



Minutes of a Meeting of the
Joliet Township Board
175 W. Jefferson St., Joliet, IL 60432
Tuesday, September 12, 2017

The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, September 12, 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
	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	Absent
	Attorney Franklin D. Burkey	Present

Approval of the Minutes:

Regular Town/August 22, 2017: Trustee Slattery moved to approve the minutes of the August 22, 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 voice vote was taken.¹

Public Comment:

None

¹ The motion carried

New Business:

Adopt/Honorary Resolution Velma Parker Honor Flight

Supervisor Vera called on Clerk May to read the resolution into the record. Ms. Parker accepted the honors, told a few short stories of her service time and thanked the Board for the recognition. Photos were taken. Trustee Verdin moved to adopt the Honorary Resolution recognizing Velma Parker for her service and participation in an Honor Flight for the Korean War Veterans. Seconded by Trustee Slattery. A roll call vote was taken. Ayes (5), Nays (0)²

Unfinished Business:

None

Reports:

Supervisor:

The Supervisor reported Senior Liaison Wallace continues to attend the meetings of the various senior organizations. He asked who would like to attend the St. Pats, Young at Heart 55 Club luncheon on Friday, September 15, 2017. He reported on a mishap in the parking lot of the Town Hall Building. Crews doing work for the City of Joliet caused concrete to erupt in our parking lot. The erupted concrete was removed and the area was repaved by the contractor. New planters with mum flowers have been placed on the island in the parking lot. He has received 1 quote for \$9,800 for the sand blasting and painting of the outside back staircase. He will be obtaining a second quote and hopes to have this done prior to winter. He reported on Senate Bill No. 3 being approved in the Illinois Legislature and signed by the Governor. A portion of this bill has to do with Townships being allowed to consolidate certain districts into their jurisdiction. He will be meeting with Attorney Burkey to discuss the process for taking over the East Joliet Lighting District. Further information will be provided.

Clerk:

Clerk May reported a certified copy of the Warrant of Appointment for Trustee Hertzmann was filed with the County Clerk. A copy was provided to him. She is waiting for the Annual Treasurers report to be filed with her office from the Accountant so that she can publish the Legal Notice of Availability of Audit, which has to be done prior to September 29, 2017. She attended the Sponsor Reception and the Nowell Park groundbreaking with the Joliet Park District. Deputy Clerk Guajardo has been working on an indexing project of documents – Resolutions, Ordinances, minutes. These indexes will become a permanent document and will enable quicker access when trying to locate records. And other than that, just the day to day operations of her office.

Highway Commissioner:

Commissioner Maffeo reported our project on Spring Green which was awarded to D Construction has been completed. This was a drainage and curb work project which the county supplied the pipe and we paid for the labor. There was an issue with the project which was an error on the part of D Construction but they have now fixed it. The County will be completing the project by improving some of the existing ditches. He added this

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

should help with the drainage in that area, provided the residents remove certain personal property from the swale area.

The Commissioner reported on the TriCore Environmental project on the former site of the highway garage. They have installed two inspection holes on our property and at other locations, nearby, which are 30 feet deep. They will continue to test and monitor the water from these wells for the next year and then they will be removed.

The Commissioner followed up on a drainage issue on Cleveland Avenue. Hutchison Engineering is working on the survey and engineering for Cleveland Avenue, which is located at the back of the property of Mr. Bibian on Hillcrest Road. Once the survey is completed and it is determined that installing a drainage pipe on Mr. Bibian's property will alleviate an excess water problem, he will begin the work to obtain a release from Mr. Bibian to enter his private property.

The Commissioner also followed up on the drainage issue in the 500 Block of Blackhawk. Three grates have been installed to help remove the standing water in the street. The alley between Blackhawk and Miami was cleared by Buds Tree Service so that the water can now be directed through the alley. The overgrowth and debris in the alley prevented the proper drainage of the water.

He reported his staff continues to pick up garbage and cut grass and perform day to day duties.

