

**BELVIDERE TOWNSHIP BOARD MEETING
8200 FAIRGROUNDS ROAD
BELVIDERE, IL 61008
MARCH 12, 2013 5:00 PM**

MINUTES

Call to Order/Roll Call ~ Supervisor Pat Murphy called the meeting to order at 5:00 pm. The pledges to the Flag were said and roll call taken with the following Board Members present Trustees Robertson, Zeien, Turner and Supervisor Murphy. Also present Clerk Schabacker, Assessor Helnore, Hwy Commissioner Lee and Township Attorney Keri-Lyn Krafthefer, Trustee Carlson is out of town and unable to attend tonight's meeting, we have a quorum to do business.

Public Input ~ no public comment requests submitted by the public.

Discussion and Potential Action on Approval of Prior Meeting's Minutes ~ A motion was made by Trustee Zeien to approve the minutes from the last regular township board meeting on February 26, 2013. The motion was 2nd by Trustee Turner and passed with Trustees Robertson, Zeien, Turner and Supervisor Murphy indicating aye on a voice vote.

Discussion and Potential Action on Transfers ~ there are no transfers.

Reports

Supervisors Report ~ "Shred Day" will be held on April 27, 2013 in the township parking lot also that same day April 27th the township will be assisting with the "Great American Cleanup". Saturday March 16th from 1-4 pm the "Flaming Monkeys" will have an Open House and demonstrate their robotics project in the township parking lot.

Highway Commissioner's Report ~ road salt that was ordered is coming in this week. The blacktop bids are coming in and we have a meeting this Thursday at the County Highway Dept. to discuss the bids.

Assessor's Report ~ the Assessor's office has developed a way of pulling out specific house types with certain details such as homes with cathedral ceilings or brick chimneys to better assess these properties.

Clerk's Report ~ no report at this time.

Trustee's Report ~ Trustee Carlson, out of town no report at this time. Trustee Robertson, no report at this time. Trustee Zeien, no report at this time. Trustee Turner, no report at this time.

Unfinished Business ~ **Discussion and Potential Action May Occur on the Following Items.** There is nothing to report under unfinished business.

Legal ~ there is nothing to report under legal at this time.

New Business ~ **Approval of Annual Town Meeting Agenda**, Trustee Robertson made a motion to approve the agenda presented to the board for the Annual Town Meeting to be held on April 16, 2013 at 6:00 pm. Trustee Turner 2nd the motion the motion passed with four ayes no nays and one absent.

Discussion and Potential Action on Treasurer's Report and Approval of Bills ~

Trustee Robertson made a motion to pay the town bills the motion was 2nd by Trustee Turner. Before roll call was taken Trustee Zeien had a question for Assessor Helnore regarding audio tapes purchased by her office at Radio Shack, it was noted that sales tax had been added to the total bill. Trustee Zeien stated that the township is a tax exempt entity and we should not be paying sales tax on items purchased for use by the township. Assessor Helnore stated that she uses the tapes for employee reviews and she would pay the .88 sales tax herself. After discussion by the board a vote was taken with four ayes no nays and one absent the motion passed with Trustee's Robertson, Zeien, Turner and Supervisor Murphy indicating aye on a roll call vote.

Closed Session ~ Township Attorney Keri-Lyn Krafthefer stated that her firm received correspondence from Township Assessor Diann Helnore and that Assessor Helnore wants the Township Law Firm (Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer) to stop performing legal work for her office. Attorney Krafthefer cited Section 2.02 (5 ILCS 120/2.02) Closed Meetings for reason to go into closed session. Trustee Zeien made a motion to go into closed session at 5:10 pm to discuss the request made by Assessor Helnore to no longer have the Law Firm of Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer represent the Township Assessor's office. The motion was 2nd by Trustee Robertson and passed with four ayes no nays and one absent. The individuals in attendance for the closed session are Supervisor Murphy, Trustee's Robertson, Zeien, Turner, Assessor Diann Helnore, Attorney Krafthefer and Clerk Schabacker. The Township Board came out of closed session at 5:48 pm.

Adjournment ~ with no other business to discuss a motion was made by Trustee Turner to adjourn the meeting at 5:50 pm, 2nd by Trustee Robertson motion passed with Trustee's Robertson, Zeien, Turner and Supervisor Murphy indicating aye on a voice vote.

Next Board Meeting: March 26, 2013 @ 5:00 P.M.

Respectfully Submitted
Judy Schabacker Clerk