

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 13, 2011.

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

The following official business was transacted:

I. CALL TO ORDER

The New Lenox Town Board of Trustees Meeting was called to order January 13, 2011, at 7:00 p.m. by Supervisor McCollum.

II. ROLL CALL

Also present:

Marlene Batson, Executive Assistant
Pamela Paridee, Deputy Township Assessor
Attorney Cass Wennlund

III. APPROVAL OF MINUTES

Motion by Trustee Hickey, seconded by Trustee Kaupas, to approve the minutes of the December 9, 2010, Regular Meeting. No further discussion; all in favor; none opposed; motion carried.

IV. SPECIAL GUESTS

Miss Amira Arvia, 21357 Finborough Circle, New Lenox, a senior attending Lincoln-Way High School, requested the opportunity to speak. Miss Arvia was interested in applying for a scholarship from T.O.I. and the essay would be about *"The Role of Township Government in Today's Society and in the Future."* Miss Arvia requested an opportunity to interview a Board Member for the 500 word essay. Trustee Wennlund volunteered.

V. BOARD ISSUES – ACTIONS

A. Martin Whalen Leasing Company: Copy Machine Lease Contract

Supervisor McCollum reported that he and Trustee Wennlund met with a representative from Martin Whalen and have selected a piece of equipment which they believe will help the Township with a document management solution for the future.

Trustee Wennlund reported that this would help move the Township forward toward open and transparent government for the public and toward moving all the Township's documents on line for the public.

Mr. Roger Bartel, a guest in the audience, requested permission to speak. Mr. Bartel informed the Board he has extensive experience with these types of projects, and highly recommended that the Board solicit total-cost estimates from various vendors for this project in its entirety, prior to moving forward.

Trustee Wennlund assured Mr. Bartel that he and Supervisor McCollum had already discussed all this with the vendor and Trustee Wennlund was confident that this vendor has experience in these types of projects.

Trustee Wennlund strongly recommended approval of the proposed copy machine lease contract. Motion by Trustee Wennlund, seconded by Trustee Hickey, to approve the Martin Whalen Copy Machine Lease Contract as presented. No further discussion; Trustee Hickey, Trustee Boban, Trustee Kaupas, Trustee Wennlund, Supervisor McCollum in favor; none opposed; motion carried.

VI. REPORT FROM TOWNSHIP OFFICIALS

A. SUPERVISOR

1. Payroll Schedule Policy Amendment

Supervisor McCollum presented to the board the new Payroll Schedule Policy Amendment for the Board's review. One of the details that would be changing was that officials would no longer receive their checks at the meetings, but on pay day, or through direct deposits. Motion by Trustee Kaupas, seconded by Trustee Boban, to adopt the official Payroll Policy as presented. No further discussion; Trustee Hickey, Trustee Boban, Trustee Kaupas, Trustee Wennlund, Supervisor McCollum in favor; none opposed; motion carried.

2. Personnel Policy Amendment; Major Medical Benefits for New Hires

Supervisor McCollum informed the Board that January 15th was a target date. Trustee Hickey, Assessor Hernandez and Highway Commissioner McPartlin were continuing discussions about how their respective offices would handle new employees.

Trustee Hickey noted that it would be in everyone's best interests to complete this so in the event that an office has a new hire in the future, the policy would already be in place.

3. FY 2011-2012 Budget

Supervisor McCollum noted that there would be reviews in the next 60 days prior to the new fiscal year.

4. Family Services Foundation

Supervisor McCollum expressed the desire for Trustee Kaupas to get more involved with the Family Services Foundation.

Supervisor McCollum reminded the Board that the conversation about the new Senior Housing Building was tabled in light of the economic conditions at the time. A proposal for a development called Bristol Meadows contained a Senior Housing component, and suggested the Township stay informed as to the demand for those units.

Attorney Wennlund noted that there are programs that might be available for public/private partnerships with local governments.

Supervisor McCollum suggested that a special meeting might be needed to discuss equipment, household hazardous waste projects, etc.

B. TRUSTEES

1. Trustee Hickey

No report. Trustee Hickey inquired into how the health insurance employee sign up went.

Executive Assistant Batson reported that while there were only a couple of changes, most employees opted to keep the same coverage, understanding that their employee contributions for that coverage would rise.

