



The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, October 24, 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	Present
	Attorney Franklin D. Burkey	Present

There was a moment of silence in acknowledgement of the passing of Trustee Archie Gavin's Mother.

Approval of the Minutes:

Regular Town/October 10, 2017: Trustee Slattery moved to approve the minutes of the October 10, 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:

Approve/Waiver of Bid Requirement/Mound Cemetery

The Supervisor directed the Board to review the letter of recommendation from Business Agent Tim Rossborough with the Bricklayers. There are only 2 local companies which have the right expertise necessary to restore the historic stone wall on the east (front) and north sides of Mound Cemetery. The Supervisor is asking to waive the need to go to bid due to the limited number of qualified vendors. Trustee Slattery moved to waive the need to bid the restoration work at Mound Cemetery, due to the limited number of vendors with the right expertise to complete the work efficiently. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)²

Approve/Mound Cemetery Wall Restoration Project Vendor

Supervisor Vera reported he has been in contact with the 2 recommended vendors, Gilkerson from Lockport and Bruno from Hazel Crest. An estimate has been received from Gilkerson of \$83,983.00. He has not yet received the estimate from Bruno. Accountant Witt commented this project was budgeted for \$75,000.00; however, additional funds can be transferred if the need is there. No quote estimates were provided for review. Trustee Verdin moved to allow the Supervisor to enter into an agreement with the lowest, responsible, vendor at a price not to exceed \$84,000.00 for the purposes of restoring the stone wall at Mound Cemetery. Seconded by Trustee Slattery. A roll call vote was taken. Ayes (5), Nays (0)³

Approve/Youth Grant/Warren-Sharpe Community Center

A request was received from the Warren-Sharpe Community Center, Executive Director Kay Bolden, for a grant to assist with the purchase and installation of new kitchen equipment for \$6,000.00. Supervisor Vera indicated we have helped the Center in the past with a garden project. He added this kitchen was last updated in 1993 by the Joliet Rotary Club of which he is a member. The Center needs these improvements on their commercial kitchen because they provide breakfast and lunch to the children in the program all summer and after school snacks during the school year. Trustee Slattery moved to approve a youth grant for \$6,000.00 to the Warren-Sharpe Community Center for the purchase and installation of new kitchen equipment, used to prepare meals for the children in the program. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)⁴

Approve/Senior Grant/Senior Services Center

The Supervisor directed the Board to review the request from the Will County Senior Services Center, Executive Director Barry Kolanowski, for a grant to purchase a used pickup truck to be used for the "Safe at Home" program. The "Safe at Home" program is a home maintenance program which helps seniors with simple repairs. The Supervisor shared the history of the support for the Will County Senior Services Center and their assistance to establish the original senior levy. The request is for a purchase of a GMC, extended cab pickup truck from D'Arcy Buick GMC for \$26,845.50. Several of the

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

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

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

Trustees expressed their concerns regarding the purchase, asking if this was the right type of vehicle to be used for this type of work and suggesting that the Supervisor contact D'Arcy directly and ask for a better price for the truck as it will be used by a not for profit in Joliet. It was also suggested that the Supervisor ask D'Arcy if they will provide the lettering and logos at no cost. The Supervisor indicated he would check with the Executive Director on the cost and evaluate the correct vehicle needed for the job. There were no issues with the funding of the project but the correct vehicle for the need and the cost are an issue. **Trustee Slattery moved to approve a grant, not to exceed \$30,000 to the Will County Senior Services for the purposes of purchasing a new vehicle for the "Safe at Home" program.** Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)⁵

The Supervisor followed up on the progress of a grant to the Senior Services Center from earlier this year for window replacement and new central air conditioning. The windows have been replaced but they are waiting to replace the air conditioning until next summer. They were able to get through this summer but are fairly confident that it will need to be done next summer. In the meantime, they have placed those funds in an escrow account.

Unfinished Business:

None

Reports:

Supervisor:

The Supervisor reported he met with the Superintendent of the Joliet Grade School District, Theresa Rouse, to discuss projects which the Township can assist with. He will be meeting with her again to work on a proposal for our consideration.

The sign at the Animal Control Center is being changed by adding the words, "And Pet Adoption Center", under the title Animal Control Center. He has been working with Grate Signs on this project and the anticipated cost is \$2,780.00. Additional heat and air conditioning units will be installed in the garage area at the Center. What is currently there is inadequate for the use of the area. The garage area is used to hold animals, keeping them separated from the rest of the population, until they are evaluated and determined to be healthy. The estimated cost for the heat pump equipment is \$9,000.00.

