

REGULAR MEETING OF THE
DUPAGE TOWNSHIP SUPERVISOR
AND BOARD OF TRUSTEES
Tuesday, October 9th, 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 as presented. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. The motion was passed.
- V. APPROVAL OF MINUTES:
Supervisor Mayer noted that Clerk Stach sent minutes to him, but no minutes would be presented for approval this evening, since he did not have time to properly review them prior to the meeting.
- VI. SUPERVISOR'S REPORT:
 - a. KAVANAUGH GRUMLEY & GORBOLD, LLC INVOICE
Supervisor Mayer introduced Attorney Campbell from Kavanaugh Grumley & Gorbold, LLC., and stated that there will probably be a few questions for him. Several past billing items were then questioned and reviewed by Supervisor Mayer, Attorney Campbell, Attorney Spina, and the Board. Following the brief review, questions, and discussions regarding the invoiced items - Supervisor Mayer requested that a motion be made either to approve or not approve the payment of the invoice presented.
A motion was made by Trustee Burgess and seconded by Supervisor Mayer not to approve the payment of the \$10,360.14 invoice from Kavanaugh Grumley & Gorbold, LLC. Upon roll call vote, the following voted yes: Trustee Burgess and Supervisor Mayer. Trustees Raga, Benford, and Oliver voted no. The motion was not approved.
A motion was then made by Trustee Benford and seconded by Trustee Oliver to approve the payment of the invoice in the amount of \$10,360.14 to Kavanaugh Grumley & Gorbold, LLC. Upon roll call vote the following voted yes: Trustees Raga, Benford, and Oliver. Trustee Burgess and Supervisor Mayer voted no. The motion was approved.
 - b. BUSINESS ADVISORY, ACCOUNTING AND TAX SERVICES RFP
Supervisor Mayer reviewed that since there is not an update on the return of the Bookkeeper/Accountant, he is requesting that the duties be outsourced, to allow for the completion of the job duties. He noted that he also feels the services needed will more than likely amount to more than \$20,000, so he would like to issue an RFP for these services to be completed.

A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve releasing an RFP for the purpose of Business Advisory, Accounting and Tax Services. 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. Supervisor Mayer asked Attorney Spina to start the process for preparation and release of the RFP.

c. APPROVAL FOR BKD TO FURNISH INFORMATION TO FORENSIC AUDITOR – NOT TO EXCEED \$1,000

Supervisor Mayer reviewed that part of the Forensic Audit was to show if there was any malfeasance or theft, none was shown. Changes were recommended by the Forensic Auditor (Klein Hall CPAs), which may require them getting some additional information from the prior audit firm, BKD, LLP; to establish the recommended changes, and specific starting and ending balances for moving forward.

A motion was made by Trustee Oliver and seconded by Trustee Burgess to approve release of information by BKD, LLP Accounting Services (former Township auditor) to Klein Hall CPAs (the Township forensic auditor) at a cost not to exceed \$1,000. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes. The motion was approved.

d. TRANSFER OF APPROPRIATION ORDINANCE – 18-06

Supervisor Mayer read the Transfer of Appropriation Ordinance – 18-06, and reviewed the transfers being presented to the Board.

A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the Transfer of Appropriation Ordinance – 18-06. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes. The motion was approved.

e. S.T.A.R.S. PROGRAM

Supervisor Mayer reviewed the funds being requested for the S.T.A.R.S. Program for the Youth, as presented by staff member Kimberly Owens.

A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the various S.T.A.R.S. Program and speaker expenses as outlined and budgeted, at a cost not to exceed \$4,915. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes. The motion was approved.

f. LEVY LOVELY LADIES / RED HATS BUS REQUEST

Supervisor Mayer outlined two requests from the Levy Lovely Ladies – also known as the Red Hats. Supervisor Mayer recommended that the costs for these trips be taken out of the Levy Banquet profits.

