



Minutes of a Meeting of the  
Joliet Township Board  
175 W. Jefferson St., Joliet, IL 60432  
Tuesday, June 13, 2017

The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, June 13, 2017, 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
	Burke J. Schuster	Present
	Archie Gavin	Present
	Rosie Verdin	Present
SUPERVISOR:	Daniel L. Vera	Present
CLERK:	Beth Ann May	Present
OTHER OFFICIALS:	Commissioner James Maffeo	Present
ALSO PRESENT:	Accountant Colleen Witt	Present
	Director Sarah Gimbel	Present
	Attorney Franklin D. Burkey	Present
	Jeff Wallace	Present

Supervisor Vera indicated Assessor Brenzewski was absent due to vacation.

### **Approval of the Minutes:**

Regular Town/May 23, 2017: Trustee Schuster moved to approve the minutes of the May 23, 2017 Regular Town Board Meeting and to waive the reading of these minutes inasmuch as copies had previously been delivered. Seconded by Trustee Verdin. A voice vote was taken.<sup>1</sup>

### **Public Comment:**

None

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<sup>1</sup> The motion carried.

## **New Business:**

### Approval/Appointment of Deputy Clerk Rosie Guajardo

The memo request from Clerk May was reviewed. Trustee Verdin moved to approve the appointment of Rosie Guajardo as the Deputy Clerk. Seconded by Trustee Slattery. A roll call vote was taken. Ayes (5), Nays (0)<sup>2</sup>

### Adopt/Resolution No. 2017-03 IMRF Participation of Elected Officials

Supervisor Vera explained the need to pass the proposed resolution as a requirement from the IMRF to once again identify those that qualify for IMRF. The resolution reflects 600 hours/year as the number of hours to be worked by officials in order to qualify. An update is required every 2 years. Trustee Gavin moved to approve Resolution No. 2017-03 IMRF Participation of Elected Officials. Seconded by Trustee Schuster. A roll call vote was taken. Ayes (5), Nays (0)<sup>3</sup>

### Adopt/Resolution No. 2017-04 Declaring Surplus Property – General Assistance

Supervisor Vera spoke on the need to declare 4 computers surplus and indicated a correction needs to be made to reflect the equipment is from the General Assistance program (2) and the General Town (2). Accountant Witt commented NJS – our computer support company will take the desktop workstations and recycle the parts; however, they will return the hard drives to us. They will also issue a statement credit for the units. Trustee Schuster moved to adopt Resolution No. 2017-04, Declaring Surplus Property as corrected to include equipment from the General Assistance Program and General Town. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (5), Nays (0)<sup>4</sup>

### Adopt/Ordinance No. 349-2017 Prevailing Wage General Town

Attorney Burkey spoke on the need to adopt the proposed resolutions to ensure that a prevailing wage is paid to all individuals contracted to perform work for the Township. This document must be attached to all contracts and bid documents. Trustee Slattery moved to adopt Ordinance No. 349-2017 Prevailing Wage General Town. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)<sup>5</sup>

### Adopt/Ordinance No. 2017-04 (RD) Prevailing Wage Road District

Supervisor Vera commented, just like the General Town ordinance, one needs to be passed for the Road District. Trustee Slattery asked about the verification process for the Prevailing Wage Ordinances and **Attorney Burkey replied that the Certified Transcripts of Payroll (CTP) are filed with the Clerk for all work done.** Clerk May clarified that she maintains the records for the projects for the Road District including the CTP, attached to the appropriate bills; however, the Accountant keeps the records for the General Town. Trustee Verdin moved to approve Ordinance No. 2017-04 (RD) Prevailing Wage Road District. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)<sup>6</sup>

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<sup>2</sup> Roll Call Ayes (5) Trustees Slattery, Schuster, Gavin, Verdin and Supervisor Vera

<sup>3</sup> Roll Call Ayes (5) Trustees Slattery, Schuster, Gavin, Verdin and Supervisor Vera

<sup>4</sup> Roll Call Ayes (5) Trustees Slattery, Schuster, Gavin, Verdin and Supervisor Vera

<sup>5</sup> Roll Call Ayes (5) Trustees Slattery, Schuster, Gavin, Verdin and Supervisor Vera

<sup>6</sup> Roll Call Ayes (5) Trustees Slattery, Schuster, Gavin, Verdin and Supervisor Vera

## **Unfinished Business:**

None

## **Reports:**

### Supervisor:

The Supervisor reported he and General Assistance Caseworker Sue Bustin presented the donation to the Lyons Club. He reported on a tree needing to be removed at Zarley Cemetery and he is in the process of painting the signs at the cemeteries. The Senior Levy Grant letter went out, these will be reviewed in August. He also commented on meeting with Senior Liaison Jeff Wallace who is doing a nice job.

### Clerk:

Clerk May commented on the memo she issued about the Open Meetings Act training needed by the new Trustees. She issued the press release on the Senior Grants and other than that, just the day to day operations of her office.