Marchio Fence has provided him with an estimate of \$10,948 for the purchase of and installation of cage, fence and gate work for the lower level entrance and the steel ribbon on the ramp walls.

He followed up on the Hope Manner project, indicating on November 7, personal items will be distributed. They are still planning on giving Thanksgiving food baskets.

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

The General Assistance report from Director Malone is in the Board meeting packets for review.

The Clerk asked if he would inquire about those attending the St. Pat's senior luncheon on Friday. Trustee Slattery indicated he will have to check to see if he can attend and he will let the Clerk know. Trustee Gavin indicated he will try to stop by. The Clerk will contact them with the number attending.

Clerk:

Clerk May reported the bids for the bulk road salt (1,000 ton) were opened on Friday, October 20, 2017. The Commissioner signed the contract for the salt this evening. The bid opening for the surplus equipment, 2000 GMC Dump Truck and Generator were opened Friday, October 13. The Generator was awarded to Will Township for \$890.00. No bids were received for the 2000 GMC Dump Truck so this will now go to public bid. The notice will be published in the Herald News on Wednesday, October 25 and will be opened on Wednesday, November 8 at 1:30 p.m. She continues to work on the Fall Conference registrations and hotel accommodations. The Supervisor asked about dinner reservation and she replied they have been made at the Chesapeake Restaurant for 6:30 p.m. on Sunday evening. She will issue a memo on the arrangement by November 1, 2017. She provided Attorney Burkey and Commissioner Maffeo certain documents pertaining to vacating an alley or roadway with respect to resident Mr. Perry inquiring about some right of way on property adjacent to his own. She updated the appraisal list for this process. She also provided Attorney Burkey and Commissioner Maffeo with a copy of a resolution from last year, which failed to pass, relating to the restriction of commercial vehicles parking on Township streets. She is awaiting direction from them on both the vacate and commercial vehicle projects. The Annual Financial report and supporting documents were filed at the County Clerk on Monday, October 23, 2017. The audit and treasurers report were previously filed. This completed the filing of the necessary financial documents for 2017. She commented on the process for which minutes should be corrected. The minutes must reflect the statements which are made at meetings. If anyone should miss speak during the meeting or leave off part of a statement or report, it is their responsibility to correct the misstatement at some point at the next meeting and not by correcting the minutes. The minutes from the previous meeting are not incorrect if the wrong or incorrect information were given at the time the minutes were being taken.

Highway Commissioner:

Commissioner Maffeo reported the culvert was finally replaced on Caroline Drive with the gas company present. The homeowner, Mr. Jay Gregory is happy. There is an issue with the weight limit signage on Rowell Avenue. The City came and installed signage at 10 ton limits on a portion of the road for which they have jurisdiction. Our limit was set at 12 ton; however, our signs are now missing, having either been stolen or removed. A new resolution is necessary to post new signage, on the sections which we have

jurisdiction of and he is recommending our limit be changed to the 10 ton, to match the limitations which the City has set. He indicated Mr. Burkey is working with Mr. Perry regarding the vacate project and he asked if Attorney Burkey had clarified which parts of the right of way are Mr. Perry is interested in. Attorney Burkey said he would follow up with Mr. Perry. The salt bid came in at \$53.78/ton and the approved vendor is Cargill. The Commissioner explained the history of the salt bids, reflecting on the time he went with the state of Illinois purchase where we paid approximately \$106.00/ton. The Supervisor asked if we were purchasing salt for Jackson Township too and the Commissioner replied that yes, in the past Jackson Township has purchased salt from us and they may again this year. The Supervisor asked Attorney Burkey if it is legal for us to bid for them and he replied that yes, it can be if it was advertised as a combined bid. Attorney Burkey indicated he will review the bid and follow up. The Commissioner reported that Jackson Township pays the awarded amount for any salt which they purchase, based on product weight. The employee previously discussed, retired on October 13, 2017 and his letter of resignation was received. Trustee Gavin asked about the impact, if any to the Township, for the employees' pension costs. The Commissioner replied the employee used up his sick time and all but 9 days of vacation, prior to his retirement. The Commissioner added the employee wasn't vested for the pension and the Supervisor disputed this indicating there was record of reciprocal service in his personnel file. Apparently when he was hired in 2011 he was identified as a tier 1 employee indicating he had prior employment with another IMRF pension employer. Trustee Hertzmann asked about the weight restrictions on the commercial vehicles. The Commissioner replied that some of the vacant lot parking has been cleared up by the County; however, there is still an issue with parking on our streets. He is working with Attorney Burkey to address this issue. The Commissioner also spoke about the problems with residents pumping water onto the streets from their sump pumps. In the past, He has issued letters informing the residents not to do this but it appears he will need to issue additional letters. This is not a problem in the warm weather but in the winter it causes an ice block on the streets. The engineers are working on the final documents for the Cleveland Avenue drainage project. This project may not get done this fall due to the change in the weather. If not, it will start in the spring. Trustee Gavin asked if he was aware of the status of the repairs on the bridge on Briggs Street or if the City provided any notice of when it will be done. The Commissioner replied that he has no idea on the status of the City project. He had to apply cold patch in holes on Violetta Street because of the redirected traffic and the over use of that small street. The Commissioner indicated his staff continues to work on tree removal and performing the seasonal day to day work.

