

**Township Board Meeting
Thursday, January 9, 2020**

1. CALL TO ORDER

The meeting was called to order by Supervisor Holscher at 7:31 PM.

2. PLEDGE OF ALLEGIANCE

Trustee DeRango led the Pledge of Allegiance.

3. ROLL CALL AND ESTABLISHMENT OF A QUORUM

Board Members: Supervisor Holscher, Trustees DeRango, Nichols and Rotkis attended the meeting. Trustee Mitchell did not attend.

Board Officers: Assessor Kern, Tax Collector Peterson and Clerk Snitko were present at the meeting. Highway Commissioner Alstrom did not attend.

4. PUBLIC COMMENT

4.1 None

5. APPROVAL OF MINUTES

5.1 Approval of December 12, 2019 – Regular Meeting Open Session Minutes

Trustee Nichols moved to approve December 12, 2019 Regular Meeting Open Session Minutes and Trustee Rotkis seconded. The minutes were approved 3-0 per roll call vote (Trustee DeRango abstained due to his absence previous month).

6. OLD BUSINESS

7. NEW BUSINESS

7.1 Discussion/Approval of Revised Resolution #15-02-R:

Supervisor Holscher shared some background information about this Resolution that would allow Township to pay bills in the middle of the month to prevent additional charges and avoid late payment fees. The Board members discussed it in more details. Trustee DeRango moved to approve Resolution #15-02-R and Trustee Rotkis seconded. Bill Payment Resolution #15-02-R was approved 4-0 per roll call vote.

7.2 Discussion on 2020/2021 Budget Timeline:

Supervisor Holscher informed that a notice about Budget hearings must be published by May 30th. Need to make tentative Budget available for public inspection by the same date and hold Budget hearing and adoption by June 30th. Budget must be filed by July 30th. We do not anticipate any Budget anomalies and expect to complete it before these deadlines. Have already started working on Township and Road District Budgets.

7.3 Discussion on 2020/2021 Assessor's Budget:

Assessor Kern presented 2020/2021 Budget for Assessor's Office. Found some discrepancies in numbers pertaining to Health Insurance. VSP Insurance was added last year after 2019 Budget got approved. Additional Payroll expenses were accumulated due to unanticipated overtime and staff changes driven by 2019 Quadrennial Assessment. Will need to shut down 2 computers and buy/replace 2 others as they have reached the end of lifecycle. The rest of the expenses are in line with 2019 Budget. Continue reviewing each line item to get 2020 budget close to the projected numbers.

7.4 Discussion/Approval of 2020 Pace Partners Agreement:

Ride DuPage Transportation Partners attempted to contact Pace on multiple occasions since the beginning of the year, but they have not responded back. Will continue withholding funds until Pace engages in conversation.

8. APPROVAL OF BILLS AND CLAIMS

8.1 Approval of 12/13/2019-1/9/2020 Town and Road District Fund Bills & Claims:

Trustee DeRango moved to approve the Town, Park, Assessor, Road & Bridge, Special Hard Road and Cemetery Funds bills and Trustee Rotkis seconded. Bills in the amount of \$201,824.99 were approved 4-0 per roll call vote.

9. REPORTS

9.1 SUPERVISOR (DEB HOLSCHER)

- Expecting some heavy rain this weekend before it turns to snow; will be watching how well tiles work for us. Some seals were also installed on the front door to block water
- One window was replaced in the Assessor's Office
- Waiting for a new sign to replace the one in front of the building
- Township is now approved and have capability to accept credit card payments. Training will be scheduled shortly
- Need to have a discussion next month regarding Emergency Assistance and decide if we are going to provide it

9.2 HIGHWAY COMMISSIONER (BILL ALSTROM)

- None

TRUSTEES:

TRUSTEE (COLLEEN ROTKIS)

- No updates

TRUSTEE (RAQUEL MITCHELL)

- None

TRUSTEE (JEFFREY DERANGO)

- Will start gathering information and putting together next Newsletter shortly

TRUSTEE (GREGORY NICHOLS)

- Searching for a reasonable contractor to talk about masonry work in front opening of the building
- Will be utilizing Township employees as much as possible to take care of the landscaping and building maintenance

9.4 TOWNSHIP CLERK (JACOB SNITKO)

- No FOIAs this month

9.5 TAX COLLECTOR/CEMETERY (BEN PETERSON)

- Sold 9 graves
- Awaiting paperwork and payment for 2 graves
- 2020-2021 Cemetery Budget submission
- Seeking Fire-safe cabinet (2 drawers) to safeguard books
- Reclamation project comes to an end March 1, 2020

9.6 ASSESSOR (CHUCK KERN)

- Visited Baird & Warner office in Plainfield to do a presentation. Had a good and productive discussion with agents in attendance

10. ADJOURNMENT:

Trustee DeRango moved to adjourn the meeting and Trustee Nichols seconded; the meeting was adjourned without discussion on a voice vote at 8:08 PM.

Next meeting February 13, 2020

Approved as presented:

Prepared by Jacob Snitko, Township Clerk