

**RUTLAND TOWNSHIP BOARD MEETING  
SEPTEMBER 8, 2015**

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The Rutland Township Board held its regular monthly meeting at the Town Hall. Supervisor Sanders called the meeting to order at 7:00pm which was followed by the Pledge to the Flag. Roll call showed the following members present: Supervisor Sanders, Clerk Carlsen, Trustees Schuldt, Bulmahn, Payson and Eaton. Assessor Siers and Road Commissioner Schultz were also present.

**APPROVE OR AMEND THE AGENDA**

Trustee Bulmahn suggested that we move the Investment Report discussion, at the bottom of the agenda, to next month since it is the 6<sup>th</sup> month of our fiscal year and by that time the bulk of our property tax money for both town and road would be in. It will be much easier at that time to do a cash flow presentation versus budget and would be more meaningful to the Board. So, **a motion was made by Trustee Bulmahn and seconded by Trustee Payson to amend "New Business Investment Report", on this months agenda, to the October Agenda.** Voice vote: All ayes. 2015-09-01 Motion carried.

**MINUTES**

**A motion was made by Trustee Payson and seconded by Trustee Eaton to approve the August 11, 2015 minutes.** During discussion, Trustee Bulmahn asked that the minutes be amended to say that there were substantial errors in both the Town and Road financial reports for March 31, 2015. He also asked that some phrasing be changed for the proposed new email accounts of the Trustees. There was also some spelling errors noted by Trustee Schuldt. **A motion was then made by Trustee Eaton and seconded by Trustee Bulmahn to accept the August 11, 2015 minutes as amended.** Vote: Voice vote: All ayes. 2015-09-02 Motion carried.

**PUBLIC COMMENT**

Resident Nancy Reid then addressed the Board regarding the speeding on Powers Road where she resides. Following some discussion the Road Commissioner agreed to contact the county tomorrow, since they patrol Powers, and get the name of right person for Ms. Reid to contact.

**SUPERVISOR'S ANNOUNCEMENTS**

The Supervisor noted receipt of a letter from IDOT regarding the construction of the stoplight and a left turn lane at Big Timber & Route 72. She also stated that recycling is available on the 2nd Saturday of every month in St. Charles at 540 South Randall Rd. from 8am-12pm.

**APPROVAL OF TOWNSHIP AND ROAD DISTRICT FINANCIAL REPORTS  
FOR MARCH 31, 2015**

There was no approval on the Financial reports for March 31, 2015 pending the revision or correction of errors in both the Town and Road reports.

**APPROVAL OF TOWNSHIP AND ROAD DISTRICT FINANCIAL REPORTS  
FOR THE 4 MONTHS ENDING JULY 31, 2015**

Trustee Bulmahn noted that the payables were not shown on the financial reports for the 4 months ending July 31, 2015. He also stated that he would not approve any further reports if that continued. Trustee Schuldt & Payson questioned a block of missing checks on the road district check register. The Supervisor explained that she'd had the road checks in the printer when she was paying bills for the town so she has voided them. Discussion continued on some other missing checks from the register so Supervisor Sanders said she would find check numbers 5050-5056 and show the Trustees where they went. **A motion was then made by Trustee Bulmahn and seconded by Trustee Payson to approve the Township Financial Reports for the month ending July 31, 2015.** Vote: Roll call vote. 2015-09-01 Bulmahn yes, Payson yes, Schuldt yes, Sanders yes, Eaton yes, motion carried. In discussion on the Road District Financials Trustee Payson noticed that check number 5056 was paid to AFLAC so it is not missing. **A motion was made by Trustee Bulmahn and seconded by Trustee Payson to approve the Road District Financial Reports for the month ending July 31, 2015** Vote: Roll call vote. 2015-09-02 Bulmahn yes, Payson yes, Schuldt yes, Sanders yes, Eaton yes, motion carried.

**PRESENTATION-TOWNSHIP AND ROAD DISTRICT FINANCIAL REPORTS  
FOR THE 5 MONTHS ENDING AUGUST 31, 2015**

Discussion ensued with a question from Trustee Schuldt regarding an expense for \$5,434.00, which should have been listed under software license. The Supervisor agreed and it will be changed. Trustee Bulmahn noted that Assessor Siers is over budget or close to it on some of her accounts. He also stated that account number 62230, legal fees, has \$2,000.00 in it that does not belong there and should be reallocated. The Assessor agreed to put it elsewhere and not use the legal fees account till a decision is made on next years budget. Trustee Bulmahn reiterated his request to have the payables listed on all upcoming financial reports.

Discussion continued on the \$134,163.69 spent for road repairs. This had resulted in a \$130,000 negative checking account balance for the road district account & Trustee Bulmahn questioned what had happened? The Supervisor explained that she could not transfer the funds without losing insurance coverage on it from the FDIC and she does this quite often. She transfers money to cover the bills after the first of the month because of our meeting dates. Trustee Bulmahn asked the Road Commissioner for clarification on road permit fees. The Road Commissioner explained that there is no way to determine what those amounts might be for the year.

#### **REVIEW OF THE AUGUST 2015 BILLS FOR THE TOWN AND ROAD**

Following some discussion the Board agreed to withhold payment of the Tighe, Kress & Orr bill for \$2,900.00 till next month. Their audit entries for the year end corrections are to be done by then. It was then agreed to pay salaries of \$15,801.36, invoices of \$7,318.75, auto payments of \$647.87, QuickBooks payments of \$120.10 for total expenses of \$23,888.08 for the Town. **A motion was then made by Trustee Schuldt and seconded by Trustee Eaton to approve payment of the Town bills for August 2015 totaling \$23,888.08.** Vote: Roll call vote. 2015-09-03 Schuldt yes, Eaton yes, Payson yes, Bulmahn yes, Sanders yes, motion carried. Following the vote it was agreed to withhold payment till next month of the Road District portion of the Tighe, Kress, & Orr bill totaling \$5,300.00. Therefore, the August bills for the Road district were: salaries of \$11,462.24, invoices of \$137,834.59, auto payments of \$255.01, QuickBooks payments of \$255.01 for total expenses of \$149,636.54. **A motion was made by Supervisor Sanders and seconded by Trustee Payson to approve the Road District bills for August 2015 totaling \$149,636.54.** Vote: Roll call vote. 2015-09-04 Sanders yes, Payson yes, Eaton yes, Bulmahn yes, Schuldt yes, motion carried.

#### **REPORTS BY OFFICIALS**

The Clerk gave an informational report about converting to paperless for the Township. Discussion followed regarding costs, procedures, and necessary equipment, ie: tablets, new computer, programming etc. It was determined to do further research till budget time and the Supervisor will contact Deb Meadows, the Gilberts Village Clerk, about meeting with her to see exactly how it all works.

Trustee Eaton is meeting with the food co-op people and will have more information for us at next months meeting. Trustee Schuldt inquired about receipt of any fine money from the county. He also noted the lack of mowing along Damisch Road.

**ADJOURNMENT**

**A Motion was made by Trustee Payson and seconded by Trustee Schuldt to adjourn the meeting at 8:45pm. Vote: Voice vote. 2015-09-05 All ayes, motion carried.**

Respectfully Submitted,

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Charleen Carlsen Rutland Township Clerk

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Margaret Sanders Supervisor

John Payson, Trustee

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Steve Schuldt, Trustee

Fred Bulmahn, Trustee

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Ray Eaton, Trustee