

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 December 8, 2011.

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 on December 8, 2011, at 7:00 p.m. by Supervisor McCollum.

II. ROLL CALL

Also present:

Attorney Cass Wennlund
Assessor Bonnie Hernandez

III. APPROVAL OF MINUTES

Trustee Hickey requested in the November minutes, the portion under Supervisor's Report which says "New Lenox Township was the only Township last year that froze its Levy" have the words "taxing body in the" inserted so that it reads "New Lenox Township was the only taxing body in the Township last year that froze its Levy....".

Motion by Trustee Hickey, seconded by Trustee Boban to approve the November 10, 2011 minutes as amended. No further discussion; all in favor, none opposed; motion carried.

IV. SPECIAL GUESTS / PUBLIC COMMENTS

Mr. Frank Costa and Ms. Gloria Olsen, on behalf of the Old Plank Trail Community Bank

Mr. Costa and Ms. Olson presented the board with a \$10,000 donation to the New Lenox Food Pantry. Trustee Kaupas thanked each of them on behalf of the Food Pantry.

Mr. Costa explained it was a joint effort with the community. Ms. Olson explained this was a 5K run while there were numerous "walkers" and a great number of children participated, also.

Trustee Kaupas noted for everyone that this was the largest donation to date received by the Food Pantry.

V. BOARD ISSUES – ACTIONS

A. 2011 Township Levy Ordinance 2011-03

Motion by Trustee Boban, seconded by Trustee Wennlund to approve the 2011 Township Levy Ordinance 2011-03. Supervisor McCollum offered by way of additional discussion, this year's Levy is only \$10,000 additional over the 2010 Levy and anticipates with this Levy, a reduction in real tax dollars for the citizens. No further discussion; Trustee Hickey, Trustee Boban, Trustee Kaupas, Trustee Wennlund and Supervisor McCollum in favor; none opposed; motion carried.

B. Certification of the 2011 New Lenox Road District Levy Ordinance 2011-03

Motion by Trustee Boban, seconded by Trustee Hickey to adopt the 2011 New Lenox Road District Levy Ordinance 2011-03. No further discussion; Trustee Hickey, Trustee Boban, Trustee Kaupas, Trustee Wennlund and Supervisor McCollum in favor; none opposed; motion carried.

C. Food Pantry Policy Amendment

Supervisor McCollum deferred to Trustee Kaupas to discuss the Food Pantry Policy Amendment.

Trustee Kaupas reported that Kathy Johnson was familiar with the "T.A.N.F." (Temporary Assistance to Needy Families) provisions and that by tracking some usage and background, this could aid the Township for future grant applications.

Trustee Kaupas note that while the Township won't be doing extensive background checks, Ms. Johnson hopes to get most of this information into a computerized format in order to track visits and program usage.

Motion by Trustee Kaupas, seconded by Trustee Wennlund to adopt the Food Pantry Policy Amendment as presented. No further discussion; all in favor; none opposed; motion carried.

D. Outdoor Warning Siren System Maintenance Agreement

Supervisor McCollum presented to the Board a contract for \$2,128.00 for the Outdoor Warning Siren System Maintenance recommending approval. Motion by Trustee Boban, seconded by Trustee Hickey to approve the contract as presented. No further discussion; Trustee Hickey, Trustee Boban, Trustee Kaupas, Trustee Wennlund, and Supervisor McCollum in favor; none opposed; motion carried.

E. 2012 Fees, Fares, Charges Schedule

Supervisor McCollum recommended the Township not increase any of their fees for services and continue with the current Fee Schedule into 2012.

The Board concurred. No action taken.

F. 2012 Supervisor's Office Staff Compensation Schedule

Trustee Boban reported that the Township would implement a flat amount across the board for all employees of \$500.00 for full time employees, and this amount would be prorated for the part time employees, based on the number of hours worked.

Trustee Hickey wished to highlight for everyone that this would be decided at the Supervisor's discretion and based on the Supervisor's approval. Trustee Hickey did note that a determination still needed to be made regarding sick days.

Motion by Trustee Boban, seconded by Trustee Hickey to adopt the 2012 Supervisor's Office Staff Compensation Schedule as presented. No further discussion; Trustee Hickey, Trustee Boban, Trustee Kaupas, Trustee Wennlund and Supervisor McCollum in favor; none opposed; motion carried.

G. 2012 Supervisor's Office Holiday Observance Schedule

Trustee Boban noted for everyone, as part of the Personnel Policy, the Township has followed Will County's Holiday Schedule, which also reflects what the state and federal government recognize as holidays.

