



Township of Hampshire

County Of Kane

State Of Illinois

Regular Meeting of the Board of Trustee Minutes

July 9, 2019

The Board of Trustees met at the Hampshire Township Administration Offices at 170 Mill Ave., Hampshire, IL on the 9th day of July 2019 at 7:00pm.

Jody Remakel, Supervisor;
Stan Walker, Hwy Commissioner;
Rose Letheby, Assessor;
Lori Marwig, Clerk;

Evelyn Bicknese, Trustee;
Jim Feld, Trustee;
Steven Gustafson, Trustee;
Roger Paddock, Trustee

Also in attendance was Deputy Jamie Gartland – KCSO, Mr. Fred Rackow, Cemetery Board Member, and Becky Penkaty – Assessor Employee

- 1) The meeting opened with the pledge to the flag. Mrs. Remakel asked for any additions or corrections to the agenda. Mrs. Remakel noted that the Cemetery report will be moved up to the 1st item on the agenda. Under Trustee Comments, we will be adding TOKC meeting.
- 2) Cemetery Report. Mr. Fred Rackow, Cemetery Board President gave his report. Recently, Mr. Rackow and Mr. Howe looked at all the trees that were planted in the Center Cemetery. There are about 12 to 13 trees that didn't make it. They over populated the trees for this reason. At this time, they are unsure if they are going to replace them. Mr. Duchaj was not at the last Cemetery meeting, so the Cemetery Policy book was not available for the Board of Trustees to review, as Mr. Duchaj was still reviewing it. This past spring, they spend \$2500 on spraying the cemetery for crab grass. Will be spraying in the fall for creeping charley. The turf is not the greatest but they are wanting to improve the look of the cemetery. The Cemetery Board has been in contact with Crown Development regarding Crown putting a fence around the cemetery. There is an agreement in place. There are a few issues and we will need to contact legal regarding this. On the south side of the property, there is a grave right on the property line. Will need to go 1 foot onto Crown property with the fence. However, can give them 1 foot of our property on the north side. A berm will be put in on the north side of the property. Mrs. Remakel had some questions regarding paragraph #3 as in who will maintain the shrubs and from paragraph #4 on who will enforce the easement. Mr. Feld recommended getting a new plot survey done. Mr. Rackow then reported that the Cemetery Board sent a letter to WR Meadows regarding the property in front of Aurand Cemetery. They would like to be considered first in purchasing the property in front of the cemetery if WR Meadows ever sells. The last item Mr. Rackow report on was that they received a complaint from Walt Leucht regarding charging for a 2nd person in a grave. The Sexton asked other cemeteries if they charge and it turns out, we are the cheapest. With no other questions, Mr. Rackow left the meeting.
- 3) Public Comment. Officer Gartland was on vacation again so he has no new information for us. The Board asked him if he ever sees Kane County Board member Koppie at any of the other Township meetings because the previous Kane County Board Member used to come to our meetings every few months. Officer Gartland has not seen him at any other Township meetings.
- 4) Minutes. The Board reviewed the Regular Meeting of the Board of Trustee Minutes from June 11, 2019. After reviewing the minutes, a motion was made by Trustee Paddock to approve the minutes as presented. Trustee Bicknese seconded the motion and it was approved unanimously by all those present.

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4) Treasurer's Report. Mrs. Remakel reviewed the Treasurer's Report with all. After reviewing the Treasurer's Report, a motion was made by Trustee Paddock to approve the Treasurer's Report as presented. Trustee Feld seconded the motion and it was approved by all those present. Roll call vote was taken.

Trustee Feld Aye Trustee Paddock Aye Trustee Gustafson Aye Trustee Bicknese Aye
Supervisor Remakel Aye

5) Reports:

Assessor. Mrs. Letheby reported that she received a 1 from County regarding her book. The new assessments will be published on the internet Monday and in the newspaper on Wednesday. Mrs. Letheby brought her daughter Becky Penkaty to the meeting, who currently is an employee of the Assessor office. They are here for some answers regarding Rose retiring and wanting the Board to consider Becky taking over as the Assessor. Becky will need Roses' help getting accustomed to the job. Becky is certified to be an Assessor and will provide the Board with a letter from the State stating she is certified to be appointed as an Assessor. After some discussion, it was decided that there are some steps that need to happen. First, a letter of resignation stating when Rose will be officially retiring, needs to be given to the Board. Second, Mrs. Remakel will need to speak with our attorney to make sure we are doing this correctly, and third will need to conduct an official interview.

Highway Commissioner. Mr. Walker reported that since we last met, they were able to mow the entire township fence to fence and have also been out hot patching. They had some road signs that blew down and those have been replaced. The State has required a weight limit sign for the Lenschow Road bridge. After a bunch of issues, the sign is up and meets regulations. Both Brier Hill and Dietrich road were blacktopped last week and have been shouldered. They will strip in the fall.

