

**Township Board Meeting
Thursday, March 11, 2021**

APPROVED 4/13/2021

1. CALL TO ORDER

The meeting was called to order by Clerk Snitko at 7:30 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 Rotkis, Nichols, Harkins & Berkowicz 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 11, 2021 – Regular Meeting Open Session Minutes

Trustee Rotkis moved to approve Regular Meeting Open Session Minutes and Trustee Harkins seconded. Regular Meeting Open Session Minutes for February 11, 2021 were approved 5-0 per roll call vote.

6. OLD BUSINESS

7. NEW BUSINESS

7.1 Discussion/Approval of Annual Township Meeting Agenda

Highway Commissioner Alstrom explained the details about Annual Meeting agenda item pertaining to vacating portion of Normantown Road. There are couple of sections of the road being used by the Forest Preserve for the past 7-8 years as part of their entrance. Township does not maintain it, but it is on the books. If Forest Preserve agrees to maintain the entire right of way, Hwy Commissioner is ok with vacating it. The city of Naperville will cover legal paperwork expenses. Assuming all involved parties will come to an agreement of vacating a portion of Normantown Road to the City of Naperville, this agenda item will be discussed at the Annual Meeting. Trustee Nichols moved to approve Annual Meeting Agenda and Trustee Rotkis seconded. Annual Township Meeting Agenda for April 13, 2021 was approved 5-0 per roll call vote.

7.2 Discussion on 2021-2022 Town Budget

Supervisor Holscher provided handout with preliminary Budget information for 2021-2022. Some building improvement items were added to the updated copy. When the Fiscal Year ends on 3/31/21, will share the actual numbers at that time.

7.3 Discussion/Approval of Conference Room rental procedures

Supervisor Holscher previously provided history related to room rental. She did some research and a Google search indicated that a Certificate of Insurance could be obtained for as little as \$10-\$20. Township was advised to keep currently required items: 1) Certificate of Insurance 2) Sign "Hold Harmless Agreement" 3) Pay \$85 for up to 2 hours of room rental to cover presence of a staff member to unlock/lock the

building. Trustee Rotkis also contacted her insurance company to inquire about pricing. Her insurer offered a personalized insurance for a year rather than a policy for individual rentals. Looking back at the historical information, Township room was rented twice in the past few years. Board members continued discussion and asked questions. Trustee Nichols moved to keep current Conference Room rental procedure in place and Trustee Rotkis seconded. Conference Room rental procedure was approved 5-0 per roll call vote.

7.4 Discussion of Resolution to support Law Enforcement

Trustee Nichols stated that the bill [HB3653] had already passed so it was a moot point. No further discussion and no action taken. Item closed.

7.5 Discussion/Approval of Pace Contract

Supervisor Holscher provided information related to Pace partnership of 4 townships. Ride DuPage program serves senior people & those needing ride to work. This program initiated in 2009 & Wheatland Township joined it in 2011. Back in 2014, there were over 900 people signed up for it. Over the years, it went down to more than half and went up again. There are over 1,000 riders now. Wheatland paid 11.4% in 2019 and 9.83% in 2020; the last go around for the Township was \$48,098. Trustee Berkowicz moved to approve Pace Contract and Trustee Rotkis seconded. Pace Contract was approved 5-0 per roll call vote.

7.6 Discussion on Annual Township Meeting accommodations (discussed after 7.1)

Supervisor Holscher shared her thoughts regarding room capacity limitations and went over the number of attendees at previous meetings. After a short discussion, the Board agreed to make meeting accommodations in the garage in case there is an influx of people at the meeting.

8. APPROVAL OF BILLS AND CLAIMS

8.1 Approval of 2/12/2021-3/11/2021 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 Harkins seconded. Bills in the amount of \$148,930.13 were approved 5-0 per roll call vote.

9. REPORTS

9.1 SUPERVISOR (DEB HOLSCHER)

- Have a candidate for Summer intern position. Need help carrying for Park, Cemetery & Township grounds
- Second exterior entrance door got installed and can be used now
- Carpet tiles for the conference room in the back have been ordered
- Landscaping done last year held well over the winter and it looks very good
- Talked with Tina Baird from Plainfield Public Library. She is a local historian and working on renaming a park on 127th St. (Northwest Community Park). She is looking for some historical designation for that park.
- Will County Food Assistance Grant Program: Township can designate an organization to participate in this program. Supervisor selected Green Harvest Food Pantry and provided their information to the Will County. If they meet all the required criteria, they will receive \$10K grant from the County to help assist with their charitable work.
- More valves broke in the utility room and water damaged the wall. Need to come up with some more permanent solution
- Roof leakage took place again and did some damage to the Assessor's office. Mr. Jeff Kohl provided help with de-icing so that roofers could get there to fix this problem.

To install coil on the roof that will prevent ice accumulation in that area will cost around \$10K.

9.2 HIGHWAY COMMISSIONER (BILL ALSTROM)

- As the weather started to warm up, Road Crew began replenished salt supplies for next season. Received 200 tons today and will get additional 200 tons tomorrow. Most likely, will get a total of 700 tons.
- Will start drainage work in the next few weeks.

TRUSTEES:

TRUSTEE (COLLEEN ROTKIS)

- The park opened last week. Porta Potty got installed. People already started using the park. Still exploring options for future park ownership/management.

TRUSTEE (WENDELL HARKINS)

- No new updates

TRUSTEE (MARC BERKOWICZ)

- No new updates

TRUSTEE (GREGORY NICHOLS)

- No new updates

9.4 TOWNSHIP CLERK (JACOB SNITKO)

- 4 FOIAs this month: 1) Specific property assessment info 2) List of Township employees & elected officials 3) List of elected officials participating in IMRF 4) CAMA DB dump (JRM DB copy)
- Reminded to file/update Statement of Economic Interests (should have received email from Will County for that)

9.5 COLLECTOR/CEMETERY (BEN PETERSON)

- Donation summary: current total: \$13,663
- Submitted 2021-2022 budget
- Cemetery is still not on the Township home page as the rest of the departments
- 1 grave sale and funeral
- 1 grave sale for upcoming ash interment
- Bulletin board at the cemetery got repaired and reinstalled
- Discussed Trustee position with Bob G.

9.6 ASSESSOR (CHUCK KERN)

- No updates.

10. ADJOURNMENT:

Trustee Nichols moved to adjourn the meeting and Trustee Harkins seconded; the meeting was adjourned on a voice vote at 8:30 PM.

Next meeting April 13, 2021

Approved as presented:

Prepared by Jacob Snitko, Township Clerk