

**Township Board Meeting  
Thursday, June 11, 2020**

APPROVED 7/9/2020

**1. CALL TO ORDER**

The meeting was called to order by Supervisor Holscher at 7:31 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 in person and Trustee DeRango via conference bridge.

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

Trustee Rotkis moved to approve May 14, 2020 Regular Meeting Open Session Minutes and Trustee Mitchell seconded. The minutes were approved 5-0 per roll call vote.

**6. OLD BUSINESS**

**7. NEW BUSINESS**

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

- Trustee Nichols moved to approve 2020-2021 Town Budget and Trustee Mitchell seconded. Ordinance #20-02-O Town Budget was approved 5-0 per roll call vote without further discussion.

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

- Trustee Rotkis moved to approve 2020-2021 Highway Budget and Trustee Mitchell seconded. Ordinance #20-03-O Highway Budget was approved 5-0 per roll call vote without further discussion.

**7.3 Discussion/Approval of Annual Town Meeting reschedule date:**

- Supervisor Holscher pointed out that initially, Townships were required to hold Annual meeting within 30 days after expiration of the current disaster proclamation. Recently, the Governor has signed HB 2096 (Public Act 101-0632) effective immediately allowing Townships to hold Annual Meeting in July. However, to do that, Townships are required to seek the written approval of Local County Health Department. After further discussion it became evident that we do not have enough time to comply with meeting announcement requirements in time for July 21 date. The Board decided to wait for "stay at home" order to expire and schedule Annual meeting at that time.

**8. APPROVAL OF BILLS AND CLAIMS**

**8.1 Approval of 5/15/2020-6/11/2020 Town and Road District Fund Bills & Claims:**

Trustee Rotkis moved to approve the Town, Park, Assessor, Road & Bridge, Special Hard Road and Cemetery Funds bills and Trustee Mitchell seconded. Bills in the amount of \$157,378.62 were approved 5-0 per roll call vote.

## **9. REPORTS**

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

- Supervisor Holscher shared information pertaining to sexual harassment training that is required for all elected officials and staff members. She is working with workman's comp insurance (Dimond Bros.) representative to have this tool/training available soon. Training must be completed by 12/31/2020. Will share additional details as more information becomes available.
- One of the tiles was skewed in the vestibule and a bird made its way through the arch window into the lobby. One of the staff members managed to take that bird outside

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

- Have done about 2.5 weeks of drainage work with the Gradall contractor
- Some employees started taking vacation time
- Brush pickup this week
- In 2 weeks will go back to Gradall contractor to do additional work

#### **TRUSTEES:**

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

- Park looks good; did some weeding over the weekend
- Some young men assisted with repairing basketball nets; having higher rims would help keep those nets in a better shape, but that requires additional money
- Unexpected \$1,350 expense due to blown RPZ valve when water got turned on

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

- Senior Committee meeting is scheduled for June 17<sup>th</sup>. Trying to plan a luncheon and activities that would be safe for all attendees. Shared ideas with the Board and brainstormed some possible options

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

- Collecting information for the Newsletter

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

- No updates. Recovering

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

- Responded to email requests/questions during last month
- Received one FOIA request about Road District's NPDES permit

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

- 4 burials this month
- 6 grave sales
- Purchased 1-year, \$90K CD
- Mark Thompson and Son began contract cemetery mowing
- One-time verbal agreement with Supervisor for cemetery to pay for two September lawn mowings (\$2,250)
- Tax Collector Peterson mentioned the fact that he received many complements in the past 3.5 years regarding meticulous care of the Cemetery and he credited Road Department for that. He also shared 4 pages of Meeting Minutes from 4/11/2000 Annual Town Meeting and discussed the agreement that was made at that meeting with the Highway Commissioner Jarnagin who agreed that the Road crew would cut grass and remove snow at the cemetery to reduce maintenance cost. As part of this discussion, an email from Highway Commissioner Alstrom dated 6/9/2020 to Tax Collector Peterson was shared with the Board. This conversation turned into a prolonged discussion about handling of current and future cemetery maintenance.

Hwy Commissioner Alstrom pointed out that there have been a lot of changes in the last 20 years and starting in 2015, they began hiring a seasonal staff member each year to maintain the cemetery, park and Township building. This was done due to the changing mission of the Road District crew from being a maintenance unit to a drainage renovation/construction team. To address Tax Collector Peterson's concern regarding current use of a private sector contractor, Hwy Commissioner Alstrom proposed hiring a full time Road District employee who would dedicate about 26 weeks per year on cemetery ground maintenance. This option would require Township and the cemetery to cover about 45% of the cost associated with it (\$21,600/year).

-Tax Collector Peterson also provided a printout dated 6/11/2020 with his response to the Hwy Commissioner's proposal. He did not like the idea of cemetery paying for the ground maintenance and re-emphasized the agreement mentioned above that was made 20 years ago. He pointed out that he signed up for this job under 2 conditions: Cemetery would never be sold, and Road Department would take care of its maintenance. He also shared his thoughts on this matter and included two options/solutions in the response letter:

- 1) *Have Cemetery expense itemized on the Tax Bill or add a line item to one or both Road District and Township Budgets*
- 2) *Petition City of Naperville to annex the 6-acre Cemetery so that city taxes would be used to pay for its maintenance*

The reason Tax Collector Peterson refuses to use cemetery money to pay for its maintenance is because his goal is to continue growing the Care Fund so that those earnings can be legally used to pay for cemetery maintenance in the future.

-Trustees Nichols and Mitchell asked Supervisor Holscher, Highway Commissioner Alstrom and Tax Collector Peterson to get together, discuss available options and come to an agreement. If they are not able to compromise and have a workable solution for this issue, bring recommendations to the Township Board and let them make that decision.

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

- Assessor's Office staff is back in the office. A new safety window separating staff from visitors has been installed
- Tax Exemptions for qualified residents have been carried over automatically from last year; that reduced the number of office visitors and callers compared to previous year
- Will County office has not re-opened to the public yet

#### **10. ADJOURNMENT:**

Trustee Rotkis moved to adjourn the meeting and Trustee Mitchell seconded; the meeting was adjourned on a voice vote at 8:42 PM.

**Next meeting July 9, 2020**

Approved as presented:

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Prepared by Jacob Snitko, Township Clerk