

AURORA TOWNSHIP

BOARD OF TRUSTEES MEETING

MAIN OFFICE, 80 NORTH BROADWAY, AURORA, IL.

4 p.m. Thursday, August 28, 2014

MINUTES

I. CALL TO ORDER

PLEDGE OF ALLEGIANCE – INVOCATION - ROLL CALL AND ESTABLISH QUORUM

A meeting of the Aurora Township Board of Trustees was held at the Aurora Township Office, 80 North Broadway, Aurora, Ill., at 4 p.m. Thursday August 28, 2014. Notice was sent to all board members as required by state statute.

Aurora Township Supervisor William Catching called the meeting to order at 4 p.m. Supervisor Catching led the group in the Pledge of Allegiance. Trustee Dolores Hicks gave the Invocation.

Aurora Township Clerk Ken Christy called the roll with the following board members present: Supervisor Catching, Trustees Hicks and David Moore. Trustees Juanita Wells and Juan Reyna were excused absent.

Also present were Assessor Davis Offutt and Highway Commissioner John Shoemaker. Staff and public present are listed in the attached sign-in sheet.

II. APPROVAL OF MINUTES - Motion to approve the minutes of the regular board meeting on Aug. 14, 2014, made by Supervisor Catching, seconded by Trustee Moore. Motion passed unanimously by voice vote.

III. APPROVAL OF BILLS

1. Motion made by Supervisor Catching and seconded by Trustee Hicks, to approve the Town bills in the amount of \$166,233.94. Motion passed unanimously by voice vote.
2. Motion made by Supervisor Catching and seconded by Trustee Moore, to approve Road District bills in the amount of \$ 7,259.60. Motion passed unanimously by voice vote.
3. Motion made by Supervisor Catching and seconded by Trustee Hicks to approve General Assistance bills in the amount of \$ 4,279.48. Motion passed unanimously by voice vote.
4. Motion made by Supervisor Catching and seconded by Trustee Moore to approve Mental Health Fund bills in the amount of \$21,368.47. Motion passed unanimously by voice vote.

5. Motion made by Supervisor Catching, seconded by Trustee Hicks, to approve Road and Bridge Equipment Fund bills in the amount \$34,500. Motion passed unanimously by voice vote.
6. Motion made by Supervisor Catching to pay IMRF and Road and Bridge IMRF bills in the amount of \$10,459.05. Seconded by Trustee Moore. Motion passed unanimously by voice vote.
7. Combined motion by Supervisor Catching to approve Social Security and Road and Bridge Social Security bills of \$5,703.79. Seconded by Trustee Hicks. Motion passed unanimously by voice vote.

IV. REPORTS

A. Assessor's Report - A written report submitted by Davis Offutt is attached. In summary, his office has received many phone calls and walk-ins asking about the Equalization Factor. Publication dates for Board review have been published. The Progress Report at the Kane County Supervisor of Assessments can be viewed on their website.

B. Highway Commissioner's Report - John Shoemaker reported that the Highway Department has entered into an agreement to collect data on all Township roads, road signs and other assets. This will result in a savings because all signs and streets can be viewed on-line. This will make it easier to update any problems that exist. The work near Aurora University is still on going. The Road District will be purchasing a new (used) truck with a 60-foot boom and enclosed cage. The new vehicle will save money because we can trim trees twice as high as well as attach a chipper. The truck that we used to trim trees in the past will be traded in.

C. Supervisor's Report – Supervisor Bill Catching announced that Trustee Hicks has been appointed to be the board of Senior Services Associates representing Kane County and congratulated her for the recognition by one of our primary partners.

D. Code Enforcement Officer's Report - A written report by Clarence Robinson is attached.

E. General Assistance Report - A written report by Suely Ann Cabral is attached.

F. Financial Report – Patricia Richardson reviewed the financial statements prepared for the board. Everything is up to date and going well. There will be a need for a budget amendment for a few line items but most are on target.

V. UNFINISHED BUSINESS – None

VI. NEW BUSINESS - Presentation of 2013-2014 Audit Report by Brian LeFevre of Sikich LLP. Mr. LeFevre reviewed the annual audit of the Township's finances. He also reviewed the auditors' management letter to the Board of Trustees. Mr. LeFevre commented on the great improvement of the financial record keeping and practices since last year's audit.

VII. PUBLIC COMMENTS - Clarence Robinson presented a certificate thanking the Township for our participation in the Fox Valley Marine Golf Outing. He further stated that \$30,000 was raised and that \$15,000.00 was distributed to the Marie Wilkinson Food Pantry and to the Interfaith Food Pantry.

