



Minutes of a Meeting of the
Joliet Township Board
175 W. Jefferson St., Joliet, IL 60432
Tuesday, January 9, 2018

The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, January 9, 2018, at 5:00 p.m. was called to order by Supervisor Daniel L. Vera. The following official business was transacted:

The Clerk led the Pledge of Allegiance to the flag.

The Clerk called the roll as follows:

TRUSTEES:	Raymond F. Slattery	Present
	Archie Gavin	Present
	Rosie Verdin	Present
	Brian Hertzmann	Present
SUPERVISOR:	Daniel L. Vera	Present
CLERK:	Beth Ann May	Present
OTHER OFFICIALS:	Commissioner James Maffeo	Present
	Assessor James Brenzewski	Present
ALSO PRESENT:	Accountant Colleen Witt	Present
	Director Sarah Gimbel	Present
	Attorney Franklin D. Burkey	Present

Approval of the Minutes:

Regular Town/December 12, 2017: Trustee Slattery moved to approve the minutes of the December 12, 2017, Regular Town Board Meeting and to waive the reading of these minutes inasmuch as copies had previously been delivered. Seconded by Trustee Gavin. A correction was noted on page 3, change the word us to use. The motion was amended to approve as corrected. A voice vote was taken.¹

Public Hearing/December 12, 2017: Trustee Gavin moved to approve the minutes of the Public Hearing – Road District Weight Limitations on Rowell Avenue and to waive the reading of these minutes inasmuch as copies had previously been delivered. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (5), Nays (0)²

¹ The motion carried

² Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

Public Comment:

None

New Business:

Adopt/Ordinance No. 351-2018, an Ordinance Prohibiting Sexual Harassment
Supervisor Vera called on Attorney Burkey to speak on this matter. Attorney Burkey indicated we previously had a policy reflecting the prohibiting of sexual harassment; however, last fall, legislation was passed and this proposed ordinance and policy adequately reflects the necessary changes to meet the current law. Attorney Burkey also indicated TOI provided a draft of both the ordinance and policy and he made certain changes which reflect our local government. Trustees Gavin and Verdin spoke on the policies which their private sector jobs also have in place. Trustee Slattery indicated there is a correction on page 4, item IV, C – the word “against” needs to be added to the sentence. This was noted.

Trustee Verdin moved to adopt Ordinance No. 351-2018, an Ordinance Prohibiting Sexual Harassment. Seconded by Trustee Slattery. A roll call vote was taken. Ayes (5), Nays (0)³

Trustee Slattery asked if this applies to the Trustees and Attorney Burkey commented that elected officials are not employees of the Township, therefore there is no requirement.

Unfinished Business:

None

Reports:

Supervisor: The Supervisor reported, the additional signage “Adoption Center” has been installed at the Animal Control Center. Over the month of December, the deck on the river side of the building was repaired by Will County Siding; the restrooms in the board meeting room had faucets replaced; and the Generac was recertified and serviced. The work on the Mound Cemetery wall won’t begin until the end of February or early March and is anticipated to be completed prior to the end of the fiscal year. The fencing being done by Marchio Fence at the rear of the building/ramp area is at the powder coat phase and will be installed soon.

He continues to work on three potential grants: 1) A grant to help fund a case worker at Will County for their Opioid program. Attorney Burkey has the proposal and will review to determine if it falls within the parameters of funds from General Assistance; 2) Morning Star Mission has submitted a request for funds to help support their housing for women and children. Attorney Burkey will also review this to determine if it falls within the parameters of funds from General Assistance; and 3) They are starting a new

³ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

program where those individuals receiving services from Hospice and residents of the community may receive grievance counseling for the loss of a pet. They have submitted a request for \$1,000.00 to help fund this program. This would be funded out of General Town. All of these items will be considered at the January 23, 2018 meeting. Mary Sheehan, Executive Director at Hospice also indicated the work is progressing in the Veterans Garden, which was funded by a grant from Joliet Township.

The Supervisor reported that the Senior Liaison, Jeff Wallace would not be here this evening. He added, there was nothing new to report, just the attendance of the various holiday celebrations with the Senior Clubs.

Clerk: Clerk May reported the 2017 Town and Road District levies were filed with the Will County Clerk on Wednesday, December 13, 2017. The amended 2018 meeting schedule has been provided. She worked with Attorney Burkey on the proposed ordinance and policy for consideration this evening. She also apologized because she is not prepared to review the Closed Session retained minutes as indicated on the agenda. Other than that, just the day to day operations of her office.

Highway Commissioner: Commissioner Maffeo reported they have been plowing and salting the roadways. They first went out on December 24 and have been out a total of 7 times since then. He indicated there have been no complaints from the residents. He also clarified that he and his Foreman, Eric Baranak make the decision to call the staff out to plow. He added that sometimes they are contacted by the Sheriff's Office to let them know a call out is needed. Supervisor Vera inquired about the \$14,000 plus bill for a repair on the end loader. The Commissioner replied the tires and wheels had to be replaced, the equipment is a CASE brand and replacement parts must come from them. The Commissioner added, this repair was budgeted for and even though it was costly it saves thousands of dollars by not purchasing a new piece of equipment. He did receive an estimate prior to the repair. He indicated he provided the Clerk with the executed Intergovernmental Agreement for Radios with Will County and the authorization to post weight limitations on Rowell Avenue.