Trustee Hickey noted that all these options would be available to them in the future, also.

2. Trustee Boban

Trustee Boban reported that the Vocational Program was working out well for the Township.

Trustee Boban also reported that he had spoken with NuWay disposal and that NuWay has indicated that they would not increase the costs for the curbside service this year. May 7th would be the Annual Clean Up Day, and Sharefest has indicated a willingness to take on the household hazardous waste portion of the event. Will County would also be willing to participate, while also requesting the Township to share half the costs of the event.

Trustee Boban also reported that Highway Commissioner McPartlin had moved the scrap steel out of the rear yard and that the plastic would be moved, also.

Trustee Boban suggested the Administrative Policy be formulated for meetings that was similar to the current meeting agenda to clearly indicate the format that the Township follows.

3. Trustee Kaupas

Trustee Kaupas, Kathy Johnson and Debbie Cunningham, along with 5 students from Lincoln Way visited individuals at the Marley Center.

Trustee Kaupas also reported that Ms. Theresa Ellingham would be replacing Mr. Barry Bonazzi however, Mr. Bonazzi would be staying on as a volunteer.

Next Wednesday, there will be a meeting with the Frankfort Police in connection with a Fire Safety Program.

Trustee Hickey pointed out for the Board that the Food Pantry had 2,951 visits, helping a total number of 8,789 people.

Supervisor McCollum noted there is a large number of hours from individuals volunteering their time, and these 3 individuals requested to remain anonymous.

Clerk Boyd passed on a compliment to the Township for the types of items the New Lenox Food Pantry carried.

Trustee Kaupas again pointed out the very generous donation of \$5,000 that Walmart made to the Food Pantry. Supervisor McCollum also reminded the board of the \$2,000 donation to the Township's Recycling program.

Trustee Kaupas suggested visiting neighboring Food Pantries for ideas on how to improve the program even further.

Trustee Kaupas added that she wished to extend a special thank you to the anonymous donors for providing extremely generous gift bags for the Seniors.

4. Trustee Wennlund

Trustee Wennlund reported for the Board that the new website became active on January 6th. Trustee Wennlund also presented for the Board, a proposed Protocol which he said was discussed for about a month. With the introduction of the new technology, Trustee Wennlund said this should allow the Township make all the records available on line for the public. Motion by Trustee Wennlund, seconded by Trustee Boban to adopt the Official Website Protocols as presented. No further discussion; all in favor; none opposed; motion carried.

Supervisor McCollum reminded the Board that Andromeda would be training Amy to make the changes on the new website.

Trustee Boban inquired into getting the Township email forwarding problem addressed. Attorney Wennlund reiterated for the Board the Township emails should be retrieved and used as opposed to having the Township emails forwarded to personal email accounts. Trustee Boban concurred and was certain that the retrieval of the emails would be addressed by the vendor.

Supervisor McCollum wished to extend a thank you to Andromeda and Trustee Wennlund for their work on this project.

C. CLERK

None.

D. HIGHWAY COMMISSIONER

None.

E. ASSESSOR

Deputy Assessor Pamela Paridee reported for Assessor Hernandez that the Will County Board of Review has now closed, the notices would be sent out next week, and numbers provided previously by Assessor Hernandez are static.

VII. REPORT FROM ATTORNEY

None.

VIII. APPROVAL OF BILLS

Motion by Trustee Hickey, seconded by Trustee Kaupas, to accept all bills and late bills as presented and approve for payment (\$21,451.80 for the Township General Fund, \$740.74 for General Assistance Home Relief, \$59,059.80 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.

IX. OTHER BUSINESS

None.

X. EXECUTIVE SESSION: Semi Annual Review of Closed Meeting Minutes

Motion by Trustee Wennlund, seconded by Trustee Hickey, to move to Executive Session to review minutes and pending litigation at 7:53 p.m. No Further discussion; all in favor; none opposed; motion carried.

The Regular Meeting resumed at 7:55 p.m

XI. ADJOURNMENT

Motion by Trustee Wennlund, seconded by Trustee Hickey, to adjourn the meeting at 7:56p.m. No further discussion; all in favor; none opposed; motion carried.

Respectively submitted,

Annette Boyd

APPROVED