



The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, April 10, 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
	Senior Liaison, Jeff Wallace	Present

Approval of the Minutes:

Regular Town/March 27, 2018: Trustee Slattery moved to approve the minutes of the March 27, 2018 Regular Town Board Meeting and to waive the reading of these minutes inasmuch as copies had previously been delivered. Seconded by Trustee Verdin. Corrections were needed on page 3, under Animal Control Personnel Changes, a second on the motions is missing on both personnel changes; on page 5 relating to the Road and Bridge levy, the word should be “but” not “be”. The motion was amended to accept as corrected. A voice vote was taken.¹

¹ The motion carried

Public Comment:

Resident Marge Fleet commented that she had spoken with former residents Ron and Judy Olszewski who are now living in Naples, Florida. Both are well and sent good wishes to the Officials at the Township. Ms. Fleet also thanked the Road Commissioner for his good work on the roadways.

New Business:

New Hire/Animal Control

Director Gimbel commented she is recommending Ms. Jessica Lee for the open part time Kennel/Admin position at 25 hours per week, with a starting salary of \$13.00/hour, starting April 23, 2018. Ms. Lee is currently taking classes at Joliet Junior College, studying Animal Sciences, she hopes to go into pet nutrition. Director Gimbel reported 4 candidates were interviewed, 3 of those shadowed staff to see if they would like the positions. Those that were not selected this time for a position may be considered for future positions. Ms. Lee shadowed staff for 2 hours and all went well. Trustee Slattery moved to hire Ms. Jessica Lee, to fill a part time, 25 hour per week, Kennel/Admin position at \$13.00 per hour and to include payment for the 2 hours of shadowing time, with a start date of April 23, 2018. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)²

Unfinished Business:

None

Reports:

Supervisor: Supervisor Vera reported after the last board meeting he met with Whitney Armstrong to discuss a promotion for her to Assistant Director and with Lisa McGill to discuss an offer of a full time position with her. Both employees gladly accepted the offers and he indicated all is working out well. The other staff at the Center were also very happy about the changes. He was invited to and attended a meeting with the Development Director at Catholic Charities. They were interested in finding out how Catholic Charities could receive grants from the Township. The Supervisor discussed with them the current grants they are receiving and informed them that community grants can only be used for residents of Joliet Township and the grants are awarded at the discretion of the Board. He discussed their service areas beyond Joliet and confirmed that we can't fund programs for those that live outside of this community. He presented the grant check to the Smith YMCA on Briggs Street (located within the Township). The Officers and Board were present and thanked him for the grant and provided a gift to him, which he declined. He spoke with Architect Bret Mitchell, informing him that the retainer was scheduled to be approved at this meeting for the work at Animal Control. He did receive the anticipated costs for construction of the proposed parking lot and he and Accountant Witt were very happy with the figures. He thanked the Officials and Board Members for meeting with him individually to discuss the budget for fiscal year 2019. He indicated the process we are following is different from past years. Accountant Witt will have more comments on the budget in her report.

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

Clerk: Clerk May reported she prepared for the Annual Town Meeting this evening. She mailed the executed Overweight Truck Ordinance to the County Sheriff, the Will County Circuit Clerk and the County Engineer. A copy was posted in the Clerk's Office and a copy was provided to Commissioner Maffeo. She continues to work on the records destruction project. She reminded the Board of the deadline of May 1, 2018 to file their electronic Statement of Economic Interest. She prepared the bid documents and arranged for the publication of the bid on Friday, April 6, 2018 in the Joliet Herald News. This is for the Preston Heights, Improvements and Drainage (2018-01 RD) project. The bid documents were issued via email on Friday, April 6, 2018. The bid opening is scheduled for Friday, April 20, 2018 at 1:30 p.m.

Highway Commissioner: Commissioner Maffeo commented on the letting of the bid for the Preston Heights Improvements and Drainage project and the opening on April 20, 2018. He has been working on this project for the past 2 years and is happy to see it go to bid. His staff has been applying cold patch to pot holes, laying gravel in the alleyways and picking up garbage along the roadway. He has met with the County Engineer regarding paving New Lenox Road from Briggs Street east to the City of Joliet boundary. This will be paid for using Motor Fuel Tax.

