

**MINUTES
AFTON TOWNSHIP
REGULAR MEETING
May 13, 2025**

The regular meeting of the Afton Township Board was convened at 7:02 p.m. on Tuesday, May 13, 2025, at the Elva Town Hall, 16029 Walker Drive, DeKalb, with Supervisor Randall Bourdages presiding.

SALUTE TO THE FLAG

Supervisor Bourdages called the meeting to order with the Salute to the Flag by requesting all in attendance to stand for The Pledge of Allegiance.

ROLL CALL OF ELECTED OFFICIALS

The roll call was conducted by Clerk Hellmuth; Supervisor Randall Bourdages, Highway Commissioner Nelson Hillquist, Trustees Julie Barr, Eric Christensen, Craig Donnelly, Steve Schramm, and Clerk Sherry Hellmuth answered the call. All township board members were present.

APPROVAL OF THE AGENDA

The May 13, 2025, meeting agenda was provided, via email, to all members of the board on May 8, 2025, was available on the website, and posted at the Elva Town Hall. A motion to approve the agenda was made by Trustee Christensen. The motion was seconded by Trustee Barr. Motion passed by voice vote.

APPROVAL OF THE MINUTES

The draft of the April 8, 2025, regular meeting minutes was provided, via email, to all members of the board on May 8, 2025. A motion to approve the minutes of the regular board meeting of April 8, 2025, was made by Trustee Christensen. The motion was seconded by Trustee Schramm. The motion to approve the April 8, 2025, regular meeting minutes passed via voice vote.

APPROVAL OF CLAIMS

Supervisor Bourdages provided copies of the May check register, current month's expense report, and balance sheet for the township and road district.

Highway Commissioner Hillquist reviewed the road and bridge district expense report and claims. During discussion, Trustee Barr questioned the Road District Treasurer (Supervisor Bourdages) regarding a duplicate entry for ComEd. After review, the check register and expense report were modified. A motion to approve the Afton Township Road & Bridge District Fund Expense Report, as modified, totaling **\$17,061.87** for the May 2025, township meeting was made by Trustee Donnelly. The motion was seconded by Trustee Schramm. Motion passed by roll call vote.

	<u>Yes</u>	<u>No</u>	<u>Absent</u>
Supervisor Bourdages	X		
Trustee Barr	X		
Trustee Christensen	X		
Trustee Donnelly	X		
Trustee Schramm	X		

Supervisor Bourdages reviewed the expense report and claims for the township. Supervisor Bourdages amended the report (an erroneous entry). A motion to approve the Afton Township General Fund Expense Report totaling **\$25,824.10** for the May 2025, township meeting was made by Trustee Barr. The motion was seconded by Trustee Donnelly. Motion passed by roll call vote.

	<u>Yes</u>	<u>No</u>	<u>Absent</u>
Supervisor Bourdages	X		
Trustee Barr	X		
Trustee Christensen	X		
Trustee Donnelly	X		
Trustee Schramm	X		

CEMETERY

Supervisor Bourdages reported that Terminix had placed seven cages but had not trapped anything yet. All of the holes have been filled and Wiltse's will plant grass seed to repair the animal damage. Trustee Donnelly reported that the water had been turned on.

PUBLIC FORUM

None.

Notice of the Agenda was posted at the Elva Town Hall on Thursday, May 8, 2025, and was available on the township website at www.aftontownship.org.

UNFINISHED BUSINESS

Supervisor Bourdages provided a legislative update: the bills that would abolish townships of a certain size and multi-township assessment districts are idle in committee. Although the bills could move prior to the end of the month, there appears to be a lot of support by legislators for township governance. Even if the bills do not pass out of committee this session, that does not mean the bills will not reappear at a later date.

Supervisor Bourdages also reported on two additional pieces of legislation:

*In the event the supervisor must step down, the longest serving trustee takes the position of interim supervisor.

*If the township budget is greater than \$1.4 million, then the township must have an annual audit; otherwise only once every four years.

NEW BUSINESS

- A. Supervisor Bourdages stated that Le Print Express is preparing a logo design for the township. The draft design will be brought to the board next month.
- B. After reviewing several township websites, it appears that many have a newsletter online. Supervisor Bourdages believes that many Afton Township residents would find value in a newsletter.
- C. The draft of the Afton Township Budget and Appropriations Ordinance No. 2025-2026-A002 was reviewed. Trustee Barr asked about the transfer-in of \$30,000 from the Road District (could not identify the matching amount from the Road District Ordinance). The final version of the ordinance will be brought to the board for approval at the June 10 meeting.
- D. The draft of the Road District Budget and Appropriations Ordinance No. 2025-2026-A003 was reviewed, and Supervisor Bourdages noted the development of the budget in association with Highway Commissioner Hillquist. The final version of the ordinance will be brought to the board for approval at the June 10 meeting.

COMMITTEE REPORTS:

Supervisor Bourdages reviewed the four committees established at the Annual Town Meeting. He stated that at least one trustee will serve on each committee (no more than two trustees may serve due to OMA) along with the volunteer members (identified at the Annual Town Meeting). One of the volunteer members will serve as Committee Chair. Each committee will be required to meet at least once a month (keys to the town hall

building were distributed to each trustee); the town hall building is available for that purpose during the week. Committees are anticipated to complete their assignments within 12-18 months, although the Building Committee may require more time. Each committee must prepare meeting minutes which will be submitted to the township board and posted on the website. The trustee assignments are:

Building Committee: Highway Commissioner Hillquist, Trustee Donnelly

Broadband Committee: Trustee Walker and Trustee Christensen

Emergency Warning System Committee: Trustee Barr

Septic and Well Committee: Trustee Donnelly

CHAIRMAN'S REPORT

See "Unfinished Business" for the Chairman's Report.

REPORTS FROM ELECTED OFFICIALS

Supervisor's Report - Supervisor Bourdages presented Trustee Schramm and Clerk Hellmuth with plaques in appreciation of their service to the township.

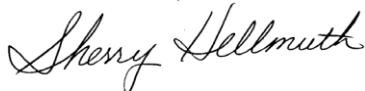
Highway Commissioner's Report - Highway Commissioner Hillquist provided the board with a draft Afton Road District Capital Plan. The 10-year plan was reviewed and noted that the plan would be approved by the board at the June 10 meeting. Additionally, Highway Commissioner Hillquist reviewed the results of the OSHA audit. Seven minor violations were identified (mostly signage-related) and corrected.

Clerk's Report - Clerk Hellmuth gave the Oath of Office to all elected Afton Township Board members. May 19, 2025, is the official start date for all elected officials.

ADJOURNMENT

A motion was made by Trustee Barr to adjourn the meeting, and the motion was seconded by Trustee Schramm, with all in favor. The Regular Meeting of the Afton Township Board of Trustees adjourned at 8:15 p.m.

Respectfully submitted,



Sherry Hellmuth, Afton Township Clerk