



The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, July 23, 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

Trustee Hertzmann absent due to a work conflict.

ALSO PRESENT:
Accountant Colleen Witt
Senior Liaison Jeff Wallace
Attorney Franklin Burkey

Approval of the Minutes:

Regular Town/June 25, 2019: Trustee Slattery moved to approve the minutes of the June 25, 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 2019-06 Declaring Vacancy in the Office of Highway Commissioner
Supervisor Vera directed the Board to review the proposed resolution. Trustee Slattery moved to adopt Resolution 2019-06, Declaring a Vacancy in the Office of Highway Commissioner, effective August 31, 2019. Seconded by Trustee Gavin. Supervisor Vera asked if there were any questions or if clarification was needed and there were none. A roll call vote was taken. Ayes (4), Nays (0)²

Approve/Grant, Will County Regional Sustainability Network, Speaker Series
Supervisor Vera indicated he met with Jean Phelan, the Chairman of the Food and Agricultural Committee for the Will County Regional Sustainability Network. He said, we have worked with Jean over the past 10 years on issues related to the environment and sustainability living. This request is to fund speakers on the issue of Food and Agriculture. The request for \$5,000 is a grant that will be used for matching funds with other organizations who will also be supporting this issue. Accountant Witt indicated there are funds in the Community Grant line item to support this request. Trustee Slattery moved to approve a \$5,000 grant for the Speaker Series of the Will County Regional Sustainability Network. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (4), Nays (0)³

Reports:

Supervisor: Supervisor Vera reported the parking lot at the Animal Control Center has been completed. Briggs paving did a nice job and he was very happy with their work. The landscaping still needs to be completed which he anticipates to be under \$20,000 and he anticipates using Allied Landscaping. He provided an update on the Oakwood Cemetery projects. Mulch rings will be added to the trees on the east side. He met with Wolfe Sealcoating and one lane will be seal coated. The entrance road work has been completed; however, Austin Tyler will return to put down dirt and grass seed blankets on the area cut out for the curbing. He added the invoice for the lane improvements is on the bill sheet this evening and it came in lower than the bid amount. Additional trees will be coming down and some will be trimmed. The June General Assistance Report is in the Board packet. They recently participated in a Back to School Fair. Trustee Gavin asked if the funds have been transferred for the Oakwood Cemetery and the Supervisor said yes, the funds were received from the former group and it is reflected on the Cash Receipt Listing for approval.

Clerk: Clerk May reported she processed the documents from the June 25 Regular Town Board Meeting and completed the minutes. She also updated the closed session minute books and logs with the recent action of closed session. She organized the files for the Oakwood Cemetery, filed the license application with the Illinois Department of Financial and Professional Registration and submitted the tax exempt status for the property with the Will County Supervisor of Assessments. She will continue to work

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

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

with Supervisor Vera on the development of the cemetery rules and other compliance matters. She received 3 bid projects and issues a legal notice, published in the Joliet Herald-News on July 10. The bids were posted on our website and will be opened on July 24 at 1:30 p.m. After which a bid tabulation will be completed and posted on our website and contracts will be issued. She started the process of registering everyone for the fall conference. She attended the Senior Citizen Association luncheon on July 11. Once the payment has been issued to Austin Tyler, for the work at Oakwood Cemetery, the bid bond will be returned. The same process will apply to the invoice from Briggs Paving once received.

