

**REGULAR MEETING OF THE
DUPAGE TOWNSHIP SUPERVISOR
AND BOARD OF TRUSTEES
Tuesday, June 12th, 2018
MINUTES**

- I. **CALL TO ORDER:** 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 Oliver to approve the agenda. Trustee Benford requested if items c. and d. under the Trustee's Reports would be able to be moved to Executive Session. It was deemed that they could not be moved at this time, but if they required Executive Session should have been on the Agenda when posted. Upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver, and Supervisor Mayer. The motion passed.

V. **APPROVAL OF MINUTES:**

A motion was made by Trustee Burgess, and seconded by Trustee Raga to approve the minutes from the April 21, 2018 Budget Workshop 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.

A motion was made by Trustee Burgess, and seconded by Trustee Oliver to approve the minutes from the May 19, 2018 Budget Workshop 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.

Minutes for the May 22, 2018 Regular Board meeting will be presented at the June 26, 2018 Regular Meeting – due to a section that was noted as missing from the draft copy presented to the Board.

VI. **SUPERVISOR'S REPORT:**

a. **APPROVAL OF PREVAILING WAGE ORDINANCE 18-03**

A motion was made by Trustee Burgess and seconded by Trustee Benford to approve Prevailing Wage Ordinance - Ordinance 18-03. It was noted by Clerk Stach that the prevailing wage numbers presented showing September 2017, are the most recent figures available through Will County and the State of Illinois. 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
PREVAILING WAGE ORDINANCE 18-03**

A motion was made by Trustee Benford and seconded by Trustee Burgess to approve Posting and Publishing Prevailing Wage Ordinance - Ordinance 18-03. 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. PROPOSAL FOR FIRE SUPPRESSION BACKFLOW DEVICE REPAIRS AT LEVY CENTER – NOT TO EXCEED \$3,500

Per staff recommendation, a motion was made by Trustee Benford and seconded by Trustee Burgess to approve that Fire Suppression Backflow Repairs at the Levy be done through Gurtner Plumbing as outlined in their proposal, at a cost not to Exceed \$3,500. 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. TOWNSHIP OFFICIALS OF ILLINOIS – DUES RENEWAL

A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the Township Officials of Illinois Dues Renewal for DuPage Township Officials at a Cost of \$1,333.63. 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. DUPAGE TOWNSHIP YOUTH AITCOY 2018 MEMBERSHIP DUES

A motion was made by Trustee Benford and seconded by Trustee Burgess to approve the Township Officials of Illinois AITCOY Dues Renewal for Youth at a Cost of \$75. 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.

f. TOWNSHIP SUPERVISORS OF ILLINOIS 2018 MEMBERSHIP

A motion was made by Trustee Raga and seconded by Trustee Oliver to approve the 2018 Township Supervisor of Illinois Membership Dues Renewal at a cost of \$35. 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. HUDSON ENERGY – REVIEW ENERGY EXPENSE PROPOSAL

A brief presentation was made by representatives from Hudson Energy, outlining estimated projected savings of \$2,424.60 with selection of Hudson Energy as the Township energy provider. The selection and approval would be agreed to for a one-year term, with no automatic renewal. A motion was made by Trustee Oliver and seconded by Trustee Burgess to approve the Energy Expense Proposal from Hudson Energy for a one-year term, based on Township Attorney approval. 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.

h. REVIEW PROPOSALS FOR DUPAGE TOWNSHIP REPAIRS TO FALLING WALL STONE ON NORTH AND SOUTH ENTRANCES

Three company proposals were reviewed by the Board - Sybert Group, Sebert Landscaping, and J. Hassert Landscaping. Staff recommended accepting the low bid proposal from Sybert Group. A motion was made

by Trustee Oliver and seconded by Trustee Benford to approve the Proposal from Sybert Group for Falling Wall Stone Repairs on North and South Entrances of Boardman Cemetery, at a cost not to exceed \$3,729.90. Upon roll call vote the following voted yes: Trustees Burgess, Oliver, Raga, Benford, and Supervisor Mayer. There were no nay votes and the motion was approved.

i. ITEMS FOR DISCUSSION:

Supervisor Mayer reviewed some unfortunate Township incidents that have recently happened. In the past month, a pipe burst in front of the Township Office, a skunk had a seizure and died in front of the Township building, a retaining wall at Boardman Cemetery collapsed, a newer Township truck air conditioner stopped working, and now a tree fell at Boardman Cemetery into a neighbor's fence and backyard. Supervisor Mayer noted that emergency repairs at Boardman Cemetery of \$1,700 will be started tomorrow.

VII.

TRUSTEES REPORTS:

a. UPDATE ON WRITTEN BUDGET POLICIES AND PROCEDURES

Information was sent by email to each Board Member by Clerk Stach, forwarded from Trustee Benford. Trustee Benford asked if there were any updates – Supervisor Mayer stated that he is waiting on results and recommendations from the forensic auditor. Auditor will make recommendations for deficiencies and procedures.

b. HIRING AND TERMINATION OF TOWNSHIP EMPLOYEES

Trustee Benford asked for clarification on the hiring and terminating of employees. Supervisor Mayer noted that since he is in charge of day-to-day operations – he is under the understanding that this falls under his duties. Trustee Oliver asked that for future items of this nature that the Board could be made aware. Trustee Benford also requested if these items are not of an emergency situation – could they possibly be made aware of beforehand. Supervisor Mayer stated that some require immediate action, but agreed to notify Board of future staff terminations.

