

MINUTES OF THE DORR TOWNSHIP BOARD MEETING  
October 10, 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 John Buckley; Trustee Tom Thurman.

Not present: Trustee Jon Sheahan

Public present: Sue Dobbe-Leahy, Dobbe Marketing & PR

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

Pledge of Allegiance previously recited at Decennial Committee Meeting.

1. Roll Call of Board Members present as listed above.
2. Public Comments: None
3. Approval of Minutes of the September 12, 2023 Board meeting.

**Motion by Trustee John Buckley to approve the Minutes of the September 12, 2023 Board meeting. Motion seconded by Supervisor Sue Brokaw. Vote called; motion approved unanimously.**

4. Approval of Claims for period September 13, 2023 to October 10, 2023:

TF	\$55,026.85	GA	\$ 7,435.97
DRD	\$ 2,850.61	PHR	\$318,492.30

**Motion by Trustee John Buckley to approve the claims for the period September 13, 2023 to October 10, 2023. Motion seconded by Trustee Laura Cullotta.** Trustee John Buckley asks about availability of reports. Supervisor Brokaw advises she will address reports. **Vote called. Board polled; motion carries.**

Supervisor Brokaw advises General Assistance for September - 75 clients; assisted two (2) people, for a total of \$310.00. Salvation Army down a little from August.

5. Senior Activities Report

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

6. Road District Building Project  
Sue Dobbe-Leahy, Project Outreach Proposal

Supervisor Brokaw advises that after last month's meeting, Dobbe Marketing was asked to scale back a little and return with updated proposal. Presentation by Sue Dobbe-Leahy of Dobbe Marketing & PR. Brief introduction and overview of updated report - Dorr Township Building Project Outreach Campaign (dated September 20, 2023). Five-part process: 1. Immersion; 2. Discovery; 3. Creative; 4. Planning; 5. Implementation. Objections and actions for each stage of the process briefly reviewed. Cost of each provided: Immersion - \$3,200.00. Discovery - \$1,500.00. Creative - \$5,250.00. Planning - \$1,500.00. Implementation - TBD. Brief overview of team members. Trustee Laura Cullotta asks about relationship with townships. Sue Dobbe-Leahy advises that they have not done a lot, but were involved on a limited basis about 10-15 years ago in a project. Sue Dobbe-Leahy further states that they have a very good understanding of media and its uses. Trustee Cullotta asks if they will look into past history - pro and con positions, responses to those concerns, and how they will choose discovery subjects. Sue Dobbe-Leahy advises that they will work with Dorr Township to provide information and references. Trustee Cullotta voices concern about possibly "stirring the pot". Sue Dobbe-Leahy provides examples of the process and will ask Dorr Township for introduction. Trustee Cullotta asks about arriving at the Planning and Implementation stages and the costs - can we expect them to go up? Sue Dobbe-Leahy provides brief explanation of costs/fees. Supervisor Brokaw advises we will seek to obtain factual information, not pro or con, just presenting the facts. Highway Commissioner John Fuller asks Sue Dobbe-Leahy how they conduct interviews; she advises they prefer as a group, or there may be some individually. Supervisor Brokaw asks about estimate for last phase - Implementation. Sue Dobbe-Leahy advises \$750.00 - \$1,000.00 per month for nine (9) months. Supervisor Brokaw expresses concern of cost of last phase. Although we are spending money, we are not raising taxes. We need to get the word out without drawing too much attention to the negatives. Sue Dobbe-Leahy advises consistent message is important. Assessor Tammy Benitez expresses concern over cost. Trustee John Buckley advises he understands the concern about costs; this is a large project. We need to determine the right language to be using and why we are doing this and spending taxpayer funds. Discussion continues. Trustee Tom Thurman advises there are always a handful of people that can be very vocal in their opposition; the need is what we have to sell. Thank you to Sue Dobbe-Leahy. Sue Dobbe-Leahy departs meeting. Discussion continues. Review of costs of marketing plan - what if we just use the first three (3) stages of the process: Immersion, Creative, Discovery. Total cost of those would be \$9,950.00. Discussion and decision continued until November meeting.

7. Legislative Reports - None.

8. Reports

**Supervisor:** Supervisor Brokaw advised of availability of completed audits. Finished repair of the fire alarm - back in June there was a problem from the backflow inspection. Insurance settlement received, which was a little less than repair due to depreciation. Reminder of TOI Conference registration - final by October 22, 2023.

**Assessor:** Assessor Tammy Benitez provides written Monthly Meeting Report: Dorr Township was published on October 4, 2023 with the final date to appeal being November 3, 2023. We are answering calls, emails and welcoming taxpayers in with most questions being "What will my tax bill be next year?" Since publishing on Wednesday, we have had approximately 32 calls, five walk-ins and nine emails. Input of permits and sales are continuing but are normally put to the back burner to get questions answered quickly. Residential Sales August, 2023 through September 22, 2023 provided via email prior to meeting.

**Highway Commissioner:** Highway Commissioner Fuller advises work included replacing driveway culverts on Lucas Road and repaving; last round of mowing; gravel work; sign work; street light installed on Lily Pond Road by the railroad tracks.

**Clerk:** Clerk Stack advises the Certificate of Publication was received for publication requirement of Financial Report.

Supervisor Brokaw advises that Clerk received a FOIA request, which she forwarded to Supervisor as FOIA officer. Townships are seeing these types of requests for in-person review of certain documentation.

**Trustees:** No report.

9. Executive Session - None

10. New Business - Township Levy and Road District Levy

11. Future Agenda Items

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12. Motion to adjourn

**Motion by Supervisor Brokaw to adjourn. Motion seconded by Trustee Cullotta. Motion approved unanimously. Meeting adjourned at 8:12 p.m.**

Next meeting: **Thursday, November 9, 2023** at 7:00 p.m.

Submitted by Brenda Stack, Dorr Township Clerk