



The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, Tuesday, September 8, 2020, at 5:00 p.m. was called to order by Supervisor Daniel L. Vera. 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	Absent
	Archie Gavin	Present
	Rosie Verdin	Present
	Brian Hertzmann	Present
SUPERVISOR:	Daniel L. Vera	Present
CLERK:	Julie A. Kinsella	Present
OTHER OFFICIALS:	Commissioner Michael Turnbull	Present
	Assessor James Brenzewski	Present

ALSO PRESENT: Attorney James Harvey, Accountant Colleen Witt, Township employee Jesse Stiff, JTAC Director Whitney (Armstrong) McGill, and citizen M.A. Alexander. Several other people were also in attendance, but chose to not sign in on the attendance sheet. Supervisor Vera also noted that Trustee Slattery contacted him to let Vera know that he would not be at tonight’s meeting in order to take care of some family issues.

Approval of the Minutes:

Regular Town/August 25, 2020: Trustee Gavin moved to approve the minutes of the August 25, 2020 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.¹

Public Comment:

None

¹ Voice Vote: Ayes (4) Trustees Gavin, Verdin, Hertzmann, and Supervisor Vera. Nays (0).

New Business:

Approve/Ordinance No. 366-2020 Transfer of Appropriation-General Town: Supervisor Vera called upon Accountant Witt to explain the transfer. After Witt's explanation that the transfer was from line item contingency- administration section to maintenance service-grounds in the cemetery section for the declared emergency for the expense for tree removal. Trustee Verdin motioned to approve Ordinance No. 366-2020 Transfer of Appropriation-General Town. Seconded by Trustee Hertzmann. Roll call vote taken.²

Reports:

Supervisor: Supervisor Vera noted that the General Assistance report was in the board's meeting packets and then turned the floor over to JTAC Director Whitney (Armstrong) McGill. See Animal Control Center report below.

Clerk: Day-to-day

Highway Commissioner: Passed out a written report to Supervisor Vera, Trustees Gavin, Verdin, and Hertzmann, and Clerk Kinsella.

Assessor: Assessor Jim Brenzewski noted that the office has received its first residential and first commercial complaints, but that everything was going smoothly.

Attorney: No report

Accountant: Colleen Witt reported that bank reconciliations for July were on the table for review and that she had prepared the Transfer of Appropriations Ordinance presented this evening. Witt also stated that she had mentioned at the last meeting that she had received an email from Will County Treasurer's Office that the real estate tax distribution may be delayed, however, we did end up receiving the latest tax distribution on the regularly scheduled date. She has also been working with the copier contractor, Martin Whalen to try and group our three service contracts into one contract in order to possibly save up to about 15%. She also mentioned that she and Supervisor Vera met with John Michalesko of Gassensmith & Michalesko who is preparing the audit. Michalesko will be presenting the audit at the meeting on September 22, 2020. She stated that Michalesko will file the AFR with the Illinois Comptroller's website and once that is complete, she will finalize the annual treasurer's report and give all documents to the clerk.

² Roll Call Vote: Ayes (4) Trustees Gavin, Verdin, Hertzmann, and Supervisor Vera. Nays (0)

Supervisor Vera asked if there were any questions for Colleen. Trustee Verdin asked if the copier contracts were with three separate companies, and Witt explained that they were all with the same company, Martin Whalen, and money could be saved by combining them into one contract. Trustee Gavin then asked in the last three years that he has been a trustee, “How well have audits gone?” Witt replied that they had gone “very well”, and Gavin asked her to explain that. Witt stated that he (Michalesko) always comes in to explain the audit to the board, and her experience with the firm is that they are available throughout the year for any questions and are very thorough. She also state that she is “never too concerned when it is time for audit.” Witt stated that she goes through it, and because all of the board has their eyes on it and there is a whole approval process here, that “we are in very good shape.” Supervisor Vera stated that he had been told by the auditing firm that they wished all their accounts were in this good of shape and even a prior firm stated that the clean letters we receive from the outside firm goes a long way for our outside credit. Vera stated that he was “very pleased” and that is why we hired a C.P.A. to do our books years ago. Vera also stated that John (Michalesko) was very thorough when we met with him on the phone.

Vera then reminded the board that they got Mike’s (Turnbull) report that was turned in tonight.