A motion was made by Trustee Oliver and seconded by Trustee Raga to approve the Levy Lovely Ladies / Red Hat Bus and Driver Request for Thursday, October 11, 2018, to go to the Waterleaf Restaurant at the College of DuPage, in Glen Ellyn. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes. The motion was approved.

A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the Levy Lovely Ladies / Red Hats Bus and Driver Request for Thursday, December 6, 2018, to go to Drury Lane, in Oak Brook. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes. The motion was approved.

g. LAPTOP FOR SENIOR RECEPTIONIST AT LEVY

The Senior Receptionist at the Levy has requested a new laptop for the front desk, since the current laptop is now outdated at over five years old. The age and efficiency of the laptop is now slowing down the duties necessary for the position. Multiple laptop options were presented for the Board to review.

A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the purchase of a Laptop Computer to be used by the Senior Receptionist at The Levy, at a cost not to exceed \$1,000. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes. The motion was approved.

h. DUPAGE TOWNSHIP VENDOR POLICY

Supervisor Mayer noted that Attorney Spina has been working on a Resolution for payment of vendors. Attorney Spina stated that a draft resolution has now been prepared and sent to Supervisor Mayer, and should be finalized and ready for the next meeting. Supervisor Mayer asked for a motion to table this item.

A motion was made by Trustee Burgess and seconded by Trustee Oliver to Table Item h – DuPage Township Vendor Policy. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes. The motion was approved.

i. ITEMS FOR DISCUSSION

Supervisor Mayer congratulated the Township for winning two awards in the Romeoville Founders Parade held on September 16th. The Township won plaques for 1st Place Non-Professional Float and also the Best Theme Award.

Supervisor Mayer asked to be indulged and wanted to read a few items. He noted that he may be old-fashioned but he doesn't feel that elected officials should not be responding to comments on Facebook and Twitter.

He reviewed the awards and voting histories over the past seven years. He noted that during this period, various awards were garnered each of these years at the annual Township Officials of Illinois Conference. During this seven year time period, there was also not a single Township Trustee that voted no to any items that were presented before the Board.

Supervisor outlined the following timeline:

- March 10, 2018 - was the date for the Annual St. Patrick's Lions Dinner. Supervisor Mayer noted that the Lions have been an organization that has partnered with the Township for years. Several awards were presented that evening, including an award to Supervisor Mayer and the Township. He stated that he was

told that evening that wouldn't it be a shame if his reputation was ruined.

- March 13, 2018 – an additional request for the St. Patrick's Lion's dinner tickets were questioned by Trustee Benford.
- March 27, 2018 – was the date of the termination of the Assistant to the Supervisor, Linda Youngs.
- April 5, 2018 – there was no quorum present for the Township Meeting. Supervisor Mayer felt that it couldn't get any lower than this.
- April 24, 2018 – racist and discrimination allegations were addressed - due to a previous request for \$20,000 that was denied by the Buccaneers sports organization, on August 8, 2017. This \$20,000 request was then tabled, by a unanimous vote, to be reviewed at a future meeting.
- July 20, 2018 – A Will County Gazette article was published alleging discrimination and racism by the Township Supervisor and fellow Board member against the Buccaneers, per statements attained from Trustee Benford.

Supervisor Mayer stated that he is not a racist, and wants to make it clear that he is hurt and offended by the dirty tricks, comments, and claims that have been made by Trustee Benford. She has served with him on this Board for the past seven years, and he stated that their children have also been childhood friends. He apologized to the residents of Naperville, Bolingbrook and Romeoville for having their tax dollars that have been wasted for the past seven months on a political witch-hunt. He promised to do his best to eliminate the culture of intimidation in Bolingbrook politics.