He reported on Patterson Road being closed at the railway crossing/viaduct due to a truck hitting the guard, gates and lights. He indicated there are 2 signs at the entrance of Patterson Road and Route 53, showing a low clearance ahead; the Illinois Department of Transportation has also posted one on Route 53 and there is also one posted further west near Joliet Street which would allow trucks to turn around. Even with all of the notifications, trucks continue to use this section of road and cause damage to the railway warning equipment. He received an email from Burlington Northern Railway indicating the crossing would be closed because they can't immediately fix the problem. They also asked us to help them come up with a solution, not at our cost. The Commissioner indicated he had made a suggestion, in the past, to install a turnaround near the crossing but this idea has never been acted upon. **The email was provided to Attorney Burkey to review.** The crossing is owned by the Burlington Northern and the viaduct adjacent to the crossing is owned by the Union Pacific. He will continue to keep the board posted on this matter. He is aware that the County Engineer is compiling a truck route list which will show size and weight restrictions on the roadways across the County. It will include the Township roadways.

He provided an updated list of proposed road improvement projects for the 2018-2019 season. He indicated there are 14 proposed projects of which 2-Preston Heights and Osage include drainage. Also listed is work being done on New Lenox Road using Motor Fuel Tax and Sterling and Jackson being improved by the City of Joliet for which we will owe them for the work being done. Overall it will be 5.5 miles of improvement. He also anticipate approximately 20 culverts which will be replaced. The projects are broken into groups that create clusters of streets located near each other which saves money.

The proposed list is across all neighborhoods in the Township. There are only a few projects where curb work will be completed because most of our roadways don't warrant curbs. He will keep the board informed on the costs once the prices come in on the first bid, either higher or lower than anticipated.

Assessor: Assessor Brenzewski reported they are in the process of reviewing the 2017 assessments and any agreements made or where the Board of Review has lowered the assessment, to work towards bringing it up to a proper level. They are reviewing the 2017 property sales and taking pictures and videos of the properties to provide evidence that improvements have been made. He will be going to Downers Grove to review the CAMA software product. No decision has been made yet on what they will purchase. They will be working on the factoring by neighborhood in the next couple of weeks. The final equalizer should be received next week. There have been a lot inquiries on the senior exemptions and senior freeze due to a change in the income from \$55,000 to \$65,000. His staff helps the residents complete the forms but this is also done at the County. There is a July deadline to file this request. Other than that just the day to day operations of his office.

Attorney: Attorney Burkey provided comments on the recent situation at Animal Control where certain animals were taken from Ridgewood neighborhood.

Accountant: Accountant Witt reported the bank reconciliations for March have been completed and are on the table for review. The Cash and Investments report ending March 31, 2018 is completed and available for review. The March financials will be done once the accruals are completed for the year end. The preliminary figure of 2.42% was received from IMRF as our contribution effective January 1, 2019. This is down from last year which was 5.97%. We are usually notified by October of what the final percentage will be. Trustee Slattery asked what the percentage is for the employees and Accountant Witt replied that is 4.5%, which will stay the same. The monthly IMRF report was completed and filed. She completed the Supervisors Statements of Financial Affairs for the Annual Town Meeting. She has participated in the budget meetings and has prepared a preliminary budget document which she distributed. This preliminary budget, for all funds, is based on the meetings with the Officials. She encouraged the Board to review the documents and to please ask questions and provide input to either her or Supervisor Vera on what is being suggested. She anticipates having a final proposed budget completed for posting at the April 24, 2018 meeting so that the Clerk can post for 30 days prior and can be considered for final approval at the June 12, 2018 meeting. Supervisor Vera thanked Accountant Witt for her excellent work on the budget.

