

Minutes - Board of Town Trustees

STATE OF ILLINOIS,
Kane County, }
Town of Geneva, } ss.

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk at 2202 Gary Lane on August 18, 2005.

PRESENT: Patrick Jaeger Supervisor
Barbara E. Olson Town Clerk
Richard Sharp Town Trustee
Sharon R. Brazill Town Trustee
Denise D. LaCure Town Trustee
Mark Wissing Town Trustee

Mr. Patrick Jaeger acting as chairperson and Barbara Olson as clerk. The following official business was transacted:

Supervisor Patrick Jaeger called the meeting to order at 7:00 p.m.

Trustee Denise LaCure led the Pledge to the Flag.

Clerk Barbara Olson called the roll.

The bills presented for payment were audited.

Minutes of the July 18, 2005 Special Board of Trustees Meeting and the July 21, 2005 Board of Trustees Meeting were presented for approval. Motion by Trustee Richard Sharp/second by Trustee Sharon Brazill to approve the Minutes as presented. Motion to amend the Minutes of the August 18, 2005 Board of Trustees Meeting by Trustee Brazill/second by Trustee Wissing to reflect the following change:

Page 2-OLD BUSINESS, Paragraph 2. Change "Mr. Pratte said that it was not specified" to "Mr. Pratte said no." Motion by Supervisor Jaeger/second by Trustee Brazill to reflect the following change: After the sentence: "She said the wording of the written request did not specifically ask for it to be placed on the agenda." The following sentence was to be inserted: "The Clerk responded, no."

The motion to amend the two changes carried. Motion to approve the Minutes as amended carried unanimously.

CORRESPONDENCE:

Clarke Mosquito letter dated August 4, 2005 recommended the township add adulticiding treatments be applied thru September 1, 2005.

TOI Memo: announcing the resignation of Associate Director Jim Donelan as of August 31, 2005.

Memo dated August 5, 2005 from the Kane County Health Department, forwarded a statement from the Illinois Department of Health regarding West Nile Virus and the need to apply adulticide treatments.

A.R. Bex and Sons letter dated August 17, 2005 stated that a walk thru for a temporary occupancy permit at the Wheeler Park building, found the building to be in compliance. After an inspection by Mr. Koster of the Geneva Fire Department, it was determined that Geneva Township must add a fire monitoring system, a fire hydrant and a hard surface for access to the fire hydrant. These items were not the responsibility of A. R. Bex.

Trustee Wissing reviewed a letter he wrote to A. R. Bex. He had called to obtain a construction schedule and had not received it at the time he wrote the letter.

The letter was written to ask why his request had not been given consideration and why his phone calls had not been returned. Supervisor Jaeger said that he had visited the building and was disappointed in the quality of the trim work. Mr. Jaeger assured Mr. Wissing that he would get a copy of the construction schedule.

PUBLIC COMMENT:

Steve Fox, Mary Lane, St. Charles distributed materials and a spread sheet describing commercial real estate assessments in Geneva.

TOWNSHIP BUSINESS:

2004-2005 Annual Audit: Motion by Trustee Brazill/second by Trustee Wissing to accept the Annual Audit ending March 31, 2005 as presented. Trustee LaCure asked about a reference in the Independent Auditor's Report to depreciation of infrastructure assets not being recorded. Supervisor Jaeger noted that most of the assets will be sold before the move to the new facility. With the purchase of new furniture for the new township building, it would be an appropriate time to track assets and inventory. Motion to accept the Annual Audit for the fiscal year ending March 31, 2005 carried unanimously.

It was the consensus of the board to direct Supervisor Jaeger to proceed with designing a new program to track assets and depreciation.

OFFICIALS' REPORTS:

Senior Services Committee Chairman Pat Brazill announced that Senior Services Associates had signed an agreement to provide services to Geneva Township residents. He distributed a marketing plan for the Senior Center as provided by consultant Debra Quackenbush. Supervisor Jaeger said that there was some interest from the Geneva Park District to consider sharing a program director. Pat Brazill said that there may be a change in the location for the flu shots this October as the new facility may not be ready for occupancy.

Supervisor Patrick Jaeger indicated that he will approach the City of Geneva to see if there is another way to have access to the fire hydrant so that a temporary occupancy permit may be obtained. Mr. Jaeger asked for consensus of the board to order the carpeting for the township offices. Consensus was given to proceed with the carpet purchase. Supervisor Jaeger announced that bids will be opened for township furniture and highway department equipment on Saturday, August 27, 2005. He announced that the First Baptist Church will be notified that the parking lot agreement will terminate on August 31, 2005. The building maintenance company will be notified that their contract will be terminated.

APPROVE BILLS FOR PAYMENT:

Town Fund	109,243.71
General Assistance Fund	1,162.56
Road & Bridge Funds	22,325.24
Total	\$132,731.51

Motion by Trustee Brazill/second by Trustee Sharp to pay the bills as audited. Trustee Brazill noted her concern about the invoice submitted by The Rake Group. She thought neighborhood sales analysis, neighborhood sales ratio study analysis, and projected township factor analysis had been a part of the PAM System. Trustee LaCure asked about rent for the Highway Department storage building in the amount of \$3,700.00 per month. Supervisor Jaeger stated that most highway department services have been under contract. He indicated that special trucks are needed for snow removal. John Carlson, Highway Commissioner is required to keep the trucks under roof and has to hire someone to drive the trucks.

Motion to pay the bills as audited carried unanimously.

Supervisor Jaeger announced that the bid opening would be Saturday, August 27, 2005 at 8:00 a.m. and suggested that the meeting be continued to that time in order to open the bids and award the township bids.

Motion by Trustee Sharp/second by Trustee Wissing to continue the meeting to Saturday, August 27, 2005, 8:00 a.m. for the purpose of opening bids for the township furniture and the highway department equipment. The Board will consider awarding bids for the township furniture. Motion carried unanimously. Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Barbara E. Olson