year in order that proper budget line items are used for expenditures. After discussion, a roll call vote of 5 ayes and 0 nays resulted in passing the motion to approve invoices.

Announcements/communications:

Brent reminded the Board that his Assessor contract expires at the end of 2017. He feels that a township resident would be better suited to serve as Sangamon Township Assessor. February, March and April are the heaviest months for the assessing workload. The 2016 construction for the 2017 tax year was pretty strong. A 3 ½ % increase in assessments occurred for 2016 tax year. 2017 seemed to begin slowly-but it's increasing in new home construction.

Kathleen attended a T.I.F. information district meeting.

She also shared a legislative survey asking if anyone has a suggestion for legislation.

Also, the Fall Township Officials education seminar in Springfield will be held in November.

Old Business:

The annual financial report was presented to the Trustees for review.

Mike has prepared a sample spread sheet using current account codes and organizing current funds to have a more readable fund balance report. He suggested that we use corresponding account codes with the budget code numbers.

Kathleen would like to change book keepers at the beginning of 2018. John said that outsourcing the accounting/book keeping might be beneficial to maintain consistency. Kathleen said that if we continue to outsource, she would like to keep the business local as there are a few local possibilities. John would like to see a full calendar year of budgeted income and expenses for twelve months on a fund balance report.

The Board would like to form a committee to study and enforce property cleanup in Sangamon Township. Kathleen received a phone call complaint regarding a property in Lodge. There is currently nothing in Township guidelines to give authority for action. Perhaps if covenants were collected from each subdivision in the Township, we would have rules at hand. Mike said that a covenant would help solve some of the issues, however, the Piatt County Clerk's office can't locate covenants for Hickory Hill #1 or #2 at this time, so the collection of covenants might prove difficult. John stated that this will not be an easy road. He suggested surveying the residents to isolate and identify some of the larger problems in the Township? Maybe meeting with County officials to familiarize ourselves with current codes and ordinances. John suggested visiting with our attorney or State's Attorney, Dana Rhodes to discover what authority we might actually have. Larry suggested contacting T.O.I.. And, Kathleen offered to talk to other Supervisors in our county. John wondered if more Clean Up days would help the situation. Maybe twice a year? The discussion was tabled.

New Business:

Audit questionnaires were distributed to the Board. Completion of the questionnaire insures no conflict of interests regarding the Township Officials.

A motion for closed session in order to review past minutes was made at 8:12 P.M. by John Foley and seconded by Mike Nolan. All were in favor with 5 ayes and 0 nays. Minutes for closed session meetings held June 9, 2016 and June 8, 2017 were read. A motion to approve the June 9, 2016 minutes was made by John Foley and seconded by Bill Olson. All were in favor. A motion to approve the June 8, 2017 minutes was made by Kathleen Piatt and seconded by Steve Harper. All were in favor. A motion to keep both sets of minutes "Closed" was made by John Foley and seconded by Steve Harper. All were in favor. A motion to return to open session was made by John Foley and seconded by Mike Nolan. All were in favor and the Board returned to open session at 8:20 P.M.

A motion to adjourn the meeting was made by Steve Harper and seconded by Mike Nolan. All were in favor and the motion passed.

The meeting was adjourned at 8:20 P.M..

Respectfully submitted,

Debbie Marshall

Sangamon Township Clerk