Animal Control Center: Director of JTAC, Whitney McGill noted that JTAC employee Jeff Lupton attended training in Kankakee for safe handling of wildlife and aggressive animals. She also read a note of appreciation and praise from long-time volunteer, Bunga. Bunga praised JTAC staff for making her experience as a volunteer so memorable. According to McGill, Bunga had taken care of the cat room on the weekends and holidays for the past nine years. McGill also stated that inventory is low and most of the strays that were being picked up were going back to their own homes. Other than that, work as usual. Supervisor Vera followed up and stated that a plaque was being made to honor Bunga for care of the cat room.

Other: Trustee Gavin requested a moment of silence in remembrance of a well-known local electrician, Ronnie Bebar, who had recently passed away on the jobsite Friday afternoon. All observed a moment of silence.

Receipts: Trustee Verdin moved to deposit all funds into their proper accounts as presented for the period ending September 8, 2020. Seconded by Trustee Gavin. A voice vote was taken.³

³ Voice vote: Ayes (4) Trustees Gavin, Verdin, Hertzmann, and Supervisor Vera. Nays (0)

Expenditures: The Supervisor presented the following invoices for Town Board approval for the period ending September 8, 2020:

<u>FUND</u>	<u>EXPENDITURES</u>
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General Town	\$67,893.47
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Motion: Trustee Verdin
Second: Trustee Gavin
Roll Call: Ayes 4, Nays 0⁴

Capital Fund- No bills presented for this fund.

General Assistance	\$9,455.12
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Motion: Trustee Gavin
Second: Trustee Hertzmann
Roll Call: Ayes 4, Nays 0⁵

Road and Bridge	\$24,819.94 (originally presented as \$34, 807.32)
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Supervisor Vera asked Accountant Witt about Road and Bridge bills presented totaling \$34, 807.32. Witt replied that the amount for payroll and benefits totals \$24, 819.94. Vera noted that per the attorney and state’s attorney that the payroll and benefits be paid from the Road District Fund. Supervisor Vera asked if there were any questions. None were asked. Supervisor Vera then asked Commissioner Turnbull if he was in agreement that the payroll and benefits is to be paid tonight. Commissioner Turnbull stated, “I am.”

Motion: Trustee Verdin
Second: Trustee Gavin
Roll Call: Ayes 4, Nays 0⁶

Animal Control	\$31,118.94
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Motion: Trustee Gavin
Second: Trustee Hertzmann
Roll Call: Ayes 4, Nays 0⁷

Trustee Verdin did ask about previous computers were being surplusd, and Vera stated that they were surplusd.

⁴ Roll Call Vote: Ayes (4) Trustees Gavin, Verdin, Hertzmann and Supervisor Vera

⁵ Roll Call Vote: Ayes (4) Trustees Gavin, Verdin, Hertzmann and Supervisor Vera

⁶ Roll Call Vote: Ayes (4) Trustees Gavin, Verdin, Hertzmann and Supervisor Vera

⁷ Roll Call Vote: Ayes (4) Trustees Gavin, Verdin, Hertzmann and Supervisor Vera

Senior Fund- No bills presented. However, Supervisor Vera did inform those present that he had talked to two of the larger senior groups who were aware that the new applications would be available soon.

Certifications for all funds were passed unanimously.

Closed Session:

Supervisor Vera noted that there is a request for closed session under the 5ILCS120/2C11-Pending litigation. Vera noted to those present that there would be no action taken during closed session and that the regular meeting would be adjourned immediately after the closed session. Trustee Hertzmann motioned to enter into closed session for pending litigation. Seconded by Trustee Verdin. Vera stated that if there were no questions, roll would be called and then the room would be closed. Clerk Kinsella called the roll.⁸ The Board remained in the same room for the Closed Session. Room was then cleared and Closed Session entered at 5:25 p.m. The Regular Meeting recessed to enter into Closed Session

The September 8, 2020 regular town board was reconvened at 6:25 p.m. and no action was taken on the Closed Session issues.

Adjournment:

Trustee Hertzmann moved to adjourn the town board meeting to September 22, 2020 at 5:00 p.m. Seconded by Trustee Verdin. A voice vote was taken.⁹

The September 8, 2020 meeting adjourned at 6:26 p.m.

Respectfully Submitted,

Julie A. Kinsella
Town Clerk

⁸ Roll Call Vote: Ayes (4) Trustees Gavin, Verdin, Hertzmann and Supervisor Vera

⁹ Voice Vote: Ayes (4) Trustees Gavin, Verdin, Hertzmann and Supervisor Vera