

MINUTES – Board of Town Trustees

STATE OF ILLINOIS

MADISON COUNTY ss.

TOWN OF GODFREY, THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk at 6810 GODFREY ROAD on September 5, 2018

Roll Call:

Terry Seymour, Supervisor

Karen McAtee Trustee

Joe Springman, Trustee

Jeff Weber, Trustee

Pamela E. Whisler, Town Clerk

Nathan Schrumpf, Trustee

Mark Stewart, Trustee

Eldon C. Williams, Trustee

The Godfrey Town Board meeting was called to order by Supervisor Terry Seymour on September 5, 2018 at 6:15 p.m. at the Godfrey Town Hall, 6810 Godfrey Road, Godfrey, IL.

Jeff Weber moved for the approval of the minutes of August 7, 2018 meeting, seconded by Joe Springman. Poll of Board: Ayes – 7, Nays – 0, Absent - 0. Motion carried.

APPROVAL OF PAYMENT OF BILLS

Jeff Weber moved for the approval of the September 2018 Township bills as follows:

General Fund	\$ 11,630.34
General Assistance Fund	\$ 3,882.50
Social Security Fund	\$ 0.00
Audit Fund	\$ 0.00
Insurance Fund	\$ 0.00
IMRF Fund	\$ 1,722.86

Seconded by Karen McAtee. Poll of Board: Ayes – 7, Nays – None, Absent - 0. Motion carried.

COMMUNICATION:

GENERAL ASSISTANT ACTIVITY – SUPERVISOR OFFICE

Total Cash on Hand	\$ 261,753.53
Assistance Applications Filed	0
General Assistance Approved	0
Emergency Assistance Approved	0
Assistance Applications Pending	0
Assistance Application Denied	0
Current Active Cases	2

OLD BUSINESS:

No old business at this time.

NEW BUSINESS:

APPROVAL FOR POSTAGE FOR TOWNSHIP DISCONTINUANCE MAILING

Supervisor Seymour reported that the Township Discontinuance Mailing Postage will be \$6,500.00. Joe Springman moved for the approval for the postage for the Township Discontinuance Mailing Postage at a cost of \$6,500.00, seconded by Nathan Schrumpf. Poll of Board: Ayes-7, Nays-0, Absent-0. Motion carried.

APPROVAL OF PAYMENT TO BEVERLY FARMS

Supervisor Seymour reported that the copy charges for the Township Discontinuance Mailing Postage will be \$781.84. Jeff Weber moved for the approval for the postage for the Township Discontinuance Mailing Postage at a cost of \$781.84, seconded by Nathan Schrumpf. Poll of Board: Ayes-7, Nays-0, Absent-0. Motion carried.

BUDGET LINE ITEM TRANSFERS

Supervisor Seymour reported the need to make a line item transfer from the General Fund. The adjusted appropriation would be General Fund – Contingencies in the amount of Three Thousand Seven Hundred Dollars (\$3,700.00) to the General Fund – Postage Administration. The adjusted appropriation would be General Fund – Contingencies in the amount of Twenty Dollars (\$20.00) to the General Fund – Postage Administration the amount of Three Thousand Eight Hundred Fifty Dollars (\$3,850.00). Jeff Weber moved for the approval of the line item transfer from the General Fund as submitted, seconded by Nathan Schrumpf. Roll Call Vote: Ayes - McAtee, Springman, Schrumpf, Stewart, Weber, Williams, Seymour. Nays – None, Absent – None. Motion carried.

Supervisor Seymour reported the need to make a line item transfer from the General Fund. The adjusted appropriation would be General Fund – Capital Outlay-Office Equipment - Administration in the amount of Two Hundred Eighty-Three Dollars (\$283.00) to the General Fund- Postage - Administration. The adjusted appropriation would be General – Capital Outlay-Office Equipment - Administration in the amount of Zero Dollars (\$0.00) to the General Fund – Postage - Administration the amount of Six Thousand Five Hundred Thirty-Three Dollars (\$6,533.00). Jeff Weber moved for the approval of the line item transfer from the General Fund as submitted, seconded by Nathan Schrumpf. Roll Call Vote: Ayes - McAtee, Springman, Schrumpf, Stewart, Weber, Williams, Seymour. Nays – None, Absent – None. Motion carried.

Supervisor Seymour reported the need to make a line item transfer from the General Fund. The adjusted appropriation would be General Fund – Capital

Outlay-Office Equipment - Administration in the amount of Four Thirty-Five Hundred Dollars (\$435.00) to the General Fund- Office Supplies - Administration. The adjusted appropriation would be General – Capital Outlay-Office Equipment - Administration in the amount of One Thousand and Sixty-Five Hundred Dollars (\$1,065.00) to the General Fund –Office Supplies - Administration the amount of Eight Hundred Eighty-Five Dollars (\$885.00). Jeff Weber moved for the approval of the line item transfer from the General Fund as submitted, seconded by Nathan Schrumpf. Roll Call Vote: Ayes - McAtee, Springman, Schrumpf, Stewart, Weber, Williams, Seymour. Nays – None, Absent – None. Motion carried.

