

# Minutes - Board of Town Trustees

STATE OF ILLINOIS,  
WILL County  
Town of New Lenox

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ss. REGULAR MEETING

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk at 1100 South Cedar Road on March 10, 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 March 10, 2011, at 7:00 p.m. by Supervisor McCollum.

## II. ROLL CALL

Also present:

Marlene Batson, Executive Assistant  
Bonnie Hernandez, Township Assessor

## III. APPROVAL OF MINUTES

Motion by Trustee Boban, seconded by Trustee Wennlund, to approve the minutes of the February 10, 2011, Regular Meeting. No further discussion; all in favor; none opposed; motion carried.

## IV. SPECIAL GUESTS / PUBLIC COMMENTS

Mr. Joseph Perry, Perry Group Ltd: The Lodge at Bristol Meadows Senior Housing Project.

Mr. Joseph Perry gave a presentation to the Board about a project called "The Lodge" at Bristol Meadows. The Senior Housing proposal is part of a 100 acre parcel at Laraway Road, west of School House Road. The proposed building is a 64 unit building which will have a mixture of age restricted housing, market rate duplexes, along with non-age restricted units. Mr. Perry told the Board that he hoped to have the financing finished soon. Mr. Perry expressed a desire to reach out to the Veterans in New Lenox through the Township. There is an offer for the first month free for Veterans. Mr. Perry explained that market studies show there is a substantial demand for this type of product in the area.

Trustee Boban inquired as to what Mr. Perry considered the "market area" for this type of project. Mr. Perry said that the market area for this project would be New Lenox, Mokena and Frankfort.

Trustee Wennlund asked Mr. Perry when he thought he may finish the zoning on such a property. Mr. Perry indicated he hoped to have the zoning finished in approximately a month.

Trustee Hickey asked Mr. Perry about the size of the proposed units. Mr. Perry said the 1 bedroom units would be approximately 650 square feet, and the 2 bedroom units would be 950 square feet.

Trustee Boban inquired about age restrictions guidelines and how an instance of a care giver would be handled. Mr. Perry reported that they currently do not have any instances of permanent care givers in their other properties.

Trustee Kaupas inquired into how they would determine income levels. Mr. Perry reported that the decisions are based on the percentage of income. 60% of the median area income appears to be in the \$32,000-\$34,000/year. Tenants would go through an income verification process.

Mr. Perry explained that there were approximately 170 IDHA (Illinois Housing Development Authority) applications made for developments of this nature which were then sorted down to 80 applications. The deadline is April 15<sup>th</sup> when they will be paring the applications down to 15 projects. Mr. Perry explained that the age restrictions would be 55 years and older for the non-income restricted housing, with a maximum of 2 residents per unit.

Trustee Boban inquired when Mr. Perry would begin this project. Mr. Perry indicated that they would dedicate the road and that this component would be the first piece to start.

Mr. Perry explained that there is an income limit of \$36,500 on the 2 person units. Mr. Perry explained that the market for this project is supported in the immediate area, however, there isn't any restriction on where people come from. Mr. Perry explained that they're already receiving phone calls requesting to be placed on a list.

Supervisor McCollum asked how this property would be managed. Mr. Perry explained that each project has on site management. Even though the project is for residents 62 years and older, it is an independent living facility. It has separate kitchens, a separate fitness center, computer lab and community room with a kitchen.

Trustee Hickey inquired about whether the parking would be inside or outside. Mr. Perry indicated that all parking was outside.

Trustee Boban asked who would enforce the rules if a resident who wasn't the correct age? Mr. Perry indicated that their experience is that the residents come to them. All individuals must be on the lease. The on-site manager is usually a resident with a background or experience in management. The residents are audited each year for income requirements and residential requirements.

Mr. Perry indicated that he would like the Township's endorsement and would appreciate a letter of support from the Township to be sent along with the application due by April 15<sup>th</sup>. Trustee Boban indicated that the Board would like to get more feedback from the community prior to giving the Township's endorsement for such a project.