- VII. CLERK'S REPORT: Clerk Stach advised the Board that as of January 1, 2019, new legislation will require that the Clerk will have to attest to the Supervisor's signature on all checks that are signed by the Supervisor. It was also noted that this includes General Assistance and Emergency Assistance items. Attorney Spina noted that he is also monitoring the guidelines and requirements with TOI, and will, at a later date, be recommending the best procedures to comply with this process, prior to January 1st.
- VIII. ASSESSOR'S REPORT: Assessor Kelly reported that the office is still working with appeals, and has approximately 170 appeals to review. She also said that Romeoville will be starting a re-inspection phase, due to the age of the homes in the area.
- IX. ASSISTANT TO THE SUPERVISOR REPORT: No report.
- X. YOUTH DEPARTMENT REPORT: No report.
- XI. SENIOR DEPARTMENT REPORT: Senior Director Woodard reviewed the deposits and the balances on the upcoming October and November senior trips. It was noted that, per Attorney recommendation and forensic audit recommendations – an accounting of every single trip will have a breakdown of a profit and a loss. Any trip losses would be covered by Banquets, and any gain would then be returned to Banquets. Director Woodard and Supervisor Mayer also advised that the Savannah Trip as rumored was not negative, but was actually a

profitable trip. Linda Youngs noted that there was approximately \$6,600 in receipts that were never entered into the system in the prior year that should have been, and therefore were not reflected on the books, and erroneously showed a loss.

Senior Programs Director Fox reviewed that she is seeing many clients daily, and assisting them with their financial needs, and partnering with the proper agencies. She also reminded the Board and meeting attendees that they will be celebrating the seniors with a special Senior Olympic Awards Program, prior to the Regular Board Meeting on October 23rd.

- XII. GA/EA REPORT: Kim Owens thanked the Board on behalf of the Youth Department for approving the funds for the S.T.A.R.S. program. GA/EA Coordinator Kim Owens noted that the LIHEAP (Low Income Housing Energy Assistance Program) started again on October 1st. In coordination with LIHEAP, they have serviced over 60 families on Monday and Wednesday, and they will be in again tomorrow. With General Assistance she has been very busy - she is now assisting 10 families with utilities, and also 3 families with housing.
- XIII. BANQUET COORDINATOR REPORT: Banquets Manager Lizardo stated that there have been six new bookings this month. Last weekends profits were about \$4,100 after liquor costs and salaries. Supervisor Mayer also noted that Manager Lizardo should be very happy to see the profits from the long term and short-term trips being redistributed to the Banquets line item.
- XIV. ATTORNEY REPORT: Attorney Spina stated that both items he planned to review have already been covered in prior reports – Clerk Attestation of Signature and the Vendor Resolution.
- XV. APPROVAL OF TOWNSHIP BILLS - \$26,164.00
APPROVAL OF OPEN PAYABLES - \$23,642.70
AND PAID PAYABLES (9/20/18 – 10/3/18) - \$2,521.30
A motion was made by Trustee Burgess and seconded by Trustee Oliver 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. The motion carried.
- XVI. OLD BUSINESS/NEW BUSINESS: None presented.
- XVII. COMMENTS OR QUESTIONS – PRESS AND PUBLIC:
The following individuals addressed the Supervisor and Board during the comments and questions segment of the meeting:
Kirk Allen
Cathy Bouley
Diane Kloepfer
Judy Bredeweg
John Kraft
- XVIII. TRUSTEE'S COMMENTS
ALYSSIA BENFORD: No report.
KENNETH BURGESS: Trustee Burgess noted he would like to wish the seniors a good time on their Thursday bus trip.
MARIPAT OLIVER: Trustee Oliver thanked Cathy Bouly for her service and commitment to Boardman Cemetery with the Historical Society. Cathy Bouley told her she has done genealogy on all of the people buried at Boardman, and that she feels like they are her “kids” now. She

thanked for all of the work she does at Boardman Cemetery, and holding on to history.

DENNIS RAGA: No report.

XIX. ADJOURNMENT:

A motion was made by Trustee Burgess and seconded by Trustee Oliver to adjourn the meeting at 8:35 p.m. All were in favor and the meeting was adjourned.

Respectfully submitted,

Patricia M. Stach
DuPage Township Clerk