

SEWARD TOWNSHIP

MEETING OF THE TOWNSHIP BOARD

14719 O'BRIEN ROAD, MINOOKA, ILLINOIS 60447

SEPTEMBER 9, 2025 7:30pm

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Approval of Prior Meeting's Minutes
4. Report from Kendall County Officer
5. Account Balances and Approval of Bills
6. Reports
 - a. Supervisor's Report
 - b. Highway Commissioner's Report
 - c. Clerk's Report
 - d. Trustee's Report
 - e. Cemetery Report
7. Report from Land Resource Plan Committee
8. Unfinished Business
 - a. Kendall Area Transit Info by Jennifer Breault
 - b. Alternative to Performance Bond and discussion of letter of credit from Grundy Bank as it relates to the construction of the New Township Building
 - c. New Fees and Rules for Seward Mound Cemetery
9. New Business
 - a. Discussion/Approval DAR Marker in Seward Mound Cemetery
10. Public Comments
11. A closed session of the Seward Township Board of Trustees may be held to discuss one or more items pursuant to the Open Meeting Act, ILCS-120/2/(c) (1-29)
12. Adjournment

POSTED SEPTEMBER 7, 2025

STATE OF ILLINOIS

Kendall County

Town of Seward

The Board of Trustees met at the office of the Town Clerk at Seward Town Hall on September 9, 2025. Present:

Mr. Tim O'Brien, Supervisor

Ms. Sharleen Smith, Trustee

Mrs. Fran Miller

Mr. Jim Martin, Trustee

Mr. Dan Roberts, Trustee

Mr. Joe Miller, Attorney

Absent: Michelle Salato, Clerk

Sharleen Smith was appointed Acting Clerk.

Tim O'Brien, Chairperson and Sharleen Smith, Acting Clerk conducted the following business.

The Seward Township September 9, 2025, meeting was called to order at 7:30 p.m. All Trustees were present. There were 6 visitors.

The pledge of allegiance was said.

A motion to approve the minutes from Special Meeting on 8/4/25 was made by Dan Roberts and seconded by Fran Miller. Motion carried 5 - 0. A motion to approve the minutes from Regular Meeting on 8/12/25 was made by Dan Roberts and seconded by Fran Miller. Motion carried 5 - 0. A motion to approve the minutes from Special Meeting on 8/21/25 was made by Dan Roberts and seconded by Jim Martin. Motion carried 5 - 0. A motion to approve the minutes from Special Meeting on 9/3/25 was made by Dan Roberts and seconded by Jim Martin. Motion carried 5 - 0.

Balances in all funds were reviewed and reported as of **8/31/25** is as follows.

\$1,609,620.71 Corporate

\$5004.93 General Assistance

\$784.437.14 Road and Bridge

\$1,139,235.78 Special Bridge

\$886,482.74 Hard Road

\$4093.33 Cemetery Checking

\$15,641.62 Cemetery Certificate of Deposit

Motion to accept account balances Trustee Miller 2nd Trustee Martin

Roll Call: ALL YES

Expenditures:

Corporate Fund \$13,051.12 Motion to approve Trustee Roberts, 2nd Trustee Smith all
yes 5 - 0

General Assistance \$0

Road and Bridge \$4.670.2, Motion to approve Trustee Roberts, 2nd Trustee Miller all
yes 5 - 0

Special Bridge \$0

Permanent Road \$33,632.73, Motion to approve Trustee Martin, 2nd Trustee Roberts
all yes 5 - 0

Cemetery \$0

Road & Bridge Payroll \$13,777.22 Motion to approve Trustee Martin, 2nd Trustee
Smith all yes 5 - 0

Reimbursement 31.12 Motion to approve Trustee Roberts, 2nd Trustee Miller all yes
5 - 0

Reports

Supervisor's Report: Anyone interested in the November TOI Educational event please let Tim know. Received a letter from Mary Pritchard asking for help in designating a great grandmother as a DAR recipient. Joe Miller will draft a letter.

Highway Commissioner Report: Continued clean - up on the roads along with mowing of ditches. Weekly mowing of the cemetery. Met with land owners on Wildey and Hanson in regards to a water project. September 20th is Township Appreciation Day and Clean - up from 9am - 12 noon, accepting electronics, tires, used oil and appliances. Maintenance and safety check of equipment.

Clerk's Report None

Trustee Report None

Cemetery Report None

Report from Land Resource Committee none

Unfinished Business:

A. **Jennifer Brault** from the Kendall Area Transit Office came and spoke about the Transit system and asking for a donation. \$762 in 2025, \$1523 in 2026 and \$2285 in 2027 to help defray mounting costs of aging buses, fuel costs and ridership costs. Cost of a ride for the system is approximately \$60 a ride which filters down to \$3 per person. They try to take everyone but currently are overloaded and give priority to seniors and medical appointments. The following is a breakdown of riders from Seward Township 2020 - 243 rides, 2021 - 267 rides, 2022 - 279 rides, 2023 - 285 rides, 2024 - 288 rides. Joe Miller will write a contract and it will be presented at the October meeting. Tabled. Information will be placed on the township website.

B. **Letter of Credit from Grundy Bank & title insurance from Fidelity Title Company for the construction of the new building:** Attorney Joe Miller made a brief presentation and answered questions in regard to the Letter Of Credit from Grundy Bank and work with Fidelity Title Company. He had other lawyers at his firm read the documents. They all felt these document were solid and adequate especially since the payment goes through Fidelity and no one gets paid until Fidelity gives the final okay. Also the Letter of Credit is extended through September 3, 2026.

Motion by Trustee Roberts Authorize to approve the Letter of Credit and Fidelity Title Company for the construction project to start at 14719 O'Brien Rd Minooka, Illinois

60447 with administrative cost to be paid by White & Sons Builders. Seconded by Trustee Martin. Motion carried 5 - 0

C. Fees and Rules for the Seward Township Cemetery: An updated fee schedule was discussed. There will be an increase in the Grave opening and closing fee to \$1500 for a full burial and for cremation opening and closing to \$900 with the Sexton's fee rising to \$200. Also updated rules for the cemetery were discussed with emphasis on no planting of trees, bushes etc with the approval of the Board. All these changes will be posted on the website. These rules and fees will be subject to change as the Board sees fit.

Motion to accept fees and rules by Trustee Miller and seconded by Trustee Roberts. All in favor. Motion passed 5 - 0 see attached for the full document.

New Business: As discussed under supervisor's report, a request has come from Mary Pritchard for a letter on Township letterhead that Catharine Thew Storrs is buried in the cemetery. Ms. Pritchard is working with DAR to have Catharine recognized by DAR and also Garrett Thew, her father, by SAR. She is asking that at her expense a marker be installed in recognition.

Public Comments: Clarification on who pays the contractor and the sub contractors. Also a brief history of all the township building was given.

Closed Session: none

With no further business, a motion to adjourn was made by Dan Roberts and seconded by Jim Martin. All members voted Aye, motion carried. Meeting adjourned at 9:00 p.m.

Our next scheduled meeting is October 14, 2025 at 7:30pm

Attest

Sharleen Smith

Acting Clerk