

Minutes - Board of Town Trustees

COPIY

STATE OF ILLINOIS,
Macon County, } ss.
Town of Long Creek,

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk at 2610 Salem School Road on September 27, 2022,

PRESENT: Kevin R. Greenfield Supervisor
Bryan E. Smith Town Clerk
Michael R. Reynolds Town Trustee
Karen F. Kelly Town Trustee
April L. Kostenski Town Trustee
Melvin Fortner Town Trustee

Mr. Kevin R. Greenfield acting as chairperson and Mr. Bryan E. Smith as clerk. The following official business was transacted:

GUESTS PRESENT: Joe Jackson, Cheryl Smith, Mike Krause, Jack Cunningham

MEETING CALLED TO ORDER AT 5:00 P.M. by Supervisor Greenfield. Mr. Greenfield led all present in the Pledge of Allegiance to the Flag. Clerk Smith called the roll which showed the following:

Mike Reynolds P
Karen Kelly P
April Kostenski P
Melvin Fortner P
Kevin Greenfield P

SHOWED ALL PRESENT.

APPROVAL OF MINUTES:

MOTION: Mike Reynolds, 2nd April Kostenski to Approve Minutes of August 23, 2022 Board Meeting as submitted.

MOTION CARRIED. Minutes Approved.

PUBLIC COMMENT: NONE

REPORTS:

SUPERVISOR'S REPORT:

- **Adopt Certification of 3/5th Majority Vote - This is required by the Comptrollers Office and verifies that the Board has received the audit. April Kostenski made a motion to approve the Certification of 3/5th Majority Vote form. Karen Kelly seconded the motion. Motion carried unanimously.**
- **Review/adopt updated Financial Procedures manual - this revision basically removes Vickie and adds Joanna Lambert. Mike Reynolds**

made a motion to approve the updated Financial Procedures Manual. Melvin Fortner seconded the motion. Motion carried unanimously.

- Review/adopt updated Freedom of Information Act Resolution - this updated Resolution removes Vickie and adds Joanna Lambert. Mike Reynolds made a motion to approve the updated Freedom of Information Act Resolution. April Kostenski seconded the motion. Motion carried unanimously.

HIGHWAY COMMISSIONER Report: Commissioner Joe Jackson - Joe reported that they are finishing up summer work and will be digging a few ditches this Fall. Then they will be getting ready for winter. Trustee Mike Reynolds asked about charges the Road District had for Comcast that had gone up consistently the last couple of months, well over \$200 each month. Joe said he did not know anything about it but would check into it. Supervisor Greenfield and Trustee Reynolds both said that Joe should be reviewing his bills each month before they are presented to the Board.

CEMETERY TRUSTEE REPORT: Please see written Report at end of Minutes. Cemetery meeting will be October 19, 2022 at 8:30 a.m.

WATER DEPARTMENT REPORT: - See written report at end of minutes. Supervisor Greenfield mentioned the water main that will need to be moved on Reas Bridge Road in the future.

TOWN CLERK REPORT: - Bryan Smith, Town Clerk see written report at end of minutes.

PROMOTIONS DIRECTOR: Cheryl Smith Senior Citizens Report. See written reports at end of Minutes. Cheryl asked the Board if the Seniors could have their December luncheon catered like last year. The consensus of the Board was that this was fine to do again.

OTHER: NONE

BILLS:

TOWN FUND: \$15,631.72

MOTION: Melvin Fortner , 2nd Karen Kelly to Approve.

Roll Call:

Mike Reynolds	Y
Karen Kelly	Y
April Kostenski	Y
Melvin Fortner	Y
Kevin Greenfield	Y

MOTION CARRIED.

ROAD & BRIDGE FUND: \$11,864.28

MOTION: Mike Reynolds, 2nd Melvin Fortner to approve by previous Roll Call Vote.

MOTION CARRIED.

CEMETERY FUND: \$5,512.50

MOTION: Karen Kelly, 2nd April Kostenski to Approve by previous Roll Call Vote.

MOTION CARRIED.

WATER O & M: \$220,107.33

MOTION: April Kostenski, 2nd Mike Reynolds to Approve by previous Roll Call Vote.

MOTION CARRIED.

PAYROLL CLEARING FUND: \$108,150.12

MOTION: April Kostenski, 2nd Karen Kelly to Approve by previous Roll call vote.

