

**MINUTES of the AURORA TOWNSHIP BOARD of TRUSTEES MEETING**

**80 N. Broadway, Aurora, Illinois**

**Thursday, August 24, 2023**

- I. CALL TO ORDER**
- PLEDGE OF ALLEGIANCE**
- INVOCATION**
- ROLL CALL AND ESTABLISH QUORUM**

Supervisor Bill Catching called the meeting to order at 4:04 p.m. and led all in the Pledge of Allegiance. Trustee David Moore gave the invocation. Clerk Cassidy Alexander called the roll and established a quorum with the following officials and board members present: Supervisor Catching, Trustees David Moore, Sam Núñez and Juanita Wells, and Assessor Davis Offutt. Trustee Dolores Hicks and Highway Commissioner Jason Owens were excused absent. Staff present: Director of Finance and Administration Patty Richardson and Director of Community Services Ken Maurice.

Supervisor Catching moved for **Approval of the Minutes of The Regular Board Meeting of August 10, 2023**, which was seconded by Trustee Moore. Without discussion, the motion passed unanimously.

- II. Approval and/or Audit of Township and Road District Bills**

- a. Supervisor Catching moved to approve the combined Town Fund, Road and Bridge Fund, General Assistance Fund, Mental Health Fund, Town IMRF Fund, R&B IMRF Fund, Town Social Security Fund, and Road & Bridge Social Security Fund bills as presented to the board. It was seconded by Trustee Núñez. The bills are as follows:

Town Fund.....	\$95,721.61
Road & Bridge Fund.....	\$5,900.06
General Assistance Fund.....	\$4,770.31
Mental Health Fund.....	\$22,902.18
Town IMRF Fund.....	\$584.47
R&B IMRF Fund.....	\$5,092.34
Social Security Fund.....	\$1,193.49
R&B Social Security Fund.....	\$132.42

The total for all funds is \$136,296.88 The motion carried by unanimous voice vote.

- b. Catching asked for a motion to approve his travel reimbursement expenses in the amount of \$162.64 for hotel and fuel for his trip to the Township Supervisors of Illinois meeting. Trustee Wells so moved and Trustee Moore gave the second.

Roll Call vote: Catching – abstain; Moore – yes; Núñez – yes; Wells – yes. Motion carried.

- III. REPORTS**

- a. Assessor’s Report

Assessor Davis Offutt turned in a written report with the progress of the usual duties of the department. He mentioned that general assessments must be published in the paper every 4 years, and 2023 is the year to do so. He also said the homeowners exemption has increased from \$6,000 to \$8,000.

- b. Highway Commissioner’s Report

Highway Commissioner Jason Owens submitted a written report of the usual duties of the department. There was no discussion.

c. Supervisor's Report

Supervisor Catching said there are several code enforcement cases pending and we are working with the code enforcement team of the Kane County Building Department as well as Dep. Demeter of the Kane County Sheriff Department.

d. Director of Finance and Administration's Report

Director of Finance and Administration Patty Richardson provided the board with July's financial statements and said that the August financials would be wrapped up soon. She added we had an unprecedented problem: all the vendor checks that were approved at the last board meeting and were written and mailed out, were lost in the mail. Not one check has been received. She has spoken to the postmaster and our regular postal carrier to trace what happened, but if the bundle of checks cannot be found, we will have to cancel them all, at a cost of about \$2,000. She said from here on, we will take checks directly to the post office.

**V. NEW BUSINESS**

a. **Review of the Annual Financial Report for the Year ended March 31, 2023, by Martha Trotter from Sikich LLP**

Martha Trotter, a partner on the audit engagement team at Sikich, LLC, presented the results of the annual audit of the township by Zoom, and submitted detailed written reports to the board. She stated that Aurora Township received a "clean unmodified opinion" which is the highest assurance given by Sikich. There was no audit adjustment, which she said means that the monthly reports presented to the board were accurate and reliable. She said the Township net position has increased, general revenues have exceeded expectations and there is no long term debt. Patty Richardson noted that the General Assistance Fund is now in the Non-Major government funds category, since we have been spending down the excess monies accumulated. Ms. Trotter said the audit process was smooth and the preparation was good.

**VI. BOARD MEMBER COMMENTS**

Supervisor Catching asked Martha Trotter what the ideal fund balance is for units of government and she replied that many have a policy in place for this. Ms. Richardson added that we try to target 6 months in advance because monies do not come in until June and it takes time. The Board members thanked Ms. Trotter for presenting her audit results and congratulated Ms. Richardson for her excellent preparation and for another clean audit.

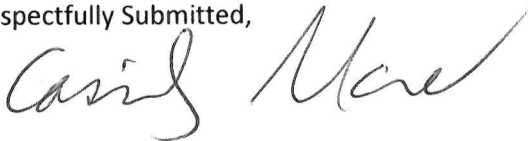
**VII. PUBLIC COMMENTS – None**

**VIII. ANNOUNCEMENTS – None**

**IX. ADJOURNMENT**

Supervisor Catching moved to adjourn which was seconded by Trustee Wells. The motion carried by unanimous voice vote and the meeting ended at 4:58 p.m.

Respectfully Submitted,



Town Clerk Cassidy Alexander