

MINUTES OF THE DORR TOWNSHIP BOARD MEETING
April 11, 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; Trustee Laura Cullotta; Trustee Tom Thurman; Trustee Jon Sheahan, Trustee Buckley.

Not present: Assessor Tammy Benitez

Public present: Ted Andersen and Joyce Andersen

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 March 14, 2023 Board meeting.

Clerk Stack advises of change to Approval of Claims - interim outstanding bills - date should be March 15, 2023 to end of fiscal year March 31, 2023.

Motion by Trustee Thurman to approve the Minutes of the March 14, 2023 Board meeting, as amended. Motion seconded by Trustee Cullotta. Vote called; motion approved unanimously.

4. Approval of Claims for period March 15, 2023 to March 31, 2023:

TF	\$398,152.12	GG	\$ 3,676.65
DRD	\$42,017.00	PHR	\$39,700.03

Motion by Trustee Buckley to approve the claims for the period March 15, 2023 to March 31, 2023. Motion seconded by Trustee Sheahan. Vote called. Board polled; motion carries.

Approval of Claims for period April 1, 2023 to April 11, 2023:

TF	\$9,879.65	GG	\$ 500.00
DRD	\$2,737.04	PHR	\$4,492.91

Motion by Trustee Thurman to approve the claims for the period April 1, 2023 to April 11, 2023. Motion seconded by Trustee Buckley. Vote called. Board polled; motion carries.

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

Transfer of Appropriations:

Supervisor Brokaw advises Profit & Loss Report reflects these changes.

Town Fund:

Line item 12403 \$100.00 transferred sum added to line item 12405 in the same fund, making the adjusted appropriation for the first line item \$12,400.00 and for the second line item \$300.00.

Line item 13402 \$500.00 transferred sum added to line item 13403 in the same fund, making the adjusted appropriation for the first line item \$3,000.00 and for the second line item \$15,500.00

Motion by Trustee Buckley to approve the Transfer of Appropriations in the Town Fund. Motion seconded by Trustee Sheahan. Motion approved unanimously.

General Assistance Fund:

Line item 21432 \$200.00 transferred sum added to line item 21400 in the same fund, making the adjusted appropriation for the first line item \$800.00 and for the second line item \$23,200.00.

Line item 21423 \$100.00 transferred sum added to line item 21402 in the same fund, making the adjusted appropriation for the first line item \$2,400.00 and for the second line item \$1,100.00

Line item 21437 \$100.00 transferred sum added to line item 21405 in the same fund, making the adjusted appropriation for the first line item \$400.00 and for the second line item \$200.00.

Motion by Trustee Thurman to approve the Transfer of Appropriations in the General Assistance Fund. Motion seconded by Trustee Buckley. Motion approved unanimously.

Road Fund:

Motor Fuel Taxes paid to Crystal Lake, Woodstock and Lakewood.

Line item 31495 \$20,000.00 transferred sum added to line item 31451 in the same fund, making the adjusted appropriation for the first line item \$330,000.00 and for the second line item \$41,000.00.

Motion by Trustee Buckley to approve the Transfer of Appropriations in the Road Fund. Motion seconded by Trustee Sheahan. Motion approved unanimously.

Permanent Hard Road Fund:

Line item 40402 \$100.00 transferred sum added to line item 40405 in the same fund, making the adjusted appropriation for the first line item \$13,900.00 and for the second line item \$400.00.

Motion by Trustee Sheahan to approve the Transfer of Appropriations in the Permanent Hard Road Fund. Motion seconded by Trustee Buckley. Motion approved unanimously.

5. Senior Activities Report

Senior Activities Report provided prior to meeting via email for review.

6. Decennial Committee

Supervisor Brokaw states that three (3) residents of the township need to serve on the committee. First meeting in May before the regular meeting on May 9th, 6:45 p.m. Bob Pierce has advised he would be on the committee. The only purpose of that first meeting in May will be to appoint members of the committee.

Joyce Andersen asks what is the Decennial Committee. Supervisor Brokaw provides brief overview - efficiency, accountability and consolidation. Report goes to County Clerk. Thereafter, Committee formed every 10 years.

7. Road District Building Project

Supervisor Brokaw reminds Board members of two (2) proposals received: DDCA and Direct Steel. Our attorney, Jim Militello, has reviewed both and there are no issues with Board approval because they are a professional service provider that we have used before and they have provided their qualifications and capability statement, which is why we do not have to go out for bid.

Approximately \$1.6 million dollars for the entire project. Voter approval is required, We can hold open houses to show need. Looking now to provide a retainer to each company: DDCA \$1,000.00 and Direct Steel \$4,000.00.

Motion by Supervisor Brokaw to approve contract with DDCA and issue a check for retainer in the amount of \$1,000.00. Motion seconded by Trustee Buckley. Board polled; motion approved unanimously.

Motion by Trustee Sheahan to approve contract with Direct Steel and issue a check for retainer in the amount of \$4,000.00. Motion seconded by Trustee Buckley. Board polled; motion approved unanimously.

8. Township Budget

Town Fund Total Appropriations \$1,394,800
General Assistance Total Appropriations \$106,500
Total Appropriations: \$1,501,300

9. Road District Budget

General Road Fund Total Appropriations: \$867,550
Permanent Hard Road Fund Total Appropriations: \$1,405,200
Total Appropriations: \$2,272,750.00

Budgets will be on display for the next 30 days. Since there is only 28 days before our next regular meeting, a Special Meeting will be necessary. Wednesday, May 17, 2023 at 7:00 p.m. Town Fund Budget Meeting and 7:15 p.m. Road District Budget Meeting.

10. Reports

Supervisor: Supervisor Brokaw advises she has received a quote for sealing of parking lot and crack filling for \$4,100.00, additional \$1,300.00 for second coat; includes striping of parking lot.

Rockford TOI educational event July 27, 2023

Assessor: Residential Sales entered March 14, 2023 through April 7, 2023 provided via email prior to meeting. Assessor Benitez not present, but provided the following written report:

Sales Ratio Studies are continuing to be done for the neighborhoods for the quadrennial. Site visits are starting to be more frequent with the weather beginning to be nicer. Everyday assessment duties, sales and permit input are continuing. Seasonal help (Marisa) is back for the Spring-Fall season.

Highway Commissioner: Highway Commissioner Fuller advises ice storm and wind storm events handled; plows coming off; before Easter we had inmates for four (4) days. Cleaning up brine room.

Clerk: Statement of Economic Interest - John Buckley still working on password update through the County Clerk website.

Supervisor Brokaw advises all are required to complete annual sexual harassment training. Clerk Stack to provide web link for training information.

Trustees: No report.

11. Executive Session

12. New Business

13. Future Agenda Items

14. Motion to adjourn

Motion by Trustee Buckley to adjourn. Motion seconded by Trustee Cullotta. Motion approved unanimously. Meeting adjourned at 7:34 p.m.

Next meeting: Tuesday, May 9, 2023 at 7:00 p.m.

Special Meeting - Town Fund Budget and Road District Budget - May 17, 2023 at 7:00 p.m. and 7:15 p.m.

Submitted by Brenda Stack, Dorr Township Clerk