

**REGULAR MEETING OF THE  
DUPAGE TOWNSHIP SUPERVISOR  
AND BOARD OF TRUSTEES  
Tuesday, July 10<sup>th</sup>, 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 Benford, Oliver, Burgess, and Supervisor Mayer were all present. Trustee Raga was absent.
- IV. **APPROVAL OF AGENDA:** A motion was made by Trustee Burgess, and seconded by Trustee Oliver to approve the agenda with an amendment to Item VII. Trustee Reports, Letter c., add the word Bills. Upon roll call vote the following voted yes: Trustees Benford, Oliver, Burgess, and Supervisor Mayer. Trustee Raga was absent. The motion passed.
- V. **APPROVAL OF MINUTES:**

A motion was made by Trustee Benford, and seconded by Trustee Oliver to approve the minutes from the June 12, 2018 Regular Meeting with approved minor change by Trustee Benford. Upon roll call vote the following voted yes: Trustees Benford, Oliver, Burgess, and Supervisor Mayer. Trustee Raga was absent. There were no nay votes, and the motion passed.

A motion was made by Trustee Oliver, and seconded by Trustee Burgess to approve the minutes from the June 26, 2018 Regular Meeting. Upon roll call vote the following voted yes: Trustees Benford, Oliver, Burgess, and Supervisor Mayer. Trustee Raga was absent. There were no nay votes, and the motion passed.
- VI. **SUPERVISOR'S REPORT:**
  - a. **DUPAGE TOWNSHIP DISCOUNT CARD PRINTING**

Supervisor Mayer spoke of Township's prior "We Care Card" and noted he would like to possibly implement a Township Card for Township residents – issued on an annual basis. After speaking with some of the Township clientele – he came up with some potential business ideas that may be able to be used by Township residents. Would be able to be used by anyone that uses Township services. Will check into cost of printing and feasibility, should be low or no cost based on the business community interest – will be getting some quotes and bring to the Board. Website would be able to be updated to show monthly available offers.
  - b. **APPROVAL OF DECALS FOR  
DUPAGE TOWNSHIP FOOD PANTRY TRUCK**

Three quotes were presented for Decals for the DuPage Township Food Pantry newly purchased used Truck: Allegra - \$2,836, Unlimited Graphix - \$3,750, and Bolingbrook Signs - \$4,105. A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the purchase of Decals for the DuPage Township Food Pantry Truck from the lowest quote proposal, Allegra at a cost of \$2,836. Upon roll call vote the following voted yes: Trustees Benford, Oliver, Burgess, and Supervisor Mayer. Trustee Raga was absent. There were no nay votes and the motion was approved.
  - c. **2018-2019 ASSESSOR BUDGET UPDATE**

Assessor Jean Kelly reviewed with the Board the Budget that was originally presented to them in January. She noted that she gave the Budget to the Board for review in January and had not received any further questions, and was glad that the Board was able to come to a consensus for approval. Raises in her Budget were noted to be slated at 0%-3%, not 15% as was questioned during the Budget Hearing.

**d. RE-VISIT POLICY REGARDING PLACEMENT OF ITEMS ON THE AGENDA**

Clerk Stach outlined her concerns that she had expressed to Supervisor Mayer of the current procedures and workflow created. She noted that the Agenda is actually to be prepared by the Supervisor, and since the items are coming in at multiple times and many emails. Clerk Stach requested that the procedure would be for a Trustee to submit directly to Supervisor Mayer, with a secondary Trustee then also agreeing to the original request. Items are to be submitted by the end of the work day Wednesday, prior to the upcoming Tuesday meeting. Clerk Stach also suggested that she can also be copied on the requests – so that there is also a second set of eyes reviewing the Agenda requests. A motion was made by Trustee Burgess and seconded by Trustee Benford to approve the modification and change the procedure of Trustee Requests for Placement of Agenda Items, to go directly to Supervisor Mayer, to help simplify the procedure. Requests would still need to have a secondary acknowledgement/authorization by another Trustee. Upon roll call vote the following voted yes: Trustees Benford, Oliver, Burgess, and Supervisor Mayer. Trustee Raga was absent. There were no nay votes and the motion was approved.

**e. ITEMS FOR DISCUSSION**

Family Fun Fest is coming up – Supervisor Mayer was checking with the Board their thoughts for proceeding with the Family Fun Fest this year on July 28, 2018. If we do the Family Fun Fest this year – he recommends the cost would come out of Banquets. Supervisor Mayer speculates that the total cost of the Family Fun Fest is approximately \$3,000-\$5,000, he will verify with staff tomorrow and email each of the Trustees individually. Preliminary consensus of the Board is to check total costs, staff availability, and make payment out of Banquets if the event is to be held.