Supervisor. Mrs. Remakel reported that the riders guide is done and was emailed to the Trustees for review. The Board reviewed the guide and made some grammatical changes. Mrs. Remakel will get the corrections made, sent out to be printed into a booklet, and then given to the seniors. The Pace van was approved to go on social events. A new key pad entry access will be installed at the side and back door. Mrs. Remakel reported that a new computer was purchased for her because her older one was having issues. She read over the Village minutes in reference to our transition fee request and wanted Mr. Paddock to clarify if their minutes were reflected of what actually happened at the meeting. We will keep an eye on their agenda to see when our transition fee request will be back on their agenda. Mrs. Remakel reported that she finally got in contact with Mitch from Plato Township and found out their one resident that would be using our program, moved out of their township; however, we are still willing to provide this service. The audit was taken to the auditor recently and this past week and we have been receiving emails from them requesting more information.

6) Old Business. There was none at this time.

7) New Business. There was none at this time.

8) Correspondence. Mrs. Remakel read a thank you from the Hampshire/Burlington Senior Group for having them at the Senior Luncheon.

9) Board of Trustee Comments.

TOI Conference. Early registration is starting for the November Conference. Clerk Marwig will begin registering anyone who is interested in attending. So far, Trustee Gustafson, Trustee Paddock, and Supervisor Remakel will be attending.

Policy Project. For section #16, there were no changes. Section #17, there were some changes made. Section #18, there were no changes. Next month will work on Section 19 and 22.

TOKC Meeting. Mr. Paddock and Mr. Feld attended the TOKC meeting with the reps and senators and gave an overview of the meeting.



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10) Hampshire Township Development. Mr. Walker reported that the electronic recycling event went well. Total cost was \$1927. Weekend of July 27th, the parking lot will be seal coated. Mrs. Remakel will look into getting the floors buffed at the same time. Mr. Walker reported that Dean Warrington has Wataske representing him. Everything is going well, so the closing will be on July 31st at the Wataske office in Hampshire. A motion was made by Trustee Gustafson authorizing the issuing of a check up to \$52K from the Road Building Fund for the Warrington property adjacent to our property. The motion was seconded by Trustee Paddock. Roll call vote was taken and approved unanimously. A ratification will be put on the August Agenda.

Trustee Bicknese Aye Trustee Gustafson Aye Trustee Paddock Aye Trustee Feld Aye
Supervisor Remakel Aye

11) Approval of Current bills. Invoices for the Road Fund and Town Fund were reviewed and audited by all trustees present. A motion was made by Trustee Bicknese to pay the July bills. Trustee Bicknese seconded the motion and it was approved unanimously. (Warrants and signatures are attached hereto).

There were multiple expense reports for the elected officials.

For Clerk Marwig, there was an expense report of \$344.98 reimbursement for luncheon and funeral flowers.

A motion was made by Trustee Feld to approve the expense report. Trustee Paddock seconded the motion. A roll call vote was taken and it was approved by all.

Mr. Gustafson Aye Mr. Feld Aye Mr. Paddock Aye Ms. Bicknese Aye Mrs. Remakel Aye

For Clerk Marwig, there was an expense report of \$78.30 for mileage to county, auditor, and store for luncheon. A motion was made by Trustee Bicknese to approve the expense report. Trustee Paddock seconded the motion. A roll call vote was taken and it was approved by all.

Mr. Feld Aye Mrs. Remakel Aye Mr. Paddock Aye Mr. Gustafson Aye Ms. Bicknese Aye

For Assessor Letheby there was an expense report for \$110.08 for assessing mileage, lunch, and flowers.

A motion was made by Trustee Paddock to approve the expense report. Trustee Bicknese seconded the motion. A roll call vote was taken and it was approved by all.

Ms. Bicknese Aye Mr. Feld Aye Mr. Gustafson Aye Mr. Paddock Aye Mrs. Remakel Aye

For Mrs. Letheby there was Cemetery expense report for \$20.69 for mileage, mulch, and stamp. A motion was made by Trustee Gustafson to approve the expense report. Trustee Feld seconded the motion. A roll call vote was taken and it was approved by all.

Mr. Paddock Aye Mr. Gustafson Aye Mr. Feld Aye Ms. Bicknese Aye Mrs. Remakel Aye

For Mr. Walker, there was an expense report for mileage for \$195.46. A motion was made by Trustee Paddock to approve the expense report. Trustee Bicknese seconded the motion. A roll call vote was taken and it was approved by all.

Mr. Gustafson Aye Mr. Feld Aye Mr. Paddock Aye Ms. Bicknese Aye Mrs. Remakel Aye

12) Closed Minutes. Did not go into closed session.

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12) There being no further business, a motion was made by Trustee Gustafson to adjourn the meeting. The motion was seconded by Trustee Feld, and then carried unanimously. The meeting was adjourned at 8:49 p.m.

Approved on:

Respectfully Submitted:

Lori Marwig
Township Clerk