

REGULAR MEETING OF THE  
DUPAGE TOWNSHIP SUPERVISOR  
AND BOARD OF TRUSTEES  
Tuesday, September 25<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 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. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. The motion was passed.
- V. APPROVAL OF MINUTES:  
A motion was made by Trustee Burgess, and seconded by Trustee Oliver to approve the minutes from the August 28, 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.  
  
A motion was made by Trustee Burgess, and seconded by Trustee Raga to approve the minutes from the September 11, 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. SYBERT GROUP PROPOSAL FOR CEMETERY WALL REPAIRS  
Supervisor Mayer reviewed with the Board the proposed Sybert Group Proposal for Boardman Cemetery Wall repairs. A wall section was found during recent repairs, to need additional gravel support. A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the Proposal from Sybert Group for repairs to the Boardman Cemetery Wall at a cost not to exceed \$3,562.45. 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.
  - b. COLORBLEND'S GARDEN ORDER  
Township staff reviewed the proposed Colorblends.com Levy Center Garden Order, which would be for 3,000 tulips and shipping. This would provide beautification to the Levy Center Garden. A motion was made by Trustee Oliver and seconded by Trustee Burgess to approve the purchase of Tulips from the Colorblends.com, at a cost not to exceed \$1,050. 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. DUPAGE TOWNSHIP COMMITTEE ORDINANCE – 18-05**

Supervisor Mayer reviewed the DuPage Township Committee Ordinance – 18-05. A motion was made by Trustee Burgess and seconded by Trustee Raga to approve the proposed DuPage Township Committee Ordinance – 18-05, as presented. 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. SENIOR CITIZEN COMMITTEE APPOINTMENTS**

Supervisor Mayer and Senior Director Woodard noted that to date, the following seniors have submitted applications to serve on the Senior Citizen Committee - Rita Armstrong, Lorraine Hild, Ginny Hargrove, Diane Itell, and Linda Ruscitti. Supervisor Mayer recommended that Trustee Burgess be appointed as the Board liaison for the Senior Citizen Committee. A motion was made by Trustee Oliver and seconded by Trustee Raga to approve the appointment of Trustee Burgess as the Senior Citizen Committee Liaison. Attorney Spina noted that the Committee appointments should be made no later than 60 days, and no earlier than 30 days after the appointment of the committee liaison. 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. YOUTH SERVICES COMMITTEE APPOINTMENTS**

Supervisor Mayer recommended that he be appointed to serve as the Board liaison for the Youth Committee. A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the appointment of Supervisor Mayer as the Youth Committee Liaison. 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. Attorney Spina again noted that pursuant to section 6 of the adopted Ordinance, the appointments to the committee should be made no later than 60 days, and no earlier than 30 days after the appointment of the committee liaison.

**f. AUDIT COMMITTEE APPOINTMENTS**

Supervisor Mayer noted that he will currently be appointing himself, Trustee Oliver, and Clerk Stach to serve on the Audit Committee. Supervisor Mayer stated the purpose of this committee is for implementation of the audit recommendations

**g. DUPAGE TOWNSHIP WORKSHOPS**

Supervisor Mayer reviewed the slated upcoming Budget Workshops for the 2019-2020 Fiscal Year. They were presented with the proposed dates as follows, with a start time of 6 p.m.:

- Monday, October 1, 2018
- Monday, November 5, 2018
- Monday, December 3, 2018
- Monday, January 7, 2018
- Monday, February 4, 2018
- Monday, March 4, 2018

Trustee Oliver requested a start time of 7:15 p.m. for the initial meeting to be held on October 1, 2018. A motion was made by Trustee Burgess and seconded by Trustee Raga to approve the proposed Budget

Workshop schedule as outlined. 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. TOWNSHIP OFFICIALS OF ILLINOIS TRAINING**

Supervisor Mayer requested Board approval to have staff and Board members attend the upcoming training in November, of the Townships Officials of Illinois in Springfield. A motion was made by Trustee Burgess and seconded by Trustee Benford to approve allowing the training of staff and Board, at the Townships Officials of Illinois Annual Conference from November 11-13, 2018. Supervisor Mayer noted that the number of attendees have not yet been determined, until he is able to meet with staff. 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. SPINA MCGUIRE & OKAL, PC INVOICE**

Trustee Benford requested that the two invoice periods being presented for payment would be separated for consideration.

A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve an invoice for Spina, McGuire & Okal, PC for the period of May 15, 2018 through August 1, 2018 in the amount of \$5,442.75. Upon roll call vote the following voted yes: Trustees Raga, Oliver, Burgess, and Supervisor Mayer. Trustee Benford voted no. The motion was approved.

A motion was made by Trustee Benford and seconded by Trustee Burgess to approve an invoice for Spina, McGuire & Okal, PC for the period of August 14, 2018 through August 28, 2018 in the amount of \$3,287.50. 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.

**j. KAVANAUGH GRUMLEY & GORBOLD, LLC INVOICE**

Supervisor Mayer stated that Attorney Matt Campbell noted through email that he would not be able to attend tonight's meeting, and requested the item be tabled to the next meeting. A motion was made by Trustee Burgess and seconded by Trustee Benford to table Item j., Kavanaugh Grumley & Gorbold, LLC Invoice. 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.

