

**RUTLAND TOWNSHIP
SEPTEMBER 13, 2005
REGULAR BOARD MEETING**

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The Rutland Township Board held its regular monthly meeting in the town hall. Supervisor Bulmahn called the meeting to order at 7:00 p.m., this was followed by the pledge to the flag. Roll call showed the following members present: Supervisor Bulmahn, Clerk Carlsen, Trustees Tessendorf, Stelford, Schuldt and Brown.

SUPERVISOR'S ANNOUNCEMENTS

Supervisor Bulmahn asked for the Board's permission to amend the agenda so that Assessor Fritz could give his report first and not have to stay for the whole meeting. He also noted that the auditors haven't as yet completed an annual draft of the year-end audit. He hopes to have one shortly as it needs to be filed with the state of IL and Kane County by September 30th. He said the delay is caused by the capitalization of assets report needed for the first time this year. The Supervisor also announced that Freeman Rd. is closed for construction west of Route 47. He assumes that this portion will no longer be the responsibility of the township as it will now be part of Sun City and therefore belong to the Village of Huntley. He stated also that Road Commissioner Schultz is on vacation this week and that he would inform him of this upon his return. Board members have received invitations to the annual Pingree Grove picnic and open house on Saturday September 17th and the supervisor encouraged the Board to attend. The township is planning to solicit prices and bids for some painting on the exteriors of the town building and the assessors trailer. We also need some aluminum work done on the trim around the garage doors. Board members expressed their approval of the new notebooks that contain all their paperwork for the meetings. It was noted that though all vendors had been notified to submit their invoices by the first of the month there was really no noticeable change in their submittals. There is one general assistance claim pending and we expect to have additional claims from it also. The claimant is no longer employed so we could consider having him do odd jobs around the town or the road district knowing that we only need to pay him minimum wage. The Supervisor will discuss this with the Road Commissioner upon his return.

Assessor Fritz then gave his report. He stated that the staff has been busy taking pictures of new homes and they hope to finish up soon. He will submit assessments within the next two weeks, as he wants to get things into the county within that time frame as well. The office has only received 2 complaint calls from Timber Trails with 68 from Sun City. There are 6,500 – 6,600 parcels in Rutland Township and he wants to turn everything in at one time upon completion. Cambridge Homes is now closing on homes and people have begun moving into the subdivision. He also stated that he was pleased with his offices progress and also feels that his presentations last month at Sun City were helpful for the residents.

MINUTES

There being no additions or corrections to the minutes, a **motion was made by Trustee Brown and seconded by Trustee Tessendorf to adopt the Regular Board Meeting Minutes of August 9, 2005.** Vote: Roll call vote. 2005-09-01

Tessendorf	yes
Stelford	yes
Schuldt	yes
Brown	yes
Bulmahn	yes Motion carried unanimously

FINANCIAL REPORTS

The financial reports from April 1, 2005 through July 31, 2005 had been distributed to the board last month so there was no discussion. **A motion was then made by Trustee Brown and seconded by Trustee Schuldt to approve the Financial Reports for both the town and road funds for the first four months of the fiscal year.** Vote: Roll call vote. 2005-09-02

Brown	yes
Schuldt	yes
Stelford	yes
Tessendorf	yes
Bulmahn	yes Motion carried unanimously

The board has been given the financial reports for the five months ending August 31, 2005, which contains a balance sheet as of August 31, 2005. It also has a five-month profit and loss statement and a comparison to the budget. This is for both the Town and Road Funds. Discussion followed and the board will go over these statements and vote on them next month.

The total claims for the Town were \$16,207.46. Invoices totaled \$2,479.38 and salaries of \$13,728.08. It was a routine month for the bills, other than a bill from Office Max, which arrived a little late but was included. Salaries ran a little high due to extra help in the assessor's office. **A motion was made by Trustee Schuldt and seconded by Trustee Stelford to approve the township bills of \$16,207.46 for September, 2005 as presented.** Vote: Roll call vote. 2005-09-03

Tessendorf	yes
Stelford	yes
Schuldt	yes
Brown	yes
Bulmahn	yes Motion carried unanimously

The Road bills were discussed and it was noted that each of the claims is classified as being from the equipment fund, the permanent road fund from the road and bridge fund, or from IDOT money. It's important to draw money from the correct fund when paying the bills. The largest amount from the IDOT fund is for the final draw for Curran of \$276,442.98 with \$3,122.98 from the equipment fund for Bonnell Industries. The Curran invoice will be voted on separately from the other road bills. **A motion was made by Trustee Stelford and seconded by Trustee Schuldt to approve the road bills of \$9,565.82 for September, 2005.** Vote: Voice vote. All ayes. Motion carried unanimously 2005-09-04

The motion was amended by Trustee Brown and seconded by Trustee Tessendorf to include the salaries for the road district of \$6,732.88 as well as the \$9,565.82. Vote: Roll call vote. 2005-09-05

Brown	yes
Schuldt	yes
Stelford	yes
Tessendorf	yes
Bulmahn	yes Motion carried unanimously

Discussion followed on the Rutland Township and Road District IDOT Road Improvement Grant Cash Flow Report. There is a balance of \$116,802.87 left in this account. With outstanding invoices remaining of approximately \$52,000 that will leave us with about \$64,802.00 in the fund. We will need to go back to IDOT with a modification for any additional projects. The money left in this account must be used by March 31, 2006 but we can get an extension

if necessary. Additional work has been done near Coombs Road but no invoices have been received as yet. The Supervisor will talk to Commissioner Schultz regarding this issue upon his return from vacation.