Motion by Trustee Boban, seconded by Trustee Kaupas to adopt the 2012 Supervisor's Office Holiday Observance Schedule as presented. No further discussion; all in favor; none opposed; motion carried.

VI. REPORT FROM TOWNSHIP OFFICIALS

A. SUPERVISOR

1. FY 21012-2013 Recycling Program

Supervisor McCollum reminded everyone that he had visited the recommended recycling areas in Crete, Channahon and Troy Townships. The community has responded positively to the Township's recycling program and Supervisor McCollum would like to see the program expanded even further.

Trustee Boban noted that the Vocational Students would be great assets to this program.

Supervisor McCollum remarked that the opening of the gate helped tremendously. Supervisor McCollum said he hoped that for 2012, the Township could move in the direction of expanding the Township's program, with the possibility of partnering with the New Lenox Fire Department.

2. Historical Society Membership

Supervisor McCollum wished to bring a provision before the Board for the Township to become a member of the Historical Society. Supervisor McCollum noted that this could possibly be on the agenda for January.

B. TRUSTEES

1. Trustee Hickey

Trustee Hickey reported that the whip markers are up in Marshall Cemetery, and the beautification program is remarkable, and the landscaping is beautiful.

Trustee Hickey also noted for the Board, during the Policy Review that everyone on the staff receives 7 sick days a year.

Trustee Kaupas noted that with other entities, like the County, the sick days can accumulate and under certain circumstances, can be donated by those employees to others with family emergencies.

Trustee Hickey noted that the Policy will continue to be reviewed in committee.

2. Trustee Boban

Trustee Boban informed the Board that the vendor working on the Jobs Bulletin Board for the web site requested approximately \$500.00 to produce a template for the Board to review. The reason the vendor was requesting this payment was because most of the work to produce such a layout would have to be done in order to get a template up and running for the Board to see.

Motion by Trustee Wennlund to allow Trustee Boban to contract for the Jobs Bulletin Board, seconded by Trustee Boban. No further discussion; Trustee Hickey, Trustee Boban, Trustee Kaupas, Trustee Wennlund and Supervisor McCollum in favor; none opposed; motion carried.

Trustee Boban reported that the Transitional Students were working out well and learning numerous skills..

3. Trustee Kaupas

Trustee Kaupas reported at the November Foundation Meeting, the energy contract was brought for a vote. It would have provided \$2.00/month/house for the foundation. However, the proposal was voted down because the proposal was a fluctuating rate, not a fixed rate. Mr. Bill Walters had suggested a list of goals that the Foundation could help fund, such as locks, painting, etc.

Trustee Kaupas also noted Triad had a Christmas party planned for December 16, 2011.

Trustee Kaupas also noted for the Board that the Food Pantry was going to require more space. Toys were being delivered at this particular time of year, and there wasn't any place to store these donations. The Scout food drive in November had filled the Board Room. Trustee Kaupas noted that maybe they could store some of the donations in the Road District buildings behind the Township building.

Trustee Kaupas also pointed out for the Board that the new Aldi store in New Lenox said that if Ms. Johnson calls her list of needs in to the store, they would box up her entire order for her so she wouldn't need to spend time shopping. Aldi also said that they would accept the Township's checks.

Trustee Wennlund volunteered to meet with the Highway Commissioner.

4. Trustee Wennlund

Trustee Wennlund reported that he had walked the Township property discussed on Willow Road and it was approximate 26', drops down to the creek and was not a buildable site. The Township would need to consider viable options on how to sell the property, which would require a survey and appraisal.

Motion by Trustee Boban, a second by Trustee Kaupas to authorize Trustee Wennlund to move forward with a survey and appraisal.

C. CLERK

None.

D. HIGHWAY COMMISSIONER

None.

E. ASSESSOR

Assessor Hernandez reported that the Assessor's office was close to being done with the Board of Review Hearings.

VII. REPORT FROM ATTORNEY

Attorney Wennlund reported that a determination was made that emails from one board member to 2 (two) other members of a board constitutes a "meeting" and is therefore subject to the Open Meetings Act.

VIII. APPROVAL OF BILLS

Motion by Trustee Kaupas, seconded by Trustee Hickey, to accept all bills and late bills as presented and approve for payment (\$20,968.64 for the Township General Fund, and \$1,177.62 for General Assistance Home Relief, \$13,786.62 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. ADJOURNMENT

Motion by Trustee Wennlund, seconded by Trustee Hickey, to adjourn the meeting at 8:22p.m. No further discussion; all in favor; none opposed; motion carried.

Respectively submitted,

Annette Boyd

APPROVED