

Minutes of the
Makanda Township Board Meeting
May 14, 2024

1. Supervisor Lipe called the meeting to order at 7:00 p.m.
2. Present were Trustees Holub, Kolar, Stanley and York, Supervisor Lipe and Clerk Regina Einig.
3. Clerk comments. Sara informed the public about the death of Dennis Leitner, former deputy clerk. Regina suggested that instead of flowers, it might be nice to plant a tree in Dennis' honor. Later in the meeting donations and pledges were given.
4. Trustee comments. None.
5. The agenda was approved.
6. Public comments on Agenda items.
7. The minutes of the December 15, 2023 and April 11, 2024 were approved.
8. Fund Balances and Revenue. **See Attachments.**
9. Fred moved and Michael seconded a motion to pay all the bills **Motion passed unanimously..**
10. Reports:
 - A. Fire Department Report: Chief Josn Lipe
 - B. Road Commissioner's Report
 - C. CWPP Report None.
 - D. Supervisor's Report:
 1. No GA/EA inquiries
 2. Issued corrected Supervisor's Statement of Financial Affairs for Connect Humanity expenses and Fire Protection Capital Fund income. No balances changed.
 3. Worked with Diederich Insurance on workers comp premium increase
 4. Followed up with Trivista CEO regarding new fire engine. Still at Trivista's testing facility.
 5. Discussed digitizing handwritten financial records with Tony Barnes. He can begin digitizing records when he returns to area in August. An index will have to wait until more user-friendly software is available. The software should be available in the next year or two according to Tony.
 6. Building Capital Fund – After Town Meeting, Ed said no further need for liquidity in fund until closing. Negotiated for CD rate higher than published rate, 6 month CD w/no early withdrawal penalty and accrued interest on CD. Shout out to Fern Martin, Banterra Bank, for making this happen. End result is there should be enough interest earned in CD to make up difference between Building Capital Fund and remaining purchase price of \$145,000, as long as Ed schedules the closing for last week of September. Nothing should have to come out of R&B to purchase building.
 - E. Assessor's Report: None.
 - F. General Assistance: None.
 - G. Broadband:
 - H. Building, Usage & Planning Committee: None.
 - I. Grant Committee: None.
11. Old Business:
 - A. Clay Kolar moved and Debbie seconded a motion to table the approval of the Fire Protection FY25 tentative budget. The trustees voted to table and Sara voted no.
 - B. Sara moved and Fred seconded a motion to approve the FY25 Fire Protection Capital Fund tentative budget. **Motion passed unanimously.**

- C. Sara moved and Debbie seconded a motion to approve the FY25 General assistance tentative budget, **Motion passed unanimously..**
- D. Sara moved and Clay seconded a motion to approve the FY25 Brian R. Pierce Jr. 517 Tentative Budget. **Motion passed unanimously.**
- E. Sara moved and Mike seconded a motion to approve the FY25 Connect Humanity Grant fund Tentative Budget. **Motion passed unanimously.**
- F. Sara moved and Clay seconded a motion to approve the FY25 Town Fund Tentative Budget. **Motion passed unanimously.**
- G. Sara moved and Clay seconded a motion to approve the FY25 Foreign Fire Insurance Fund Tentative Budget. **Motion passed unanimously.**
- H. Sara moved and Mike seconded a motion to approve the revised FY25 Road & Bridge Budget. **Motion passed unanimously.**
- I. Sara moved and Clay seconded a motion to approve the FY25 New Bridge tentative budget. **Motion passed unanimously.**

12. New Business:

A. In accordance with the referendum approved at the Annual Meeting, all Makanda Township records shall be moved to the de facto Makanda Township office, Fire Station#1. Official records shall be moved to this location in a timely manner that is in compliance with the timeframe designated in the approved referendum. DISCUSSION.

B. The Illinois Regional Archives Depository (IRAD) System explanation. DISCUSSION.

13. Public comments.

14. Fred moved and Debbie seconded a motion to adjourn, **Motion passed unanimously** at 8:02 p.m.

Respectfully submitted,
Regina Einig, Clerk

Makanda Township Fund Balances as of 5/14/24

| | | Receipts since 4/11/24 | Remaining Budget |
|-----------------------------------|-------------------|-------------------------------|-------------------------|
| Brian R Pierce Jr 517 Memorial Fu | 2,740.55 | 4.80 | 4,725.00 |
| Building Capital Fund | 141,975.68 | | |
| Connect Humanity Grant Fund | 19,345.17 | 148.05 | 19,530.00 |
| Fire Protection | 95,274.87 | 502.38 | 193,480.17 |
| Fire Protection Capital Fund | 125,824.39 | 777.22 | 33,600.00 |
| Foreign Fire Insurance Fund | 579.63 | | 1,155.00 |
| General Assistance | 14,479.78 | 25.34 | 14,595.00 |
| New Bridge | 114,229.73 | 337.50 | 79,000.00 |
| Road & Bridge | 190,383.42 | 2,123.44 | 151,290.33 |
| Town | 191,207.00 | 1,018.70 | 200,344.82 |
| | <u>896,040.22</u> | <u>4,937.43</u> | <u>697,720.32</u> |