c. LEVY CENTER BURGLARY

Trustee Benford asked about a burglary at the Levy. Supervisor Mayer reviewed the Bolingbrook Police Report and details of an attempted burglary that was unsuccessful, and resulted in a broken window at the Levy. There was an attempt to enter the safe, but there was no theft of any Township property. It was requested by Trustee Benford that any other burglaries will be notified to the Board. Trustee Benford expressed concerns that the Board and Attorney were never notified of the burglary.

d. FISH FRY DEPOSIT UPDATE

Trustee Benford requested information on the Fish Fry funds and how they are deposited. Supervisor Mayer noted that these items are being reviewed by the Forensic Auditor, and recommendations will be made. This goes back through past years when the funds have been deposited to Friends of the Levy. Supervisor Mayer noted that the Forensic Auditor will be advising the setting of controls and procedures for the future. It was recommended that during the regular Audit, these controls also be reviewed.

e. WRITTEN POLICIES AND PROCEDURES FOR CONTRACTUAL SERVICES WITH THE TOWNSHIP

Trustee Benford noted that since we are waiting with Item a. (Trustee Reports) – we should also wait for recommendations from the Forensic Auditor on Item e.

IX. ASSISTANT TO THE SUPERVISOR'S REPORT: No report.

X. ATTORNEY REPORT: No report. Supervisor noted that he did not recognize Attorney Campbell as the Township Attorney.

XI. APPROVAL OF TOWNSHIP BILLS - \$94,304.90

**APPROVAL OF OPEN PAYABLES - \$54,169.06 (see motion)
AND PAID PAYABLES (5/17/18 through 6/7/18) - \$40,135.84**

A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the bills as presented for payment, with the removal of \$1,870.50 in fees from the BKD Audit firm – to await additional backup supporting documentation for the charges. 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.

XII. OLD BUSINESS/NEW BUSINESS: A brief discussion of the Attorney situation was addressed. Supervisor Mayer noted that records have been reviewed, and that no law firm has been appointed since at least prior to the Board election and his start as Supervisor in 2005. Trustee Benford asked for clarification regarding the Sponsorship of the Village of Bolingbrook Picnic Tent. Supervisor Mayer stated that he has confirmed that the Village has the tent, free hot dogs, and a cooling station for the seniors. Supervisor Mayer expressed that the funding is not currently available with the various Attorney legal fees, litigation fees, and Forensic Audit that are still ongoing. He noted that all donations are currently on hold until some of these numbers have been set and a budget has been approved for the current fiscal year.

XIII. COMMENTS OR QUESTIONS:

Suzanne Fitch commented on the Attorney situation and the possible litigation for the Township, she recommended that the Board come to a consensus on the Attorney that everyone can agree upon to avoid a lengthy legal battle.

Gary Marshke commented that he wondered what is wrong with the Board. He wants the Township Board to stop arguing, and noted that Township government is supposed to be the closest form of government to the people.

Judy Bredeweg questioned about the Attorney situation, and recommended both Attorneys be able to report. She also recommended that the Board consider non-resident dues rates to the senior members. Lorainne Hild and Linda Wilhem also agreed this would be beneficial to help offset some expenses. Supervisor Mayer will be pursuing this request further.

Cathy Bouly from the Bolingbrook Historical Society questioned whether some of the expenses for repairs at Boardman Cemetery would impact the other slated tree removals that were already scheduled. Supervisor Mayer assured her that these removals would not be impacted. Cathy

Bouly also noted that the trees will still be able to be removed without any monument damages.

Lorraine Hild asked why the Board needs to be wasting all of the money on the Forensic Audit – since this all started with the termination of Linda Youngs.

Karen Thacker asked why a Trustee would be doing the books for the Township. Trustee Benford stated that she does not do the books for the Township.

Christine Mayer questioned why all of the items on the Trustee Reports are dealing with Policies and Procedures, noting that Andrew Mace with Klein Hall (Forensic Auditor) already said he would also be able to help with internal controls and policies and procedures. Trustee Benford addressed concerns regarding the policies and procedures.

XIII.

TRUSTEE'S COMMENTS:

ALYSSIA BENFORD: Trustee Benford stated that she asked for another Budget Workshop since some Board members are unable to attend tomorrow's meeting. She noted she would like to schedule another meeting. A Budget Workshop meeting was then scheduled for Monday, June 25th at 7:15 p.m. Clerk Stach stated that she will be unavailable to attend, and requested that someone else could take her place.

KENNETH BURGESS: Trustee Burgess reminded everyone that the Summer Bridge program has started – he asked that the meeting attendees stop by and check it out.

MARIPAT OLIVER: Trustee Oliver would like to thank everyone for continuing to come out and ask questions and be involved. Noted that it is nice to see everyone.

DENNIS RAGA: No report.

XIV.

EXECUTIVE SESSION FOR PERSONNEL:

A motion was made at 8:30 p.m. by Trustee Burgess and seconded by Trustee Oliver to go into Executive Session for Personnel regarding the below listed items:

- a. Settlement of Pending Litigation with Possible Board Action
- b. Threatened Litigation with no Board Action

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 8:52 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.

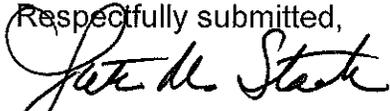
A motion was made by Trustee Benford and seconded by Trustee Burgess to Enter into a Settlement of the Lawsuit filed by Linda Youngs against Trustees Benford, Raga, Oliver, and DuPage Township Regarding the Alleged Open Meetings Act Violation. Upon roll call vote, the following

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

XV. ADJOURNMENT:

A motion was made by Trustee Benford and seconded by Trustee Burgess to adjourn the meeting at 8:53 p.m. All were in favor and the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Pat M. Stach".

Patricia M. Stach
DuPage Township Clerk