

# Minutes - Board of Town Trustees

STATE OF ILLINOIS, }  
WILL County } ss. REGULAR MEETING  
Town of New Lenox }

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk at 1100 South Cedar Road on January 8, 2009.

PRESENT:	William McCollum	Supervisor
	Annette Boyd	Clerk
	Michael Hickey	Trustee
	Martin Boban	Trustee
	Barbara Kaupas	Trustee
	Larry Wennlund	Trustee

The following official business was transacted:

I. CALL TO ORDER

The New Lenox Town Board of Trustees Meeting was called to order January 8, 2009, at 7:00 p.m. by Supervisor McCollum.

II. ROLL CALL

Also present:

Dennis McPartlin, Highway Commissioner  
Township Assessor Bonnie Hernandez  
Marlene Batson, Executive Assistant  
Attorney Wennlund  
Charlene Lindeen  
Kathy Johnson

III. APPROVAL OF MINUTES

Motion by Trustee Hickey seconded by Trustee Wennlund, to approve the minutes of the December 11, 2008 Regular Meeting. No further discussion; all in favor; none opposed; motion carried.

IV. SPECIAL GUESTS

None.

V. AD HOC COMMITTEE REPORT: Schoolhouse Road SRA Study

Trustee Wennlund noted that a copy of the Resolution was sent to everyone for review. Trustee Wennlund stated that the resolution sets forth the Township's positions, which address the costliness of the extension over Marley Creek, half a mile of wetlands, Route 80 and the Rail Road right of way.

Trustee Hickey recommended that Township acknowledge a need for a North/South while setting forth the Township's position.

Attorney Wennlund suggested also noting that resources should be allocated for fixing and repairing our current road system. Trustee Kaupas concurred.

Trustee Wennlund reminded the Board that responses were due to be submitted to IDOT by January 16<sup>th</sup>.

Trustee Wennlund acknowledged that both Frankfort and New Lenox would benefit from another North/South corridor.

Trustee Hickey suggested a change in the wording regarding the impact to the older gravesites.

Highway Commissioner McPartlin concurred with the Board's observations while noting the unrealistic nature of the project.

Trustee Wennlund reminded the Board that there was a pending proposal for another interchange

only a short distance away.

Supervisor McCollum requested the Board complete their summarizations and have everything submitted before the January 16<sup>th</sup> response date. Supervisor McCollum also requested that Attorney Wennlund consolidate the Board's submissions.

VI. BOARD ISSUES – ACTIONS

A. Resolution 2009-01: Schoolhouse Road SRA Position Statement to IDOT

Motion by Trustee Wennlund, seconded by Trustee Boban to approve Resolution 2009-01 Schoolhouse Road SRA Position Statement. No further discussion; all in favor; none opposed; motion carried.

B. Resolution 2009-02: Site Agreement with Senior Services Center for Nutrition Program

Motion by Trustee Kaupas, seconded by Trustee Hickey, to approve Resolution 2009-02 Site Agreement with Senior Services Center for Nutrition Program. No further discussion; all in favor; none opposed; motion carried.

C. Consultant Contract for Operations Review and Employee Compensation Study, Theobald Associates

Supervisor McCollum felt that this study is a necessary and prudent step in order to assure the Supervisor's staff is on an even par with other offices.

Trustee Boban inquired if this were an ongoing contract or if this was a one time survey.

Supervisor McCollum reported that this was for a single review, and additional quotes were provided for informational purposes only.

Supervisor McCollum also noted that this was part of an over all process for determining the Township's capability for supporting the debt coverage of a bond issue for the long range capital improvement projects being considered in the future.

Supervisor McCollum noted that the Board still hasn't decided if the Township was going to take up that project yet. But if the Township were to decide in favor, the Township would need to set aside the appropriate revenue, in addition to coordinating with the Foundation Board.

Supervisor McCollum noted the entire contract was not to exceed \$5,000.00.

Trustee Hickey voiced support for the contract based on the Supervisor's position.