### Highway Commissioner:

Commissioner Maffeo reported he has adjusted the ditch grass cutting to allow for the overgrowth to benefit the Monarch Butterflies. He will check with the other Commissioners to see if they are doing it. He indicated that he submitted a list of road improvement projects to the County Engineer for improvements using Motor Fuel Tax funds. Portions of the following roads included: Rowell Avenue, Ashley, Hebbard, Wilhelm, White and 5<sup>th</sup> Avenue. He is awaiting notice of approval from the County. They have been working on various drainage issue and placing shoulder stone. Patterson Road has been striped with the correct railroad markets. Supervisor Vera asked if truck weight limitations had been placed on Route 53 and Patterson Road. The Commissioner replied weight limitation signage is already in place; however, he placed additional bridge height limitation signage so that trucks using Patterson Road are aware and can turn around sooner. He reported on the home recently hit by a car for a second time at Patterson and Brandon Roads. They have relocated the driveway to the other side of the property, removing the fence and using 6 loads of gravel. He also said the county was going to remove a culvert pipe from that ditch which they hope will prevent cars from running into the house. The Commissioner will also install additional arrow signs. The Supervisor thanked the Commissioner for helping the resident.

### Assessor:

Assessor Brenzewski absent no report.

### Attorney:

Attorney Burkey reported he and Director Gimbel met with the new Animal Control person at the City of Joliet. They also met with Will County Executive Larry Walsh to discuss Animal Control enforcement issues.

Accountant:

Accountant Witt reported the financials for May have been completed and are in your packet for review. Please contact her with any questions. The Cash and Investment statement is included. The bank reconciliations have been completed and are on the table for review. She completed the 2016-17, payroll audit for TOIRMA and the Form 720/Annual filing for health insurance was completed and filed. Other than that just the day to day operations of her office.

Animal Control Center:

Director Gimbel distributed the May statistical report adding there is not anything significant to point out. The new employees are working out well. She is hopeful that this following Monday the Officers will be in full rotation. Two Officers attended an event at the Joliet Public Library. She is in the process of completing the 2017 Petco Grant Application where she will again ask for \$50,000. In the past we have been awarded \$20,000 and she is hopeful that we will receive this once again. Her focus for the use of the award is to help with community awareness and to continue with the free spay/neuter program open to the community. She added, over 400 services have been provided over the past 2 years. She reported on the meeting with County Executive Walsh and the problem with the lack of response from the County Animal Control and the lack of writing citations. Executive Walsh will follow up. She also reported on the meeting with Ken Hailey, the new Animal Control Compliance Coordinator with the City of Joliet. It was a good meeting and he is open to discussions on policies and practices.

Senior Report:

Senior Liaison Jeff Wallace reported he continues to attend the various Senior meetings. He still has 4 clubs/groups to visit and he has messages in to the contacts.

**Receipts:** Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending June 13, 2017. Seconded by Trustee Schuster. A voice vote was taken.<sup>7</sup>

**Expenditures:** The Supervisor presented the following invoices for town board approval for the period ending June 13, 2017:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town	\$113,999.50
Motion: Trustee Schuster	
Second: Trustee Slattery	
Roll Call: Ayes 5, Nays 0 <sup>8</sup>	

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<sup>7</sup> The motion carried.

<sup>8</sup> Roll Call Ayes (5) Trustees Slattery, Schuster, Gavin, Verdin and Supervisor Vera

General Assistance \$15,947.48  
Motion: Trustee Slattery  
Second: Trustee Verdin  
Roll Call: Ayes 5, Nays 0<sup>9</sup>

Road and Bridge \$153,228.05  
Motion: Trustee Verdin  
Second: Trustee Gavin  
Roll Call: Ayes 5, Nays 0<sup>10</sup>

Animal Control \$32,860.86  
Motion: Trustee Schuster  
Second: Trustee Slattery  
Roll Call: Ayes 5, Nays 0<sup>11</sup>

No bills were presented for consideration of the Senior Fund.

Certifications for all funds were passed unanimously.

**Closed Session:**

None

**Additional Comments:** Trustee Schuster submitted his letter of resignation, effective June 30, 2017, from his position as Trustee due to the recent sale of his home and moving out of the Township. He commented, it has been an honor to sever over the past 2 years and he is sad to be leaving Joliet Township. Supervisor Vera thanked him for his service and noted how much he appreciated his hard work during his first term. The Supervisor commented, we will declare a vacancy in office at our meeting on June 27, 2017 and will have 60 days to appoint a replacement.

**Adjournment:**

Trustee Slattery moved to adjourn the town board meeting to June 27, 2017 at 5:00 p.m. Seconded by Trustee Gavin. A voice vote was taken.<sup>12</sup> The meeting adjourned at 5:49 p.m.

Respectfully Submitted,



Beth Ann May  
Clerk

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<sup>9</sup> Roll Call Ayes (5) Trustees Slattery, Schuster, Gavin, Verdin and Supervisor Vera

<sup>10</sup> Roll Call Ayes (5) Trustees Slattery, Schuster, Gavin, Verdin and Supervisor Vera

<sup>11</sup> Roll Call Ayes (5) Trustees Slattery, Schuster, Gavin, Verdin and Supervisor Vera

<sup>12</sup> The motion carried.