Supervisor McCollum told Mr. Perry that the Township was currently in the process of expanding the Veterans' programs and would get back to Mr. Perry.

V. BOARD ISSUES – ACTIONS

Appointment of new Ex Officio Member to Township Family Services Foundation.

Supervisor McCollum noted for the Board that the bylaws of the Foundation calls for an appointment from the Township Board, and that Supervisor McCollum noted that as discussed, Trustee Kaupas would be an excellent addition to the Foundation's Board. Motion by Trustee Wennlund, seconded by Trustee Hickey, to appoint Trustee Kaupas as the Ex Officio Member to the Township Family Services Foundation. No further discussion; all in favor; none opposed; motion carried.

VI. REPORT FROM TOWNSHIP OFFICIALS

A. SUPERVISOR

1. Fiscal Year 2011-12 Budget Review

Supervisor McCollum opened the discussion for finalizing the budget.

Trustee Hickey restated his willingness to take \$4,592 dollars from the Cemetery's budget for the Assessor's requested budget amount.

Trustee Kaupas asked what the impact would be if Marshall Cemetery suffered tornado damage, tree loss, or if a fence were to fall down. Trustee Hickey agreed that unforeseen things happen, however he didn't foresee any other major projects on the immediate horizon.

Supervisor McCollum also reminded the Board that other funds are restricted for perpetual care.

Trustee Hickey reported that the Eagle Scouts have donated the manual labor and service hours and have done an amazing job at Marshal Cemetery.

Trustee Kaupas asked Assessor Hernandez about the Assessor's full time and part time employee. Assessor Hernandez explained that she had lost a full time employee and while she made both part time people full time, she was still using fewer man hours than before.

Assessor Hernandez explained that her previously requested budget was \$180,350 and the Board reduced her budget to \$175,000. Assessor Hernandez explained that she was not seeking an overall increase. She was seeking to restore her budget to where it was at prior to last year's reduction.

Assessor Hernandez went on to explain that her employee's salaries are not out of line. Her employees were underpaid prior to the Township's desire to have employees make contributions toward their insurance. Assessor Hernandez wanted to comply with the Township's policy and brought her employee's pay into line so that her employees could now contribute toward their insurance. Assessor Hernandez said she was never given any indication that there was a problem with bringing these salaries into line.

Supervisor McCollum noted that there had been discussion of a Compensation Review however difficulties arose when discussing comparisons between Road Districts.

Trustee Kaupas reminded the Board about the disparities between the different districts in duties, classifications, and their pay rates.

Trustee Hickey pointed out how the Board does not have any authority to tell the Assessor nor the Highway Commissioner how to operate their offices, but it would benefit everyone if the policies were similar.

Trustee Boban asked Assessor Hernandez if these employee salaries were going to remain the same through the balance of her term. Assessor Hernandez answered yes, her employees would remain at these rates through 2013.

Trustee Hickey reiterated that Assessor Hernandez was willing to lock the employee salaries at these rates, which was why he was supporting her request.

Assessor Hernandez reiterated that she was simply looking to restore her budget to what it was for 2009/2010, not more.

Trustee Boban stated he didn't think this was an unreasonable request to restore a budget to what it was 2 years ago.

Trustee Wennlund reminded the Board that the Township was not increasing the overall dollars being spent, it was simply allocating dollars from one portion of the budget to another portion of the budget.

Supervisor McCollum suggested that it would be a worthwhile project to take on a Compensation Review in the next fiscal year.

2. Public Act 96-874; Identity Protection Policy

Supervisor McCollum reported that act pertains to protections to be taken by anyone who has access to individual's social security numbers. TOI has recommended that the Township adopt certain language for dealing with the new Act. The Township will be reviewing these suggested changes.

