



The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, January 14, 2020, at 5:00 p.m. was called to order by Clerk Beth Ann May. 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	Present
SUPERVISOR:	Daniel L. Vera	Absent
CLERK:	Beth Ann May	Present
OTHER OFFICIALS:	Commissioner Michael Turnbull	Present
	Assessor James Brenzewski	Present

Supervisor Vera, excused absence, due to illness.

ALSO PRESENT:		
Accountant Colleen Witt		Attorney James B. Harvey
General Assistance Director Patricia Venziano		Senior Liaison Jeff Wallace
Animal Control Director Whitney Armstrong		Cemetery

Clerk May commented, due to the absence of Supervisor Vera, a motion would be in order to appoint Senior Trustee Raymond Slattery to serve in that capacity for the meeting this evening. Trustee Hertzmann moved to appoint Senior Trustee Slattery to serve as Supervisor for this meeting. The motion was seconded by Trustee Verdin. Upon a voice vote the motion carried.

Trustee Slattery, asked for a moment of silence to recognize the passing of East Joliet Fire Protection District Chief Robert Scholtes and the passing of Jack McGuire, former

Joliet Township Supervisor and former State Representative. He also asked for everyone to keep Supervisor Vera in their thoughts and prayers as he deals with health issues.

### **Approval of the Minutes:**

Rescheduled Regular Town/December 17, 2019: Trustee Gavin moved to approve the minutes of the December 17, 2019 Regular Town Board Meeting and to waive the reading of these minutes inasmuch as copies had previously been delivered. Seconded by Trustee Verdin. A voice vote was taken.<sup>1</sup> Clerk May noted two errors, one on page 4 and one on page 7, which were corrected since they were issued and corrected copies have been provided to the Board and Officials.

Closed Session/December 17, 2019: Trustee Verdin moved to approve the minutes of the Closed Session from December 17, 2019 as to form and content. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (4), Nays (0)<sup>2</sup>

### **Public Comment:**

Anna Donovan commented on the Closed Session which was held on June 11, 2019. She spoke in support of the Road District, expounding on the great things the Road District is doing. She reported on the decline of complaint calls from residents and when one is received the increase in the response time. She indicated they have become a district that is proactive instead of reactive.

Resident Nina Lawler spoke on a water issue which is running through her yard and into her home from the street immediately adjacent to her home. She has approached the Road District and in the past Commissioner Maffeo made some efforts to correct the problem but the water is still coming onto her property from the roadway and into her home. She has approached Commissioner Turnbull; however her efforts have not been successful. Clerk May commented to the Board that copies of Ms. Lawler's emails have been included in their packets. Ms. Lawler said she has contacted the Road District, the Will County Land Use and the Illinois EPA without receiving help. Trustee Slattery thanked her for her comments.

John Kraft of the Edgar County Watchdog Group spoke on the release of the minutes of the June 11, 2019 Closed Session meeting. He commented on cages being moved at Animal Control and needing the help from the Road District employees to get them moved. He spoke on former elected officials receiving jobs after they have completed their terms. He also spoke on several other issues which were repeated from previous meetings.

Kirk Allen of the Edgar County Watchdog Group also commented on the release of the minutes of the June 11, 2019 meeting saying he shared the minutes and the recording with people and did not receive a positive response. He, once again, commented on several items he also spoke of at previous meetings. New points included, he believes

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<sup>1</sup> The motion carried

<sup>2</sup> Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Hertzmann

the elected officials make too much money; He commented on the hiring of a separate lawyer to represent Supervisor Vera; He commented on the Prairie State Legal Services receiving a Senior grant of \$21,000 when they shouldn't be eligible because they don't provide a qualified service to Seniors per the Illinois statute.

Mary Beth Gannon asked why the Board appears to be complacent and that she will be sure to let everyone in Joliet know about the issues at the Township.

### **New Business:**

#### Approve/New Hire Animal Control/Part time weekend coverage

Trustee Slattery indicated Ms. Gabriella Mejia is being considered for the position. He distributed her resume for review. Director Armstrong confirmed this is for a part time, weekend coverage position at \$12.00/hour with a start date the week of January 19, which she will confirm once the Board has approved the hiring. Trustee Verdin moved to hire Gabriella Mejia for the part time, weekend coverage position at \$12.00/hour. Seconded by Trustee Hertzmann. A roll call vote was taken. Ayes (4), Nays (0)<sup>3</sup>

### **Reports:**

Supervisor: Absent, no report.