**VII. TRUSTEES REPORTS**

**a. APPROVAL OF BILLS FOR BKD LLP**

Trustee Benford asked that the two unpaid invoices for BKD, LLP be paid. A motion was made by Trustee Benford and seconded by Trustee Oliver to approve BKD, LLP bills for \$1,248 and \$622.50. Supervisor Mayer noted that the invoices were created for services after BKD, LLP after services had been terminated as the Township Auditor, and had been billed at the rate of \$250 per hour. He was also concerned that the invoices were not detailed, even though he had requested this multiple times. He was only told that the requests came from three different people – Trustee Benford, Supervisor Mayer, and Terri Bethune. Upon roll call vote the following voted yes: Trustees Benford. Trustees Oliver, Burgess, and Supervisor Mayer voted no. Trustee Raga was absent. The motion did not pass.

**b. APPROVAL OF BILLS FOR RIAH LEVY**

Trustee Benford made a motion to table this item, since Riah Levy is not present at this time, Trustee Oliver seconded the motion. Upon roll call

vote the following voted yes: Trustees Benford, Oliver, Burgess, and Supervisor Mayer. Trustee Raga was absent. There were no nay votes and the motion was approved.

**c. APPROVAL OF BILLS KAVANAUGH GRUMLEY & GORBOLD LLC**

Trustee Benford presented the invoice and provided copies to the Board. Trustee Burgess asked the date that services with the firm were terminated – the date provided by Clerk Stach was April 24, 2018. A motion was made by Trustee Benford and seconded by Trustee Oliver to approve the payment of Bills for Kavanaugh Grumley & Gorbold LLC totaling \$5,241.74. Discussion ensued. Supervisor Mayer stated that in 1993, Kavanaugh was set as the Interim Township Attorney. Starting in 1999, Matt Campbell was then sent to represent the Township as needed. There has not been a contract with Kavanaugh Grumley & Gorbold LLC, under the current Board or prior Boards, and Supervisor Mayer has not been able to receive all information requested from their office. He also asked requested to Attorney Kavanaugh, some time back not to include Matt Campbell at any more of the Township meetings. He also feels that some advice given has not always been correct or a good direction. Trustee Benford questioned how the termination was only handled unilaterally by Supervisor Mayer, when the majority of the Board still recognizes Kavanaugh's Law firm. Supervisor Mayer noted that there is no contract, and since the services requested are not being rendered, there is no reason to continue to request or pay for the services. He then called for a vote. Upon roll call vote the following voted yes: Trustees Benford and Oliver. Trustee Burgess, and Supervisor Mayer voted no. Trustee Raga was absent. The motion did not pass.

**d. ESTABLISHMENT OF RULES ENGAGEMENT**

Trustee Benford made a motion to table this item, since Trustee Raga is not present, Trustee Burgess seconded the motion. Upon roll call vote the following voted yes: Trustees Benford, Oliver, Burgess, and Supervisor Mayer. Trustee Raga was absent. There were no nay votes and the motion was approved.

**e. APPOINTMENT OF PARLIAMENTARIAN FOR MEETINGS**

Trustee Benford asked about a Parliamentarian due to comments and questions from the Public. Trustee Oliver expressed concerns about comments that were made in an argumentative and disruptive state during the Budget Hearing and other meetings. It was requested that the Public be asked to keep their comments to the appropriate time in the meeting, and also be kept to a courteous nature. Trustee Oliver also asked that Supervisor Mayer please control the comments as well. It was noted during the discussion that some communities have their comments at the end of the meeting, and some have these comments at the beginning of the meeting. Citizen Gary Marshke noted that the correct term in Roberts Rules of Order would be Sgt. At Arms for this type of individual – not Parliamentarian. Linda Wilhelm expressed at City of Naperville they write their question at the beginning of the meeting, and they are allowed 3 minutes to present.

**f. AUDIO OR VIDEO RECORDING OF MEETINGS**

Discussion ensued regarding possibility of doing audio recording or video recording. Clerk Stach noted that the recording she does is for minutes preparation only. Attorney Spina advised that anyone is able to

do recordings at the meeting at any time. If the Board decides to record meetings, then they are required to hold and maintain those records. Trustee Benford suggested the possibility of adding access to an audio recording to the written minutes online. Trustee Oliver and Attorney Spina expressed concerns about the retention of the audio records, and if we start we will need to continue for a lengthy time.

