

Minutes of the  
Makanda Township Board Meeting  
November 14, 2023

1. Supervisor Lipe called the meeting to order at 7 p.m.
2. Roll Call. Present were Supervisor Lipe; Trustees Holub, Stanley, and York; and Clerk Regina Einig. Trustee Kolar was absent.
3. Clerk comments. Regina thanked Brenda Brackett for filling in for her last month and reminded board members to please submit their reports electronically and not in pdf form.
4. Trustee comments. Michael said they continue to receive applications, including a good number of qualified applicants. The search is ongoing.
5. The agenda was approved.
6. Public comments on Agenda items. Dan Chester asked why the draft minutes had not been available. Regina said that she had spent five hours yesterday trying to get them on the new website but was unable to get internet service until this morning. They are available now.
7. The minutes for October 10, 2023 were approved.
8. Fund Balances and Revenue. **See attachment one.**
9. Approval of bills by fund: Michael made a motion, seconded by Debbie, to pay all the bills. **The motion passed unanimously.**
10. Reports:

A. Fire Department **Report:** The department had eleven calls in total: 1 fire call, 7 medical. 2 alarm, and 1 traffic crash. The total for the year to the end of October is 133 calls. There are 17 firefighters. We have been asked about the longevity of our firefighters. The current breakdown is as follows: 8 have one to five years, 1 has five to ten; 2 have 10 to fifteen; and 6 have fifteen plus.

B. Road Commissioner's Report; **See Attachment Two.**

C. CWPP Report. No report.

D. Supervisor's Report. Sara said there were two EA requests. One didn't qualify and the other hasn't returned the application yet. Sara renewed the CDs for the Fire Department Capital Fund and the Connect Humanity Fund. At the recommendation of Tony Barnes, the township purchased a Microsoft Suite that will cover the Supervisor, Highway Commissioner, Clerk, and Fire Department. Sara reported that the township has received a letter from the Attorney General's office regarding the meeting on April 2, 2023. It said that meeting was illegal because there wasn't an emergency and there was not 48 hours' notice. Whenever there is a quorum present there is a meeting. There has not been any penalty but we are on the AG's radar. Anyone can go to the Attorney General's site and take the Open Meetings Act training.

Finally, Sara said that First Southern Bank has talked to her about paying our bills electronically. She said we already pay utilities and payroll taxes electronically and most of our other suppliers have not given us information on how to pay in that manner. Previously we had discussed and said that the ongoing electronic payments were fine but for other matters we wanted a paper trail. She asked us to think about it and we will discuss it in December.

E. Assessor's Report. No report

F. General Assistance Committee Report. No report.

G. Broadband committee report. No report.

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

I. Grant Committee (Clay Kolar). Clay asked Sara to report that the committee is moving forward and expects to meet the December 15<sup>th</sup> deadline for the Small Equipment Grant the fire department is applying for.

11. Old Business: already handled.

12. New Business:

A. Motion to prepare, submit, and, if awarded, accept on behalf of the Makanda Township Fire Department, an Illinois Fire Marshall's Small Equipment Grant of up to \$26,000, for the purchase of qualifying equipment as identified by the Fire Chief. Debbie moved and Michael seconded the motion. **The motion passed unanimously.**

B. Tentative levies. Sara said that we usually raise the levies to reflect inflation and that the most we can raise it is 5%, That was her recommendation. Fred said he would prefer not to raise taxes because the township is in good shape financially and nobody in the room would like to see their taxes raised. Debbie and Michael both agreed with Fred. Sara was concerned that people would expect the same level of service from the township and that costs are going up. Ed immediately responded that if he did not get a tax increase the residents would see no decrease in services from his department. Fred moved to set the tentative levies at the same level as last year with no increase. Debbie seconded it. (Town fund \$138,000, Fire Protection \$105,000, Road and Bridge \$136,000, New Bridge \$54,000, General Assistance \$0.) **The motion passed unanimously.**

13. Public comments. None.

14. Adjournment. Michael moved to adjourn and Debbie seconded it. **The motion passed unanimously.**

Meeting adjourned at 7:16 p.m.

Respectfully submitted, Regina Einig, Clerk

## Attachment One

<b>Makanda Township Fund Balances as of 11/14/23</b>	<b>Receipts since 10/10/23</b>	<b>Remaining Budget</b>
Brian R Pierce Jr 517 Memorial Fund	2,714.27	3,021.72
Building Capital Fund	120,776.74	
Connect Humanity Grant Fund	18,962.92	18,706.48
Fire Protection	116,605.19	120,113.09
Fire Protection Capital Fund	83,351.50	5,300.00
Foreign Fire Insurance Fund	579.58	
General Assistance	14,340.52	13,915.00
New Bridge	107,799.88	63,249.97
Road & Bridge	190,385.15	102,250.19
Town	222,205.06	170,517.33
	<u>875,006.54</u>	<u>497,073.78</u>

### Fire Protection

Illinois Public Risk Fund	workers comp insurance	1,342.00
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### Town

Payroll		1,132.25
Verizon	Assessor monthly service	25.02
Banterra	Arthur Agency-monthly websi	99.99
	Microsoft 365 annual subscrip	107.24
Illinois Public Risk Fund	workers comp insurance	900.00

### Assessor Expenses 2023

		2,589.88
Verizon	Assessor monthly service	250.20
John Dickson	mileage, training, lodging, me	2,339.68



