

# Township of Hampshire



County Of Kane

State Of Illinois

## Minutes May 14, 2024

The Board of Trustees met at the Hampshire Township Administration Offices at 170 Mill Ave., Hampshire, IL on the 14th day of May, 2024 at 7:00 pm.

Jody Remakel, Supervisor;  
Dan Rowlett, Hwy Commissioner;  
Rebecca Penkaty, Assessor;  
Lori Marwig, Clerk;

Bob Becker, Trustee;  
Dale Drendel, Trustee;  
Steven Gustafson, Trustee;  
Roger Paddock, Trustee;

1) The meeting opened with the pledge to the flag. Mrs. Remakel asked for any changes or additions to the agenda. There was none.

2) Minutes. The Board reviewed the Board of Trustee Minutes from April 9, 2024. A motion was made by Trustee Gustafson to approve the minutes as presented. Trustee Paddock seconded the motion and it was approved unanimously by all those present.

3) Treasurer's Report. The Board reviewed the April Treasurer's report. A motion was made by Trustee Becker to approve the April Treasurer's report as presented. Trustee Drendel seconded the motion and it was approved by all those present. A roll call vote was taken.  
Trustee Paddock Aye Trustee Gustafson Aye Trustee Drendel Aye Supervisor Remakel Aye Trustee Becker Aye

4) Public Comment. There was none.

### 5) Reports

Kane County Rep: Not in attendance.

Assessor: Assessor Penkaty reported that there were 35 sales for the month of April. 2 were for land (developer), 14 were new construction, 1 farm, 2 for apartment buildings, and 13 were existing homes. She has been working on the new construction assessments to send over to Kane County. Assessor Penkaty informed the Board that Kane County automatically applied the assessment to the 2024 tax bill, payable 2025. Revised assessment letters will no longer be mailed out anymore. Every four years the Assessor will need to manually apply the new assessment. Taxpayers will need to wait until their tax bill is available before they can contest their assessment.

Highway Commissioner: Highway Commissioner Rowlett thanked the Board for their guidance and support as he has completed his first year as Highway Commissioner. Mr. Rowlett reported that they filled more potholes. They picked up a lot of garbage on Dietrich Road such as tvs, coolers, and even a dishwasher. They repaired a culvert on Berner Road and dug up and unplugged a tile on Brier Hill Road. The trucks were inspected and are ready for the summer season. The road department picked up the tractor from Burlington Township to start reclaiming shoulders. They began mowing the ditches on Higgins and Brier Hill roads with the tractor and tiger mower. Mr. Rowlett would like to declare the 2011 Ford F250 pickup as excess equipment. A motion was made by Trustee Paddock to declare the 2011 Ford F250 pickup truck as excess equipment. Trustee Gustafson seconded the motion and it was approved unanimously by all those present.

Supervisor: Supervisor Remakel reported that the new vinyl was put on the bus. She has completed the majority of the employee evaluations. Mrs. Remakel informed the Board about the accident P-2 was involved in. There was \$1200 damage to P2 and bumper damage to the other vehicle. Audit prep has been done and we are awaiting the question phase. We have switched internet providers for both the town and road. The building has been rekeyed, and the key box has been set up and organized. The keypad has been split for rentals. The letters for the medical rides have

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been sent out. TOIRMA visited to see the repairs from the flood, reviewed the coverage, reviewed the inventory list, made a few changes to how things are insured, and the milk plant was added. Supervisor Remakel is currently working on ideas on how to charge for yoga.

6) Old Business. There was none.

7) New Business.

Approval of Intergovernmental Agreement with Elgin Township for GA. A new agreement has not been received. Will put this on the agenda for the June meeting.

Pace Conversation. This will be discussed after closed session

Cemetery Financial Discussions. This will be discussed after closed session

TOI 8/27 Educational Event. Will discuss it again at the June meeting.

Approval of Town Budget 25-01. This was completed during the budget hearings.

Electronic Sign Partnership. The Village is putting an electronic sign up at Henpeck Park and are inviting other governments to join in on the purchase and use. The Township's share would be \$3K. At this time, she does not have any more information and will keep the board informed as more information becomes available. The Board is ok with contributing to this.

8) Correspondence. Supervisor Remakel read the letter from Fred Rackow, Cemetery Board member informing the Township Board that effective 6/25/24, he will be terminating his board position. Supervisor Remakel would like to get a gift for him as well as invite the entire cemetery board to our June meeting. The Board will need to appoint a new cemetery board member.

9) Board of Trustee Comments. There were none.

10) Hampshire Township Development.

Parking Lot Addition Update. Mr. Rowlett reported that concrete is being done on Thursday for the curbs. Once that is completed, grading will need to be done and then Peter Baker will blacktop the parking lot.

Road District Development. There is nothing new to report at this time.

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 Gustafson to pay the May bills. Trustee Becker seconded the motion and it was approved unanimously. (Warrants and signatures are attached hereto). A roll call vote was taken.

Trustee Becker Aye Trustee Gustafson Aye Supervisor Remakel Aye Trustee Paddock Aye Trustee Drendel Aye

There was an expense report for an elected official.

For Highway Commissioner Rowlett there was an expense report of \$263.31 for mileage reimbursement.

A motion was made by Trustee Paddock to approve the expense report. Trustee Drendel seconded the motion. A roll call vote was taken.

Trustee Becker Aye Trustee Gustafson Aye Supervisor Remakel Aye Trustee Paddock Aye Trustee Drendel Aye

12) Closed Session. A motion was made by Trustee Gustafson to go into closed session at 7:41pm for the discussion of personnel. Trustee Drendel seconded the motion and approved unanimously by all those present. A roll call vote was taken. Assessor Penkaty and Highway Commissioner Rowlett left the meeting. The Board came back into open session at 7:55 pm.

The Board then went back to new business to discuss Pace and the cemetery.

Pace Conversation. Supervisor Remakel informed the Board that the administration work that needs to be done for Pace is becoming too much. She is considering getting rid of the pace vehicles and purchasing a used transit vehicle. We currently have \$100K in the town capital fund. The Board was in agreement and she will begin looking at finding one replacement vehicle for the 2 PACE vehicles we rent.

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Cemetery Financial Discussion. Due to the improvements the Cemetery Board is pursuing and the cost of the mowing, the cemetery operating fund is running in a deficit. The Cemetery Board is reviewing lot and burial rates and other ways to increase the funds coming into the Operating fund. They have contacted other townships to see what they are charging. In addition to this, the split of purchasing a plot can be changed to increase the operating fund. She will go back to the Cemetery Board with the Township boards recommendations.

13) There being no further business, a motion was made by Trustee Gustafson to adjourn the meeting. The motion was seconded by Trustee Becker, and then carried unanimously. The meeting closed at 8:14 p.m.

Approved on:

Respectfully Submitted:

Lori Marwig  
Township Clerk