He received a call today from resident Jay Gregory. Mr. Gregory is considering a purchase of property on White Avenue and Route 52, Manhattan Road. Apparently, when the property was recently surveyed, it was discovered that our road (White Avenue) sits within the property boundaries. Attorney Burkey commented that we own the road because it has been in place for 20 years and we have prescription rights. There was discussion about removing that portion of the property which the road takes up (approximately $\frac{3}{4}$ of an acre) from the property tax record. Assessor Brenzewski said this is something that he will need to review but would consider. Attorney Burkey has spoken to Mr. Gregory and he anticipates there will be further discussion prior to Mr. Gregory closing on the property.

Trustee Slattery asked the Commissioner if we are using any snow birds this year and the Commissioner replied, no, all of our staff reported for the snow removed. There is one snow bird available if the need arises.

The Commissioner concluded his report indicating other than that, just the day to day operation of his department.

Assessor: The Assessor indicated they received several phone calls about the new tax law, which prohibits the deduction of property taxes. People were asking can I pay in advance, etc. This kept his staff very busy over the holiday period. They continue to work on the Property Tax Appeal Board hearings. He and his Deputy Assessor, Dale Butella, are in the process of reviewing new software for assessing the residential and commercial properties. There was a discussion on the programs which other Assessors are using and if this is something that will need to be budgeted for next year. The Assessor indicated he would like to continue to use what he has for the next year but is certain what they currently have will need to be replaced after 2019. The Supervisor indicated this can be discussed when they meet to address budgetary needs for next year.

Attorney: No report other than already indicated.

Accountant: Accountant Witt reported the bank reconciliations for the month of December have been completed and are on the table available for review. She has updated the payroll records to reflect the correct deductions for unemployment, IMRF and insurance.

She has now completed the work on the consolidation of the bank accounts, as of today, all funds are with First Midwest Bank and a small portion is still with Illinois Funds. She reminded the Board that First Midwest Bank matched the rates of the Illinois Funds which today was at 1.289%. Supervisor Vera commented the staff and the bank President at First Midwest were very helpful and thanked us for the use of their financial institution. Supervisor Vera thanked Accountant Witt for her outstanding efforts in working on the consolidation of our funds into one bank.

Trustee Slattery asked if new W4's will be issued to the employees and the Accountant replied not yet. These requests don't generally come in until after the employees file their tax returns. She also reported the IRS has reported that no program changes will be up until February.

Animal Control Center: Director Gimbel reported on the installation of the "Adoption Center" sign and the positive comments she has received. She is currently working on 4 animal cruelty cases with the City of Joliet and the Will County State's Attorney. There are some issues with each case which are being reviewed. She commented on the

December statistical report indicating it is all standard. She will be putting together a 5 year report so that the Board can review the program over the past 5 years. Other than that, just the day to day operations of her office.

Receipts: Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending January 9, 2018. Seconded by Trustee Verdin. A voice vote was taken.⁴

Expenditures: The Supervisor presented the following invoices for Town Board approval for the period ending January 9, 2018:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town Motion: Trustee Slattery Second: Trustee Gavin Roll Call: Ayes 5, Nays 0 ⁵	\$107,152.64
General Assistance Motion: Trustee Gavin Second: Trustee Verdin Roll Call: Ayes 5, Nays 0 ⁶	\$20,263.51
Road and Bridge Motion: Trustee Verdin Second: Trustee Hertzmann Roll Call: Ayes 5, Nays 0 ⁷	\$80,781.26
Animal Control Motion: Trustee Slattery Second: Trustee Gavin Roll Call: Ayes 5, Nays 0 ⁸	\$47,036.58
Senior Fund Motion: Trustee Slattery Second: Trustee Gavin Roll Call: Ayes 5, Nays 0 ⁹	\$428.71

Certifications for all funds were passed unanimously.

⁴ The motion carried

⁵ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

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⁷ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

⁸ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

⁹ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

Closed Session:

Six Month Review of Retained Minutes

Trustee Slattery moved to table the six month review of the retained minutes to the January 23, 2018 meeting. Seconded by Trustee Gavin. A roll call vote was taken.

Ayes (5), Nays (0)¹⁰

Adjournment:

Trustee Hertzmann moved to adjourn the town board meeting to Tuesday, January 23, 2018 at 5:00 p.m. Seconded by Trustee Gavin. A voice vote was taken.¹¹ The meeting adjourned at 6:00 p.m.

Respectfully Submitted,



Beth Ann May
Clerk

¹⁰ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

¹¹ The motion carried