

THEODORE HARTS  
Supervisor  
DANA STUTZKE  
Highway Commissioner  
FRANCES LEAL  
Town Clerk  
MARCY LAWRENCE  
Assessor

## TOWN OF STERLING

108 Fourth Ave. - Suite #2  
STERLING, ILLINOIS 61081  
Phone (815) 625-3990  
Fax (815) 625-3193

Trustees:  
THOMAS AUSMAN  
RUTH M. STANLEY  
WILLIAM C. MCGINN  
KEN DUNCAN

---

### BOARD OF TRUSTEE'S MEETING

MINUTES OF OCTOBER 10<sup>th</sup>, 2018

A meeting of Sterling Township Supervisor and the Board of Trustees was held on October 10, 2018 at the Sterling Town Hall at 8:30 am. The meeting was called to order by the supervisor, Mr. Theodore Harts.

**Item 2 – Roll Call** – Elected officials of the Sterling Township board present included: Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan, and Mr. Harts. Also present were the highway commissioner, Mr. Stutzke and the assessor, Mrs. Lawrence. The clerk, Mrs. Leal was absent. Others present were Mrs. Schneider, Ms. Rundall, Mr. Sotelo, Mrs. Sotelo, Mr. Gould and Russ Francis.

**Item 3 – Pledge of Allegiance** – Led by Mr. Duncan.

**Item 4 – Approval of Agenda** – Motion was made by Mr. McGinn and seconded by Mr. Ausman to approve the agenda as presented. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts voted aye. Motion carried.

**Item 5 – Approval of Minutes of Previous Meeting** – Motion was made by Mr. Duncan and seconded by Mr. Ausman to approve the minutes of the previous meeting. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**Item 6 – Communication from Visitors – NONE**

**Item 7 – Riverside Cemetery Report** – Mr. Sotelo handed out a 'Lots and Burial' report regarding the cemetery. He stated that October 15<sup>th</sup> through the 19<sup>th</sup> is fall clean-up week. He also stated that he is waiting on some paperwork regarding the bidding process from our township attorney. Mr. Sotelo said that Mr. Larry Laydig is no longer employed by the cemetery. He also discovered that someone had scattered ashes on cemetery grounds. He cleaned up the ashes and buried them. He will update the policy to include that scattering ashes is not allowed. Mr. McGinn suggested posting a sign in the office regarding scattering ashes. Oak Knoll has a garden where you can scatter ashes. Mrs. Stanley asked if that was something we can do.

**Item 8 – Assessor Report – NONE**

**Item 9 – Clerk Report – NONE**

**Item 10 – Highway Commissioner Report** – Mr. Stutzke said that the highway department went to

Milledgville for a couple of days to help them with the storm cleanup. There were many volunteers. Mr. Stutzke said that he would like to purchase a gravel bucket in the future. He plans to pay off the crack sealer early.

**Item 11 – Supervisor Report –Bills**

**Town Fund - \$24,592.69** - Motion was made by Mr. Ausman and seconded by Mr. Duncan to authorize and pay the expenses of the Town Fund. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**General Assistance - \$8,125.79** - Motion was made by Mr. McGinn and seconded by Mr. Duncan to authorize and pay the expenses of the General Assistance Fund. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**Town IMRF Fund - \$1,123.84** - Motion was made by Mr. Duncan and seconded by Mr. Ausman to authorize and pay the expenses of the Town IMRF. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**Community Development - \$640.** - Motion was made by Mr. Ausman and seconded by Mrs. Stanley to authorize and pay the expenses of the Community Development Fund. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**Town Social Security - \$1,149.50** - Motion was made by Mrs. Stanley and seconded by Mr. Ausman to authorize and pay the expenses of the Town Social Security Fund. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**Cemetery Fund - \$7,143.13** - Motion was made by Mrs. Stanley and seconded by Mr. Ausman to authorize and pay the expenses of the Cemetery Fund. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**Cemetery Payroll - \$16,448.14** - Motion was made by Mr. McGinn and seconded by Mr. Duncan to authorize and pay the expenses of the Cemetery Payroll Fund. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**Road and Bridge Fund -\$12,890.55** - Motion was made by Mr. Ausman and seconded by Mr. McGinn to authorize and pay the expenses of the Road and Bridge Fund. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan, and Mr. Harts voted aye. Motion carried.

**Road Tax Fund \$1,211.25** - Motion was made by Mr. Ausman and seconded by Mr. Duncan to authorize and pay the expenses of the Road Tax Fund. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan, and Mr. Harts voted aye. Motion carried

**Highway Social Security Fund - \$529.64** - Motion was made by Mr. Duncan and seconded by Mr. Ausman to authorize and pay the expenses of the Social Security Fund. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**Highway IMRF Fund - \$632.10** - Motion was made by Mr. Duncan and seconded by Mr. Ausman

to authorize and pay the expenses of the Highway IMRF expenses. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**Item 11 – Trustee and Supervisor/Staff Reports:**

**Trustee, Mrs. Stanley** said that she had a telephone conference to bring everything together for the November conference. The agenda for the conference is in the latest Prospective magazine.

**Supervisor, Mr. Harts** said that he and the clerk, Mrs. Leal, talked about the new law regarding the clerks attesting to the signature on checks. Mr. Harts will add the clerk to the signature card. She will have to sign the highway checks also. We will also need a deputy clerk able to sign checks as well. Mr. Harts mentioned that the staff retreat is on October 11<sup>th</sup>. The staff will be taking the van to Galena. There will be a disaster training with the Jo Davis Health department. The township wants to do more with disaster preparedness in the future.

Mr. Gould and Mr. Barajas painted the basement at the CFY following the flooding there. We received estimates from two companies: Brothers Flooring - \$20,500. and Carpetland - \$10,100. We went with Carpetland.

**Item 12– New Business – Adoption of Bidding Packet** – A bidding packet was presented to the trustees. More time was needed before a vote because more information was coming in. Motion was made by Mrs. Stanley and seconded by Mr. Ausman to table the Bidding Packet. Trustees, Mr. Ausman, Mr. McGinn, Mrs. Stanley, Mr. Duncan and Mr. Harts all voted aye. Motion carried.

**Item 13– Old Business – NONE**

**Item 14– Closed Session- (Pursuant to the IL. State Statute 5ILCS 120/2 c). - NONE**

**Item 14– Communication from Visitors – NONE**

**Item 15– Adjournment** – Motion was made by Mr. Duncan and seconded by Mr. Ausman to adjourn this meeting. Motion carried unanimously. Next meeting will be held on Wednesday, October 24<sup>th</sup>, 2018 at 8:30 am, at 108 Fourth Avenue, Suite 2 in Sterling.

Frances Leal,  
Township Clerk