B. TRUSTEES

1. Trustee Hickey

Trustee Hickey reported that there is a new Cemetery Oversight Act regarding Cemeteries. There is an additional \$5.00 fee to fund a new Cemetery Oversight Database program through the state. The new regulations require that within 5 days of a burial, an account would need to be established with an approved company from the State of Illinois. Because Marshal Cemetery is right at the 2 acre size requirement of the new regulation, Trustee Hickey suggested that the Township adjust the burial costs to accommodate for the additional \$5.00 anyway.

2. Trustee Boban

Trustee Boban reported that for Annual Clean Up day, the Township would not be taking paint or household hazardous waste. However, the County has several dates and times for these types of events. The Township will continue with the curbside pickup service. The fees and costs this year would not exceed \$12,500.00 Ms. Marta Keane with Will County Land Use said that a vendor is available to handle old tires for approximately \$1.00 per tire, with a maximum of 4 tires per household. Interstate Battery has indicated they would participate again.

Clean Up Day would be from 9:00am through 1:00pm at the Township Building. The curbside service would be from 6:00am through 12:00 (Noon)

Ms. Keane said she would provide the Township with 500 flyers for Will County's Hazardous Waste events.

Trustee Boban also reported on the progress for the Recycling Yard.

Trustee Boban also reported that Craig Phillips would be looking for support and help for the Viet Nam Moving Wall. The wall is approximately 140' long and a 4-5 foot buffer is needed. Trustee Boban suggested that maybe Highway Commissioner McPartlin could contact individuals for a donation of mulch for the buffer around the Moving Wall.

3. Trustee Kaupas

Trustee Kaupas reported on the Family Foundation changing its focus from bricks and mortar to possibly focusing on maintaining costs and raising funds to help replace stoves, ovens, refrigerators in the Senior Housing Building to help reduce the need to raise rents.

Trustee Boban suggested that the roof may be a consideration for the Foundation to focus on also.

Trustee Kaupas suggested that the Foundation could also focus on helping families with children who may need some assistance in order to participate in sports.

Trustee Kaupas also suggested that the Board consider seeking members who may have experience in grant writing.

4. Trustee Wennlund

Trustee Wennlund reported that the newsletter going out would introduce everyone to the Township's new website, letting the residents know about the Clean Up Day event as well as letting people know where Will County's Hazardous Waste events are being held.

Trustee Wennlund also suggested that there would be an emphasis on the Moving Wall.

Trustee Wennlund anticipates visiting townships while outlining and formulating how a Veteran's program could function along with additional help from someone at the VFW.

C. CLERK

Clerk Boyd reported that the early voting would begin on March 14, and end on March 31. Clerk Boyd also reminded everyone about the Annual Town Meeting on April 12<sup>th</sup>, at 6:30pm at the Township Building.

Clerk Boyd also wished to remind everyone to file their annual statement of economic interest with the Will County Clerk.

D. HIGHWAY COMMISSIONER

None.

E. ASSESSOR

None.

VII. REPORT FROM ATTORNEY

None.

VIII. APPROVAL OF BILLS

Motion by Trustee Kaupas, seconded by Trustee Wennlund, to accept all bills and late bills as presented and approve for payment (\$39,336.03 for the Township General Fund, \$125.00 for the General Assistance Administration, \$1,925.01 for the General Assistance Home Relief, \$45,468.54 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

Trustee Hickey inquired into whether the other Board members had received Highway Commissioner's correspondence regarding the Township Protocol that was passed. Trustee Wennlund informed the Board that the letter had been forwarded for legal review.

Trustee Hickey also wished to remind everyone that the Lion's Club was having their dance on Saturday.

Trustee Kaupas wished to also remind everyone that the Lion's Club was having a Fashion Show on March 26<sup>th</sup>.

X. ADJOURNMENT

Motion by Trustee Wennlund, seconded by Trustee Hickey, to adjourn the meeting at 8:50p.m. No further discussion; all in favor; none opposed; motion carried.

Respectively submitted,

Annette Boyd