

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

APPROVED 6/11/2020

**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, 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 April 14, 2020 – Regular Meeting Open Session Minutes**

Trustee Rotkis moved to approve April 14, 2020 Regular Meeting Open Session Minutes and Trustee Nichols seconded. The minutes were approved 3-0 per roll call vote (Trustees Mitchell & DeRango joined after the roll call).

**6. OLD BUSINESS**

**7. NEW BUSINESS**

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

- Supervisor Holscher clarified that Budget Approval will take place next month right before June Board Meeting during Public Hearing. Assessor Kern shared details regarding 2020-2021 Assessor's Budget changes. Trustee Rotkis mentioned additional expenses related to Park operations. Supervisor Holscher shared 2020-2021 Township Budget updates and answered questions asked by the Board. After evaluating lawn mowing options and cost associated with this service, Supervisor Holscher suggested looking for professional mowing services instead of hiring a summer intern to do this work. Mark Thompson offered the best deal for those services for \$1,125/week. Will need to add some funding to the Town Budget to cover the difference between initially allocated amount and projected \$14K expense.

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

- Highway Commissioner Alstrom pointed out that the only item that will be added to the 2020-2021 Road Budget is Lawn Care to allocate appropriate amount of money for this service.

**7.3 Discussion/Approval of Insurance Agreement with Diamond Bros.**

- Karri McRight from Diamond Bros. Insurance, LLC attended the meeting and presented details about the company and insurance coverage. Overall coverage is generally the same as current policy. Workers compensation will remain with the Illinois Public Risk Fund. The cost saving for the Township is about 10% (\$3,000 annually). Trustee Nichols moved to approve Insurance Agreement and Trustee

Rotkis seconded. Insurance Agreement with Diamond Bros. was approved 5-0 per roll call vote.

**8. APPROVAL OF BILLS AND CLAIMS**

**8.1 Approval of 4/15/2020-5/14/2020 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 Rotkis seconded. Bills in the amount of \$176,808.68 were approved 5-0 per roll call vote.

**9. REPORTS**

**9.1 SUPERVISOR (DEB HOLSCHER)**

- We had rain, but no wind to see if the work Road crew did would hold the water from getting into the building through the front door
- Pace update: Received Grant reimbursement money through October of 2019
- Receiving a lot of emails from constituents advocating for Liberty and Freedom. Trying to answer those emails with form letter encouraging those people to contact their elected officials directly
- Besides the savings, by going with Diamond Bros., the Township will have access to Sexual Harassment training
- Illinois Public Risk Fund (current workman's comp) has been reaching out to Township about bloodborne pathogens training because all staff needs to be certified. Will put together policy for this training

**9.2 HIGHWAY COMMISSIONER (BILL ALSTROM)**

- Completed 3 straight weeks of projects in Wheatland North and other areas. Will return to Wheatland South in couple of weeks
- Have been doing a lot of culvert work, brush pickups, installing speed humps
- Due to popular demand, will be adding 2 more speed humps (one on Leverenz and the other on Grommon)

**TRUSTEES:**

**TRUSTEE (COLLEEN ROTKIS)**

- Park was closed until May 5<sup>th</sup> and got re-opened after Governor announced relaxing initial restrictions. Porter-potty was delivered (the company charges additional \$25/month for additional COVID-19 related cleaning)
- Wheatland Athletic Association suspended all games through May 31, but they continue to maintain the field once a week

**TRUSTEE (RAQUEL MITCHELL)**

- Senior Committee: still evaluating what options are available due to COVID-19 situation. Waiting for updates from the Governor to plan further activities. Will re-convene and discuss possible options with the committee

**TRUSTEE (JEFFREY DERANGO)**

- Will send an email asking for input to put together a Newsletter with latest updates

**TRUSTEE (GREGORY NICHOLS)**

- No updates. Recovering

**9.4 TOWNSHIP CLERK (JACOB SNITKO)**

- Responded to email requests/questions during last month
- Received one FOIA request today pertaining to Township staff compensation

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

- Contact from Columbarium company for status of purchase
- Seven Monument foundations installed
- Funeral next week (date TBD)
- NPD and Will Sheriff advised of beer bottle trash found in cemetery 4/18

- VFW/VA will place flags on Veteran graves before VA Day weekend

**9.6 ASSESSOR (CHUCK KERN)**

- Assessor's Office staff is transitioning back to the office operations. JRM did a great job making remote work possible. After the Memorial Day, planning to return to normal schedule.
- Currently working on implementing safety procedures and amenities for the personnel. Public is encouraged to do majority of things on-line, by mail and over the phone
- In the past few weeks, Assessor's Office has been bombarded with telephone calls (people inquiring about changing their tax bills and looking for tax relief). Having hard time dealing with those issues. Expecting more problems when impacted commercial real estate inquiries start coming in July-August
- Considering getting a temp employee for a short period to do the field work.

**10. ADJOURNMENT:**

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

**Next meeting June 11, 2020**

Approved as presented:

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Prepared by Jacob Snitko, Township Clerk