

MINUTES OF THE DORR TOWNSHIP BOARD MEETING  
March 12, 2024 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 Jon Sheahan; Trustee Tom Thurman.

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 13, 2024 Board meeting.

Brenda Stack advises there is a correction to the date of the meeting which has already been corrected - from January 9, 2024 to February 13, 2024. Supervisor Brokaw advises of a typographical error in item 6. - thing to think.

**Motion by Supervisor Sue Brokaw to approve the Minutes of the February 13, 2024 Board meeting. Motion seconded by Trustee Tom Thurman. Vote called; motion approved unanimously.**

4. Approval of Claims for period February 14, 2024 to March 12, 2024:

TF	\$48,345.08	GA	\$ 5,299.46
DRD	\$47,207.96	PHR	\$35,733.39

**Motion by Trustee Jon Sheahan to approve the claims for the period February 14, 2024 to March 12, 2024. Motion seconded by Trustee Tom Thurman. Board polled; motion approved unanimously.**

General Assistance and Salvation Army case reports provided prior to Board meeting via email for review.

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

**Motion by Trustee Tom Thurman to allow payment of interim outstanding bills between March 12, 2024 and end of fiscal year. Motion seconded by Trustee Laura Cullotta. Vote called; motion approved unanimously.**

#### **5. Transfers of Appropriation**

Town Fund - Transfer of \$2,000.00 from line item 11438 to line item 11445.

**Motion by Trustee Jon Sheahan to allow transfer of the sum of \$2,000.00 from line item 11438 to line item 11445. Motion seconded by Trustee Laura Cullotta. Board polled; motion approved unanimously.**

Town Fund - Transfer of \$100.00 from line item 12412 to line item 12423.

**Motion by Trustee Tom Thurman to allow transfer of the sum of \$100.00 from line item 12412 to line item 12423. Motion seconded by Trustee Laura Cullotta. Board polled; motion approved unanimously.**

Town Fund - Transfer of \$500.00 from line item 13432 to line item 13423.

**Motion by Trustee Jon Sheahan to allow transfer of the sum of \$500.00 from line item 13432 to line item 13423. Motion seconded by Trustee Laura Cullotta. Board polled; motion approved unanimously.**

General Assistance - Transfer of \$4,000.00 from line item 23509 to line item 23510.

**Motion by Trustee Tom Thurman to allow transfer of the sum of \$4,000.00 from line item 23509 to line item 23510. Motion seconded by Trustee Laura Cullotta. Board polled; motion approved unanimously.**

#### **6. Senior Activities Report**

Senior Activities Report provided prior to meeting via email for review. Once again, programs continues to grow and be well-attended.

7. Road District Building Project

Supervisor Brokaw advises we need to set a date for meeting of electors in May to vote on the Road District Building Project. Suggested dates are May 21, 2024 or May 23, 2024. Consensus approves Tuesday, May 21, 2024 at 6:30 p.m. for Special Town Meeting for Electors to vote on Road District Building Project.

Scheduling of Open House with the Chamber of Commerce discussed - dates suggested April 23<sup>rd</sup> or April 30<sup>th</sup>. Consensus approves April 30, 2024 for Open House Chamber Mixer. Another meeting would be scheduled for the general public to attend an Open House - selected date of Saturday, May 4, 2024 from 10:00 a.m. to Noon.

Trustee Jon Sheahan asks about safety vs. savings. Size of buildings and expense of sprinkler system discussed. Projected cost of project to be \$1.5 million. We will obtain information and show cost of sprinkler system to indicate the reasoning behind decision.

8. Annual Meeting - April 9, 2024 - approval of Agenda

Supervisor Brokaw requests the addition of Remarks by SOAR at Dorr Director Laura Wassinger. This item added to Agenda. Consensus provides unanimous approval of Annual Meeting Agenda.

9. Township Budget

Supervisor Brokaw provides brief review of budget process. General Assistance numbers reviewed.

Amendment of Tax Levy - not changing the amount of the levy. County Clerk consulted and levy is allowed to be amended at this time. Township attorney also consulted. Amount of levy will not change. Total General Town Fund moves from \$645,000.00 to \$600,000.00. Total General Assistance Fund moves from \$5,000.00 to \$50,000.00. Total Taxes Levied remains at \$650,000.00.

**Motion by Supervisor Brokaw to amend the 2023 Tax Levy showing the amount distributed to the General Town Fund at \$600,000.00, the amount distributed to General Assistance at \$50,000.00, for total taxes levied at \$650,000.00 (same levy). Motion seconded by Trustee Jon Sheahan. Board polled; Motion approved.**

Supervisor Brokaw advises she is waiting on some quotes and figures to adjust numbers in the Town Fund budget. Legal services will increase due to Road District Building Project. Accounting Services to increase (we will be using a new accounting firm). Securing an accounting firm has been problematic. Supervisor Brokaw advises she communicated with previous firm, who indicated that due to not previously continuously retaining them, they will increase their fees significantly, so we are looking into other recommendations for accounting firms. Senior Program will see an increase in salary; goal is to hire another full-time employee to assist with other services.