Supervisor McCollum reported that this study will provide some guidelines for forming policy on entry level as well as range and steps in a graduated salary program for employees, which also takes into consideration long term employees.

Motion by Trustee Hickeys, seconded by Trustee Boban, to approve the Consultant Contract with Theobald Associates for Operations Review and Employee Compensation Study. No further discussion; Trustee Hickey, Trustee Boban, Trustee Kaupas, Trustee Wennlund and Supervisor McCollum in favor; none opposed; motion carried.

VII. REPORT FROM TOWNSHIP OFFICIALS

A. SUPERVISOR

1. Fiscal Year 2009-2010 Budget Preparation (First Review)

Supervisor McCollum reported the overall total of funds was \$2,322,000. He reported that this preliminary budget was very tight when comparing proposed spending versus revenue.

He noted that Kathy Johnson, Family Services, will be reviewed for going from part time to full time status, and that status is not reflected in this draft at this time.

Assessor Hernandez noted that her salary figures also included figures for a long-term employee in the Assessor's office. Assessor Hernandez also reported that she was anticipating another part time summer position.

Assessor Hernandez also suggested the Township charge the Assessor's budget for the publishing and printing costs associated with the Assessor's portion of the Newsletter.

Assessor Hernandez reported that the office would need the computers replaced and anticipated having half of the equipment replaced this month, and the other half after the new fiscal year.

Trustee Hickey reminded the Board that the Township needs to plan for a new bus.

Supervisor McCollum concurred with Trustee Hickey because the Township lacks a back up bus with a wheel chair lift.

Trustee Hickey added that this bus is the most costly to operate, but the Township relies quite heavily on it.

Trustee Boban concurred and added that this specially equipped bus provides a fundamental service to the residents.

2. Kitchen/Generator Project

Supervisor McCollum reported that the Kitchen was substantially complete and anticipates the equipment will be delivered on January 17<sup>th</sup>.

Supervisor McCollum feels the project turned out well.

Supervisor McCollum reported that the Fox Electric Contract has been signed and work is pending due to weather conditions.

3. Senior Housing Lease Addendum

Supervisor McCollum discussed general changes he would like to see made to leases.

Trustee Hickey asked when lease renewals generally took place.

Supervisor McCollum reported that leases are renewed on September 1<sup>st</sup>.

Supervisor McCollum also reported on the success of the fee implementation for late cancellations. He reported that since this implementation, there hasn't been a single last minute cancellation since January 1<sup>st</sup>.

B. TRUSTEES

1. Trustee Hickey

No Report

2. Trustee Boban.

Trustee Boban reported that he anticipates having pictures and other information for the newsletter.

Trustee Boban also reported that Operation Santa had utilized the Community Room for gift wrapping and food baskets. Trustee Boban felt that Operation Santa is exceptionally rewarding. He noted the program is handled in cooperation with the Lions. He also reported that some Lincoln Way students attended on both nights.

Trustee Boban reported that Lincoln Way is looking forward to students working at the Township. Trustee Boban feels that once the kitchen is operational, this could provide a prime task for a student for 2 hours a day, for a couple days per week.

Trustee Wennlund noted that 25 years ago when he was involved, they had worked with private and public employers, and believes it is a worthwhile program for the Township to be engaged in. Trustee Boban concurred.

Trustee Boban reported that NuWay will have increases for the Township Annual Clean Up Day. And while the increases may be reflective of market rates, Trustee Boban suggests the Township obtain quotes from other organizations, or inquire if other organizations even wish to bid on this project. He did not have any estimates but hoped to have figures by the next meeting.

Trustee Boban again encourages everyone to submit the names of friends, family and neighbors for the Township's Veterans page.

3. Trustee Kaupas

Trustee Kaupas TRIAD had a Christmas Luncheon. The next meeting is planned for January 22<sup>nd</sup> at the Senior Center. January 21<sup>st</sup>, there is a Meals on Wheels meeting, however there hasn't been a time set.

