

**Township Board Meeting  
Thursday, April 14, 2020**

APPROVED 5/15/2020

**1. CALL TO ORDER**

The meeting was called to order by Supervisor Holscher at 7:31 PM. Due to the Gubernatorial Disaster Proclamation (Executive Order 2020-07) and stay-at-home order through April 30<sup>th</sup>, this meeting was held remotely.

**2. PLEDGE OF ALLEGIANCE**

Supervisor Holscher led the Pledge of Allegiance.

**3. ROLL CALL AND ESTABLISHMENT OF A QUORUM**

Board Members: Supervisor Holscher, Trustees Mitchell, Rotkis, DeRango and Nichols attended the meeting.

Board Officers: Highway Commissioner Alstrom, Assessor Kern, Collector Peterson and Clerk Snitko were present at the meeting.

**4. PUBLIC COMMENT**

4.1 None

**5. APPROVAL OF MINUTES**

**5.1 Approval of February 13, 2020 – Regular Meeting Open Session Minutes**

Trustee Mitchell moved to approve February 13, 2020 Regular Meeting Open Session Minutes and Trustee DeRango seconded. The minutes were approved 4-0 per roll call vote (Trustee Rotkis abstained due to her absence previous month).

**5.2 Approval of March 12, 2020 – Regular Meeting Open Session Minutes**

Trustee Mitchell moved to approve March 12, 2020 Regular Meeting Open Session Minutes and Trustee Rotkis seconded. The minutes were approved 3-0 per roll call vote (Trustee Nichols abstained due to his absence previous month and Trustee DeRango joined the meeting right after the roll call to approve this item).

**6. OLD BUSINESS**

**7. NEW BUSINESS**

**7.1 Discussion/Approval of Publication of Ordinance #20-02-O Town Budget:**

- Supervisor Holscher shared 2020-2021 Township Budget and answered questions asked by the Board. Trustee DeRango moved to approve Publication of Ordinance #20-02-O and Trustee Mitchell seconded. Publication of Ordinance 20-02-O Town Budget was approved 5-0 per roll call vote.

**7.2 Discussion/Approval of Publication of Ordinance #20-03-O Highway Budget:**

- Highway Commissioner Alstrom presented 2020-2021 Road Budget and answered questions asked by the Board. Trustee Nichols moved to approve Publication of Ordinance #20-03-O and Trustee Rotkis seconded. Publication of Ordinance 20-03-O Highway Budget was approved 5-0 per roll call vote.

**8. APPROVAL OF BILLS AND CLAIMS**

**8.1 Approval of 3/13/2020-4/14/2020 Town and Road District Fund Bills & Claims:**

Trustee Mitchell moved to approve the Town, Park, Assessor, Road & Bridge, Special Hard Road and Cemetery Funds bills and Trustee DeRango seconded. Bills in the amount of \$147,980.59 were approved 5-0 per roll call vote.

## **9. REPORTS**

### **9.1 SUPERVISOR (DEB HOLSCHER)**

- Informed that Canon copier in the office is broken; will call support in the morning
- Suggested to put together a Township newsletter to increase communication with the public during this period of isolation
- Township sign will arrive shortly and will be installed by the vendor
- Suspended cleaning services when the office got closed. When contacted company to resume cleaning services and requested to disinfect frequently touched surfaces, they resisted to do it and asked for additional \$50/week for those services. Further review of the contract revealed that this type of disinfecting was included in the contract and should have been done on regular basis. Continued to have multiple conversations with different representatives and ended up getting \$440 credit for the contractually obligated cleanup services that were not performed by the crew. Will exhaust that credit and look for another cleaning company

### **9.2 HIGHWAY COMMISSIONER (BILL ALSTROM)**

- Got a great deal and purchased a used street sweeper from Lisle Township
- Following Governor's stay-at-home order, Road District split their crew in small groups and continued working on some of the smaller projects
- Last week did a full brush pickup; got 11 full size tandem truckloads of wood chips
- This week, doing drainage work in North Wheatland
- Got hand sanitizer and other cleaning supplies for the crew; continue checking daily with personnel about their wellbeing and health conditions
- Exploring possibility of bringing a cleaning company that specializes in deep sanitizing to do equipment and office cleanup before staff returns to the office

#### **TRUSTEES:**

##### **TRUSTEE (COLLEEN ROTKIS)**

- Park was closed on April 2<sup>nd</sup>. Some residents are interested in using walking path around the park

##### **TRUSTEE (RAQUEL MITCHELL)**

- Senior Committee: trying to figure out what steps to take in lieu of COVID-19. As the first step, will call a meeting to discuss further plans and explore possible options with the committee

##### **TRUSTEE (JEFFREY DERANGO)**

- No updates

##### **TRUSTEE (GREGORY NICHOLS)**

- No updates. Recovering

### **9.4 TOWNSHIP CLERK (JACOB SNITKO)**

- No FOIAs this month

### **9.5 COLLECTOR/CEMETERY (BEN PETERSON)**

- Sold 2 graves
- Conducted decoration clean up
- Weed Control was applied
- Marked 6 graves for monument installations

### **9.6 ASSESSOR (CHUCK KERN)**

- Assessor's Office staff is busy working from homes and come to the office on as needed basis only until further notice. Based on current information, expecting to return to the office on 5/1.
- Catching up on the backlog that accumulated during busy months last year.

- Received a tentative factor for the upcoming year from the Supervisor of Assessments of Will County (it is 1.02 this year). The increase is almost zero (last year it was 3.8%) which means that current tax rate is very close to what it needs to be.

**10. ADJOURNMENT:**

Trustee Mitchell moved to adjourn the meeting and Trustee Rotkis seconded; the meeting was adjourned without discussion on a voice vote at 8:32 PM.

**Next meeting May 14, 2020**

Approved as presented:

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Prepared by Jacob Snitko, Township Clerk