Town

| | | | |
|---------------------------|---------------------------------------|----------|--|
| Payroll | | 2,199.86 | |
| Verizon | Assessor monthly service | 25.02 | |
| Banterra | Arthur Agency-monthly website fee | 99.99 | |
| Edward Jones | Devin's retirement contribution | 300.00 | |
| Jackson & Gray | Debbie's bond premium remainder | 165.00 | |
| Illinois Public Risk Fund | wc audit premium & CY increase | 352.00 | |
| John Dickson | training, lodging, meal, mileage reit | 1,257.85 | |

R&B**Payroll**

| | | |
|---------------------------|--------------------------------|----------|
| Illinois Public Risk Fund | wc audit premium & CY increase | 2,890.00 |
|---------------------------|--------------------------------|----------|

Fire Protection

| | | |
|---------------------------|--------------------------------|----------|
| Illinois Public Risk Fund | wc audit premium & CY increase | 2,227.00 |
|---------------------------|--------------------------------|----------|

Assessor Expenses 2024

| | | |
|---------|--------------------------|--------|
| Verizon | Assessor monthly service | 100.08 |
| | | 100.08 |

Sara Lipe

☰ Sun, May 12, 4:21PM



to me, Mike, Clay, Debra, Fred ▾

All,

In addition to the attached invoices, Illinois Public Risk Fund has billed the Township for \$5,469 for the workers comp audit and amending this year's workers comp premium because of the audit. Fred reviewed. I've asked Lynnette Jones of Diederich to review and provide an explanation as to 64% increase for each year above the Township's initial premium. Inflation and increased R&B payroll are two likely factors, but it still seems like a steep increase. I reminded Lynnette that we meet Tuesday.

Sara

Fire Protection bills

| <i>Vendor</i> | <i>Description</i> | <i>Cost</i> |
|-----------------------|-----------------------------------|-------------|
| South Highway Water | Water Station 1 | 22.25 |
| South Highway Water | Water Station 2 | 22.25 |
| Ameren | Station 1 Gas and Electric | 277.8 |
| Ameren | Station 2 Gas | 216.6 |
| Egyptian Electric | Station 2 Electric | 187.31 |
| Mediacom | Station 1 | 317.58 |
| Mediacom | Station 2 | 84.99 |
| Mac's | Gear Repair | 1229.8 |
| Walkers | Radio Mics | 143 |
| Bound Tree | Medical Supplies | 125.08 |
| Darleys | Hose Gaskets | 101.14 |
| AEC | Extrication Equipment Inspection | 619 |
| Walmart | Station Supplies/Food for Eclipse | 290.79 |
| Orkin Station 1 | Station 1 | 88 |
| Orkin Station 2 | Station 2 | 212 |
| City of Carbondale | Fuel | 124 |
| NAPA | Lawnmower/Truck Repairs | 96.6 |
| Rural King | Station Supplies/Lawnmower Parts | 183.94 |
| Credit card: \$103.69 | | |
| Road Runner | Eclipse Barricades (CC) | 82.32 |
| Post Office | Grant Paperwork (CC) | 10.64 |
| Dollar General | Station Supplies (CC) | 10.73 |
| | Total | 4445.82 |

Makanda Township Highway Commissioner Report

May 14, 2024 Meeting

Purchased a small chainsaw to replace the one I own and have been using for 3 years

Purchased a security system for the Highway Department Building

Getting ready to start 1st mowing of the season next week if weather permits

When I put together the budget for Road & Bridge for 2024-25 I inadvertently left off monies to finish paying the lease for the building for the remainder of the lease prior to purchase. That is the reason for the revised budget.

Was able to dispose of a truck load of old tires that were left on the property we will be purchasing for free. The Jackson County Health Department had a program to receive excess old tires from government agencies in the county. Of course we qualified.

The new address of the Makanda Township Highway Department is:

494 Hartline Road

Makanda, IL 62958

Thank you to the electorate for approval of the purchase of the 494 Hartline Road property for the new permanent home of the Highway Department. You won't regret it.

Makanda Township Highway
 Road and Bridge Bill & New Bridge Bill Summary
 5/14/2024

| <u>Company</u> | <u>Amount</u> | <u>Reason</u> | <u>Budget Item</u> |
|---------------------------------|---------------|-----------------------------------|------------------------|
| Road & Bridge Bills: | | | |
| Auto Withdraw: | | | |
| Buncombe Water Dist. April | \$ 25.53 | Water Bill | Utilities |
| Buncombe Water Dist. May | \$ 39.40 | Water Bill | Utilities |
| Checks to be written: | | | |
| David Totzell 35.25hrs@\$20/hr | \$ 705.00 | Labor | Labor |
| NHJ Properties | \$ 1,500.00 | Lease on building | Building Expenses |
| Terrence Walsh | \$ 2,769.00 | Security System for building | Tools & Equip Purchase |
| Southern FS | \$ 136.74 | Repair of LP tank regulator | Repairs & Maintenance |
| Deere & Company | \$ 1,000.00 | Deductible on repairs on JD lease | Repairs & Maintenance |
| Frontier | \$ 46.77 | Internet | Utilities |
| Frontier | \$ 78.83 | Internet | Utilities |