**g. ATTORNEY REPORT:** No report.

**VIII. ASSISTANT TO THE SUPERVISOR'S REPORT:** No report.

**IX. ATTORNEY REPORT:** Attorney Spina advised that all FOIA requests be open and honest with records as requested, to avoid any legal action. If items are not exempt – give items to requestors in an orderly fashion.

**X. APPROVAL OF TOWNSHIP BILLS - \$34,614.42  
APPROVAL OF OPEN PAYABLES - \$13,184.07  
AND PAID PAYABLES (6/21/18 through 7/6/18) - \$21,430.35**

A motion was made by Trustee Burgess and seconded by Trustee Benford to approve the bills as presented for payment. Upon roll call vote the following voted yes: Trustees Benford, Oliver, Burgess, and Supervisor Mayer. The motion carried.

**XI. OLD BUSINESS/NEW BUSINESS:** None presented.

**XII. COMMENTS OR QUESTIONS:**

Suzanne Fitch commented on the City of Wheaton, regarding public comments at the beginning of the Agenda, or as the matter in question comes before the Board. Public comments at the beginning of the meeting can sometimes be helpful to the Board for decisions. She also commented on the Budget that was recently approved, and the employees and duties of the General Assistance, regarding Administration and Home Relief. She quoted various Public Aid statutory provisions and requirements. Supervisor Mayer addressed the concerns, and said he has been reviewing and working with Attorney Spina regarding the current procedures, and procedures for moving forward.

Jackie Traynere questioned how much money has been spent for training for the Supervisor and Board regarding rules and regulations. Supervisor Mayer stated that training is given through Township Officials of Illinois. General Assistance and Emergency Assistance is open during all business hours of the Township. She feels tax dollars should not be given to charitable organizations.

Judy Bredeweg did General Assistance, and noted there are rules and guidelines regarding application and assistance. She was also the Salvation Army coordinator. She noted that TOI offers special training for General Assistance. She does not agree with donations to organizations. Ms. Bredeweg noted that there are volunteer groups in both Romeoville and Bolingbrook that would be available to record meetings if the Township would like to check into that opportunity.

Randy King commented that he hopes the donations to the community do not stop. A lot of kids in the community need help – he noted that the Township is the community, and helps the community in so many ways. The parents and organizations come and support and volunteer the events to help the community – he doesn't want to see it gone. He's worried that the Senior programs and the Food Pantry will be gone if we don't continue to run them. This Board was designed to help the

community – find a way to come together so we don't lose this great Board.

Linda Wilhelm is worried that the arguing is hurting the Board and the volunteers. She noted that people have to believe in the Board, and that a lot of people, businesses, and volunteers are being hurt right now, and there is no conclusion in sight. She requested that the Board get it together!

**XIII. TRUSTEE'S REPORTS**

**ALYSSIA BENFORD:** No Report.

**KENNETH BURGESS:** Trustee Burgess reminded everyone that Summer Bridge program is still going on – stop by to check it out.

**MARIPAT OLIVER:** Trustee Oliver thanked Randy King for his community involvement. She noted that as a former foster child and foster parent, she does not want to see these programs not continue. She wants to not jeopardize the programs and would like to see additional controls on how funds are given. She noted that we have to continue to invest in younger children, and the youth and sports in the community. Supervisor Mayer also noted that the Chief of Police over 15 years ago told him it cost about \$145,000 per year for a felony incarceration.

**DENNIS RAGA:** Absent.

**XIV. EXECUTIVE SESSION FOR PERSONNEL:**

A motion was made at 8:25 p.m. by Trustee Burgess and seconded by Trustee Oliver to go into Executive Session for Personnel and Litigation regarding the following items:

- a. Forensic Audit Update – Discussion with Possible Board Action
- b. Discussion Regarding Workman's Comp Claim for Food Pantry Employee – With Possible Board Action
- c. Discussion Regarding Workman's Comp Claim Settlement – With Possible Board Action
- d. Linda Youngs – Assistant to the Supervisor – Update  
With Possible Board Action

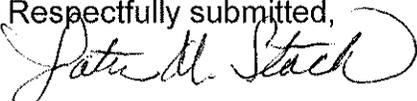
Upon roll call vote, the following voted yes: Trustees Benford, Oliver, Burgess, and Supervisor Mayer. Trustee Raga was absent. The motion carried.

A motion was made to reconvene to the Regular Board Meeting at 10:05 p.m. by Trustee Burgess and seconded by Trustee Oliver. Upon roll call vote, the following voted yes: Trustees Benford, Oliver, Burgess, and Supervisor Mayer. Trustee Raga was absent. 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 10:06 p.m. All were in favor and the meeting was adjourned.

Respectfully submitted,



Patricia M. Stach  
DuPage Township Clerk