

Minutes
of the Makanda Township Board Meeting
Tuesday, December 12, 2023

1. Supervisor Lipe called the meeting to order at 7 p.m.
2. Present were Supervisor Lipe; Trustees Holub, Kolar, Stanley, and York; Clerk Regina Einig.
3. Clerk comments. None.
4. Trustee comments. None.
5. The agenda was approved.
6. Public comments on Agenda items. Gary Heern raised two issues: missing items on the website and a strong argument against item 12B, access to the locked rooms in the firehouses.
7. The minutes of the November 14, 2023 Board meeting were approved as corrected..
8. Fund Balances and Revenue. **See Attachment One.**
9. Approval of bills by fund: Sara asked which fund should be used to pay the Training Mileage Reimbursement. She suggested paying from the town fund and saving money for future fire training needs. Fred suggested that it should be a line item in the fire department budget next year but had no objection to paying it from the town fund this year. All agreed to pay it from the town fund. Clay moved to pay the bills and Debbie seconded it. **The motion passed unanimously.**
10. Reports:
 - A. Fire Department Report (Josh Lipe) The department had one fire call, six medical, one call for service, and one traffic crash for a total of nine calls. As of the end of November were had 142 calls for the year. We have seventeen firefighters, one coming back, and hopefully one coming on.
 - B. Road Commissioner's Report (Ed Hoke) **See Attachment Two.**
 - C. CWPP Report (Sara Lipe) None.
 - D. Supervisor's Report (Sara Lipe) There were no GA or emergency requests. She filed a complaint with the Illinois Attorney General's Office regarding Trivista (formerly O'Halloran International.) They are the International dealer holding our engine hostage. She filed the complaint several weeks ago and has heard nothing from the AG's office except a notice that they had received her message. Finally, she asked the board last month if they were interested in seeing a presentation from First Southern about online banking and paying the bills online. After a short discussion it was agreed we would continue paying as we do now. Sara then added that if anyone needed a Christmas gift, the fire department had address signs for sale for \$15.
 - E. Assessor's Report (John Dickson) The Board of Assessors is getting ready to schedule their appeals. A citizen can make an appeal, the Board of Appeals responds, and if the citizen requests a personal hearing it can be scheduled after that.
 - F. General Assistance committee Report (Debbie Stanley) None.
 - G. Broadband committee report (Michael Holub) None except to say that he is in contact with Jackson County and will be notified if there is any news.
 - H. Building, Usage & Planning Committee report (Jim Renshaw) None.
 - I. Grant Committee (Clay Kolar) He told us that two members of his committee (Natalia Montano and David Thomas) have been writing tirelessly and finished the application for the State Fire Marshall's small equipment grant for the fire department. Chief Lipe and Sara have provided information for the detailed and difficult process. He wanted to especially thank Jim Crane's son, Brady Crane, captain at the Lake Egypt Fire Protection District, for his extraordinary help proofreading and offering steps to help the grant move through more quickly. He also urged citizens to pay attention for grant possibilities for the township.
11. Old Business:

A. Approval of Tentative Levies. Mike moved to approve the tentative levies and Debbie seconded it. **The motion passed unanimously.**

B. Motion to discuss disposal of surplus property. Clay moved to declare the property listed in the motion as surplus. **The motion carried unanimously.**

12. New Business:

A. Clay moved to authorize Township's legal counsel to send letter of inquiry to the fire truck company requesting a written explanation of why they are not in violation of the contract for the specified one-year delivery date for the fire truck, reasons for the delay and the expected delivery date. Fred seconded it. After extensive discussion Fred withdrew his second and Clay withdrew the motion. Clay then moved as follows: Clay moved to authorize Township's legal counsel to send letter of inquiry, or advise other course of action, to the fire truck company requesting a written explanation of the contract for the specified one-year delivery date for the fire truck, reasons for the delay, and the expected delivery date. **The new motion passed unanimously.**