Clerk: Clerk May reported she completed both sets of minutes being considered this evening. She provided the names and contact information to those that must file a statement of economic interest with the Will County Clerk. Reminding the Officials this is the same as last year where an email will be sent to them with instructions on how to file. The Office of the Clerk does the meeting and holiday posting on the front door of the building. These were completed for the 2020 Holiday Season. The Office is closed on Monday, January 20, 2020 in observance of Martin Luther King, Jr. Day. She thanked Dale Butalla from the Assessor's office for his assistance in completing the records listing for the Assessor's Office. This update was sent to the Records Retention area at the Secretary of State along with a list of the records for the historic Oakwood Cemetery. This is part of the ongoing efforts to update our Records Application (the listing of all of the documents which we maintain.) She reported the Town and Road District Levies were filed on Friday, December 20, 2019. Copies have been provided to the Board. A copy of the Road District Levy was paper mailed to Commissioner Turnbull. She continues to work with Supervisor Vera and Paul Cabay on the Oakwood Cemetery project. The official map was certified. There are plans to get it on our website and it will be posted at the cemetery.

The General Assistance Report and the Cemetery Report were included in your packet for this evening.

She provided comments related to the lack of cooperation between the Office of the Clerk and the Township Road District and the importance of making these issues a matter of public record.

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<sup>3</sup> Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Hertzmann

She asked the Commissioner about the need for the Bradford Road Ordinance on the agenda for consideration this evening and he provided her an email saying to remove it, a copy was provided to the Board. She added, he did not indicate that he spoke with the Apartment Complex or the County to see if they posted the signs that appeared in the ground, out of nowhere and the correct amount of feet from the intersection experiencing the difficulty seeing oncoming traffic. He indicated at the last meeting that he would let the Board know.

She reported, no invoices for payment have been received for processing at the Office of the Clerk for any of the Road District Projects in 2019.

She has not received any FOIA original documents which the Road District has answered for the permanent record.

She has not received the submitted bid from Rod Baker Ford, on the new trucks. This document was taken by Commissioner Turnbull on the date of the opening. She has requested this document several times and reported not receiving it at the last meeting. She also requested a copy of whatever instrument was used to place the order with Rod Baker Ford and she asked when he would need the titles for the used equipment being traded in for the new trucks, but she has not gotten an answer.

She has not received a response from a request for a copy of a recent equipment inventory (Reported on 12/17 in the Commissioners report). She requested a copy so that it can be compare it to the records in the Office of the Clerk. This comparison is important because in the past Anna Donovan at the Road District has kept a dump truck and a trailer, over several years, on the inventory that is annually submitted to our insurance, resulting in additional costs for our insurance. If the updated inventory is provided, then the Clerk can do a comparison to ensure the records maintained at the Office of the Clerk are correct and if an error is identified, it can be corrected. She added, it is always beneficial when more than one person reviews things such as an inventory to insure the asset list is correct. After all these items are purchased with tax dollars and we need to ensure the public that we keep a correct inventory.

She has repeatedly asked for copies of the vehicle registration cards. Earlier this fall one of the cards was lost and an email was received from Anna Donovan, expressing frustration that the Office of the Clerk didn't have copies of these. At that time, it was explained to Ms. Donovan, that the Office of the Clerk does not receive them, these are given when a vehicle is new from the dealership or when the Road District registers a new vehicle and then it may come with the plates which go to the Road District Office. If the Office of the Clerk were to receive a

copy of these documents, they would be kept with the permanent equipment files and they would be available when one is lost in the future.

There continues to be confusion around which employee handbook the Road District is using. Commissioner Turnbull accepted the Township Handbook on September 10, 2019, as to be used for his employees. The Commissioner then authorized contracts with the employees referencing a Road District Handbook from 1991. This past fall the Holiday schedule was adopted by this board and the Commissioner. Now, it's hard to tell which holidays are covered, which levels of overtime are being used and for which days and holidays. When the timesheets are received, a simple review is completed prior to processing. This past week, an unusual over time was referenced and it was questioned. The Commissioner said it needs to be paid, only to receive a call later in the day that the overtime should not have been listed. When we don't know which handbook to follow or which holidays to pay for, it results in additional work, telephone calls and emails. All of which slow down the payroll process and inhibit the Office of the Clerk and the employees of the township from doing their jobs. It also becomes difficult to identify which document is the original. How do we proceed?

A copy of emails received from resident Nina Lawler, have been provided. This is in regards to the standing water in her yard (Ms. Lawler addressed this issue in public comments) as a result of run off from her street.

A petty Cash reimbursement was made on the bill sheet for this evening. It references cease and desist letters. Copies of this correspondence have not been received in the Office of the Clerk for the permanent record.

