

Minutes of the
Makanda Township Board Meeting
Tuesday, July 11, 2023

1. Supervisor Lipe called the meeting to order at 7 p.m.
2. Present were Trustees Holub, Kolar, Stanley, and York, as well as Supervisor Lipe.
3. Regina clarified that, due to a notification problem, the Building Planning and Usage committee did not have an official meeting last evening. They met for discussion only and no business was conducted.
4. Trustee comments: none.
5. The agenda was accepted.
6. Public comments. None.
7. The minutes for June 13, 15, and 20 were accepted as corrected.
8. Fund Balances and Revenue: **See Attachment One.**
9. Approval of bills by fund. Clay moved and Debbie seconded a motion to pay all the bills except the legal bill involving Sheppard Lane. **The motion passed unanimously.** Mike moved and Debbie seconded a motion to pay the Gilbert, Prosser et al bill for Sheppard Lane. **Motion passed with Clay Kolar abstaining.** Sara said she had gotten a last-minute bill for the Carbondale Times and asked for a motion to pay it. Mike made the motion and Debbie seconded it. **The motion passed unanimously.**
10. Reports:
 - A. Fire Department: Josh reported that they had two brush fires, ten medical calls, three calls for service, one kitchen smoke event, four alarms, one traffic accident for a total of seventeen calls for the month.
 - B. Road Commissioner: **See Attachment Two.** Ed reported that he had started, this evening, negotiations with Tom Hoffman for the potential lease of the Stone Creek building. He has no details yet but they are talking about a two-year lease with an annual option to buy.
 - C. CWPP: Sara reported that she has been talking with the Forest Service about obtaining funding to obtain the CWPP report.
 - D. Supervisor's Report: Sara attended the TOI supervisor's workshop in Mount Vernon. Three townships have already completed their Decennial Committee report. It was recommended that all FOIA requests be responded to, even if they look like a scam. Also, the General Assembly is considering expanding General Assistance to cover mental health services. The Illinois Department of Human Services has raised the general assistance monthly \$340. Last month there was one emergency request but they didn't return the application. Worked with Tony Barnes, the technical consultant, on the desktop in Station 1 and the website migration. She completed Sexual Harassment training and updated the Manager application to June 30. Sara added the Decennial committee report here since she had the microphone. They had their second meeting last month and identified possible additional township services, various awards the township has received, governmental agreements that we have in place and maybe would like to have in place. Our next meeting is Thursday at Station 2 at 7 p.m.
 - E. General Assistance. No report.

F. Broadband. Mike introduced Robert Henderson to talk about Jackson County broadband. He said they are meeting on the 28th to finalize their presentation to the county board as to which providers we'll recommend that the county board contract with. It will cost about \$36-40 million to do the whole county. Makanda township is just under three million. That's for fiber to the home except in areas where it's not feasible. Jackson County questioned three providers and sent them back with questions. The Jackson County is probably now down to two providers. When asked about the timeframe, Robert said it will probably be three years instead of two. There are issues with the supply chain, labor shortages of fiber installers, and the high cost of fiber.

G. Building, Usage & Planning Committee report. No report.

H. Grant Committee. No report.

11. Old Business.

A. Decennial Committee report. Already covered.

B. Enhanced search for the Fire Administer position. Clay moved to broaden the search timetable for the Makanda Township volunteer Fire Department (manager) to include the following:

1. The deadline for filing of a complete application for the position of Makanda Township Fire Department manager is extended to August 31, 2023.
2. The vacancy position is to be advertised at a minimum of at least one ad in the Southern Illinoisan and two ads in the Carbondale Times and on appropriate online job vacancy sites.
3. The job opening announcement is to be amended in accordance with the attached amended job opening description.
4. The chain of command for the Fire Department manager position is in accordance with the attached chain of command flow chart with the manager position.

After discussion there were three amendments to the motion.

1. Remove the manager from the chain of command.
2. The manager reports to the fire chief who in turn reports to the board.
3. Under requirements: It is preferred that the manager live within five miles of Makanda Township.

Clay moved to pass the amendments and Sara seconded it. **The amendment passed unanimously.** We voted on the amended motion by Clay and seconded by Debbie. **The motion passed unanimously.**

12. New Business

A. MABAS agreement-approval of enabling ordinance and resolution. Clay moved to continue our agreement with MABAS and Debbie seconded it. **The motion passed unanimously.**

B. Not necessary.

C. Not necessary.

D. Authorization for MTFD purchases while FD Administrator position remains vacant. Sara moved to have Assistant Chief Josh Lipe make MTFD purchases while the manager position remains vacant. Clay seconded it. **The motion passed with supervisor Lipe abstaining.**

E. Declaration of surplus Fire Protection property. **See attachment three.** Clay moved to dispose of the property and Debbie seconded it. **The motion passed unanimously.**

