



Minutes of a Meeting of the
Joliet Township Board
175 W. Jefferson St., Joliet, IL 60432
Tuesday, June 12, 2018

The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, June 12, 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/May 22, 2018: Trustee Slattery moved to approve the minutes of the May 22, 2018 Regular Town Board Meeting and to waive the reading of these minutes inasmuch as copies had previously been delivered. Seconded by Trustee Gavin. A voice vote was taken.¹

Public Comment:

None

¹ The motion carried

Public Hearings:

Budget & Appropriation Township Ordinance No. 354-2018

Trustee Slattery moved to recess the Regular Meeting of June 12, 2018 to enter into the Public Hearing on Ordinance No. 354-2018. Seconded by Supervisor Vera. A voice vote was taken.² The Public Hearing was called to order at 5:09 p.m.

The meeting was held and Trustee Slattery moved to adjourn the meeting and to reconvene the previously scheduled June 12, 2018 meeting. Seconded by Trustee Verdin. A voice vote was taken.³ The Public Hearing adjourned at 5:30 p.m.

Budget & Appropriation Road District Ordinance No. 2018-03 (RD)

Trustee Slattery moved to recess the Regular Meeting of June 12, 2018 to enter into the Public Hearing on Ordinance No. 2018-03 (RD). Seconded by Trustee Gavin. A voice vote was taken.⁴ The Public Hearing was called to order at 5:34 p.m.

The meeting was held and the proposed Ordinance No. 2018-03 (RD) was adopted. Trustee Slattery moved to adjourn the meeting and to reconvene the previously scheduled June 12, 2018 meeting. Seconded by Trustee Gavin. A voice vote was taken.⁵ The Public Hearing adjourned at 5:45 p.m.

New Business:

Adopt/Ordinance No. 354-2018 Budget & Appropriation Town

No additional comments were made during the adoption of the proposed Ordinance No. 354-2018. Trustee Slattery moved to adopt Ordinance No. 354-2018, Budget & Appropriation Town in the amount of \$5,539,515.00. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)⁶

Adopt/Ordinance No. 2018-03 (RD) Budget & Appropriation Road District

No additional comments were made during the adoption of the proposed Ordinance No. 2018-03 (RD). Trustee Gavin moved to adopt Ordinance No. 2018-03 (RD), Budget & Appropriation Road District in the amount of \$2,719,225.00. Seconded by Trustee Slattery. A roll call vote was taken. Ayes (5), Nays (0)⁷

Adopt/Resolution No. 2018-02 Surplus Equipment General Town

The request is for surplus equipment in the Office of the Clerk and Assessor. Trustee Gavin moved to adopt Resolution No. 2018-02 Surplus Equipment General Town. Seconded by Trustee Slattery. A roll call vote was taken. Ayes (5), Nays (0)⁸

² The motion carried

³ The motion carried

⁴ The motion carried

⁵ The motion carried

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

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

Adopt/Resolution No. 2018-05 (RD) Surplus Equipment Road District

The request is to surplus a copy machine. The replacement has already been purchased and this equipment has been removed. Trustee Verdin moved to adopt Resolution No. 2018-05 (RD) Surplus Equipment Road District. Seconded by Trustee Hertzmann. A roll call vote was taken. Ayes (5), Nays (0)⁹

Adopt/Ordinance No. 355-2018 Prevailing Wage Town

Clerk May explained the process for which this Ordinance follows. She clarified that the most current prevailing wage rate listed on the Illinois Department of Labor is as of June, 2017. The new rates have not been set. Should they set the rates, prior to the deadline of June 30, the required passage date, she will adjust the proposed Ordinance to reflect the most current date for this year. Trustee Slattery moved to adopt Ordinance No. 355-2018, Prevailing Wage Town. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)¹⁰

Adopt/Ordinance No. 2018-04 (RD) Prevailing Wage Road District

Clerk May again clarified any necessary changes will be made should the most current wage rate list become available for this year. Trustee Verdin moved to adopt Ordinance No. 2018-04 (RD), Prevailing Wage Road District. A roll call vote was taken. Ayes (5), Nays (0)¹¹