B. Access codes to all locked rooms at both Fire Stations to be assigned to at least one Board member in addition to the Supervisor. Clay made the motion as stated and Debbie seconded it. Extensive debate followed between the board and the public. The vote was as follows: Trustee Holub, no; Trustee Kolar, yes; Trustee Stanley, yes; Trustee York, yes; Supervisor Lipe, no. **Motion passed.** Sara asked who the board member should be. She said she did not need access to areas she did not need. It was agreed that she and Debbie would be the authorized persons. Chief Lipe immediately stated that he would not give access to a firefighter's apartment. Dan Chester said that it is a matter of Illinois law that the Assessor's office should be locked. HIPPA violations are stored in the radio room and need to be locked. When Regina asked him what she should put in the minutes Chief Lipe said, "No board member will receive the living quarters code, or John Dickson's room, or the radio room." Trustee Debbie Stanley expressed agreement.

13. Executive Session – Personnel. A motion was made by Sara to go into executive session to discuss personnel. Michael asked to include Chief Lipe and Gary Heern at 8:08 p.m. **The motion passed unanimously.**

The board resumed the meeting at 9:05 and Sara said that Mike had an announcement. He said that there will be a special meeting on Friday at 5 p.m. at station two to vote on the firefighter/clerk position. Some members of the board wanted to have a little more time to talk to the two final candidates. Then on Friday we will vote on our final person.

14. Public comments. Several citizens expressed their strong disapproval of the motion regarding access to the locked offices in fire station two. Chief Lipe added to his original report by citing two of his firefighters for their recent achievements. Carter, the live-in in station two, just graduated from the Basic Operations Firefighter Program last weekend with the highest operations and practical scores from a class of thirty-six firefighters. Another firefighter just received his emergency medical license.

15. Clay moved and Debbie seconded to adjourn. Motion passed unanimously at 9:13 p.m.

Respectfully submitted,
Regina Einig, Clerk

Makanda Township Fund Balances as of 12/12/23	Receipts since 11/14/	Remaining Budget
Brian R Pierce Jr 517 Memorial Fu	2,717.84	3,021.72
Building Capital Fund	120,935.57	158.83
Connect Humanity Grant Fund	18,962.92	12.17
Fire Protection	143,710.15	31,432.31
Fire Protection Capital Fund	83,351.75	0.25
Foreign Fire Insurance Fund	579.58	
General Assistance	14,359.78	19.26
New Bridge	119,944.95	16,119.53
Road & Bridge	219,008.04	37,500.56
Town	<u>252,940.81</u>	<u>41,703.41</u>
	<u>973,793.55</u>	<u>468,926.64</u>

Town		125.01
Payroll		
Verizon	Assessor monthly service	25.02
Banterra	Arthur Agency-monthly websi	99.99

R&B
Payroll

Assessor Expenses 2023		2,614.90
Verizon	Assessor monthly service	275.22
John Dickson	mileage, training, lodging, me	2,339.68

December 2023

		Gross Wages	Soc Sec	Medicare	Fed	State	Total Dedu	Net Pay
Barnes	Anthony	31.25	1.94	0.45		1.55	3.94	27.31
Bilderback	Jimmy		0.00	0.00			0.00	0.00
Dickson	John	2375.00	147.25	34.44			181.69	2193.31
Einig	Regina	1750.00	108.51	25.38	50		183.89	1566.12
Hoke	William E	2500.00	155.00	36.25			191.25	2308.75
Holub	Michael	180.00	11.16	2.61			13.77	166.23
Kolar	Clay	120.00	7.44	1.74	50	10	69.18	50.82 missed Sept & Nov meetings
Lipe	Sara	2000.00	124.00	29.00	100	100	353.00	1647.00
Stanley	Debra	180.00	11.16	2.61			13.77	166.23
York	Fred	180.00	11.16	2.61			13.77	166.23
Total		9316.25	577.62	135.09	200	111.55	1024.25	8292.00
			577.62	135.09				
			1155.24	270.16				
Total Federal Taxes								1625.40
Illinois Taxes								111.55
R&B								
Crane	Jim	654.5	40.58	9.49	65.45	32.40	147.92	506.58
Totzell	David	745.00	46.19	10.80	74.50	36.88	168.37	576.63
Total		1399.50	86.77	20.29	139.95	69.28	316.29	1083.21
			86.77	20.29				
			173.54	40.58				
Total Federal Deductions								354.07
Total State Deductions								69.28