Assessor Tammy Benitez provides brief review of accounts. Plan is to hire a new employee due to the anticipated projects expected with the City of Woodstock (i.e. continued building out of Die Cast property and anticipated Lennar subdivision).

Supervisor Brokaw advises budget hearings require 30-day notice between presentation and hearing date. Hearings dates set at Thursday, April 11, 2024 at 6:30 p.m. for Town Fund Budget Hearing and April 11, 2024 at 6:45 p.m. for Road District Budget Hearing.

#### 10. Road District Budget

Highway Commissioner John Fuller advises not much change to his budget. Lawyer fees to increase, again because of anticipated Road District Building Project. Not too many changes.

Supervisor Brokaw advises there is still time to make adjustments to the budget prior to the budget hearings.

#### 11. Legislative Updates

Supervisor Brokaw briefly reviews Township Officials of Illinois (TOI) Legislative Update of February 16, 2024. These reports/updates are provided via email by TOI. HB5050 - elimination of road districts by the County Board Chairman - have heard nothing, so expect this item has not moved ahead.

#### 12. Reports

**Supervisor:** Supervisor Brokaw advises that she, Laura Wassinger, Adelle Mickelson and Lynda Rohe of Harvard Senior Center attended

training program for the day at University of Illinois Naperville campus and presented information on Senior Program. It went very well.

Shredding Event scheduled for September 21, 2024 from 9:00 a.m. to 11:00 a.m.

Update to our entry/door system at the township building - software update cost of \$3,200.00. Separate issue of fobs - security issue - quote is \$13,000.00. We will hold off on the fobs update for now.

TOIRMA dividend check received in the amount of \$6,101.00 - \$2,684.00 to Town Fund and \$3,417.00 to Road and Bridge Fund.

Supervisor Brokaw advises that she has received Notices of Public Hearing:

Solar farm - March 20, 2024 (Conditional Use) South side of Lucas Road, East side of Route 47.

Solar farm - March 27, 2024 East side of Dean Street Road by Gayle Drive.

Received letter from Turning Point Energy with introduction regarding proposed solar farm South side of Lucas Road, East side of South Eastwood Drive, 31.5 acres.

**Assessor:** Residential Sales February 13, 2024 through March 10, 2024 provided via email prior to meeting. Assessor Tammy Benitez advises Final Decision Notices for appeals will be mailed out the third week in March from the County. We had 95 total appeals. Assessment duties, including permits and sales, are continuing. Site visits are increasing as we get into nicer weather. There have been a few more FOIA requests coming in over the last month than we normally receive. Took field trip to Highway Department. Topics Day April 17, 2024.

**Highway Commissioner:** Highway Commissioner Fuller advises they have been cutting trees and brush, salted and plowed, truck repairs, cleaned shop floors, cleaned brine maker, jetted drains in buildings. Last week jail inmates were out doing trash pickup and washing vehicles.

**Clerk:** Clerk Brenda Stack reminds Board members of Statement of Economic Interest requirement to be completed with the County Clerk.

**Trustees:** No report.

13. Executive Session - None

14. New Business - None

15. Future Agenda Items

- a. Highway Department - Certificate of Authority (Rock Salt Contract Participation Agreement)

16. Motion to adjourn

**Motion by Supervisor Sue Brokaw to adjourn. Motion seconded by Trustee Tom Thurman. Motion approved unanimously. Meeting adjourned at 7:57 p.m.**

Next meetings:

Tuesday, April 9, 2024 at 6:30 p.m. - Annual Meeting held at Dorr Township Highway Department, 12322 Davis Road, Woodstock, IL 60098

Tuesday, April 9, 2024 at 7:00 p.m.- Regular Board Meeting

Thursday, April 11, 2024 at 6:30 p.m. Township Budget Hearing

Thursday, April 11, 2024 at 6:45 p.m. Road District Budget Hearing

Tuesday, April 30, 2024 Road District Building Project - Chamber Mixer

Saturday, May 4, 2024 from 10:00 a.m. to Noon - General Public Open House at Road District Building

Tuesday, May 21, 2024 at 6:30 p.m. Special Town Meeting of Electors to vote on Road District Building Project

Submitted by Brenda Stack, Dorr Township Clerk

CIVILITY PLEDGE:

*In the interest of civility, I pledge to promote civility by listening, being respectful of others, acknowledging that we are all striving to support and improve our community, and understanding that we each may have different ideas for achieving that objective.*