Assessor:

Assessor Brenczewski indicated he and his staff continue with their measurement work and taking pictures of the properties for the appeal cases. He indicated there have been 25 Property Tax Appeals Board cases filed. The hearings will begin the first week in November and continue until completed by the 2nd week in December. They continue to

be busy fielding calls and helping walk in resident with inquiries. There have been a lot of properties this year which have undocumented improvements which they are now updating.

Attorney:

Attorney Burkey reported, residents names are not revealed when they report on animals to the Animal Control Center. This process is necessary because we want residents to assist us with helping the animals and do not want to discourage them from reporting to us. We have their names but keep it confidential.

Accountant:

Accountant Witt reported the bank reconciliations have been completed for September and are on the table for review. The financial reports for the period ending September 30, 2017 have been completed and distributed. She commented on the Auditor completing and filing the Annual Financial Report (AFR) with the State Comptroller. The September wage report for IMRF has been filed. The letter of credit from First Community Bank is on file and will expire in August 2018. First Community Bank will become Busey Bank on November 3, 2017. She has been working with them to ensure we maintain the same accounts and rates. The quarterly payroll taxes have been filed. She discussed the process of making Transfers of Appropriations, which has generally been done two times per year, in October and again prior to the end of the fiscal year. There is not a need for any transfers at this time. If any transfers are needed, due to an unexpected expense, she will address it at that time. She participated in a meeting with the lighting district. She prepared the documents for consideration of the annual levy. Other than that, just the day to day operations of her office. There was further explanation on the Transfer of Appropriations.

Animal Control Center:

Director Gimbel reported the video was produced by the Chamber Community Leadership School, in conjunction with Joliet Junior College. The Center participated in a program at the Joliet Public Library this week. She is working with Commissioner Maffeo on the food and liter inventory which is stored at his building. She commented on the change in the signage and the positive affect it will have on informing the community that we adopt out animals. She completed a recent FOIA request. The case with the dogs we were holding is all taken care of. He came in and picked up the dogs he was taking back and paid. All of the other animals have been adopted out.

Receipts: Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending October 24, 2017. Seconded by Trustee Verdin. A voice vote was taken.⁶

Expenditures: The Supervisor presented the following invoices for town board approval for the period ending October 24, 2017:

⁶ The motion carried

<u>FUND</u>	<u>EXPENDITURES</u>
General Town Motion: Trustee Slattery Second: Trustee Gavin Roll Call: Ayes 5, Nays 0 ⁷	\$90,785.06
General Assistance Motion: Trustee Gavin Second: Trustee Verdin Roll Call: Ayes 5, Nays 0 ⁸	\$7,885.62
Road and Bridge Motion: Trustee Verdin Second: Trustee Gavin Roll Call: Ayes 5, Nays 0 ⁹	\$27,240.77
Animal Control Motion: Trustee Gavin Second: Trustee Verdin Roll Call: Ayes 5, Nays 0 ¹⁰	\$19,397.46

No bills were presented for consideration of the Senior Fund.

Certifications for all funds were passed unanimously.

Closed Session:

None

Adjournment:

Trustee Hertzmann moved to adjourn the town board meeting to November 7, 2017 at 5:00 p.m. Seconded by Trustee Gavin. A voice vote was taken.¹¹

The meeting adjourned at 6.23 p.m.

Respectfully Submitted,



Beth Ann May
Clerk

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

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

¹¹ The motion carried