

Minutes ~ Board of Town Trustees

STATE OF ILLINOIS,)
)
Winnebago County, (ss.
)
Town of Harlem ,)

THE BOARD OF TOWN TRUSTEES met at the Office of the Town Clerk at 819 Melbourne Avenue, Machesney Park, Illinois on October 5, 2020.

PHYSICALLY PRESENT: Terri Knight Chairman
Sheryl Crowley Town Clerk
Bob Arneson Town Trustee
Kate Tammen Town Trustee
Linda Woodrow-Mertz Town Trustee
vacant Town Trustee

Mrs. Terri Knight acting as chairman, and Sheryl Crowley as clerk.
The following official business was transacted:

Others present: Road Commissioner Ed Tegland, Assessor Jon Vaiden, Attorney John Nelson, Deputy Supervisor Dawn Frank. Citizens: Chuck Knight. Dennis Hildebrandt, Siepert & Co. LLP Certified Public Accountants.

The meeting was called to order at 5:30 PM.
Assessor Jon Vaiden gave the invocation followed by the Pledge of Allegiance.
Roll call was taken, and a quorum declared present.

A motion was made by Trustee Woodrow-Mertz to approve the September 14, 2020 regular board meeting minutes, seconded by Trustee Tammen. Motion carried.

PUBLIC COMMENTS:

Dennis Hildebrandt, Auditor from Siepert & Co., LLP went over the audit. He discussed segregation of duties, risk management & lack of internal controls. Audit is on file.

COMMUNICATIONS:

- General Assistance Report – 1 active, 0 pending, 0 applications, 0 terminated, 0 denied.
- Financial Reports – On file.

ATTORNEY COMMENTS: Discussed the open Trustee position, Terri is taking applications to fill the unexpired term of Trustee Kathy Geyer, who resigned last month due to moving out of the state. Will study the audit procedures, discussed segregation of duties and the fact the board checks over the bills.

ELECTED OFFICIALS REPORTS:

Supervisor: Had to switch accountants due to the company we were using we couldn't get answers to questions from them, all the accountants left the previous firm we had. Asked Ed if we've heard from Norwest Construction, Ed said he would report on it under his report.

Assessor: They have 81 complaints 69 of them have been completed. They came to an agreement with the big box stores. They have another continuing education class in October rescheduled from earlier this year.

Clerk: No report.

Road Commissioner: Norwest will be starting on Friday (October 9th) on the blacktopping in the back. Blade patching is done, some are happy & some people are not. Equipment is holding up so far. The salt shed issue was explained.

COMMITTEE REPORTS:

Planning: Did not meet.

OLD BUSINESS: None

NEW BUSINESS:

Resolution 6 – Holiday Schedule 2021

Discussion on the schedule, it was decided to have one for the Township employees and one for the Highway department.

Motion made by Trustee Tammen to layover to the November 16th meeting, seconded by Trustee Woodrow-Mertz. 3 Ayes (Trustee Tammen, Woodrow-Mertz & Supervisor Knight). 1 Nay Trustee Arneson

Resolution 7 – Town Board Meeting Schedule for 2021

Trustee Woodrow-Mertz made a motion to approve, seconded by Trustee Tammen. Motion carried. 4 Ayes (Trustee, Arneson, Tammen, Woodrow-Mertz & Supervisor Knight).

APPROVAL OF BILLS

Town Fund: A motion was made by Trustee Tammen to approve payment of the Town Fund Bills in the amount of \$32,558.85. Seconded by Trustee Woodrow-Mertz. Motion carried. 4 Ayes (Trustee, Arneson, Tammen, Woodrow-Mertz & Supervisor Knight). 1 vacant seat

G.A. Fund: A motion was made by Trustee Arneson to approve payment of the G.A. Fund Bills in the amount of \$912.00. Seconded by Trustee Woodrow-Mertz. Motion carried. 4 Ayes (Trustee, Arneson, Tammen, Woodrow-Mertz & Supervisor Knight). 1 vacant seat

Park Fund: A motion was made by Trustee Tammen to approve payment of the Park Fund Bills in the Amount of \$7,715.56. Seconded by Trustee Woodrow-Mertz. Motion carried. 4 Ayes (Trustee, Arneson, Tammen, Woodrow-Mertz & Supervisor Knight). 1 vacant seat

Road & Bridge Fund: A motion was made by Trustee Woodrow-Mertz to approve payment of the Road & Bridge Fund Bills in the amount of \$9,146.83. Seconded by Trustee Tammen. Motion carried. 4 Ayes (Trustee, Arneson, Tammen, Woodrow-Mertz & Supervisor Knight). 1 vacant seat

FURTHER DISCUSSION OF TOWNSHIP MATTERS:

ADJOURNMENT:

A motion was made by Trustee Woodrow-Mertz to adjourn the meeting, seconded by Trustee Tammen. Motion carried.

The meeting adjourned at 6:21P.M.

Respectfully Submitted,

Sheryl Crowley
Harlem Township Clerk