



The Emergency Meeting via Telephone Conference held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, March 24, 2020, at 5:00 p.m. Supervisor Vera and Clerk May were present at the township building. All others participated via telephone conference call. The meeting 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 Brenzewski	Present
ALSO PRESENT:	James Harvey, Attorney	Present
	Colleen Witt, Accountant	Present

Supervisor Vera explained the need to hold the meeting in this fashion due to Executive Order: COVID-19 Executive Order No. 5 and thanked everyone for participating.

Approval of the Minutes:

Regular Town/March 10, 2020: Trustee Slattery moved to approve the minutes of the March 10, 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 vote was taken. Ayes (5), Nays (0)¹

Public Comment:

There were no members of the public present.

¹ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

New Business:

Approve/Contract with Paul Cabay/Cemetery Administration

Supervisor Vera spoke on the proposed contact, indicating it is for a one year term, beginning April 1, 2020 for 4 hours/week at \$35.00/hour. The Supervisor anticipates less hours with this new contract than in the past as the initial work to establish the office and licenses has been completed. He added, Mr. Cabay is very helpful and has the needed cemetery work experience. Trustee Hertzmann moved to allow the Supervisor to enter into a contact with Paul Cabay for Cemetery Administration Services, 4 hour/week at \$35.00/hour. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (5), Nays (0)²

Approve/Oakwood Cemetery Grass Cutting Contract 2020-2021

Supervisor Vera spoke on the proposed contract, indicating the bid opening was held on Friday, March 20 at 9:30 a.m. The bid was advertised in the Joliet Herald News, posted on our website and emailed out to 3 potential contractors. One bid was received, from K & D Enterprise Landscape Management, Inc. at a cost of \$2,885/cut for 34 cuts over the season and 2 cuts of the south overgrown field at \$535 per cut. Clerk May verified that the bid tab and minutes of the bid opening were provided to the Board. Supervisor Vera stated, as he indicated last year, there would be a need to go to bid this year for grass cutting services. Now that the analysis phase of last year is completed and we have a better understanding of the needs for grass cutting and trimming and other grounds keeping matters the bid process was completed. Trustee Slattery moved to allow the Supervisor to enter into a contract with K & D Enterprise Landscape Management, Inc. at a total anticipated cost of \$99,160 for the season. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)³

Adopt/Ordinance No. 361-2020 General Town/Transfer of Appropriation

Accountant Witt spoke on the need, indicating the transfers are necessary in order to accommodate the new software system in the Office of the Assessor. There was also a need to transfer funds for unanticipated expenses related to work on the backup generator at the township building. Assessor Brenzewski was present and in agreement with the needed transfer. Trustee Hertzmann move to adopt Ordinance No. 361-2020, General Town Transfer of Appropriation. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (5), Nay (0)⁴

Adopt/Ordinance 362-2020 Animal Control Transfer of Appropriation

Accountant Witt spoke on the need, indicating an increase in the uniforms line was necessary to accommodate the needs of additional or replacement staff. Trustee Verdin moved to adopt Ordinance No. 362-2020 Animal Control Transfer of Appropriation. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)⁵

² Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

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

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

⁵ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

Adopt/Ordinance 2020-02 (RD) Road District Transfer of Appropriation

Accountant Witt spoke on the transfer into the Municipal Replacement Tax. More PPRT funds were received than in the past, so there are more PPRT funds to be distributed. The Commissioner allowed these funds to come from the Maintenance Service Road Drainage line and into the Municipal Replacement Tax line. Commissioner Turnbull also spoke on the transfers indicating, we got the 2 dues things that need to be paid and the approximately \$180 that was short for the last fuel bill, Avalon bill, for our last order which will bring us to square one. Trustee Slattery moved to adopt Ordinance No. 2020-02 (RD) Road District Transfer of Appropriation. Seconded by Trustee Hertzmann. A roll call vote was taken. Ayes (5), Nays (0)⁶ The Commissioner indicated he was in agreement with the needed transfers.

Old Business:

Adopt/Ordinance No. 2020-01 (RD) Transfer of Appropriation – Accounting Services

Trustee Gavin moved to take the matter from the table to address the issue. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (5), Nays (0)⁷

Trustee Gavin asked for the matter to be tabled again, indicating he hasn't heard from our Road Commissioner yet, and he would like to sit down with him to address this issue and until that happens this matter needs to be tabled again. A motion by Trustee Gavin was made to table the matter to the April 14, 2020 Regular Town Board Meeting. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (5), Nays (0)⁸

Reports:

Supervisor Vera reported he received the senior report from Senior Liaison Wallace. A copy was provided to the Clerk for the record. The Supervisor indicated Commissioner Turnbull emailed his report to everyone this afternoon. There were no further reports.

Receipts: Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending March 24, 2020. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)⁹

Expenditures: The Supervisor presented the following invoices for Town Board approval for the period ending March 24, 2020. Accountant Witt confirmed that funds are available for all of the proposed expenditures:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town	\$55,448.52
Motion: Trustee Verdin	
Second: Trustee Gavin	
Roll Call: Ayes 5, Nays 0 ¹⁰	

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

⁷ Roll Call Ayes (5) Trustees Slattery, Gavin, Verdin, Hertzmann and Supervisor Vera

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

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

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