A Final Notice Prior to Disconnect was received for the East Joliet Lighting District – shut off after 1/16/20. How does the Board want to proceed? The commissioner has the 2 outstanding bills in his possession and was given the shut off notice this evening. A copy of his email regarding the Final Notice Prior to Disconnect has been provided to the Board.

A copy of the Surplus Road District Equipment Resolution from October 22 has been provided. Clerk May pointed out that bills were received for repairs on two of the vehicles that were surplused and they are also ones that have been identified as trade in vehicles for the new truck purchases. The surplus resolution states that the equipment is no longer needed for the services of the Road District; however, repairs were made. Is Rod Baker Ford going to give us more money now for the trade in allowance due to recent repairs on two of the surplused trucks identified as trade in for the new truck purchases? Repairs totaled \$1,821.74?

During the time the Clerk was presenting her report there were repeated interruptions and Trustee Slattery asked the audience for quiet. Those present complained that they could not hear Clerk May and Trustee Slattery suggested if the audience was quiet they would be able to hear. Trustee Slattery thanked Clerk May for bringing these issues to their attention and said he would address them when the Commissioner gives his report.

Highway Commissioner: Commissioner Turnbull distributed his report and said if anyone has any questions they can email me so he can respond in writing. He reported on the Bradford Street “no parking” signs. He indicated that the signs weren’t placed by the Road District or the County; however they are working (people aren’t parking too close to the intersection). The signs are 100 feet from the intersection but the County required 150 feet. The Commissioner indicated he is guessing the property owners posted the signs. Trustee Slattery asked if it was our right of way and the Commissioner said yes it is. Trustee Slattery expressed his concerns, by saying we should know who is responsible for the signage, because we didn’t put them up but now have to be responsible for them.

The Commissioner reported his lawyer is working on an Intergovernmental Agreement between the Township and the Road District for the health insurance coverage and payments of this coverage. The Commissioner added, you will have to look at it and your Attorney will have to look at it.

Trustee Slattery expressed his frustration with the unpaid electric bill for the former East Joliet Lighting District, adding there is a final notice prior to disconnect. Commissioner Turnbull said, I’ve been advised by my attorney to not pay the bill or I could be charged with a felony. Trustee Slattery questioned the felony charge and Commissioner Turnbull said, I’m not an attorney. The Commissioner said if anyone has questions they can call his attorney. Trustee Slattery asked the Commissioner to talk with his attorney because Commissioner Turnbull is receiving the money from the County (tax revenue) to keep the lights on and you are refusing to pay the bill. Please explain to him because this is a public safety issue. Commissioner Turnbull said ok, he will be there tomorrow and I will talk to him tomorrow.

Trustee Slattery asked the Commissioner if he had spoken with Ms. Nina Lawler and the Commissioner said yes, multiple times. The Commissioner expressed his concern regarding the contaminated water and he told Ms. Lawler that she had to collect the water sample and get in touch with the EPA. He added, she had to do it because it’s not affecting me. He spoke with the EPA last week and then forwarded them a map showing the location so they can find it, if they go to look at the site. He also had Hutchison Engineering view the location and the water. The Commissioner said, it’s not our property so I can’t go on it to benefit a resident. He said he spoke with Will County Land Use and they threw the problem back to him. The Commissioner said he would

email the map to the Trustees and he is willing to take them out to look at the situation. There was discussion about the area being a utility easement; the area is a road that had not been dedicated; and the Commissioner said “technically, it’s Township property not Road District because I don’t get any tax dollars for it”. Trustee Slattery asked if the EPA was going to send anyone out and the Commissioner did not know.

Trustee Slattery inquired about the confusion on which handbook to use and the Commissioner said he hopes to have a new handbook for his employees by the beginning of the next fiscal year.

Trustee Slattery questioned the need for certain repairs on 2 Road District trucks which had previously been surplused and had been identified for trade in on the new trucks recently under contract. The Commissioner said they needed to be repaired and the bills have to be paid because the work is already done. He will reach out to Rod Baker Ford to see if they will apply a better value to the trade in vehicles.

Assessor: Assessor Brenczewski reported he and his staff continue to work on the new software turnover. He believes they have 5-6 more weeks until they can cut over to the new system. They continue to address the needs of the residents via phone calls, emails and walk in requests. Other than that, just the day to day operations of his office.

Attorney: Attorney Harvey reported, he continues to do operation work with the Staff and Officials.