Supervisor Vera asked if there was a retirement of an employee. The Commissioner replied that he couldn't confirm if an employee was retiring. Supervisor Vera then noted the use of vacation and sick time on the employee's time sheet since August and was wondering if there was a pending retirement. The Commissioner replied that he will let the Supervisor know once he is informed. The Supervisor asked if there was a plan in place to replace him and the Commissioner replied not at this time. The Commissioner added his personal items are still at the Highway Department. Attorney Burkey commented vacation and sick time can't be used at the end of employment. Attorney Burkey and Commissioner Maffeo will personally meet to discuss this matter.

Trustee Hertzmann asked for a follow up on the road at the old Beach Club. Commissioner Maffeo replied that Loop Paper Company is located along Rowell Avenue near the old Beach Club and is situated on two lots. One lot is located within the city and one is not (this lot will not be annexed into the City). Loop Paper will be making some improvements and then we will return to pave Rowell Avenue.

Trustee Hertzmann also asked about the Miami, Mohawk and Blackhawk water issue and the Commissioner replied, he is working to correct this.

Assessor:

Assessor Brenczewski reported September 5, 2017 was the last day to file a complaint regarding assessments. Ten residential and 4 commercial appeals have been filed and there's another 2 weeks for the appeal filing period. He will provide an update at the next meeting. His staff has recently been working on verifications of farm property.

Attorney:

Attorney Burkey discussed an ongoing problem at Animal Control when we are required to hold an animal(s) for an extended period of time due to pending litigation. He discussed the process currently taking place and the costs for care and feed which we are our responsibility and his concern for the animals being held so long in cages. He indicated new procedures need to be explored and drafted for board consideration. Trustee Slattery asked if new legislation would be necessary and Attorney Burkey said possibly. Trustee Hertzmann asked if there are Standard Operating Procedures (SOP) for this type of issue and Attorney Burkey replied yes, we have policies but this is a new issue with holding the animal(s) for extended periods of time. He and Director Gimbel will be working with the City to try to resolve some of the delays in charging cases.

Accountant:

Accountant Witt indicated the August bank statements have been reconciled and are on the table for review. The monthly IMRF report for August was filed. She reported on the status of the Annual Treasurers report indicating she can't complete this report until the Annual Financial Report (AFR) is completed by the Auditor and filed with the Comptroller. At this time, the Auditor has not yet been given access to file the Annual Financial Report with the State Comptroller. Once this is completed, she will be able to finish the Annual Treasurers report. She discussed the need to consider scheduling a levy workshop. She also clarified, the payments for the first half of the approved Senior grants will be mailed in October. Other than that, just the day to day operations of her office.

Animal Control Center:

Director Gimbel was absent. Supervisor Vera reported one of the Animal Control Officers was recently released from duty within the 90 day probationary period. They are currently taking applications to fill the vacancy and are in the process of interviewing applicants for consideration.

Receipts: Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending September 12, 2017. Seconded by Trustee Gavin. A voice vote was taken.³

Expenditures: The Supervisor presented the following invoices for town board approval for the period ending September 12, 2017:

³ The motion carried

FUND

EXPENDITURES

General Town \$74,762.22

Motion: Trustee Slattery
Second: Trustee Verdin
Roll Call: Ayes 5, Nays 0⁴

General Assistance \$16,044.24

Motion: Trustee Gavin
Second: Trustee Verdin
Roll Call: Ayes 5, Nays 0⁵

Road and Bridge \$61,583.04

Motion: Trustee Verdin
Second: Trustee Slattery
Roll Call: Ayes 5, Nays 0⁶

There were 2 errors on the bill sheet as presented with duplication of the words, “total bills paid”. The correct amount of the bills paid is reflected in the roll call vote. The sheet will be corrected to reflect the words “cash balance as of August 22, 2017” and “cash balance as of September 12, 2017”.

Animal Control \$37,903.70

Motion: Trustee Slattery
Second: Trustee Gavin
Roll Call: Ayes 5, Nays 0⁷

No bills were presented for consideration of the Senior Fund.

Certifications for all funds were passed unanimously.

Closed Session:

None

Adjournment:

Trustee Gavin moved to adjourn the town board meeting to September 26, 2017 at 5:00 p.m. Seconded by Trustee Verdin. A voice vote was taken.⁸

The meeting adjourned at 6:00 p.m.

Respectfully Submitted,



Beth Ann May, Clerk

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

⁸ The motion carried