



The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, February 11, 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	Present
	Archie Gavin	Present
	Rosie Verdin	Present
	Brian Hertzmann	Present
SUPERVISOR:	Daniel L. Vera	Present
CLERK:	Beth Ann May	Present
OTHER OFFICIALS:	Commissioner Michael Turnbull	Present
	Assessor James Brenczewski	Present

ALSO PRESENT:  
Accountant Colleen Witt  
General Assistance Director Patricia Venziano  
Animal Control Director Whitney Armstrong  
Attorney James B. Harvey

**Approval of the Minutes:**

Regular Town/January 14, 2020: Trustee Slattery moved to approve the minutes of the January 11, 2020 Regular Town Board Meeting and to waive the reading of these minutes inasmuch as copies had previously been delivered. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (4), Nays (0), Abstain (1)<sup>1</sup>

Closed Session/January 14, 2020: Trustee Slattery moved to approve the minutes of the January 14, 2020 Closed Session, as to form and content. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (4), Nays (0), Abstain (1)<sup>2</sup>

<sup>1</sup> Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin, Hertzmann; Abstain: Supervisor Vera  
<sup>2</sup> Roll Call Ayes (4) Trustees Slattery, Gavin, Verdin, Hertzmann; Abstain: Supervisor Vera

## **Public Comment:**

None

## **New Business:**

### Opening of RFQ – Grave Open & Close Services/Oakwood Cemetery

Clerk May spoke on the RFQ in consideration. She indicated the notice for quotes was published one time in the Joliet Herald-News, January 23, 2020, with a receive by date of February 7, 2020. The RFQ was posted on our website and was also mailed to 3 individuals whom were identified by Paul Cabay, Cemetery Administrator, as persons who performed this type of work. She reported on the average there are only 2 burials/year at the Oakwood Cemetery.

One quote was received and was opened at the February 11, 2020 Regular Town Board Meeting. Cabay Cemetery Services submitted a quote for \$800/vaulted burial and \$400/cremation burials. She confirmed references were provided and a certificate of liability insurance was provided.

Trustee Verdin moved to award the contract to Cabay Cemetery Services and to allow the Supervisor to enter into a contract with Cabay Cemetery Services for the open and closing of burial plots at the Oakwood Cemetery, at a cost of \$800/vault burial and \$400/cremation burial. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)<sup>3</sup>

### Approve/Release of Closed Session Minutes, June 11, 2019

Supervisor Vera asked for a motion and a second to release the Closed Session Minutes of June 11, 2019. Trustee Slattery moved to release the June 11, 2019, Closed Session Minutes. Seconded by Trustee Hertzmann. A roll call vote was taken. Ayes (5), Nays (0)<sup>4</sup>

### Approve/Intergovernmental Agreement Road District Employee Health Insurance

Trustee Slattery spoke on the proposed IGA between the Town and Road District. He commented that he does not see the need for such a document as the health insurance for all of the Township employees has always been provided as currently done and the process followed for the payment of the insurance hasn't changed either. He further commented he suggests we take more time to review the proposed IGA to ensure that this agreement doesn't harm the Road District employees or the Township. Trustee Slattery moved to table the matter of the Intergovernmental Agreement, Road District Employee Health Insurance and further, be placed on the agenda for the February 25, 2020 Regular Town Board Meeting for consideration. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (5), Nays (0)<sup>5</sup>

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<sup>3</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

<sup>4</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

<sup>5</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

### Approve/Ordinance No. 2020-01 (RD) Transfer of Appropriation

Trustee Gavin moved to table Ordinance No. 2020-01 (RD), Transfer of Appropriation and place it on the agenda for the February 25, 2020, Regular Town Board Meeting for further consideration. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (5), Nays (0)<sup>6</sup>

### **Reports:**

Supervisor: Supervisor Vera reported he has taken care of two building maintenance issues on the Generac (backup generator) and a basement plumbing issue. He reported on receiving several inquiries regarding the North Point development issue. He commented the Township has no authority on annexation or zoning related issues; however, this is very complex and has impact on our Township. Advice from legal counsel may be needed if the board chooses to take a position on the matter.

Clerk: Present, no report

Highway Commissioner: Commissioner Turnbull provided a written report and said everything is standard.

Assessor: Assessor Brenzewski reported he and his staff have started the assessments for next year and he expects to have the records returned back from the county this week.

Attorney: Present, no report

Accountant: Accountant Witt reported the final funds were received in January from the former Oakwood Cemetery Association, \$1,550.18 and it was reported on the Cash Receipt listing of January 14, 2020. The financial reports through January 31, were completed and distributed in the board packets. The January bank reconciliations were completed and are on the table for review. The 4<sup>th</sup> Quarter payroll taxes (2019) were completed and filed. The W2's and 1099's were all issued. Other than that, just the day to day operations of her office.

Animal Control Center: Director Armstrong distributed the monthly statistical report, indicating the numbers remain consistent and the good news is that several long term cats were adopted out. She reported on the presentation to the students at Lynn Thigpen Elementary school, where everyone enjoyed the presentation and the Center was invited back to present to other classrooms. The new Veterinary Technician, Kathy Sheridan is working out well and so is the new part time weekend person.

