

REGULAR MEETING OF THE
DUPAGE TOWNSHIP SUPERVISOR
AND BOARD OF TRUSTEES
Tuesday, August 14th, 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 Raga, and seconded by Trustee Burgess to approve the agenda as presented. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. 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 July 10, 2018 Regular Board Meeting. 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. HIRING/TERMINATION OF TOWNSHIP ATTORNEY
Supervisor Mayer reviewed the various concerns he had regarding the law firm of Kavanaugh Grumley & Gorbold LLC. Following a brief discussion by the Board – Supervisor Mayer requested that a motion be made to hire Attorney John Spina, with the firm of Spina McGuire & Okal PC. A motion was made by Trustee Burgess and seconded by Supervisor Mayer to approve hiring John Spina with the firm of Spina McGuire & Okal PC as the DuPage Township Law Firm/Attorney. Upon roll call vote the following voted yes: Trustees Oliver, Burgess, and Supervisor Mayer. Trustees Raga and Benford voted no. The motion was approved.
 - b. FEEDING AMERICA COOLER GRANT
A 75/25% Grant was approved for DuPage Township by Feeding America through the Walmart Foundation for the purchase of equipment at 75% of the total cost up to \$1,665. Three proposals for a Glass Door Cooler were presented to the Board by Central Restaurant - \$1,778.57, Edward Don & Company - \$2,324.00, and City Equipment - \$2,158.00 or \$2,728.66. The costs reviewed were at full cost prior to grant being applied. A motion was made by Trustee Burgess and seconded by Trustee Raga to approve the purchase of the 2 Glass Cooler from the low bidder Central Restaurant Products at a cost not to exceed \$1,778.57, which includes shipping costs (DuPage Township 25% net cost would be \$444.57). 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. BANQUETS COMPUTER – NOT TO EXCEED \$500

Supervisor Mayer and Amy Albright noted that the current computer that is being used by the Banquet Coordinator is not working, and records are being maintained manually. They expressed the need for a speedy replacement, and also advised that a suitable computer would be able to be purchased through Best Buy for under \$500. Attorney Spina advised that proper efforts be made to remove any records from the current computer prior to disposal. A motion was made by Trustee Oliver and seconded by Trustee Burgess to approve the purchase of a replacement computer for Banquets use at a cost not to exceed \$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. ALLIED BENEFITS SYSTEM - ANNUAL INVOICE FOR MEDICAL ASSISTANCE CATASTROPHIC INSURANCE PROGRAM

An invoice was presented for payment for Allied Benefits System Medical Assistance Catastrophic Insurance Program. The premium policy period runs from 7/1/18 through 6/30/19. A motion was made by Trustee Oliver and seconded by Trustee Burgess to approve the renewal of the Allied Benefits System, Medical Assistance Catastrophic Insurance Program Invoice at a cost of \$3,175.00. 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. EMAIL SERVER QUOTES

Two proposals were presented for Email/Server Quotes – Outsource IT Solutions Group and IT Solutions, Inc. presented proposals. Following discussion and a review by the Board, a motion was made by Trustee Burgess and seconded by Supervisor Mayer to approve the proposal presented by Outsource IT Solutions Group (the current interim Township IT Company, represented by Brian Jones) at the following estimated costs – 365 Email Conversion \$8,750, and Microsoft Licensing Costs \$244. 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. An additional recommended 3 Year Firefox Firewall protection contract would cost \$1,912.92.

f. CSC COUNSELING OFFERED TO DUPAGE TOWNSHIP EMPLOYEES

Supervisor Mayer advised that grief counseling for employees would cost the Township \$75 per visit. Following a brief discussion regarding CSC Counseling for Township employees – the Township Attorney advised that he would like the ability review further. A motion was made by Trustee Burgess and seconded by Trustee Raga to table Item f. 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. FORK LIFT INDUSTRIAL BATTERY QUOTES - FOOD PANTRY

Two proposals were presented for Fork Lift Battery Quotes – Illinois Material Handling and Wolter Group LLC presented proposals. Following discussion and a review by the Board, a motion was made by

Trustee Oliver and seconded by Trustee Benford to approve the Low proposal presented by Illinois Material Handling, at a cost not to exceed \$2,455.65 (which also included a \$365 credit for Battery Rental Fee from 5/29/18-6/25/18). 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. BKD, LLP INVOICE

Supervisor Mayer requested that this item be tabled for later review, since the invoices necessary for review were not currently available. A motion was made by Trustee Benford and seconded by Trustee Raga to table Item h. for a future meeting. 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.

