

MINUTES OF THE DORR TOWNSHIP BOARD MEETING
May 12, 2020 at 7:00 p.m.
Dorr Township Office
1039 Lake Ave, Woodstock, IL 60098

Meeting conducted via remote video teleconference (Zoom)

Present: Supervisor Sue Brokaw; Clerk Brenda Stack; Assessor Veronica Myers; Highway Commissioner John Fuller; Trustee Jon Sheahan; Trustee Richard Hoyt; Trustee Chris Cantwell; Trustee Bryson Calvin.

Public present: None.

Meeting called to order by Supervisor Brokaw at 7:06 p.m.

Pledge of Allegiance recited.

1. Roll Call of Town Board Members present as listed above.
2. Public Comments: None.
3. Approval of Minutes of the April 14, 2020 Board meeting.

Motion by Trustee Cantwell to approve the Minutes of the April 14, 2020 Board of Directors Meeting. Motion seconded by Trustee Sheahan. Motion approved unanimously.

4. Approval of Minutes of the Dorr Township Budget Meeting of April 14, 2020.

Motion by Trustee Sheahan to approve the Minutes of the April 14, 2020 Dorr Township Budget Meeting. Motion seconded by Trustee Cantwell. Motion approved unanimously.

5. Approval of Minutes of the Dorr Township Road District Budget Meeting of April 14, 2020.

Motion by Trustee Hoyt to approve the Minutes of the April 14, 2020 Dorr Township Road District Budget Meeting. Motion seconded by Trustee Calvin. Motion approved unanimously.

6. Approval of Claims for period April 15, 2020 to May 12, 2020:

TF	\$54,319.51	GA	\$ 4,042.98
DRD	\$50,084.71	PHR	\$25,419.57

Motion by Trustee Cantwell to approve the claims for the period of April 15, 2020 to May 12, 2020. Motion seconded by Trustee Sheahan.

Supervisor Brokaw asks for any questions. Trustee Hoyt asks about the McRide transit charge; Supervisor Brokaw advises that is a once per year charge, but we pay after we approve our budget.

Board polled; motion approved unanimously.

General Assistance case report provided for review. Supervisor Brokaw advises that the numbers are low; fielded a few questions today. Expecting a surge in another month or so.

7. Legislative Updates - None.

8. Reports:

Supervisor - Supervisor Brokaw advises the auditors are in the office this week reviewing materials; they should be finished soon. Lunches for Seniors on Wednesdays between 20-25 people each week. Everyone really pleased with the food - hot lunch and box lunch. Judy Daniels donated 25 masks to distribute to the Seniors. \$250.00 received from an individual to help pay for the lunches so that the Seniors do not have to pay. Meeting room currently closed down due to the current health situation; started looking into new flooring for the two (2) meeting rooms, and paint. Estimate received from one painter, Wall-Pro from Woodstock. Other painter did not show. Entire back area - touching up, one coat of paint, labor \$2,500.00; we would pay for the materials. Contacted Murphy's Flooring in Woodstock for flooring samples and estimate. Materials, adhesive, removal and installation approximately \$15,600.00. Opinions or questions? Brief discussion. Prevailing wage compliant. Trustee Cantwell asks about the condition of the current carpet. Supervisor Brokaw advises it is stained and in poor condition. New flooring would be glued down vinyl, commercial grade. Samples in office shown for viewing. Trustee Cantwell advises the room will echo (sound reflection) and be noisier with this new flooring option. Supervisor Brokaw advises it will be easier to clean up. Trustee Calvin asks if we are legally obligated to pursue prevailing wage, and yes, we are. Samples are available in the office to view if anyone wants to see them. Budgeted for this expenses, which was guesstimated to be approximately \$12,000.00, so a little more than expected. Trustee Hoyt asks if it would hurt to get another bid; Trustee Sheahan suggests getting one more bid. Supervisor Brokaw will obtain another bid and report back. Supervisor Brokaw advises that another expense contemplated is the water fountain in hallway - to add a bottle filler. It is a kit, and the proposal totals \$1,385.00 from Hartwig's. Jensen's

bid was \$2,700.00. Trustee Cantwell suggests Mark Andersen; Supervisor Brokaw will check with Mark Andersen to see if he does this type of installation.

Assessor - Residential Sales Entered April 15, 2020 to May 12, 2020 handout provided via email prior to meeting for review. Assessor Myers advises the office is doing really well. Tax bills will be coming out on Friday, May 15, 2020, from the Treasurer's Office and will also be available online on that date. They have made provisions for waiving penalty for late first installment. Rotating phone duty with employees once the tax bills go out. Remote working is going great. Employees' current status discussed. Field work - everything was pretty much caught up, limited permit requests. All in all, everything is good.

Highway Commissioner - Highway Commissioner John Fuller advises it is going good out at the shop. Most of the guys are working 3-4 day weeks, one working one day a week. Culvert done on McConnell Road, ready to pave. Shoulder work done. Guys all healthy so far. Trustee Cantwell asks about the revenue status regarding road projects, perhaps delayed or pushed back because of the health pandemic. Highway Commissioner Fuller advises he has not heard any information on that, but it all should be okay; most in budget. Bought some masks on Amazon for department use. Everything is going well.

Clerk - No report.

Trustees - Trustee Calvin asks about lengthy notices-communications via email from what purposes to be constituents. Brief Discussion.

(NOTE: Zoom meeting ran over time at 7:38 p.m. so meeting interrupted. New Zoom meeting quickly scheduled, and meeting resumed at 7:45 p.m. with the following present via remote attendance:

Supervisor Sue Brokaw, Clerk Brenda Stack, Trustee Christian Cantwell, Trustee Jon Sheahan, Trustee Rick Hoyt, Trustee Bryson Calvin.

9. Executive Session

- a. Semi-annual review of Executive Session Minutes

Motion by Supervisor Brokaw to enter Executive Session. Motion seconded by Trustee Cantwell. Motion approved unanimously.

Return to Regular meeting.

Motion by Supervisor Brokaw to approve and ratify any and all action taken in Executive Session. Motion seconded by Trustee Cantwell. Motion approved unanimously.

10. New Business

- a. Status of Annual Meeting date is currently unknown.

11. Future Agenda Items:

- a. Donation Request - McHenry County Fair Foundation
- b. Donation Request - University of Illinois Extension

Donation requests to be put on next month's Agenda. Supervisor Brokaw will send any information available for review prior to next month's meeting.

12. Motion to adjourn.

Motion by Trustee Cantwell to adjourn; motion seconded by Trustee Calvin. Motion approved unanimously. Meeting adjourned at 7:55 p.m.

**NEXT REGULAR BOARD MEETING: Tuesday, June 9, 2020 at 7:00 p.m.
(Note: Trustee Cantwell will schedule next month's remote video teleconference meeting via Zoom.)**

Submitted by Brenda Stack, Dorr Township Clerk