

MINUTES OF THE DORR TOWNSHIP BOARD MEETING  
March 14, 2023 at 7:00 p.m.  
Dorr Township Office  
1039 Lake Ave, Woodstock, IL 60098

Present: Supervisor Susan Brokaw; Clerk Brenda Stack; Highway Commissioner John Fuller; Assessor Tammy Benitez; Trustee Laura Cullotta; Trustee Tom Thurman; Trustee Jon Sheahan.

Not present: Trustee John Buckley

Public present: None

Meeting called to order by Supervisor Brokaw at 7:00 p.m.

Pledge of Allegiance recited.

1. Roll Call of Board Members present as listed above.
2. Public Comments: None.
3. Approval of Minutes of the February 14, 2023 Board meeting.

Supervisor Brokaw clarifies with Trustee Cullotta the correction regarding the TOI Conference to the December Meeting Minutes.

**Motion by Trustee Cullotta to approve the Minutes of the February 14, 2023 Board meeting. Motion seconded by Trustee Sheahan. Vote called; motion approved unanimously.**

4. Approval of Claims for period February 15, 2023 to March 14, 2023:

TF	\$39,176.89	GG	\$ 2,780.44
DRD	\$71,112.88	PHR	\$22,253.69

**Motion by Trustee Sheahan to approve the claims for the period February 15, 2023 to March 14, 2023. Motion seconded by Trustee Thurman. Vote called. Board polled; motion carries.**

Supervisor Brokaw requests a motion regarding payment of interim outstanding bills between now and the end of fiscal year.

**Motion by Trustee Thurman to allow payment of interim outstanding bills between March 15, 2023 and March 31, 2023 end of fiscal year. Motion seconded by Trustee Cullotta. Vote called; motion approved unanimously.**

General Assistance case report and Salvation Army report available for review.

#### 5. Helping Hands Textile Recycling

Supervisor Brokaw provides brief review of presentation at February 14, 2023 Board meeting by Gina Peshek of Helping Hands, and request to place steel containers here in the parking lot for drop off of materials. Supervisor Brokaw advises she reached out to the City of Woodstock for their input; did not hear back from anyone, but spoke with Roscoe Stelford today. He was not aware of any regulations or issues. Supervisor Brokaw addresses some concerns - would not want the containers out front; back is better lit, but would have to be on grass and not on pavement. Would the Road District garage be a better location? Brief discussion. Highway Commissioner Fuller indicates garage is gated, and there would be concerns having people coming and going; would be locked at night and leaving items outside of gates a concern. Recommendation is, although it is a good program, we will not pursue.

#### 6. Annual Meeting - April 11, 2023; approval of Agenda

Draft Agenda for Annual Meeting provided for review. **Motion by Supervisor Brokaw to approve the Agenda for the Annual Meeting on April 11, 2023. Motion seconded by Trustee Sheahan. Motion approved unanimously.**

#### 7. Senior Activities Report

Soar@Dorr written report provided prior to meeting via email. Brief review of events. Everything is going great, and there is continuous gaining of popularity in events.

#### 8. Legislative Updates

Supervisor Brokaw asks if everyone receives email from TOI with Legislative Reports/Updates - provides great review of legislative actions. Prevailing Wage and Intergovernmental Agreements of interest.

## 9. Reports

**Supervisor:** Supervisor Brokaw advises Lobby Day in Springfield is Wednesday, April 26, 2023; cost is \$55.00. TOI Educational Event - July 27, 2023 in Rockford. Recent power outage due to ice storm closed office - Fob door system was inoperable. The company that has maintained the system would not come out, and recommended we get someone closer, which we did. New vendor came out and got everything fixed and we are all reset. They will give us a proposal for updating our system, as it operates on Windows7, which will eventually become obsolete and inoperable. We should, however, be good for 4-5 years. Received a Zoning Board of Appeals notice for property on Route 47 reclassification from AG-1 to B-3 general business, requesting a conditional use permit. Hearing was on March 9, 2023. TOIRMA dividend check received in the amount of \$6,101.00 - disbursed to Town Fund (\$2,684.00) and Road and Bridge (\$3,417.00). Decennial Committee needs to be formed by June 10, 2023 - elected officials (Supervisor and Trustees) are required members, and two (2) members of the public. Clerk Stack will take Minutes of these meetings. Requirement to meet a minimum of three (3) times and file report with County Clerk within 18 months of first meeting. Supervisor Brokaw advises she attended a webinar a couple of weeks ago about the Decennial Committee; there is another one on March 30<sup>th</sup>.

Road District Building Project - proposals from Direct Steel and DDCA previously provided. They are asking for a retainer for each company. Project requires approval of electors. We have two-third's of the funds; American Community Bank has advised they would be willing to lend to us, but Supervisor Brokaw advises we would like to have all funds available by the time project commences. Retainers requested are \$4,000.00 to Direct Steel and \$1,000.00 to DDCA. Trustee Sheahan asks how confident are we that the matter will be approved? Supervisor Brokaw advises there will be no increase in taxes - we have the money, and we expect it should not be opposed. Item to be on Agenda next month for approval of retainers.

**Assessor:** Residential Sales entered February 15, 2023 thru March 13, 2023 provided via email prior to meeting. Assessor Benitez advises there are actually more to input - 13 vs. the 8 listed. Low, but it is the winter months. Receiving our sales in a new way; they are not emailed by the County anymore; we must access database to collect the sales. It is more work, but is a County money-saving measure. Continuing to input sales and permits and other computer related jobs. Also, continuing to look at neighborhoods Sales Ratio studies. Some site visits are being done, weather permitting. 2023-2024 Budget is complete; Tammy advises she will not be present at next month's meeting.

**Highway Commissioner:** Highway Commissioner Fuller advises there were a couple of snow and ice events. Trees and branches removed from roads. Patching as needed. County will be doing the painting for the striping this year. Roads to be repaved are Pleasant Valley Road, Ridgefield Road, Prairie Street and Prospect Street. Legal Notice Publication requirement - Notice to Subdivisions with Nondedicated Road Within Dorr Road District completed and to be published in Northwest Herald on March 15, 2023. Brief explanation by Highway Commissioner Fuller of this requirement. Township Board of Trustees (Dorr Road District) sign certification and Clerk attests.

**Clerk:** Statement of Economic Interest updates. Website indicates all filed except Trustee Buckley.

**Trustees:** No report.

10. Executive Session - Not required.

11. New Business

- a. Decennial Committee
- b. Road District Building Project

12. Future Agenda Items

- a. Township Budget
- b. Road District Budget

13. Motion to adjourn

**Motion by Supervisor Brokaw to adjourn. Motion seconded by Trustee Sheahan. Motion approved unanimously. Meeting adjourned at 7:37 p.m.**

Next meeting: Tuesday, April 11, 2023 at 6:30 p.m. - Annual Meeting  
7:00 p.m. - Regular Meeting

Submitted by Brenda Stack, Dorr Township Clerk