

PROCEEDINGS OF A TOWN MEETING

Hebron Township 10206 Seaman Hebron, Illinois 60034

January 10, 2024

CALL TO ORDER - At the Regular Town Meeting, held in the town of Hebron, County of McHenry, and State of Illinois, at 7:00p.m. on the 10th day of January 2024 was called to order by Nancy Lech, Township Supervisor. The Pledge of Allegiance was recited. Present – Trustee Mike Von Bergen, Trustee Sue Reed, Trustee Becky Werra, Trustee Sammie Mayerck, Supervisor Nancy Lech, Clerk Patricia Elswick, Road Commissioner Zeke Nickels and Assessor Shannon Combs.

APPROVAL OF PRIOR MINUTES – Regular December 13, 2023 meeting minutes – Trustee Von Bergen motion to approve the minutes. Second Trustee Werra. Roll call vote Ayes – 4: Trustee Von Bergen, Supervisor Lech, Trustee Werra and Trustee Mayerck. Nays – 0. Abstain - 1: Trustee Reed. Motion passed.

APPROVAL OF EXPENDITURES/BILLS - Trustee Von Bergen to approve Town Fund expenditures of \$4,502.82, General Assistance Fund expenditures of \$345.66, Cemetery Fund expenditures of \$3.40, Road District Road & Bridge expenditures of \$4,190.84, Hard Road Fund expenditures of \$1,221.56. Second Trustee Mayerck. Roll call vote Ayes – 5: Trustee Von Bergen, Trustee Reed, Supervisor Lech, Trustee Werra and Trustee Mayerck. Nays – 0. Motion passed.

ELECTED OFFICIAL & COMMITTEE REPORTS

PLANNING COMMISSION – There was no report at this time.

ASSESSOR – Assessor Combs reported 2 appeals with scheduled hearings before the end of month, updating data, continued education scheduled in April down in Bloomington.

HIGHWAY COMMISSIONER – Commissioner Nickels reported working on equipment, patching, plowing, salting, still waiting on ComEd for Seaman Railroad crossing completion, brush, tree fall, 1 truck broken leaf spring, 1 guy quit, was sick one week, Kurt helped Nancy with working on building upkeep & painting.

TRUSTEES – Trustee Von Bergen announced his application for Stormwater Commission.

SUPERVISOR: CEMETERY – 1 staking, 1 grave sale. Cemetery Board to meet January 25, 2024. Dawn S has been shadowing Sexton Tom to learn his duties. GENERAL ASSISTANCE – 1 continued General Assistance, 1 inquiry, 1 denied, 1 Benefit Access application. SUPERVISOR – Worked on grounds maintenance bids for Township & Cemetery grounds, bid opening February 29. Migrant protocol - currently migrants are being dropped off at village-owned train stations due to Chicago's new bus rules. Now all villages are doing resolutions as well. There is a slight chance they could start dropping off in unincorporated areas. Spoke with MCEMA and they gave their protocol. If migrants were dropped off at our building - we would just have to keep them warm until McHenry County Emergency Management came - no overnight stay. Hebron Fire, Hebron Police, District #19, Village officials are aware of the MCEMA protocol. Worked with Zeke on finalizing IL Public Act 102-1143 - PTO for hourly workers. Kurt painted bathrooms, snow stop bars, tin on columns replaced due to salt. Worked on payroll quarterly reports, payroll year end reports, W-2s and 1099 completed. CLERK – Met with Zeke & lighting company to adjust the road district lights, filed the Township & Road District Levy at the County, Met with Zeke on records retention & disposal recommendations and looking to set up procedures or guidelines going forward, more information from Nancy. Statement of Economic Interest data or changes due to the County by February 1, the County will then notify each individually. Received bid to publish for mowing, will be publishing meeting dates as well. Trustee Von Bergen motion to approve 2024-2025 meeting dates as presented. Second Trustee Werra. Roll call vote Ayes – 5: Trustee Von Bergen, Trustee Reed, Supervisor Lech, Trustee Werra and Trustee Mayerck. Nays – 0. Motion passed.

OLD BUSINESS – PTO - Trustee Von Bergen motion to accept IL Public Act 102-1143 PTO for all hourly workers. Second Trustee Werra. There was much discussion and questions on different options on how to write the policy to be adopted by Hebron Township Town & Road Districts. No action.

NEW BUSINESS – Ensuring Building Access - Trustee Werra motion. Second Trustee Mayerck. There was discussion on need, availability and procedures on accessing all areas of the Township including individuals offices and the Road District. Currently the Supervisor has spare keys to all and the Road Commission has spare keys to Supervisors for emergencies. All entry of locked doors to be called or scheduled with individual departments as access is needed. Current keys to all be rechecked. No Action taken. Website Management Backup - Trustee Von Bergen motion to have Trustee Werra serve as Supervisor Lech’s back up for website updates and maintenance. Second Trustee Mayerck. Roll call vote Ayes – 5: Trustee Von Bergen, Trustee Reed, Supervisor Lech, Trustee Werra and Trustee Mayerck. Nays – 0. Motion passed. Backup for Township Systems - Trustee Mayerck motion. Second Trustee Werra. There was discussion on the protocol and back up responsibility of township computer systems and duties within them. Many systems are log in specific to each elected official, secure passwords and system contact information are already being monitored. State statutes also regulate who can perform certain duties as explained in each official's handbook and Township laws & duties. No action taken. Succession Action Plan - Motion Trustee Werra. Second Trustee Mayerck. There was discussion on what happens at succession or resignation. State statute also regulates how this process works, what is to be given as explained in each official's handbook and Township laws & duties. If failed to do so, fines are outlined as to the amount and who to pay. Capital Improvement Plan - Motion Trustee Mayerck. Second Trustee Werra. There was discussion on the need for a 5-10 year capital improvement plan. May need to have a building walk through before establishing this. No action taken. Maintaining Decorum with Elected Officials - Motion Trustee Von Bergen. Second Trustee Mayerck. There was discussion. No action taken.

PUBLIC COMMENTS – Trustee Von Bergen would like to add the possibility of a pollinator program at the Township building to the agenda next month.

ADJOURNMENT – Trustee Von Bergen motion to adjourn. Second Trustee Mayerck. Unanimous voice vote, meeting adjourned at 8:41pm.

Respectfully Submitted,

X

Patricia A. Elswick
Hebron Township Clerk