Trustee Kaupas reported that she and Kathy Johnson, despite the dangerous weather for driving, had taken gifts to the seniors. She also felt the program went very well at Paradise Cove. She found the experience very rewarding.

4. Trustee Wennlund

Trustee Wennlund reported that he anticipated the E recycling container and the sign to be delivered on the 29<sup>th</sup> and the entire program ready for operation by March 1<sup>st</sup>. He reported that all of the grant documentation was completed and approved by Land Use. The \$300.00 grant covers most of the sign cost, with the remaining \$85.00 to be covered by the Township.

Trustee Wennlund suggested a no cost permit be implemented which the participants list the items being disposed of. The permit would also list the items, which are deemed acceptable. Trustee Wennlund noted the list is pretty extensive, and is identical to the list that is used at the County.

Trustee Wennlund reports that the County will pick up the container when it is full. The hours of operation would be Monday through Friday, during office hours, and from 1:00pm to 4:00pm on the 4<sup>th</sup> Saturday of the month. The operation could expand to 2 Saturdays.

Trustee Wennlund hopes to dedicate a section in the Newsletter to the program. Inland Graphics has done a good job and has smoothed out the problems encountered last time. Trustee Wennlund also suggested adding more pages to the newsletter as new programs are added. He noted the additional pages wouldn't cost that much more and would have the estimated costs for the next meeting.

Supervisor McCollum suggested that Highway Commissioner McPartlin's Capital Improvements Program would be suitable to put in.

Trustee Kaupas suggested TRIAD's cell phone collection program could be featured with a discussion of the collection, refurbishing and distribution to Seniors for 911 emergencies.

C. CLERK

None.

D. HIGHWAY COMMISSIONER

Highway Commissioner McPartlin reported that there is still ongoing difficulty obtaining salt. The Road District had salt delivered from LaSalle-Peru.

There were increased difficulties in salt supplies due to the Illinois River which swelled and put some salt supplies under water.

Highway Commissioner suggested that the Township obtain a site plan prior to forward motion of a new Senior Housing building. This would help the Township plan accordingly with utilities, feasibility, and placement over current services, etc.

Supervisor McCollum concurred this would be a prudent step if the Township decides to move forward on that project. Trustee Boban agreed.

Attorney Wennlund noted this also would help the Township plan accordingly with storm water conveyance and maximum grades on parking lots.

Highway Commissioner McPartlin feels that the site survey would help avoid factors, which incur cost overruns that negatively impact a project.

Supervisor McCollum requested a meeting with Trustee Hickey to discuss the cost of a site plan study.

E. ASSESSOR

Township Assessor Hernandez reported that the Will County Board of Review will be finished on January 22 and that her office is quiet.

VIII. REPORT FROM ATTORNEY

None.

IX. APPROVAL OF BILLS

Motion by Trustee Hickey, seconded by Trustee Kaupas, to accept all bills and late bills as presented and approve for payment (\$17,831.82. for the Township General Fund, \$1,800.00 for the General Assistance Home Relief Fund, \$84,433.20 for the Road District General Fund,). No further discussion; Trustee Hickey, Trustee Boban, Trustee Kaupas, Trustee Wennlund and Supervisor McCollum in favor; none opposed; motion carried.

X. OTHER BUSINESS

None.

XI. EXECUTIVE SESSION

Semi-Annual Review of Closed Meeting Minutes

Motion by Trustee Wennlund, seconded by Trustee Boban, to move to executive session to review minutes at 8:18 p.m. No Further discussion; all in favor; none opposed; motion carried.

The Regular Meeting resumed at 8:20 p.m.

Motion by Trustee Boban, seconded by Trustee Hickey, to release the minutes of Executive session held on July 10, 2008. No further discussion on the motion; all in favor; none opposed; motion carried.

XII. ADJOURNMENT

Motion by Trustee Boban, seconded by Trustee Hickey, to adjourn the meeting at 8:21 p.m. No further discussion; all in favor; none opposed; motion carried.

Respectively submitted,

Annette Boyd  
Township Clerk

Approved