

MINUTES OF DOWNERS GROVE TOWNSHIP
BOARD MEETING
October 20, 2016

A meeting of the Town Board of Downers Grove Township was held October 20, 2016 at the Downers Grove Township, 4340 Prince Street, Downers Grove, Illinois.

1. *Call to Order:* Supervisor Wurster called the meeting to order at 7:30 p.m., and everyone present stood and recited the Pledge of Allegiance.
2. *Roll Call:* Town Clerk Hois called the roll. Board members in attendance were Trustee Abbate, Trustee Boltz, Trustee Cuthbert, Trustee Grimsby and Supervisor Wurster. Highway Commissioner Anderson attended. Attorney Alongi was present.
3. *Public Comment:*
 - a) Paul Leahy said at 99th Street semi-trucks are cutting through Lemont Road industrial districts at all times of day, asked Highway Commissioner Anderson for assistance in having signs put up to impose a weight limit on the trucks utilizing those roadways, to protect public safety.
 - b) Mark Thoman said the Township's 3rd annual car safety clinic for seniors held September 17, 2016 at Westmont Fire Station, 6015 South Cass Avenue in Westmont was successful. Fifty-six cars were serviced in four hours. Elected officials, local area mechanics and a state representative were there. The 4th annual car care safety clinic will be held next year.
4. *Correspondence:* Clerk Hois reported two items of correspondence:
 - a) October 3, 2016 notice from DuPage County Election Commission to post public question to appear on the ballot of the November 8, 2016 General Election; and
 - b) Letter from Jeffrey Schultz dated October 4, 2016 confirming his desire to be re-appointed to the board of trustees of the Clarendon Blackhawk Mosquito Abatement District (term expires 12/05/2016).
5. *Approval of Prior Meeting's Minutes, September 15, 2016:* Trustee Grimsby made a motion to postpone approval of the minutes until after discussing item 15 on the Agenda, all voted aye and the motion carried.
6. *Approval of Invoices:* The Board of Trustees reviewed the invoices prior to the meeting:

General Town Fund	10/20	\$ 30,283.11
General Road Fund	10/19	\$ 132,868.98

General Assistance 09/01to 09/30 \$ 2,292.25

Trustee Cuthbert made the motion to approve the invoices, seconded by Trustee Grimsby, all voted aye and the motion carried.

7. *Quarterly Budget Review:* Discussion was had regarding the budget being on track, but over on attorney fees. Christina West answered questions regarding line items, confirmed the end of the fiscal year is February 28. Supervisor Wurster addressed capital items needing to be done including cemetery fencing, lighting to be installed outside the Township building for safety at night, new doors interior and exterior and emergency exits to be added to the building, at estimated costs not yet determined. Supervisor Wurster said he invited Theo Darden from College of DuPage to present to the Board on safety next month.
8. *Discuss, Approve Proposed Levy 2016 for Township Budget for Fiscal Year 2017-18 and for Highway Budget Fiscal Year 2017-18:* Supervisor Wurster asked Christina West to review the alternate scenarios for the Township levy: zero percent or 2 percent, and said the difference in the bottom line is \$50,000. Discussion followed regarding the down side of a zero levy and whether a rebate back should be considered. Highway Commissioner Anderson spoke about the Highway levy at 4.9% and expecting that Highway will receive 1%. He said last year the Road District received just under 2%, and reminded the Board that one-half of the road budget goes back to the municipalities within the Township. Discussion followed regarding allocation of more money for road district - may need to be an agenda item at the next Annual Town Hall meeting - and creating a five-year plan. The proposed levies will be on agenda for approval in November.
9. *Discuss topic of Videotaping Township Board Meetings:* Supervisor Wurster said existing videotaping equipment was being used to video this meeting, that this is a trial taping and videotapes may at some point be able to be placed on website.
10. *Approve Resolution to Mow Oak Hill/Oak Crest Cemeteries:* Supervisor Wurster asked Clerk Hois to read the resolution in open session. Trustee Boltz made a motion to approve the Resolution 10-20-16 for the Mowing of Oak Hill and Oak Crest Cemeteries maintained by Downers Grove Township, seconded by Trustee Cuthbert, all voted aye and the motion carried.
11. *Approve Contract – New Fencing, Oak Hill/Oak Crest Cemeteries:* Board members reviewed and discussed proposals. Supervisor Wurster said \$5,000 will be donated from the 501(C)(#) toward the cost of the fence. Trustee Cuthbert made a motion to engage Discount Fence Co. to install fencing in the cemeteries, seconded by Trustee Abbate, all voted aye and the motion carried.
12. *Approve Township Health Insurance Consultant – Rates to be disclosed soon, Health Insurance Contract approval in November:* Supervisor Wurster said his thoughts were to stay with Stumm Insurance as the Township's consultant, as

Stumm's relationship with Township employees is excellent, and 100% of Township employees want to stay with Stumm. Trustee Cuthbert said all the insurance brokers who presented did an excellent job and the Township would be well served by any of them. Trustee Abbate made a motion to approve Stumm Insurance LLC as the consultant, seconded by Trustee Boltz. All voted aye.