F. Website Host decision. Mike moved to go with Totally Township as our new website host with the Pro package. Clay seconded it. Dennis Poshard offered to waive the setup fee so that he would have another township to show off. We need to decide what package we need: Basic, Pro, or Pro Plus. The basic package only has seven pages so we would have to condense some of our current pages down. Basic costs \$69 per month, Pro is \$100, and Pro Plus is \$180. With Pro Plus they take care of the website. We just notify them of our changes and they do all the work. The discussion indicated we would do best with the Pro package. **The motion passed unanimously.**

13. Public comments. None,

14. Adjournment. Clay moved and Fred seconded a motion to adjourn at 8:25.

Attachment One

Makanda Township Fund Balances as of 7/11/23	Receipts since 6/13/2:	Remaining Budget
Brian R Pierce Jr 517 Memorial Fu	2,842.41	0.14
Building Capital Fund	120,548.85	215.55
Connect Humanity Grant Fund	18,962.92	3.83
Fire Protection	54,652.23	145.88
Fire Protection Capital Fund	82,454.56	0.25
General Assistance	14,670.76	2.33
New Bridge	76,282.68	184.15
Road & Bridge	131,913.93	196.06
Town	141,183.93	420.79
	<u>640,669.86</u>	<u>1,168.98</u>
		<u>556,009.00</u>
 Additional Expenses		
Fire Protection		663.45
Egyptian Electric	Station #2	127.53
Ameren Illinois	Station #1	223.50
Ameren Illinois	Station #2	51.81
South Highway Water District	Station #1	22.25
South Highway Water District	Station #2	22.25
Mediacom	Station #1 internet & phone	216.11
 Town		 110.89
Payroll		
Verizon	Assessor monthly service	25.02
Banterra	Dollar General-flash drive	13.41
Illinois Dept of Employment Securiti	unemployment tax	52.46
Regina Einig	Craigslist job posting reimburse	20.00
 R&B		
Payroll		
Illinois Dept of Employment Securiti	unemployment tax	19.61
 Assessor Expenses 2023		 1,996.09
Verizon	Assessor monthly service	150.12
John Dickson	mileage, training, lodging, me	1,845.97

Attachment Two

**Makanda Township Highway
Road and Bridge Bills
7/11/2023**

<u>Company</u>	<u>Amount</u>	<u>Reason</u>	<u>Budget Item</u>
Road & Bridge Bills:			
Jim Crane 72.5hrs @\$22/hr	\$ 1,595.00	Labor	Labor
David Totzell 100.25hrs@\$18/hr	\$ 1,804.50	Labor	Labor
Anna Quarries	\$ 243.33	CA-6 & rip rap	Gravel, rip rap, etc
Midwest Materials	\$ 1,497.92	Patch material	Gravel, rip rap, etc
City of Carbondale June Gilbert, Huffman, Prosser, Hewson & Barke	\$? *	Fuel	Fuel
SSA Wildwood MHP	\$ 76.00	Sheppard Lane case	Legal Fees
	\$ 600.00	Equipment shed rental	Storage Rental

<u>Credit Card</u>	<u>Amount</u>	<u>Reason</u>	<u>Budget Item</u>
Lowes	\$ 188.96	Grease gun	Equip. & Tool Purchase
Auto Zone	\$ 13.98	Grease tubes	Repairs & Maint.
Murdale Ace Hardware	\$ 175.97	Stihl Blower	Equip. & Tool Purchase
Murdale Ace Hardware	\$ 35.99	Garden sprayer	Equip. & Tool Purchase
GovDeals	\$ 984.37	3 PTH Rotary Road Broom	Equip. & Tool Purchase
EZ Rental	\$ 385.99	Mini-Excavator & saw rental	Equip. & Tool Rental
Hucks	\$ 14.80	Fill Mini-Excavator	Fuel
Rural King	\$ 9.48	Lubricant	Repairs & Maint.
Rural King	\$ 13.98	DEF	Fuel
Lowes	\$ 150.00	Truck Rental	Equip. & Tool Rental
GetGo	\$ 79.15	Fuel	Fuel
Caseys	\$ 66.51	Fuel	Fuel
McLure Oil Co	\$ 88.00	Fuel	Fuel
Lowes	\$ 88.00	Truck Rental	Equip. & Tool Rental
Walmart	\$ 14.27	Copy Paper	Office Supplies

New Bridge Bills:

*I can't get this bill until day of meeting so I don't know amount. I'll have copies for all of you

Attachment 3

Item Description	Serial # if applicable	Reason for Disposition	Estimated Value	Recommended Disposition
bunker jacket and pants	4038627	holes in gear; unsafe;	0	disposal
2016 Emergency Response Guidebook	n/a	outdated	0	disposal
HP Pavilion p6 2136b PC	3CR22109BY	no longer turns on; not repairable per Tony Barnes	0	destroy hard drive; recycle the rest