



The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, February 12, 2019, at 5:00 p.m. was called to order by Supervisor Daniel L. Vera. The following official business was transacted:

The Clerk led the Pledge of Allegiance to the flag.

The Clerk called the roll as follows:

TRUSTEES:	Raymond F. Slattery	Present
	Archie Gavin	Present
	Rosie Verdin	Present
	Brian Hertzmann	Absent
SUPERVISOR:	Daniel L. Vera	Present
CLERK:	Beth Ann May	Present
OTHER OFFICIALS:	Commissioner James Maffeo	Present
	Assessor James Brenzewski	Present

ALSO PRESENT:
Accountant Colleen Witt
General Assistance Director Patricia Venziano
Animal Control Director Patrick O’Keefe

Supervisor Vera reported Trustee Hertzmann is absent due to a medical issue.

Approval of the Minutes:

Regular Town/January 8, 2019: Trustee Slattery moved to approve the minutes of the January 8, 2019 Regular Town Board Meeting and to waive the reading of these minutes inasmuch as copies had previously been delivered. Seconded by Trustee Gavin. A voice vote was taken.¹

Public Comment:

None

¹ The motion carried

New Business:

Adopt/Resolution No. 2019-01 Destroy Tapes of Closed Session

A motion was made by Trustee Slattery to table Resolution No. 2019-01, to the February 26, 2019 meeting, so that the particulars of the Resolution can be reviewed by Attorney Burkey. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (4), Nays (0)²

Approve/Annual Contract Clark Environmental Mosquito Abatement

The proposed contract was reviewed. Trustee Gavin moved to authorize the Supervisor to enter into a contract for the purposed of mosquito abatement with Clark Environmental. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (4), Nays (0)³

Approve/Senior Grant – Will County Senior Services Center

Supervisor Vera reviewed the past action of the Board with regards to the \$20,000 grant to the Will County Senior Services. The Board had previously voted to postpone the payment to the Senior Services until such time the lettering and sponsorship recognition was applied to 2 vehicles which the Township purchased for them. The Supervisor reported the signage is now on the vehicles and they will be at the February 26, 2019 meeting for us to review. Trustee Slattery moved to approve the full allocation of \$20,000 grant to the Will County Senior Services. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (4), Nays (0)⁴ The Supervisor indicated there is a payment on the bills sheet this evening for their first ½ of the allocation (\$10,000) for which they have provided the appropriate paperwork.

Reports:

Supervisor: The Supervisor reported Attorney Burkey continues his discussions with Attorney Jaret for the Oakwood Cemetery about the transfer of ownership. The specs and bid documents are done from Hutchison Engineering for the paving of a lane and the entrance into Oakwood. This bid will happen once the ownership has been transferred. He is hopeful this will be completed before Memorial Day, 2019. He had a discussion with the City of Joliet Planner regarding the approval for the parking lot at Animal Control. The City is requiring the planting of certain vegetation around the parking lot. He will be obtaining a list of the approved trees and bushes so that they can submit a new site plan showing their locations. So far, the pavement company is still planning on completing the work once the approvals come through.

Clerk: Clerk May reported she researched and prepared the destroy tape resolution for consideration this evening. She prepared a draft article for the next edition of the newsletter. She completed the sorting of the stored records both in the upstairs offices and in the basement storage. The records disposal certificate was sent to the State

² Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

³ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

⁴ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

Archives on February 8 for approval. Once approved, she will proceed with the shredding of the records. She also completed the rewrite of the Application of Authority to Dispose of Local Records, which is the index of all of our permanent and original documents. This was also submitted to the State Archives for approval on February 8. She reminded the Board of the upcoming 2019 TOI Education District session. She asked that they please let her know if they are interested in attending.

Highway Commissioner: Commissioner Maffeo reported we received 550 ton of salt so the budgeted funds for this year are expended. The remaining salt on the contract will be purchased in the next fiscal year's budget. They are keeping up with the snow and bad road conditions and they continue to work on repairs and upkeep of the trucks. He reported On February 11, 2019, one of his staff was involved in an accident while out plowing, he hit a car. A police report was filed. Supervisor Vera reported the time sheets for the Road District will now be attached to the payroll documentation (bills). He added work is needed on our policy and procedures manual to clarify the call out process, this is Road District specific.

Assessor: The Assessor reported they continue to work on the software conversion and they are making progress.

