



The Regular Meeting via Telephone Conference held at 175 West Jefferson Street, Joliet Township government offices, on Tuesday, April 14, 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 (2020-07) and thanked everyone for participating.

**Approval of the Minutes:**

Regular Town/March 24, 2020: Trustee Slattery moved to approve the minutes of the March 24, 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 roll vote was taken. Ayes (5), Nays (0)<sup>1</sup> A correction was noted on page 2, paragraph 1, typo. The minutes were accepted as corrected.

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

**Public Comment:**

There were no members of the public present.

**New Business:**

None

**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 Slattery. A roll call vote was taken. Ayes (5), Nays (0)<sup>2</sup>

Supervisor Vera called for discussion on the matter. No comments were made and no further action was taken.

**Reports:**

Supervisor Vera, reported the following reports were received, Animal Control, Senior, Cemetery and Highway Department. Clerk May commented these were emailed out to everyone. He also reported he continues with day to day responsibilities at the Township and Animal Control and he has been working at the cemeteries with spring cleanup and contracted services.

Clerk May, reported she completed the minutes from the March 24, 2020 telephone conference meeting and made arrangements for the telephone conference meeting this evening. Contracts were issued to K & D Landscape and Paul Cabay both for services at Oakwood Cemetery. The Annual Town Meeting was postponed due to the COVID 19 and will be rescheduled at a later date after the restrictions for in person meetings has been lifted. A cancellation notice was posted at the Township Building, the Office of the Clerk, and the Town Hall meeting room. She also noted, the financial reports were received for the meeting and will be made available prior to the future meeting date. She reported working remotely daily and physically coming into the office at least 2 times per week. When not physically at the office, she is routinely checking her emails and voice mails.

Assessor Brenczewski, reported he is physically coming into the office, taking care of day to day matters.

Attorney Harvey, reported he continues to work with the officials and staff to address routine matters.

Accountant Witt, reported she is working remotely daily and is physically in the office when necessary. She completed the February and March bank reconciliations and they are in her office for review or review at a future meeting date. She will complete the March financials to include yearend once all accruals are completed. The preliminary

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

rate has been received from IMRF, currently we are at 4.13% and it is doing down to 3.45%. The Quarterly payroll taxes have been completed and filed. The FY '20 budget was updated per the transfers from the March 24, 2020 meeting. She completed the Supervisors Statement of Financial Affairs, and the Road District Annual Report, from the Treasurer of the District, for the Annual Town Meeting.

Supervisor Vera asked if there were any additional reports and there were no replies.

**Receipts:** Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending March 31, 2020. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)<sup>3</sup>

**Expenditures:** The Supervisor presented the following invoices for Town Board approval for the period ending March 31, 2020. Accountant Witt confirmed that funds are available for all of the proposed expenditures:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town Motion: Trustee Slattery Second: Trustee Gavin Roll Call: Ayes 5, Nays 0 <sup>4</sup>	\$16,990.98
General Assistance Motion: Trustee Gavin Second: Trustee Verdin Roll Call: Ayes 5, Nays 0 <sup>5</sup>	\$3,387.94
Road and Bridge Motion: Trustee Verdin Second: Trustee Gavin Roll Call: Ayes 5, Nays 0 <sup>6</sup>	\$8,971.67
Animal Control Motion: Trustee Slattery Second: Trustee Verdin Roll Call: Ayes 5, Nays 0 <sup>7</sup>	\$9,068.07

No bills were presented in consideration of the Capital Fund.  
No bills were presented in consideration of the Senior Fund

Certifications for all funds were passed unanimously.

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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

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

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

**Receipts:** Trustee Slattery moved to deposit all funds into their proper accounts as presented for the period ending April 14, 2020. Seconded by Trustee Gavin. A roll call vote was taken. Ayes (5), Nays (0)<sup>8</sup>

**Expenditures:** The Supervisor presented the following invoices for Town Board approval for the period ending April 14, 2020. Accountant Witt confirmed that funds are available for all of the proposed expenditures:

<u>FUND</u>	<u>EXPENDITURES</u>
General Town Motion: Trustee Gavin Second: Trustee Verdin Roll Call: Ayes 5, Nays 0 <sup>9</sup>	\$68,350.13
General Assistance Motion: Trustee Verdin Second: Trustee Slattery Roll Call: Ayes 5, Nays 0 <sup>10</sup>	\$8,453.56
Road and Bridge Motion: Trustee Slattery Second: Trustee Verdin Roll Call: Ayes 5, Nays 0 <sup>11</sup>	\$68,974.67
Animal Control Motion: Trustee Verdin Second: Trustee Hertzmann Roll Call: Ayes 5, Nays 0 <sup>12</sup>	\$25,085.45

No bills were presented in consideration of the Capital Fund.  
No bills were presented in consideration of the Senior Fund

Certifications for all funds were passed unanimously.

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<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

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

**Closed Session:**

None

**Adjournment:**

Trustee Hertzmann moved to adjourn the town board meeting to April 28, 2020 at 5:00 p.m. Seconded by Trustee Verdin. A roll call vote was taken. Ayes (5), Nays (0)<sup>13</sup>  
The meeting adjourned at 5:25 p.m.

Respectfully Submitted,



Beth Ann May  
Clerk

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