Approve/Grant Smith Family YMCA/Summer Camp

Supervisor Vera directed the Board to review the request to cover the costs associated with providing summer day camp to the children that live in the Township. Trustee Hertzmann moved to approve a grant to the Smith Family YMCA for \$25,000.00. Seconded by Trustee Slattery. A roll call vote was taken. Ayes (5), Nays (0)¹²

Approve/Consultant Agreement for Jeffrey M. Wallace, Senior Liaison

Supervisor Vera expressed the need to enter into this Consultant Agreement with Jeff Wallace as Senior Liaison for one more year. The Board was directed to review the Consultant Agreement. Trustee Slattery moved to approve the Senior Liaison Consultant Agreement for Jeffrey M. Wallace. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (5), Nays (0)¹³ Supervisor thanked Mr. Wallace for the good job he has done this past year. Mr. Wallace expressed his joy in meeting with the groups and helping them with Senior matters. He also asked if any members of the Board have ideas for him to please let him know. He submitted a written report on the meetings he attended and the upcoming meetings.

Adopt/Honorary Resolution, Cornelia J. Malone, Retirement

Supervisor Vera explained that Director Malone could not attend the meeting this evening due to a previous commitment. He thanked her for her long record of service to

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

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

¹³ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

the Township and her dedication to the General Assistance program. The Resolution was filed and made part of the record. Trustee Slattery moved to adopt the Honorary Resolution, for Cornelia J. Malone, in recognition of her retirement after 29 years of service. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)¹⁴

Unfinished Business:

None

Reports:

Supervisor: Supervisor Vera reflected on the Veterans Memorial Garden at Hospice and acknowledged the gift of the boxed flag for the Township. He thanked those that were able to attend. He added, he plans on getting a presentation case to hold items such as this, for display in the Town Hall meeting room. The remodel is underway in the laundry room at Animal Control. The new laundry machines will be purchased after plumbers and electricians work on the necessary changes. The landscape at Animal Control is also being cleaned up. He recently completed an inventory of the lights at the Township Building. Our electrician donated 375 T8 bulbs to us. Those fixtures that do not accept this type of bulb will be replaced. This conversion process has started. The General Assistance Director position was posted on June 1, 2018. Interviews will be held this week and next. Director Malone will be participating and she has agreed to come back to work with the next Director if necessary. He will bring the final individual to the Board for approval.

Clerk: Clerk May reported, the 3 road district bids were published on May 24, 2018 and the bid opening was held on Monday, June 4, 2018 at 1:30 p.m. in the Town Hall meeting room. The award letters and contracts for the 3 projects were issued on June 6, 2018. She prepared all of the documents for consideration this evening. She commented on the provided contracts listing indicating periodically she likes to share this listing with the Board so they are aware of the current contracts. She added, Executive Assistant Gina Tuminello manages the contracts which are filed in the Office of the Clerk. Clerk May continues to work on the records destruction project. She is ready to work on the files stored in the basement and hopes to have this project completed this summer. She reported on Wednesday, May 16, 2018 a luncheon meeting was held here with the Municipal and Township Clerks Association of Will & Grundy Counties. The County Clerk's from both Will and Grundy attended along with 18 Clerks. She thanked the Board for sponsoring the luncheon. The Prevailing Wage Ordinances require adoption and publication prior to June 30 and then filing with the Illinois Department of Labor, prior to July 15, 2018. She will inform the Board once the filing is completed and will provide them with a copy of the wage listing at the time of filing. Now that the budget has been passed, she will certify and file with the County Clerk this week. On Thursday, June 7, 2018, Dave Joens, the Director of the State Archives dropped off 13 boxes of old Township minutes which date back to the 1930's. Some of these minutes may have been previously lost in a flood in the basement of the building. The recently received originals will be reviewed and any duplicates can be destroyed. There are additional records of the Highway Commissioners Meeting Minutes which

¹⁴ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

will be delivered later this summer. Microfilm of these records will also be provided. She followed up on a matter from earlier this spring when she issued correspondence and the appropriate forms to Mr. Ray Perry to vacate the extension of Cecelia Street. As of today, Mr. Perry has not responded to this correspondence. If and when he does, we will proceed with the formal process to vacate. The TOI Summer Education Sessions area August 9, in Naperville and July 19 in Rockford. Trustee Verdin and Clerk May have requested to attend the August 9/Naperville session. No other requests to register were received.