Supervisor Seymour reported the need to make a line item transfer from the General Fund. The adjusted appropriation would be General Fund – Training - Administration in the amount of Two Thousand Four Hundred Dollars (\$2,400.00) to the General Fund- Postage - Administration. The adjusted appropriation would be General – Training - Administration in the amount of Thirty-Two Dollars (\$32.00) to the General Fund – Postage - Administration the amount of Six Thousand Two Hundred Fifty Dollars (\$6,250.00). Jeff Weber moved for the approval of the line item transfer from the General Fund as submitted, seconded by Nathan Schrumpf. Roll Call Vote: Ayes - McAtee, Springman, Schrumpf, Stewart, Weber, Williams, Seymour. Nays – None, Absent – None. Motion carried.

Supervisor Seymour reported the need to make a line item transfer from the General Fund. The adjusted appropriation would be General Fund – Reference Materials -Administration in the amount of One Hundred Fifty Dollars (\$150.00) to the General Fund- Postage - Administration. The adjusted appropriation would be General Fund – Reference Materials - Administration in the amount of One Hundred Dollars (\$100.00) to the General Fund – Postage - Administration the amount of Six Thousand Six Hundred Eighty-Three Dollars (\$6,683.00). Jeff Weber moved for the approval of the line item transfer from the General Fund as submitted, seconded by Nathan Schrumpf. Roll Call Vote: Ayes - McAtee, Springman, Schrumpf, Stewart, Weber, Williams, Seymour. Nays – None, Absent – None. Motion carried.

Supervisor Seymour reported the need to make a line item transfer from the General Fund. The adjusted appropriation would be General Fund – Capital Outlay-Office Equipment - Administration in the amount of Seven Hundred Eighty-Two Dollars (\$782.00) to the General Fund- Printing - Administration. The adjusted appropriation would be General – Capital Outlay-Office Equipment - Administration in the amount of Two Hundred Eighty Three Dollars (\$283.00) to the General Fund – Printing - Administration the amount of One Thousand Thirty-Two Dollars (\$1,032.00). Jeff Weber moved for the approval of the line item transfer from the General Fund as submitted, seconded by Nathan Schrumpf. Roll Call Vote: Ayes - McAtee, Springman,

Schrumpf, Stewart, Weber, Williams, Seymour. Nays – None, Absent – None.
Motion carried.

Clerk Whisler reported that the Township will be hosting a volunteer mailing day on September 17, 2018 all day between the hours of 9:00 a.m. to 4:00 p.m.

Supervisor Seymour thanked Clerk Whisler for organizing the mailing and saving the Township on the cost of the mailing.

CONSIDERATION OF CHANGE OF MEETING TIME

Mark Stewart moved to change the meeting time for Township Board of Trustee Meetings to 6:00 p.m. on the first Tuesday on each month, with the Village Board of Trustees meeting following, seconded by Jeff Weber. Poll of Board: Ayes-7, Nays-0, Absent-0. Motion carried.

FY2018 AUDIT REPORT PRESENTATION

Supervisor Seymour reported that Stacey Eccles, Hughes, Cameron & Company, LLC of Godfrey presented the 2017-2018 Township Audit report. Township Fund balances as of March 31, 2018:

General Fund	\$ 164,035
General Assistance Fund	<u>\$ 94,474</u>
Total Fund Balances	\$ 258,509

The Township's total expenditures exceeded total revenues, on the modified cash basis of accounting, by \$2,760 for the year, resulting in an increase in total net position of 1 percent over the previous year.

The Township's General Fund ended the year with a fund balance of \$164,028, which represents 107 percent of recurring revenue of the fund and 98 percent of recurring expense of the fund. The General Assistance Fund had a fund balance of \$94,474, which represents 133 percent of recurring revenue of the fund and 178 percent of recurring expense of the fund.

The Estimated Quadrennial Reassessment that was given was \$180.791 payable in four installations for 2018.

Township Net Pension Liability current Single Discount Rate assumption at 7.50% would be \$85,159.

Supervisor Seymour placed the 2016-2017 Township Audit on file in the Clerk's Office.

PUBLIC COMMENTS

Clerk Whisler reported that the Clerk's Office will be holding a mailing day to prepare the required mailing for the November 6, 2018 Election. September 17, 2018 between the hours of 9:00 a.m. to 4:00 p.m. Volunteers are needed.

Eldon Williams moved to adjourn the meeting at 6:29 p.m., seconded by Mark Stewart. Poll of Board: Ayes – 7, Nays – 0, Absent – 0. Motion carried.

Pamela E. Whisler
Township Clerk