Attorney: Absent no report

Accountant: Accountant Witt reported the Fund Financial Reports ending December 31, 2018 and January 31, 2019 were completed and in the board meeting packet. The January bank reconciliation has been completed as has the General Town from the first meeting in January. All of the bank reconciliations are on the table for review. The quarterly payroll taxes have been paid. The W2's and 1099's have been issued. The Cash and Investment Reports for December 31, 2018 and January 31, 2019 were completed and are available for review. She is working on the yearend tasks and the 2019 budget. She reported there was 1 bill missing from the Animal Control January 22, 2019, bill sheet. She will locate this bill and have it for the next meeting. The Supervisor indicated we will still authorize the payment for this bill. She anticipates the 2019 Budget to be approved after April 1, 2019. The final documents for the Oakwood Cemetery transfer should be approved at the Annual Town Meeting on April 9, 2019. At this time, the budget can't be completed until we have control of Oakwood. There is a need to change the jurisdiction of the East Joliet Lighting District from General Town to the Road District, per the Tax Extension Office of the County Clerk and the States Attorney. Attorney Burkey is recommending this be done at the March 26, 2019 meeting.

Animal Control Center: Director O'Keefe distributed the regular statistical report for January and a second report showing the activity by jurisdiction. There are currently a lot of dogs being held and adoptions are going well. He reported Staff and Volunteers

came in to care for the animals January 30 and 31, 2019 when our Township was closed due to severely cold weather.

General Assistance: Director Venziano reported she attended the Community Services Council meeting in January where the Elementary School District 86 Superintendent, Teresa Rouse, was the guest speaker. She focused on the program created to specifically meet the needs of the Hispanic population. She and the two other caseworkers attended the Illinois Township Association of General Assistance Caseworkers education workshop in January. The program was on cultural diversity. She added, the clients which we serve are in crises mode, so it was very important to learn how to deal with the various cultures when in crises. The program was interesting and applicable to our work. She has also attended the Continuum of Care meeting of which she serves on the education committee. The new intake process of seeing people the first time they come in, instead of having them return 2 or 3 times, is working out well and the caseworkers have adjusted to the new procedure. It may appear on the statistical reports that the numbers are lower but in fact they are the same because the people aren't coming back to learn if they are eligible for services from us.

Senior Report: Jeff Wallace was absent but written reports were presented dated, January 22, 2019 and February 8, 2019.

Receipts: Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending January 22, 2019. Seconded by Trustee Gavin. A voice vote was taken.⁵

Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending February 12, 2019. Seconded by Trustee Gavin. A voice vote was taken.⁶

Expenditures: The Supervisor presented the following invoices for Town Board approval for the period ending January 22, 2019:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town	\$59,488.57
Motion: Trustee Slattery	
Second: Trustee Verdin	
Roll Call: Ayes 4, Nays 0 ⁷	
General Assistance	\$8,751.48
Motion: Trustee Gavin	
Second: Trustee Verdin	
Roll Call: Ayes 4, Nays 0 ⁸	

⁵ The motion carried

⁶ The motion carried

⁷ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

⁸ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

Road and Bridge \$24,442.92
Motion: Trustee Slattery
Second: Trustee Gavin
Roll Call: Ayes 4, Nays 0⁹

Animal Control \$18,459.05
Motion: Trustee Verdin
Second: Trustee Gavin
Roll Call: Ayes 4, Nays 0¹⁰

Senior Fund \$10,000.00
Motion: Trustee Verdin
Second: Trustee Slattery
Roll Call: Ayes 4, Nays 0¹¹

Certifications for all funds were passed unanimously.

The Supervisor presented the following invoices for Town Board approval for the period ending February 12, 2019:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town Motion: Trustee Verdin Second: Trustee Slattery Roll Call: Ayes 4, Nays 0 ¹²	\$77,138.93
General Assistance Motion: Trustee Gavin Second: Trustee Verdin Roll Call: Ayes 4, Nays 0 ¹³	\$12,202.98
Road and Bridge Motion: Trustee Gavin Second: Trustee Slattery Roll Call: Ayes 5, Nays 0 ¹⁴	\$56,999.37

⁹ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

¹⁰ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

¹¹ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

¹² Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

¹³ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

¹⁴ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

Animal Control \$37,930.87
Motion: Trustee Gavin
Second: Trustee Verdin
Roll Call: Ayes 4, Nays 0¹⁵

Senior Fund \$21,500.00
Motion: Trustee Slattery
Second: Trustee Verdin
Roll Call: Ayes 4, Nays 0¹⁶

Certifications for all funds were passed unanimously.

Closed Session:

None

Adjournment:

Trustee Verdin moved to adjourn the town board meeting to February 26, 2019 at 5:00 p.m. Seconded by Trustee Gavin. A voice vote was taken.¹⁷ The meeting adjourned at 6:08 p.m.

Respectfully Submitted,



Beth Ann May
Clerk

¹⁵ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

¹⁶ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

¹⁷ The motion carried