13. *Approve Board Meeting and Holiday Schedules for Year 2017:* Trustee Cuthbert made a motion to approve the holiday schedule as proposed, which motion was seconded by Trustee Boltz, and all voted aye. Trustee Cuthbert said with regard to the proposed Board of Trustees Meeting Schedule that the Township meetings were getting long and proposed a bi-monthly meeting schedule. Discussion followed. Trustee Cuthbert made a motion to table the Board Meeting Schedule decision until the next meeting, seconded by Trustee Grimsby, and all voted aye.

14. *Approve Timesheet Policy for Non-Full Time Recipients of IMRF:* Trustee Cuthbert said he put this on agenda to institute time sheets for the Supervisor's office for part-time employees and also elected officials who receive IMRF and ask other units of government including the highway department and the assessor's office to follow suit. Supervisor Wurster said part-time staff employees already are required to maintain timesheets. Highway Commissioner Anderson said the road district already complies with tracking part-time employees to ensure they meet the 1,000 hour standard. Chris West said the assessor's office also already provides timesheets for part-time employees who receive IMRF. Attorney Alongi said there is no statute that empowers the Board to require elected officials to keep timesheet records. Trustee Boltz made a motion to table agenda item #14 until the next meeting, seconded by Trustee Cuthbert, and all voted aye.

15. *Evaluate Options relating to IMRF and for Part-Time Positions:* Trustee Grimsby brought up a point of order that Trustee Boltz and Trustee Grimsby had passed on the vote taken regarding IMRF for Clerk at the September 15, 2016 meeting and therefore the vote is incomplete. Attorney Alongi referenced Roberts Rules and said he had confirmed that a Board member who states "pass" has not removed himself from the vote, further that the motion had failed to pass with the required three votes from a five-member body, acknowledging he had made an error in not re-inviting the Board to vote after two members had passed. Attorney Alongi suggested the Board proceed with a motion to correct the record, that everyone on the Board should have a chance to vote. Supervisor Wurster made a motion to reconsider the motion, seconded by Trustee Grimsby, roll call vote taken by Clerk Hois: Trustee Abbate aye, Trustee Boltz aye, Trustee Cuthbert aye, Trustee Grimsby aye, Supervisor Wurster aye. Attorney Alongi said now re-do the vote so everyone has an opportunity to vote. Trustee Abbate said she is uncomfortable voting on agenda item 15 which states "evaluate options," and made a motion to table agenda item 15, seconded by Supervisor Wurster. A roll call vote was taken: Trustee Abbate aye, Trustee Boltz nay, Trustee Cuthbert nay, Trustee Grimsby nay, Supervisor Wurster aye. Trustee Grimsby made a motion to rescind, repeal and annul the resolution and to deny IMRF for Town

Clerk for the 2013-2017 term, which motion was seconded by Trustee Boltz. Roll call: Trustee Abbate nay, Trustee Boltz aye, Trustee Cuthbert aye, Trustee Grimsby aye, Supervisor Wurster nay. Attorney Alongi said now the minutes have to be corrected. Trustee Grimsby made a motion to amend the minutes of the September 15, 2016 Board meeting at the end to add the point of order that the vote taken that night lacked three aye votes, seconded by Trustee Boltz, roll call: Trustee Abbate nay, Trustee Boltz aye, Trustee Cuthbert aye, Trustee Grimsby aye, Supervisor Wurster nay. Trustee Grimsby made a motion to approve the minutes of September 15, 2016 as amended, seconded by Trustee Cuthbert, all voted aye. Trustee Boltz said on September 15, 2016 he passed on the vote at that time because he wanted to think it through as to what the vote should be, and apologized to the Board.

16. *Supervisor's Report:* Supervisor Wurster said there was no Supervisor's report.
17. *Old Business:* Trustee Grimsby asked if the headstone work at the cemetery is finished, Supervisor Wurster said not yet there are two people working at the cemeteries and he plans to visit the cemeteries again next week to review status.
18. *New Business:* Trustee Cuthbert noted that Jason Shiliga had accepted a new position and said the Board appreciates his service to the Township, he was good at what he did and had a passion for the mission. Trustee Cuthbert made a motion to create a resolution of appreciation for Jason Shiliga as a "thank you" from the Board, seconded by Trustee Boltz, all voted aye. Supervisor Wurster said Jason's position will be replaced with a part-time employee, no benefits at an hourly rate.
19. *Executive Session:* NONE.
20. *Adjournment:* There being no further business, Trustee Boltz made a motion to adjourn, motion seconded by Trustee Cuthbert, all voted aye. The meeting was adjourned at 8:58 p.m.

Respectfully submitted,

Laura Hois
Town Clerk

The next regular Downers Grove Township Board Meeting will be November 17, 2016.