ITEMS FOR DISCUSSION

Supervisor Mayer congratulated the Staff and Board for another very successful Tools for Schools Event.

- VII. ASSISTANT TO THE SUPERVISOR'S REPORT: No report.
- VIII. ATTORNEY REPORT: Attorney Spina thanked the Board for their confidence, and stated that he is looking forward to working with the Board.
- IX. APPROVAL OF TOWNSHIP BILLS - \$80,491.06
APPROVAL OF OPEN PAYABLES - \$46, 818.90
AND PAID PAYABLES (7/6/18 through 8/2/18) - \$33,672.16
A motion was made by Trustee Oliver and seconded by Trustee Burgess to approve the bills as presented for payment, with the following conditions and deletions:
 - ✓ Following discussion , it was determined that the Chamber Dues and Rotary Dues will be held pending Attorney review and approval, per questions raised by Trustee Oliver.
 - ✓ Questions were raised by Trustee Benford regarding several Senior expenses, and whether they were coded to the proper line item. The items listed below will be withheld from payment, due to possible miscoding to the wrong line items. These items will be reviewed by staff prior to a later presentation to the Board.
 - \$ 178.44 – Four Winds
 - \$2,079.98 – Spirit of Chicago
 - \$2,020.00 – Two Buses Four Winds
 - \$3,915.00 – Four Winds 9/5/18-9/7/18
 - \$ 839.00 – Bus Pretty Women PlayUpon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. The motion carried.
- X. OLD BUSINESS/NEW BUSINESS: None presented.
- XI. COMMENTS OR QUESTIONS:

Anthony D'Andrea with Ateki Corporation – stated that he is available to the new IT firm should they have any questions to help the transition. Please feel free to give him a call if needed.

Judy Bredeweg, Senior Club President – raised questions regarding the Senior Trips line item programming. Asked how much the new Attorney will be charging and if there will be a contract, and expressed

that she felt this would be a good thing to do. Supervisor Mayer stated that a contract will be presented to the Board. Attorney Spina noted that the hourly rate charged is \$250 per hour in 10 minute increments.

Jason Cann questioned the charitable contributions between 2013 and 2018 has paid roughly \$500,000, and he was wondering what will be the approach moving forward to reduce that amount. He also questioned that there has been favoritism or perceived favoritism in association with the donations, and asked Supervisor Mayer his opinion on that. Supervisor Mayer noted that with the new Attorney representation, there will be various changes to the meetings, daily activities, and outcomes will all be changing moving forward. He stated that he does not have an exact answer at this time – he also noted that there will be a totally different mechanism for any donations, that will be put in place moving forward. There is currently a hold on any charitable donations. Supervisor Mayer addressed the term favoritism, noting he has often been accused of “not meeting a charity he didn’t like”, and that he often assists. He also stated that once a new mechanism is in place – the Board will be happy to review any charity requests that fit into the parameters as outlined. Jason Cann also asked about the completion of the Forensic Audit and the cost to date. Supervisor Mayer noted that a Special Meeting will be held on August 22nd, 2018 regarding the Forensic Audit – he currently does have a cost associated that he is prepared to release a statement, in case proper amounts are not given.

XII. TRUSTEE’S REPORTS

ALYSSIA BENFORD: Trustee Benford questioned if a copy of the Forensic Audit will be available prior to the meeting. Supervisor Mayer stated that a copy was not yet available. Trustee Benford Congratulated the Staff for Tools for Schools program. She also expressed sympathy to the family of Food Pantry staff member Nathia Modla at her passing.

KENNETH BURGESS: Trustee Burgess thanked Staff for a great job on Tools for Schools, and also expressed condolences to the family of our Food Pantry Staff member.

MARIPAT OLIVER: No report.

DENNIS RAGA: Trustee Raga congratulated Staff for a great job on Tools for Schools, and also expressed condolences to the family of Nathia Modla.

XIII. ADJOURNMENT:

A motion was made by Trustee Oliver and seconded by Trustee Burgess to adjourn the meeting at 8:08 p.m. All were in favor and the meeting was adjourned.

Respectfully submitted,

Patricia M. Stach
DuPage Township Clerk