Animal Control Center: Director Gimbel reported on April 2, 2018 at a house off of Ridgewood Avenue, 85 chickens, 15 ducks, 18 turkeys and 6 bunnies were removed. A local farmer took some of the animals and Chicagoland Chicken Rescue took the remainder. She coordinated the efforts with the Will County Sheriff and the State's

Attorney's Office. The person could no longer provide proper care for the animals and they were being neglected. The Petco grant is complete but some of the appointments for service are scheduled in April at Mallard Point. She has been meeting with Accountant Witt and Supervisor Vera discussing year end matters and the proposed budget. She indicated the change in personal with Whitney Armstrong and Lisa McGill is working out well.

Senior Liaison: Jeff Wallace reported there have been 2 senior meetings since the last board meeting, which he attended. He also reported on the upcoming meetings. He was able to present the second half of the grant to the St. Paul's senior group this past week. He thanked the Board for the opportunity to serve.

Receipts/Ending March 31, 2018: Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending March 31, 2018. Seconded by Trustee Gavin. A voice vote was taken.³

Expenditures/Ending March 31, 2018: The Supervisor presented the following invoices for Town Board approval for the period ending March 31, 2018:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town	\$16,274.85
Motion: Trustee Slattery	
Second: Trustee Verdin	
Roll Call: Ayes 5, Nays 0 ⁴	
General Assistance	\$3,204.31
Motion: Trustee Verdin	
Second: Trustee Slattery	
Roll Call: Ayes 5, Nays 0 ⁵	
Road and Bridge	\$7,860.98
Motion: Trustee Gavin	
Second: Trustee Verdin	
Roll Call: Ayes 5, Nays 0 ⁶	
Animal Control	\$7,532.49
Motion: Trustee Verdin	
Second: Trustee Gavin	
Roll Call: Ayes 5, Nays 0 ⁷	

No bills were submitted for consideration under the Senior Fund.

³ The motion carried

⁴ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

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

⁶ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

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

Certifications for all funds were passed unanimously.

Receipts/Ending April 10, 2018: Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending April 10, 2018. Seconded by Trustee Gavin. A voice vote was taken.⁸

Expenditures/Ending April 10, 2018: The Supervisor presented the following invoices for Town Board approval for the period ending April 10, 2018:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town Motion: Trustee Slattery Second: Trustee Gavin Roll Call: Ayes 5, Nays 0 ⁹	\$58,586.99
General Assistance Motion: Trustee Gavin Second: Trustee Verdin Roll Call: Ayes 5, Nays 0 ¹⁰	\$8,346.70
Road and Bridge Motion: Trustee Gavin Second: Trustee Slattery Roll Call: Ayes 5, Nays 0 ¹¹	\$25,812.11
Animal Control Motion: Trustee Verdin Second: Trustee Gavin Roll Call: Ayes 5, Nays 0 ¹²	\$16,291.83

No bills were submitted for consideration under the Senior Fund.

Certifications for all funds were passed unanimously.

At this time, Supervisor Vera called on resident Emmanuel Lowe, who came into the meeting after the Public Comments portion. Mr. Lowe expressed concerns regarding the dumping of garbage and waste in the Patterson Road area, road repairs and the railway crossing at Patterson Road. The Supervisor informed him to contact Commissioner Maffeo regarding the garbage along the roadways, adding that the Township can't go on private property to pick up garbage, only along the roadways. He

⁸ The motion carried

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

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

¹¹ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

¹² Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

also encouraged him to contact the Commissioner on any other road matters including the Patterson Road closed at the railway. The Supervisor indicate the Patterson Road closure is a railway problem and we are aware of the issues. Mr. Lowe also mentioned animals (pigs and goats) roaming the neighborhood. Director Gimbel provided her business card to him and asked that he give her a call so that she can address the animal issues with him.

Closed Session:

None

Adjournment:

Trustee Hertzmann moved to adjourn the town board meeting to April 24, 2018 at 5:00 p.m. Seconded by Trustee Gavin. A voice vote was taken.¹³ The meeting adjourned at 6: 15 p.m.

Respectfully Submitted,



Beth Ann May
Clerk

¹³ The motion carried