Highway Commissioner: Commissioner Maffeo reported that he followed up with Mrs. Cole, as requested by Senior Liaison Jeff Wallace. Mrs. Cole concern was the truck traffic and congestion. The Commissioner referred her to the City of Joliet who has proper jurisdiction on this matter. Clark Environmental installed a light trap at the Township Highway garage. His staff is working on culvert installation, grass cutting and regular day to day jobs.

He commented on the 3 bids opened on June 4, reflecting PT Ferro won 2 of the bids and D Construction won 1. He indicated the bids received were less than the engineer's estimates. All of the bids this year are coming in low and the engineers will adjust their estimates for future bids. Trustee Gavin asked if the bids are low will we do another batch of repairs and the Commissioner replied yes in June and July and if any funds are left we will bid again in August. Trustee Hertzmann asked about the need for change orders. What keeps the contractors from bidding low and then just increasing the contract with change orders? The Commissioner replied that the engineers are present at every job and know if change orders are necessary. Trustee Verdin asked if we approve the change orders prior to the work being done. She questioned the changes on the Preston Heights project. The Commissioner indicated the improved area had to be widened by 2 feet along the path where the new drainage was installed. Attorney Burkey said change orders do not need to be officially approved by the Board. The Commissioner did give permission to the Contractor for the additional work. Attorney Burkey also stated the additional work was completed at the same quoted rate in the bid and he is comfortable with this as long as the cost is the same for the extra work needed to make the appropriate repairs. Supervisor Vera expressed his concern on the scope of work and why this continues to happen where additional work is necessary once the job is bid and started. Is it a problem with the engineers, the contractors or the staff at the Highway Department? Attorney Burkey stated, in defense of the Commissioner, he was trying to save money by doing the minimal work and that was not enough for this job. Accountant Witt asked Attorney Burkey if the contracts should have a clause, for example "not to exceed 7% over the bid price". Attorney Burkey said no, but a justification is necessary and the Commissioner needs to approve. Trustee Gavin commented that the scope of work should be clearly defined and change orders issued when outside of the scope of work when necessary.

The BNSF Railway has filed a case with the Illinois Commerce Commission to permanently close Patterson Road. He was served with the documents pertaining to the hearings on the closure. The road is now closed.

Assessor: Assessor Brenzewski reported the factoring was completed and sent over to the county. They continue to measure and take photos of the properties to keep for future reference. He will proceed to purchase the new software and conversion of the current data.

Attorney: Attorney Burkey reported on the BNSF Railway. He indicated the rail line passes just before a bridge with a 12 foot clearance. Trucks ignore the signage and proceed, but once they get to the bridge they realize they have to back up because there isn't a place to turn around. When this happens, as in the last time, the truck driver knocks down the gates and the standards. The BNSF formally asked the Illinois Commerce Commission to close the crossing, which was granted and a formal complaint was filed against us. Attorneys Wisniewski and Burkey will work on the case and he anticipates a permanent solution will be negotiated. There may be a need to change the angle approach and perhaps lower the pavement under the bridge. Mr. Wisniewski will be the attorney of record on this case. Attorney Burkey recalled a meeting last year with BNSF, the Commissioner, himself, the Illinois Commerce Commission and the County of Will Engineer. At that time, several ideas were suggested to fix the problem, none of which the railway or the ICC responded to. Supervisor Vera reported he and the Commissioner reviewed the height restriction signage along Patterson Road, and it is more than adequate to inform the truck drivers of the approaching low bridge. The Supervisor also expressed his frustration with the BNSF Railway stating the Commissioner was not cooperating when in fact he has been in full cooperation with them. Attorney Burkey agreed that the complaint is offensive and it will be addressed. He added, our job is just the roadway, the crossing is the responsibility of the railroad. Attorney Burkey met with Attorney Wisniewski today and a formal response to the complaint will be issued this week.