Accountant: Accountant Witt reported the December bank reconciliations have been completed and are on the table for review. The November unemployment report was filed. The payroll information has been updated with the new unemployment rates and IMRF rates as well as updated insurance deductions. She updated the Road and Bridge budget to include the changes due to the transfer of appropriations made at the December 17, 2019 meeting. The quarterly financials through December 31, 2019 have been completed and copies have been made available. She anticipates completing the quarterly payroll tax forms as well as the W2’s and the 1099’s, for this past calendar year. All forms will be completed and filed by January 31, 2020. She continues to work on FOIA requests. Other than that, just the day to day operations of her office.

Animal Control Center: Director Armstrong distributed the November and December 2019 statistical reports. She provided an update on the volunteer activities. She indicated there were 2,596.75 hours of volunteer service in 2019; the monthly average was 200 hours with July having the most at 375 hours. The new Veterinary Technician is working out well. A recent donation of \$153.00 was received from the students at Lynn Thigpen Elementary School where they sold hot cocoa mix cups in school, to raise fund for a charity. A visit to the school to thank them and give a presentation about animal control has been scheduled for January 28, 2020.

**General Assistance:** Director Venziano reported she attended the Education and Support Services Committee for the Continuum of Care. They will be focusing on homeless youth between the ages of 18-24 and hope to establish a youth action board composed of the targeted age group to better understand the specific needs of homeless youth. She also attended a meeting organized by the Illinois Hunger Coalition at the DHS Office in Joliet. This DHS office averages 200 clients daily and of those 70 Supplemental Nutrition Assistance Program (SNAP) applications are received. This DHS Office is currently preparing for the implementation of the Able Bodied Adults Without Dependents Time Rule Limit (ABAWD). They are sending out 90 notification letters per week preparing recipients that fall into that category for the upcoming changes. There are currently 200,000 people in the State of Illinois that fall into this category. She reported the GA Department has been invited to participate in a resource fair at Pershing Elementary School on January 15, from 5-7 p.m. She and Ms. Aguire will be attending.

**Senior Report:** Senior Liaison Wallace reported he continues to pick up the newsletters from the Senior Services Center and distribute to the Clubs and senior groups he meets with. It is now being published quarterly. He reviewed the meetings he attended and the upcoming events.

**Cemetery Report:** Trustee Slattery reviewed the provided Cemetery report. He reflected on the completed work of the certification of the cemetery map; working on the RFQ for open and closing of graves; the procedure guide for a request for burial services and the inventory of cemetery records.

**Receipts:** Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending January 14, 2020. Seconded by Trustee Gavin. A voice vote was taken.<sup>4</sup>

**Expenditures:** Trustee Slattery, Acting as Supervisor presented the following invoices for Town Board approval for the period ending January 14, 2020:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town	\$125,778.17
Motion: Trustee Verdin	
Second: Trustee Gavin	
Roll Call: Ayes 4, Nays 0 <sup>5</sup>	
General Assistance	\$18,044.43
Motion: Trustee Gavin	
Second: Trustee Verdin	
Roll Call: Ayes 4, Nays 0 <sup>6</sup>	

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<sup>4</sup> The motion carried

<sup>5</sup> Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Hertzmann

<sup>6</sup> Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin, and Hertzmann

Road and Bridge \$75,760.71  
Motion: Trustee Verdin  
Second: Trustee Gavin  
Roll Call: Ayes 4, Nays 0<sup>7</sup>

Animal Control \$41,435.80  
Motion: Trustee Gavin  
Second: Trustee Verdin  
Roll Call: Ayes 4, Nays 0<sup>8</sup>

Senior Fund \$1,330.00  
Motion: Trustee Gavin  
Second: Trustee Verdin  
Roll Call: Ayes 4, Nays 0<sup>9</sup>

No bills were presented in consideration of the Capital Fund.

Certifications for all funds were passed unanimously.

**Closed Session:**

Trustee Gavin moved to enter into closed session for the purposes of completing the 6 month review of the Closed Session minutes (5 ILCS 120/2 (c)(21). Seconded by Trustee Verdin. A roll call vote was taken. Ayes (4), Nays (0)<sup>10</sup> The Regular Meeting of January 14, 2020 recessed at 6:42 p.m. The meeting was held in the Town Hall room as the audience present has left the meeting.

At 7:08 p.m., the Regular Meeting was called back into session.

**Adjournment:**

Trustee Hertzmann moved to adjourn the town board meeting to January 28, 2020 at 5:00 p.m. Seconded by Trustee Verdin. A voice vote was taken.<sup>11</sup> The meeting adjourned at 7:10 p.m.

Respectfully Submitted,



Beth Ann May  
Clerk

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<sup>7</sup> Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin, and Hertzmann

<sup>8</sup> Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin, and Hertzmann

<sup>9</sup> Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin, and Hertzmann

<sup>10</sup> Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin and Hertzmann

<sup>11</sup> The motion carried