**Makanda Township Fire/Rescue
November 2023**

Fire calls	1	
Medical	6	
Calls for service/alarm	1	
Traffic crash	1	lift/assist
Total calls	9	

YTD 142 calls EOM

Makanda Township Fire Department Expense Report

Vendor	Description	Cost
South Highway Water	Water Station 1	22.25
South Highway Water	Water Station 2	22.25
Ameren	Station 1 Gas-deduct 1/16/24	121.11
Egyptian Electric	Station 2	177.36
Mediacom	Station 1	318.12
Mediacom	Station 2	84.99
Frontier	Station 2	46.75
Lowes	562 Electric Reel	37.98
Sentinel	Compressor Testing	7.85
Napa	582 headlight	9.39
Fire Props Unlimited	Forcible Entry Training Door	<u>7,200.00</u>
Total		8,825.20

Surplus Equipment

Equipment	Quantity
5-inch hose	4
3-inch hose	35
2.5-inch hose	1
1.75-inch hose	5
Bunker pants	3
Bunker jacket	3
Boots	2
Helmet	2
Garden hose	1
Toro Weed Eater	1

Makanda Township Highway Commissioner Report

December 12, 2023 Meeting

Regarding the **Paid Leave for All Workers Act, Public Act (P.A.) 102-1143** that will be effective January 1, 2024:

- Requires employers, including townships, to provide 40 hours of paid leave to employees on an annual basis.
- The Act does not require townships to pass paid leave ordinances.
- Therefore I will not be making such a recommendation because all of our employees are part time and already work on a very flexible schedule. There will be no need for an employee to request time off. All they have to do is say, "I can't work this day or these hours".
- What it will mean though is that at the end of the calendar year, I will add up all the hours that all employees have worked for the year, will then divide that figure by 40 and each employee will be paid for those hours on the next pay period. This act in effect for Makanda Township Highway Department employees, grants them a small raise over their earned current pay.

Purchased a used 12' Schulte single wing mower for \$8,000. The rationale is that the Bush Hog that we have been using for the past 3 years was intended to be temporary until enough budget was saved up to purchase a better mower. This is better. In addition, it is a 540rpm PTO mower which will enable me to lease a less expensive tractor next year that will save the township over \$1000/yr which was the extra expense to lease a tractor with 1000rpm PTO. This mower will last for many years and the new cost is nearly \$30K now. This mower will do fine. I will ask to declare the Bush Hog mower as Surplus Property at the next Town Meeting and then will sell it.

Attachment Two

Makanda Township Highway Road and Bridge Bills 12/12/2023

<u>Company</u>	<u>Amount</u>	<u>Reason</u>	<u>Budget Item</u>
Road & Bridge Bills:			
Jim Crane 29.75hrs @\$22/hr	\$ 654.50	Labor	Labor
David Totzell 37.25hrs@\$20/hr	\$ 745.00	Labor	Labor
NHJ Properties	\$ 1,500.00	Lease Payment (Dec)	Proposed Building
NHJ Properties	\$ 63.92	Electric Bill for building	Proposed Building
Progressive Insurance	\$ 2,722.00	Truck Insurance	Insurance
Frontier	\$ 123.39	Internet	Proposed Building
City of Carbondale	\$ 202.12	Fuel	Fuel
Midwest Materials	\$ 925.27	Patch (2 invoices)	Gravel, rip rap, patch, etc
Canning Auction	\$ 8,100.00*	12' Schulte mower	Equipment & Tool Purchase
John Deere Financial	\$10,850.00	2023-24 tractor lease	Tractor & Loader Lease