The Board then noted the Town and Road Districts approval of the work done by Curran. **A motion was made by Trustee Brown and seconded by Trustee Tessendorf to authorize and approve the release of the requested draw by Smith Engineering for Curran which represents the final draw on the IDOT road improvement contract with the original amount being \$845,956.61 and the final amount now being paid of \$276,442.98 for which the final waiver has been received.**

During the discussion period, it was determined that the township could have saved \$35,000 to \$40,000 on engineering fees for the IDOT project. The previous Road Commissioner spent this unnecessarily but it is a legal obligation, which we are bound to. Vote: Roll call vote. 2005-09-06

Brown	yes
Schuldt	yes
Stelford	yes
Tessendorf	yes
Bulmahn	yes Motion carried unanimously

RESOLUTIONS

Supervisor Bulmahn then read the Resolution to change bank account signatories & adopt the requirement for dual signatures on all accounts. Any two of the three individuals listed below shall be authorized to sign checks and make withdrawals from the following Rutland Township Town Funds at the Royal American Bank. We have five accounts: the general checking account, the building and grounds saving account, the restricted savings account, the reserve savings account, and the certificate of deposit. The authorized three signers would be the Supervisor Fred Bulmahn, Charleen Carlsen, Township Clerk, and Trustee Ron Tessendorf as the longest serving Trustee. Any two of the three are authorized signers. The general assistance fund in the Rutland Township Town Fund, the only account we have there, is the Illinois Fund which is a pool of funds held by the State of Illinois for local, state and county governments and is a money market account. The authorized signers on that account are Supervisor Fred Bulmahn, Deb Schuldt as the General Assistance Director, and Trustee Ron Tessendorf. The Supervisor thought it appropriate that Deb

Schuldt be a signer since she handles the General Assistance program. All the Road District accounts are at EFS Bank and they are: The permanent Road Fund checking account, the road and bridge fund checking account, the equipment fund savings account, and the IDOT road improvement savings account. The proposed authorized signers on those accounts are Supervisor and Road District Treasurer Fred Bulmahn, Deb Schuldt Office Manager for the Road District and Trustee Ron Tessendorf. **A motion was made by Trustee Schuldt and seconded by Trustee Stelford to approve Resolution # RU2005-22 the Resolution to change bank signatories and adopt dual signatures on all accounts as presented.** Vote: Roll call vote. 2005-09-07

Tessendorf	yes
Stelford	yes
Brown	yes
Schuldt	yes
Bulmahn	yes Motion carried unanimously

Discussion on a Resolution for prepaying certain standard bills for the month was presented to the Board for their consideration at the October meeting. Board fees and elected officials salaries are distributed at the night of the meeting and that will continue. By Resolution many years ago the Supervisor was given the authority to sign checks for General Assistance and occasionally there are emergencies that need to be dealt with and though we've not had to do it currently, it could happen. The Supervisor suggested that we also add to the prepay list the Township credit card charges, loan and lease payments, and utilities. As the resolution states the Board will be given a schedule of those bills that have been prepaid in addition to those unpaid. TOI stated that some townships pass a resolution such as we're doing. This resolution will be voted on at next months meeting.

A Culvert fee permit draft ordinance has also been distributed to the board for their consideration and they will have final draft from Attorney Roeser at next months meeting as well.

Our new truck from Oakfield Ford is at Adams being fitted for a bed. **A motion was made by Trustee Tessendorf and seconded by Trustee Brown to approve the purchase of a Ford F150 truck and bed from Oakfield Ford for approximately \$24,500.** Vote: Roll call vote. 2005-09-08

Brown	yes
Schuldt	yes

Stelford	yes
Tessendorf	yes
Bulmahn	yes Motion carried unanimously

OTHER BUSINESS

Resident Sue Chambers then addressed the board regarding ways for the township to get involved in the Hurricane Katrina relief. She suggested that we target those evacuees coming to this area. Since the Elgin Mental Health facility is taking evacuees perhaps we could work with them and see what's most needed. Mrs. Chambers feels that the residents of Rutland need to step up and help. She feels that as time goes on more supplies will be needed and volunteers will also be necessary. She will contact Elgin and see what's needed and will coordinate with them.

Kane County is requesting that someone from the township attend an orientation session in the preparation to coordinate emergency preparedness for an emergency or a national disaster. Presumably there is funding attached to it to pay for any costs incurred.

REPORTS BY OFFICIALS

The clerk reported that she's received the Road Commissioner's bio for the web site and has e-mailed it to Mr. Sorrentino our web master. She also noted the updated precinct map on the wall received from our County Representative Bob Kudlicki.

There being no further business, **a motion was made by Trustee Tessendorf and seconded by Trustee Stelford to adjourn the meeting at 8:40 p.m.** Vote: Voice vote, motion carried.

Respectfully Submitted,

Charleen Carlsen, Rutland Township Clerk

Fred Bulmahn, Supervisor

Ron Tessendorf, Trustee

Roscoe Stelford, Trustee

Robin Brown, Trustee

Steve Schuldt, Trustee

