

**REGULAR MEETING OF THE
DUPAGE TOWNSHIP SUPERVISOR
AND BOARD OF TRUSTEES
Tuesday, May 22nd, 2018
MINUTES**

- I. **CALL TO ORDER:** The meeting was called to order at 7:00 p.m. by Supervisor Mayer.
- II. **PLEDGE OF ALLEGIANCE:** Pledge of Allegiance was recited by all, led by Supervisor Mayer.
- III. **ROLL CALL FOR QUORUM:** Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer were all present.
- IV. **APPROVAL OF AGENDA:** A motion was made by Trustee Burgess, and seconded by Trustee Benford to approve the Agenda as presented, including the request by Supervisor Mayer to move Agenda Item e. to later in the Agenda, following the Executive Session. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes, and the motion passed.
- V. **APPROVAL OF MINUTES:**

A motion was made by Trustee Benford, and seconded by Trustee Burgess to approve the minutes from the April 24, 2018 Regular Meeting with Board approved necessary changes. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes, and the motion passed.

A motion was made by Trustee Oliver, and seconded by Trustee Raga to approve the minutes from the May 15, 2018 Special Meeting as presented. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes, and the motion passed.
- VI. **SUPERVISOR'S REPORT:**
 - a. **2018-2019 BUDGET CALENDAR TIMELINE**

A motion was made by Trustee Oliver and seconded by Trustee Burgess to approve the Proposed Tentative Budget Calendar Timeline. The 2018-2019 Budget Hearing will be held on June 26, 2018. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes and the motion was approved.
 - b. **APPROVAL TO POST AND PUBLISH 2018-2019 TENTATIVE DUPAGE TOWNSHIP BUDGET**

A motion was made by Trustee Burgess and seconded by Trustee Benford to approve to Post and Publish The 2018-2019 Tentative DuPage Township Budget. It was noted during discussion that the posting will only show two columns on the Tentative Budget that will be posted – the columns that will be included are the 2017-2018 Actual and the 2018-2019 Budgeted columns. Trustee Benford gave Clerk Stach some documents to keep for the records, in which she stated that she outlined some concerns and issues with some of the balances and audited financials. Trustee Benford confirmed with legal counsel that this is only a tentative

budget and that any numbers and line items may be changed up until the final hearing. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes and the motion was approved.

c. VALLEY VIEW EDUCATIONAL ENRICHMENT FOUNDATION

A motion was made by Trustee Oliver and seconded by Trustee Burgess to approve payment of \$550 to the Valley View Educational Enrichment Foundation for a table sponsorship in support of their annual dinner fundraiser. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes and the motion was approved.

d. REVIEW OF FORENSIC AUDIT PROPOSALS

Prior to review of the proposals – Supervisor Mayer asked if there was anyone in attendance representing any of the companies that gave a proposal. Andrew Mace noted that he was representing Klein Hall and briefly spoke to the Board. A summary of the proposals that were submitted individually to each of the Township Board members, prior to the meeting was briefly reviewed. The following companies and costs were discussed:

- Crowe Horwath
- FTI Consulting
- ICL, LLC
- JD Financial Associates
- Klein Hall
- Sierra Forensic Group

After discussion and review of the information presented by the various companies, the consensus of the Board was that Klein Hall would be the best fit and most affordable option for the Township. A motion was made by Trustee Benford and seconded by Trustee Raga to secure the hiring of the Klein Hall firm to perform the Forensic Audit for the Township. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes and the motion was approved.

e. APPOINTMENT OF SPINA MCGUIRE & OKAL, P.C. LAW FIRM

Item e. was moved to the end of the Agenda, to be reviewed following the Executive Session – per earlier request by Supervisor Mayer.

f. POLICY REGARDING PLACEMENT OF ITEMS ON THE AGENDA

There was a brief discussion of current agenda placement procedures – which now includes that the Supervisor or two trustees may add items to the agenda. A motion was made by Trustee Benford and seconded by Trustee Burgess that we add additional instructions for Trustees to add items to the Agenda. The motion included that there would be a consolidated email of agenda items submitted by the Wednesday prior to the meeting – and those action items would be added to the agenda immediately following the Supervisor's Report. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes and the motion was approved.

g. ITEMS FOR DISCUSSION:

Supervisor Mayer noted that there was an item on the last agenda to pay for some headstone cleanup at Boardman Cemetery. He noted that these items were approved some time ago, but the check was not cut. The item was taken off and now will be paid.