General Assistance: Director Venziano reported attending the Pershing School resource fair along with Caseworker Aguirre. There were 18 vendors participating and the families were encouraged to go to all the tables. She, Caseworkers Bustin and Aguirre attended an education workshop held by the Illinois Township Association of General Assistance Caseworkers. They learned about confidentiality in the workplace and

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<sup>6</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

reviewed the changes to food stamps and the public charge changes to immigration. An invitation was accepted to participate in the Family Support Day Expo at Sator Sanchez Elementary School April 4. She attended the Education/Support services committee meeting for the Continuum of Care, where youth homelessness and services which can be provided to this population were discussed and a short questionnaire was worked on to be used at the Family Support Day Expo to get a better picture of the families that have faced issues with homelessness or near homelessness in the past few years.

Senior Report: Supervisor Vera indicated Jeff Wallace couldn't be here today. A written report was provided.

Cemetery Report: Supervisor Vera reported on the article in the Chicago Tribune regarding the former Governor Matteson's monument at the Oakwood Cemetery. There are efforts being made to restore the monument with interest coming from the Village of Matteson, Illinois, and the local Joliet Matteson Masonic Lodge. He reported meeting with contractors to obtain estimates on restorative work on monuments and crypts on the grounds of Oakwood. The bid for the grass cutting at the Oakwood Cemetery is being prepared and the bid for lane improvements, on the east side of the cemetery, is being published this week. He received a call from the ghost tour company to see if there was any interest in allowing them to hold tours at the Oakwood Cemetery. He politely declined them, indicating concerns regarding the safety of those participating during night hours and the liability. He commented and asked for legal advice regarding taking over the St. Peter Lutheran Cemetery, immediately west and adjacent to the Oakwood Cemetery. He has received inquiries from the caretakers and needs to provide them with a response. A cemetery report was provided by Paul Cabay, Cemetery Administrator.

**Receipts:** Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending January 28, 2020. Seconded by Trustee Gavin. A voice vote was taken.<sup>7</sup>

**Expenditures:** The Supervisor presented the following invoices for Town Board approval for the period ending January 28, 2020:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town	\$156,883.18
Motion: Trustee Verdin	
Second: Trustee Gavin	
Roll Call: Ayes 5, Nays 0 <sup>8</sup>	
General Assistance	\$7,960.98
Motion: Trustee Slattery	
Second: Trustee Gavin	
Roll Call: Ayes 5, Nays 0 <sup>9</sup>	

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<sup>7</sup> The motion carried

<sup>8</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

<sup>9</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

Road and Bridge \$248,397.91

Motion: Trustee Gavin

Second: Trustee Verdin

Roll Call: Ayes 5, Nays 0<sup>10</sup>

NOTE: Adjustments were necessary on the January 28, 2020 Road District bill recap sheet. Check number 55350, payable to Benford Brown & Associates was removed from the list of paid bills. There was a transfer of appropriation Ordinance offered which was tabled, resulting in not enough funds in the line to pay the \$1, 500.00 retainer for services.

Animal Control \$24,449.70

Motion: Trustee Gavin

Second: Trustee Slattery

Roll Call: Ayes 5, Nays 0<sup>11</sup>

No bills presented for the Capital Fund.

No bills presented for the Senior Fund.

Certifications for all funds were passed unanimously.

**Receipts:** Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending February 11, 2020. Seconded by Trustee Gavin. A voice vote was taken.<sup>12</sup>

**Expenditures:** The Supervisor presented the following invoices for Town Board approval for the period ending February 11, 2020:

<u>FUND</u>	<u>EXPENDITURES</u>
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General Town	\$46,620.28
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Motion: Trustee Verdin

Second: Trustee Slattery

Roll Call: Ayes 5, Nays 0<sup>13</sup>

General Assistance	\$9,633.91
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Motion: Trustee Slattery

Second: Trustee Verdin

Roll Call: Ayes 5, Nays 0<sup>14</sup>

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<sup>10</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

<sup>11</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

<sup>12</sup> The motion carried

<sup>13</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

<sup>14</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

Road and Bridge \$543,207.55

Motion: Trustee Gavin

Second: Trustee Verdin

Roll Call: Ayes 5, Nays 0<sup>15</sup>

NOTE: Adjustments were necessary on the February 11, 2020 Road District bill recap sheet. Check number 55365 for \$60, payable to Township Highway Commissioners of Illinois was removed from the list of paid bills. There are zero funds in the line after the Commissioner previously requested \$500 be transferred out at the December 17, 2019 meeting. Commissioner Turnbull indicated he would follow up with Accountant Witt tomorrow (Wednesday, February 12, 2020).

Animal Control \$26,852.28

Motion: Trustee Slattery

Second: Trustee Gavin

Roll Call: Ayes 5, Nays 0<sup>16</sup>

No bills presented for the Capital Fund.

No bills presented for the Senior Fund.

Certifications for all funds were passed unanimously.

### **Closed Session:**

None

**Trustee Gavin** commented on the passing of Margie Woods, former Will County Board Member for 28 years and resident of Joliet Township. Everyone expressed their sorrow on the loss.

### **Adjournment:**

Trustee Hertzmann moved to adjourn the town board meeting to February 25, 2020 at 5:00 p.m. Seconded by Trustee Verdin. A voice vote was taken.<sup>17</sup> The meeting adjourned at 5:55 p.m.

Respectfully Submitted,



Beth Ann May

Clerk

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<sup>15</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

<sup>16</sup> Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

<sup>17</sup> The motion carried