Highway Commissioner: Commissioner Maffeo reported he has been preparing for the transition. They recently had to file a police report on a neighboring resident who cut down some of the trees on at our Road District property. The Clerk requested a copy of the report and any other documents for the permanent record. He entered into an Intergovernmental Agreement with the City of Joliet for work on Porter Street/Draper Avenue for a sewer project. He indicated a copy will be provided to the Clerk once executed. The bid opening was conducted by the Will County Highway Department for Motor Fuel Tax projects. PT Ferro was awarded a contract for \$102,225.20 for work on Caroline, Sugar Ford Way, Sugar Creek Drive, Lantern Lane, Sunrise Lane and Valley Parkway. The county also charges us 6% to process and manage the project. With the new motor fuel taxes that went into effect on July 1, he anticipates an increase in these funds, managed by the County, which will be retro to July 1. He also met with our Engineers to discuss other small projects that we may do if funds are available after the bid opening tomorrow. They recently had an alarm go off at their building as a result of a faulty door. Austin Tyler recently did ditch work on Caroline Drive, to increase its depth. They replaced 3 smaller pipes with 12" pipe. He reviewed the work recently, when it was raining, and it was draining great. In the past the water ran over the roadway. The first part of July, Jackson Township helped us with grading Caroline Drive so that the road would pitch towards the new ditch to help with getting the water off the roadway. His staff continue to mow and pick up garbage along the roadway. On June 30, three of his staff were called out to remove 4 trees. They hauled them away. Recently, a vehicle pulling a trailer, hit an electric pole at Briggs and Elgin. Calls were placed immediately to get it replaced and ComEd came right out to repair.

Assessor: Assessor Brenzewski reported they continue to process the Property Tax Appeal Board (PTAB) cases. They received the results of the first 8 appeals and we won. They have an additional 10 more to process. They are fielding a lot of calls and walk in inquiries from residents. The conversion of the new software is on hold until the PTAB cases are complete.

Attorney: Attorney Burkey reported he continues to work with staff on issues.

Accountant: Accountant Witt reported the Financial Report ending June 30 have been completed and distributed. She completed the June bank reconciliations and they are on the table for review. She completed and filed the annual Patient Centered Outcome Research (PCOR) form. She also completed and filed the quarterly payroll taxes and the monthly IMRF reports. She indicated the funds were received for the Oakwood Cemetery; however, approximately \$1,500 was held over to keep the account open. They are still waiting for a bond refund which will be automatically deposited into that account. She anticipates receiving the remainder of the funds once that bond refund is received. Supervisor Vera reported we still have not received any paper documents or records from the former Oakwood group but he hopes to receive them once the final funds are received. Accountant Witt reported she met with Auditor John Michalesko where a meeting was scheduled with the Supervisor, to review the prepared audit, on August 1, 2019. Other than that, just the day to day operations of her office.

Senior Liaison: Jeff Wallace reported on the meetings he attended and the upcoming events. A written report was provided. He confirmed that Zelma with the JFK Senior group received the grant application and he helped with the application for the Adlai Stevenson group.

Receipts: Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending July 23, 2019. Seconded by Trustee Gavin. A voice vote was taken.⁴

Expenditures: The Supervisor presented the following invoices for Town Board approval for the period ending July 23, 2019:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town	\$401,638.11
Motion: Trustee Slattery	
Second: Trustee Gavin	
Roll Call: Ayes 4, Nays 0 ⁵	
General Assistance	\$19,805.77
Motion: Trustee Verdin	
Second: Trustee Slattery	
Roll Call: Ayes 4, Nays 0 ⁶	
Road and Bridge	\$73,244.69
Motion: Trustee Gavin	
Second: Trustee Verdin	
Roll Call: Ayes 4, Nays 0 ⁷	

⁴ The motion carried

⁵ Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Supervisor Vera

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

Animal Control \$45,941.15
Motion: Trustee Slattery
Second: Trustee Verdin
Roll Call: Ayes 4, Nays 0⁸

Senior Fund \$1,330.00
Motion: Trustee Verdin
Second: Trustee Gavin
Roll Call: Ayes 4, Nays 0⁹

Certifications for all funds were passed unanimously.

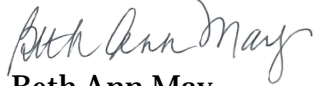
Closed Session:

None

Adjournment:

Trustee Verdin moved to adjourn the town board meeting to Tuesday, August 13, 2019 at 5:00 p.m. Seconded by Trustee Gavin. A voice vote was taken.¹⁰ The meeting adjourned at 6:15 p.m.

Respectfully Submitted,



Beth Ann May
Clerk

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

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

¹⁰ The motion carried