Supervisor Mayer read a report regarding our current IT situation prepared by Amy Albright from Human Resources. This update outlined many difficulties with our current intermittent email service and missing emails, since the abrupt stopping of Ateki as our IT provider. We are now working with Outsource IT Solutions to help resolve our IT issues and recover missing information to fulfill outstanding FOI requests. Supervisor Mayer noted this company has been hired through our General Assistance/Emergency Assistance fund since it is very necessary to keep these resources available to properly service our residents. Supervisor Mayer praised the efforts of the EA/GA Manager Kimberly Owens.

- VII. **CLERK'S REPORT:** No report.
- VIII. **ASSESSOR'S REPORT:** Assessor Kelly submitted a written report to the Board. Tax bills have been mailed, and calls are being received from residents with questions.
- IX. **ASSISTANT TO THE SUPERVISOR'S REPORT:** No report.
- X. **YOUTH DEPARTMENT REPORT:** No report.
- XI. **SENIOR DEPARTMENT REPORT:** No report.
- XII. **BANQUET COORDINATOR REPORT:** No report.
- XIII. **GA/EA REPORT:** No report.
- XIV. **ATTORNEY REPORT:** No report.
- XV. **APPROVAL OF TOWNSHIP BILLS - \$115,524.32**
APPROVAL OF OPEN PAYABLES - \$27,854.99
AND PAID PAYABLES (4/18/18 through 5/17/18) - \$87,669.33
A motion was made by Trustee Burgess and seconded by Trustee Raga to approve the bills as presented for payment. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes and the motion was approved.
- XVI. **OLD BUSINESS/NEW BUSINESS:** None.
- XVII. **COMMENTS OR QUESTIONS:** None.
- XVIII. **TRUSTEE'S REPORTS**
ALYSSIA BENFORD: Trustee Benford comments were submitted to Clerk Stach as a timeline of events of information to be included with the Clerk's records for the evening, noting that to save time she would not be reading all of the contents.
KENNETH BURGESS: Trustee Burgess reminded everyone about the upcoming Memorial Day weekend and the Boardman's Cemetery services, and encouraged all to remember and honor our Vets.
MARIPAT OLIVER: Trustee Oliver congratulated the Board for passing the Forensic Auditor so easily, and noted that she was glad to see everyone working so well together.
DENNIS RAGA: Trustee Raga echoed that this will be Memorial Day weekend, and that we will have Boardman Cemetery service, and he thanked Trustee Burgess for his service.

XIX. EXECUTIVE SESSION FOR PERSONNEL:

A motion was made at 7:42 p.m. by Trustee Benford and seconded by Trustee Burgess to go into Executive Session for Personnel regarding the below listed items:

- a. Discussion Regarding Termination of Former Employees
- b. Discussion Regarding Current Township Employee

Upon roll call vote, the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes and the motion carried.

A motion was made to reconvene to the Regular Board Meeting at 9:24 p.m. by Trustee Burgess and seconded by Trustee Benford. Upon roll call vote, the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes, and the motion carried.

e. APPOINTMENT OF SPINA MCGUIRE & OKAL, P.C. LAW FIRM

Item e. was moved to the end of the Agenda, per earlier request by Supervisor Mayer.

Supervisor Mayer reviewed and questioned Attorney Campbell, regarding a contract with the Board. Following a brief discussion, Supervisor Mayer stated that since there is no outstanding current contract with Attorney Campbell's law firm, and that he has the authority to present the law firm to the Board and ask for consent, he would like to make a motion to Appoint Spina McGuire & Okal, P.C. as the Attorney for DuPage Township – Trustee Burgess seconded the motion. Upon roll call vote the following voted yes: Trustees Burgess, and Supervisor Mayer. The following voted no: Trustees Raga, Benford, and Oliver. The motion was not approved.

Supervisor Mayer then stated that he would be hiring Attorney Spina's firm to represent him as the Township Supervisor, since he is not being properly represented by the prior Township Attorney, regarding various questions and email correspondence items. Discussion ensued – Trustee Benford noted that the majority of the Board still felt that Attorney Campbell's firm still represents the Township. Trustee Burgess requested that he see a contract. Supervisor Mayer maintained that since he has a conflict with the Board, and he needs questions answered to operate his office – he is going to hire Attorney Spina's office as counsel for the Supervisor. No motion was requested.

XX. ADJOURNMENT:

A motion was made by Trustee Burgess and seconded by Trustee Oliver to adjourn the meeting at 9:32 p.m. All were in favor and the meeting was adjourned.

Respectfully submitted,
Patricia M. Stach
DuPage Township Clerk