VIII. ANNOUNCEMENTS – None

IX. EXECUTIVE CLOSED SESSION – A motion to adjourn into executive session to discuss personnel and pending litigation was made by Supervisor Catching and seconded by Trustee Moore at 4:46 p.m. Motion passed unanimously by roll call. The executive session was recorded electronically pursuant to state statute and will be released upon further review by the board at the appropriate time.

X. RECONVENE TO OPEN SESSION - At 5:35 p.m., the board reconvened into open session after a roll call vote by Clerk Christy: Supervisor Catching – yes Trustees Moore and Hicks – yes

XI. ACTION RESULTING FROM EXECUTIVE SESSION - Supervisor Catching made a motion, seconded by Trustee Moore, to authorize pay raises for Township personnel effective September 1. Discussion followed on the individual raises. A discussion was held on the possibility of hiring a part-time Human Resource person at some time in the future. Motion passed unanimously by voice vote.

XII. ADJOURNMENT - Supervisor Catching made a motion, seconded by Trustee Moore, to adjourn the meeting at 5:53 p.m. The motion passed unanimously by voice vote.

The next regular board meeting will be held at 4 p.m. Thursday, September 11, 2014, at Aurora Township's main office, 80 North Broadway, Aurora, Illinois.

Respectfully Submitted,

Ken Christy

Aurora Township Clerk



Aurora Township Assessor
Davis R. Offut

Certified Illinois Assessing Officer - Master #20
Real Estate Managing Broker - Realtor GAA GRI
State Certified General Real Estate Appraiser #553.000892



TO: Aurora Township Board

RE: Assessor Report

DATE: August 28, 2014

Aug 14-Aug 27, 2014

Permits processed: 321 / Year to Date: 15,326
Sales processed: 75 / Year to Date: 1,196
Divisions: 3 / Year to Date: 92
Parcel Count: 39,408

We have been receiving many calls and walk-ins since the county's Equalization Factor.

See attached 2014 Board of Review publication dates.

The Progress Report at the Kane County Supervisor of Assessments can be viewed at their website:

<http://www.kanecountyassessments.org/ProgressReport.html>

The bills presented for approval represent the typical expenses incurred during the general operations of the Assessor's Office.

As always, I will make myself available to answer any questions you may have.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Davis Offut".

Davis Offut
Aurora Township Assessor

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"Ask Mark"

Assessment Complaints

Board of Review Agendas & Minutes

Equalization Factors

Exemptions

Forms

Progress Report

Property Tax Bill FAQs

Property Tax Quick Guide

Property Tax Appeal Board

Publications

Township Assessors

Township EAVs

Progress Report

Township	Assessor Certified to S/A	Revisions Balanced S/A	Notices Mailed	Date Published	Final Filing	Certified to B/R	Revisions Balanced B/R	Certified to County Clerk
Hampshire	04/25/14	05/27/14	06/20/14	06/23/14	07/23/14	06/23/14		
Rutland	06/12/14	06/30/14	07/08/14	07/10/14	08/11/14	07/10/14		
Dundee	06/09/14	06/24/14	07/07/14	07/08/14	08/07/14	07/08/14		
Burlington	07/30/14	08/07/14	08/15/14	08/19/14	09/18/14	08/19/14		
Plato	06/30/14	07/21/14	08/01/14	08/05/14	09/04/14	08/05/14		
Elgin	06/20/14	07/21/14	08/01/14	08/05/14	09/04/14	08/05/14		
Virgil	06/09/14	06/24/14	07/01/14	07/03/14	08/04/14	07/03/14		
Campton	06/30/14	07/17/14	07/28/14	07/29/14	08/28/14	07/29/14		
St Charles	06/16/14	07/14/14	07/22/14	07/24/14	08/25/14	07/24/14		
Kaneville	07/29/14	08/04/14	08/15/14	08/21/14	09/22/14	08/21/14		
Blackberry	06/15/14	07/01/14	07/15/14	07/17/14	08/18/14	07/17/14		
Geneva	06/24/14	07/16/14	07/28/14	07/29/14	08/28/14	07/29/14		
Batavia	06/27/14	07/30/14	08/15/14	08/19/14	09/18/14	08/19/14		
Big Rock	05/16/14	05/27/14	06/27/14	07/02/14	08/01/14	07/02/14		
Sugar Grove	06/16/14	07/02/14	07/11/14	07/15/14	08/14/14	07/15/14		
Aurora	07/16/14	08/05/14	08/15/14	08/19/14	09/18/14	08/19/14		

[2013 Progress Report](#)

[2012 Progress Report](#)

[2011 Progress Report](#)

[2010 Progress Report](#)

[2009 Progress Report](#)