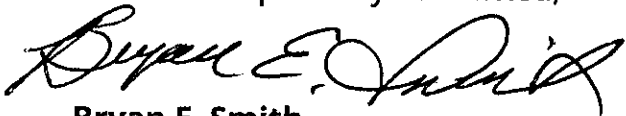
MOTION CARRIED.

OLD BUSINESS: None

MOTION: Mike Reynolds, 2nd Melvin Fortner to Pay Operating Bills for next Month. MOTION CARRIED.

ADJOURNMENT: MOTION: Mike Reynolds, 2nd April Kostenski to adjourn meeting. MOTION CARRIED. Meeting Adjourned at 5:15 p.m.

Minutes Respectfully Submitted,



**Bryan E. Smith
Township Clerk**

Bryan E. Smith, Town Clerk
Long Creek Township
2610 Salem School Rd
Decatur, IL 62521

Town Clerk Report – September 27, 2022 Board Meeting

Completed Monthly Highway Commissioner's Report for August 2022 and after approval by Highway Commissioner Jackson, forwarded same to Macon County Engineer.

Received Certified Letter with Notice of Proposed Annexation by City of Decatur for properties in the township.

Received Notice from Macon County Zoning and Planning Department of hearing on September 7th on variance change for property at 9653 Bentonville Road in the township.

Contacted Tracy at The DISC, Pawprint Ministries, and The Salvation Army for speakers for Senior Luncheons in 2023.

Filed copies of Annual Treasurer's Report, Annual Financial Report and Annual Audits for Township and Water Department with Macon County Clerk.

Prepared Letters to send to Senior Citizen luncheon attendees for luncheons and programs starting up again on October 13th. Sent letters.

Received emailed FOIA request for listing of all employees, salaries, job duties and copy of 2021 general fund budget and expenditures. Also requested a copy of my FOIA certificate of completion. Compiled information and emailed back.

Received Certificate of Publication from newspaper for publishing "Notice of Availability of Audit Report" that was published in the paper on September 7th. Filed the same.

Completed normal clerk duties for the month.



Bryan E. Smith

Town Clerk

September 27, 2022 senior notes for Bryan Smith LCT clerk:

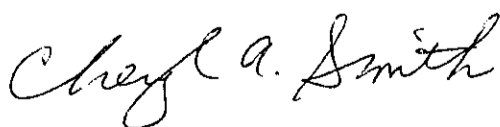
Senior account has \$1,360.11.

Our potluck will be October 13, 2022. James Millikin Homestead will be our speaker.

We are still dealing with Herald & Review over Sparkle & Shine.

Is it alright to have December potluck catered again for potluck?

We appreciate everyone working together sure makes everything much easier. Any questions?



Cheryl A. Smith
Senior Promotions Director

Long Creek Township Water Department Report

September 27, 2022

- On September 6th Ervin Cable bored into the center of the 6" water main near the south end of Peachtree Ct. This resulted in a boil order for all of Peachtree Ct.
- Last night Ervin Cable grazed the 3" water main near the east end of Elliot Ct. Our crew did an excellent job and was able to install a repair clamp without shutting the main down, avoiding a boil order. The biggest problem is that we have a substantial percentage of the distribution system that is un-traceable.
- After meeting with an engineer that is working on the Walmsley Bridge project, it is looking like the water main will have to be moved to the west. There are pipelines nearby that will make it more difficult.
- The water rates will increase by 3% effective October 1, 2022. The new residential minimum bill will be \$23.34 and commercial will be \$25.46 for 2000 gallons. The bulk rate for the Village of Dalton City will also increase to \$4.20 per 1000 gallons on September 15, 2022.

Submitted by,

Wayne A. Datson

Water Superintendent

Cemetery Report for Bryan Smith LCT clerk:

September 27, 2022

Everyone has the minutes and bill lists. Does anyone have any questions?

Debbie, Vickie and Jo are doing a great job and the guys working at the cemeteries are doing a great job also. We will be looking for other people to mow and trim because Brad will be working with Wayne more because Wayne will be retiring one of these days. Debbie will be too. Both of them will be retiring in one or 2 years, they will be missed.

Brad's dad will be quitting too. Does anyone know of anyone that would be interested in taking that job? Plus opening and closing graves? We have had great cemetery guys. They will be certainly missed too.

Brad and his Dad will be planting another tree where Mr. Lester Barnett is buried the other one fell down.

Next meeting is October 19, 2022.

Cheryl A. Smith

Cheryl A. Smith

President of Cemeteries