Accountant: Accountant Witt reported the bank reconciliations for May have been completed and are on the table for review. The Financials for April and May can now be completed since the budget has been passed. The unemployment report for April was filed with the Illinois Department of Employment Securities and the May IMRF report was filed. She reported, on the Cash Receipts the first 2 installments of real estate taxes have been received and reflect the court ordered adjustments. The annual government mandated Patient Centered Outcome Research (PCOR) form and fees were filed. She is working with Supervisor Vera on the open General Assistance Director position and has provided additional reports to the Auditor. She is working on an issue with the Bank Financial on an old account. Other than that, just the day to day operations of her office. She also completed all of the updates on the budget and prepared the final

documents for consideration. Supervisor Vera thanked her for her hard work on the budget and he thanked the Board for their input during this process.

Animal Control Center: Director Gimbel distributed the May statistical report. She reviewed the portion of the report by community/intergovernmental area. She also commented on the 45 animals transferred out to other rescue groups. She indicated this number is high but includes the 9 Chihuahua dogs which required extra attention. There are a high number of cats and kittens as usual for spring/early summer and a cat sale is currently being held. The work on the laundry room is going along well. She will be participating in a training being sponsored by the Will County State's Attorney. The training will be held at the Joliet Junior College and is being done by the American Society for the Prevention of Cruelty to Animals (ASPCA). She hopes this will get everyone (law enforcement, State's Attorney and Animal Control Officials) on the same page. Other than that, just the day to day operations of the Center.

Receipts: Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending June 12, 2018. Seconded by Trustee Gavin. A voice vote was taken.¹⁵

Expenditures: The Supervisor presented the following invoices for Town Board approval for the period ending June 12, 2018:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town	\$81,165.40
Motion: Trustee Slattery	
Second: Trustee Verdin	
Roll Call: Ayes 5, Nays 0 ¹⁶	
General Assistance	\$90,239.38
Motion: Trustee Gavin	
Second: Trustee Hertzmann	
Roll Call: Ayes 5, Nays 0 ¹⁷	
Road and Bridge	\$217,957.59
Motion: Trustee Gavin	
Second: Trustee Slattery	
Roll Call: Ayes 5, Nays 0 ¹⁸	

Trustee Verdin questioned the work done on the trucks at outside shops (oil changes and routine maintenance), adding she thought this was done in house. She requested the Commissioner provide a list of the vehicles we service and those that are serviced at

¹⁵ The motion carried

¹⁶ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

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outside shops. She also asked why there were 3 separate checks issued to New Lenox paving on the 3 submitted invoices instead of one. Clerk May replied separate checks are written so that if any of the invoices have an issue and are held for payment, the other (portions) can be mailed. Accountant Witt also commented, this work individually does not exceed the \$20,000.00 bid requirement. Supervisor Vera asked if the work done by New Lenox Paving on Loretta was bid out and the Commissioner replied no, this is small patch work only. The Supervisor asked if this was the only patch work that would be done by them this summer or should we expect additional bills for this type of work. The Commissioner replied there could be additional work. Trustee Gavin commented perhaps we should go to bid for general patch work.

Animal Control \$38,355.49

Motion: Trustee Gavin

Second: Trustee Verdin

Roll Call: Ayes 5, Nays 0¹⁹

There were no requests for the Senior Fund.

Certifications for all funds were passed unanimously.

Closed Session:

None

Adjournment:

Trustee Hertzmann moved to adjourn the town board meeting to Tuesday, June 26, 2018 at 5:00 p.m. Seconded by Trustee Verdin. A voice vote was taken.²⁰ The meeting adjourned at 6:55 p.m.

Respectfully Submitted,



Beth Ann May
Clerk

¹⁹ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

²⁰ The motion carried