

**Township Board Meeting
Thursday, September 10, 2020**

1. CALL TO ORDER

The meeting was called to order by Supervisor Holscher at 7:33 PM.

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 and Nichols attended the meeting (Trustee DeRango did not attend).

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 August 13, 2020 – Regular Meeting Open Session Minutes

Trustee Nichols moved to approve August 13, 2020 Regular Meeting Open Session Minutes and Trustee Rotkis seconded. The minutes were approved 3-0 per roll call vote (Trustee Mitchell joined right after the roll call).

6. OLD BUSINESS

7. NEW BUSINESS

7.1 Discussion/Approval of Changes to Employee Handbook

Supervisor Holscher went over changes introduced to the Employee Handbook pertaining to required Sexual Harassment and Safety training. Trustee Nichols moved to approve Employee Handbook changes and Trustee Rotkis seconded. Changes made to the Employee Handbook were approved 4-0 per roll call vote.

7.2 Discussion on how to access “Training Network Now!”

Supervisor Holscher shared details on how to access “Training Network Now”. An email was sent to all employees and elected officials providing information about that. For Risk Management purposes, all Township personnel and elected officials are required to complete Bloodborne Pathogens and Slips, Trips & Falls training by the end of the year. She answered questions addressed by the Board.

8. APPROVAL OF BILLS AND CLAIMS

8.1 Approval of 8/14/2020-9/10/2020 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 Rotkis seconded. Bills in the amount of \$265,737.52 were approved 4-0 per roll call vote.

9. REPORTS

9.1 SUPERVISOR (DEB HOLSCHER)

- TOI Annual Education Conference (November 16-20, 2020) will be virtual this time. Each day of the 5-day conference is dedicated to a position on the township board and sponsored by the

associated division. Registration fee covers participation for the entire week or a single day of choosing

- Road District will have their pickup truck available this winter for \$17K; does Township want to acquire this vehicle and assume the cost associated with it for Assessor's Office field work and avoid mileage reimbursement?

9.2 HIGHWAY COMMISSIONER (BILL ALSTROM)

- Concentrating on drainage work
- Sent some crew members to Plainfield Township with vehicles and woodchipper to help cleanup downed trees there following tornado damages

TRUSTEES:

TRUSTEE (COLLEEN ROTKIS)

- Water in the park will be shut down at the end of September
- Starting communication about possible sale of the park. May put it on the agenda for the Annual Township Meeting to discuss it with the public
- Wheatland Athletic Association is a possible good candidate for the ownership of the park

TRUSTEE (RAQUEL MITCHELL)

- Senior Committee had another meeting. As of now, there are no plans to have any activities at least until Christmas. May need to post/share some related information on the Facebook Page

TRUSTEE (JEFFREY DERANGO)

- No updates

TRUSTEE (GREGORY NICHOLS)

- Recently assumed control of the Wheatland Township Facebook page

9.4 TOWNSHIP CLERK (JACOB SNITKO)

- 2 FOIAs. One inquired about Township staff salaries and benefits. The other came in on 9/1; Warren Garlick requested a new copy of CAMA DB. JRM can do it, but it will cost Township \$250. Sent a response to the requestor asking to cover this cost; he declined to do it. Looks like he will file a complaint in court
- Treasurer's Report was filed with Will County Clerk on 9/9/20

9.5 COLLECTOR/CEMETERY (BEN PETERSON)

- Sold 2 graves and conducted 1 funeral last week
- Trustee positions posted on Township web page
- Mailed and emailed "Looking for Trustee" letters. No response as of today
- Received payment for installment of one monument

9.6 ASSESSOR (CHUCK KERN)

- It is the end of the Appeal season; tomorrow is the last day to file it. There is an indication that fewer appeals were submitted this year compared to the 2019.

10. ADJOURNMENT:

Trustee Mitchell moved to adjourn the meeting and Trustee Nichols seconded; the meeting was adjourned on a voice vote at 8:07 PM.

Next meeting October 8, 2020

Approved as presented:

Prepared by Jacob Snitko, Township Clerk