

MEETING MINUTES – BOARD OF TRUSTEES  
NUNDA TOWNSHIP

STATE OF ILLINOIS }  
McHenry, County } ss.  
Township of Nunda

The Board of Trustees met at the Nunda Township Town Hall, 3510 Bay Road, Crystal Lake, Illinois, on Thursday, **January 12, 2017** at 7:00 p.m.

1. **Supervisor Jennings** called the meeting to order at 7:00 p.m.  
Township Clerk Koscavage recorded the following official business.
2. **The Pledge of Allegiance** was recited.
3. **Invocation/Prayer:** by Koscavage
4. **Roll call answered by:** Jennings, Shorten, Tynis, Dvorak and Boltz.  
Also present: Assessor Dzemske, attorney Scott Puma and residents.
5. **Public Comments (as related to Agenda items only)** No comments at this time.
6. **Motion to review and approval of minutes of regular board meeting of November 10, 2016**  
By: Shorten; Seconded by: Boltz. Discussion.  
**Motion to remove sentence as corrected** By: Shorten; Seconded by Jennings.  
Roll call. Motion carries.
7. **Motion to review and approval of minutes of regular board meeting of December 8, 2016**  
By: Shorten; Seconded by Boltz. Discussion.  
**Motion to approve as corrected**  
By: Jennings; Seconded by Tynis.  
Roll call. Motion carries.
8. **Motion to Approve for Payment Township Warrants for Thursday, January 12, 2017 in the amount of \$35,906.27** Made by: Shorten; Seconded by: Boltz. No discussion. Roll Call: All Ayes.  
Motion carries.
9. **Motion to Approve for Payment Road District Warrants for Thursday, January 12, 2017 in the amount of: \$155,819.55** Made by: Boltz; Seconded by: Shorten  
No discussion. Roll Call: All Ayes. Motion carries.
10. **Motion to Approve Annual Board Monthly Meeting Schedule, Resolution # 01-12-17-01**  
Made by: Dvorak; Seconded by Tynis. Discussion. Voice vote: All Ayes. Motion carries.
11. **Reports by Supervisor, Clerk, Road Commissioner, Assessor and Trustees**  
Jennings – Supervisor’s office began doing payroll in-house this past month. Thanked Leda Drain for all her hard work.  
Koscavage- Reported on Consolidated Election updates – Democrats filed Caucus – ready to file with County – waiting on Certification of Phonetic Spelling Report from Democrats, then remainder of filings can be presented to County Clerk’s Office.

Lesperance - Absent

Dzemske – Packets of monthly report available online under Assessor at Nunda Township.com  
Anticipates books to be closed this year sooner than last year. Staff working on taking lots of property photos. Presented Board with Proposed Assessor's Budget for 2017/2018. It is shown as under \$400,000 compared to 2016/2017's over \$500,000.

Shorten - Commented on Assessor's Budget – Spectacular!

Boltz – Had three questions for the Assessor: –

(1) What does a Lien mean?

Response from Assessor Dzemske – The Lien refers to the Date of Valuation. The Date of Valuation or Lien Date is always January 1<sup>st</sup> of any given year.

(2) What are the photo updates?

Response from Assessor Dzemske - Photo updates by our office is an on-going process. Currently we have a goal in the office to have photos of every property in the township no greater than ten years. This project is well underway and should be completed over this summer.

(3) What is the permit process?

Response from Assessor Dzemske – Every building permit that is issued for properties in our township, is followed up on by our office. If the permit is for a new home or addition, our data collection team will make several visits collecting information as the project is underway. Other times, permits may not have an effect on the property assessment; however we will visit if we need to update a photo, or check the condition of the property.

Tynis and Dvorak – No reports.

**12. New Business:** None

**13. Old Business:** None

**14. Public Comments -** No public comments at this time.

**15. Document Signing by Officers and Trustees took place**

**16. Motion to Adjourn**

Made by: Shorten; Seconded by Boltz. Voice Vote: All Ayes. Motion carries. **Adjourned at:** 7:33 p.m.

(A full videotaping of all the monthly Board Meetings (excluding Closed Sessions) are maintained by the Township.)

Minutes approved on: March 9, 2017

Respectfully submitted,  
Angela P. Koscavage  
Nunda Township Clerk