**k. DUPAGE TOWNSHIP VENDOR POLICY**

Supervisor Mayer and Attorney Spina advised that they are still working on the policy, and that it should be ready for the next meeting. A motion was made by Trustee Burgess and seconded by Trustee Benford to table Item k., 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 Mayor reviewed the prior meeting's request for Wheatland Township to use DuPage Township's bus. He noted that Attorney Spina advised that we should have guidelines as to how we do that. Employee Amy Albright contacted our insurance provider, and they

suggested that we acquire a Certificate of Insurance naming us as the insured, also receive evidence of Worker's Compensation Insurance, also have the Attorney draw up an agreement to pay any deductible that we are required to pay, should anything happen.

- VII. CLERK'S REPORT: Clerk Stach presented a letter of resignation from the position of DuPage Township Clerk, to be effective November 30, 2018, due to multiple extenuating medical conditions. She thanked the community for the honor of serving the residents during the past 18 years. She also thanked staff and the Board for the time she has served with them.
- VIII. ASSESSOR'S REPORT: Assessor Kelly thanked Clerk Stach and noted that she will be missed. Assessor Kelly stated that they are starting to work with the assessment appeals, and they will go on until the end of the year – approximately 120. She also reminded everyone that the office has free notary service, if anyone ever needs a notary.
- IX. ASSISTANT TO THE SUPERVISOR'S REPORT: No report.
- X. YOUTH DEPARTMENT REPORT: October 20<sup>th</sup> will be the date for the S.T.A.R.S. convention (Students Taking a Responsible Stand) at the Jane Addams Middle School – this is an all day event. The Board has budgeted \$5,000 for this event, and a breakdown was outlined to the Board for the expenses. Coordinator Owens reviewed some basic elements of the program and training for the day. Trustee Oliver also praised the program.
- XI. SENIOR DEPARTMENT REPORT: Senior Director Woodard outlined her written report that she submitted to the Board, which included breakdowns of how travel/trip expenses and reimbursements are calculated. She also asked how new procedures should be handled when requesting for events for seniors. Supervisor Mayer noted that future requests should be submitted to the Board.
- XII. GA/EA REPORT: GA/EA Coordinator Kim Owens has been working closely with the Outreach Program with Will County Center for Concerns and also their Hardship Program with ComEd, and also their Energy Assistance, starting October 1st. She stated that they have been very busy in the past few weeks. Approximately 30 families have been seen in the past 4 weeks. She is finding that people are not always willing to complete all the paperwork and processes that are necessary for disbursement of funds.
- XIII. BANQUET COORDINATOR REPORT: Banquet Coordinator Kelly Lizardo outlined that the facility is currently 90% booked, with only 15 dates available for the remainder of 2018. We are already booked at 60% for 2019, with no remaining Saturdays from April through October. There are also already 3 bookings for 2020.
- XIV. ATTORNEY REPORT: Attorney Spina asked that the Board give a special thanks to Amy Albright for all her hard work related to the many FOIA requests. He noted that written correspondence has been received regarding the Ms. Youngs litigation from IBMG, the Township's insurer. He stated that this is information only, since the litigation has been resolved. This information will be later shared with the Board.
- XV. APPROVAL OF TOWNSHIP BILLS - \$36,159.13  
APPROVAL OF OPEN PAYABLES - \$11,999.13  
AND PAID PAYABLES (9/12/18 – 9/19/18) - \$24,160.00  
A motion was made by Trustee Burgess and seconded by Trustee Raga to approve the bills as presented for payment. Trustee Benford asked Attorney Spina what is the statutory provision that ok's the spending of money on events. Attorney Spina noted that the statutory provision is

called Dillon's Rule, and that going forward each expense and what particular fund will be used will be looked at very closely. 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  
Gary Hoffman  
Judy Bredeweg  
James Gastan  
Steve Zerkis  
Lorraine Hild  
Gary Marshke  
John Kraft  
James Grzenia

XVIII. TRUSTEE'S COMMENTS

ALYSSIA BENFORD: Trustee Benford thanked Clerk Stach for her 18 years of service, and wished her well. Trustee Benford asked status of job descriptions. Supervisor Mayer asked that any questions be submitted through email – not during Trustees comments.

KENNETH BURGESS: Trustee Burgess thanked Clerk Stach for 18 years of service, and noted that it has been a good run. Trustee Burgess commented that he had seen several youth marching in the Romeoville Founder's Parade carrying Candidate Benford for State Representative signs and Laurie McPhillip's political signs. He expressed concerns based on comments from several of the parents of the youth, that the youth were members of the H.E.A.R.T. Organization Service Program, and were given the opportunity to march instead of attending one of their court mandated meetings. He read a letter that he also forwarded over to State's Attorney Glasgow, outlining his concerns, and asking for an investigation to be conducted.

MARIPAT OLIVER: Trustee Oliver noted that she is thankful for the people that have encouraged and helped to mold her through the last 34 years following an incident when she was taken into custody, as a young teen, for shoplifting. She noted that she is appalled that this type of incident has taken place, and called for a halt to any funding to the H.E.A.R.T. Organization. She feels there is no explanation that makes this right, and would like to see an investigation into these actions. Trustee Oliver also thanked Clerk Stach for her support, friendship, and being a tireless Township Clerk, showing up at meetings with great attendance record, and always being available. She thanked her for not only serving for 18 years, but for serving with excellence. She encouraged her to live her life and enjoy her children and grandchildren.

DENNIS RAGA: Trustee Raga congratulated Clerk Stach on her 18 years service – and he also noted that retirement is a beautiful thing.

XIX. ADJOURNMENT:

A motion was made by Trustee Burgess and seconded by Trustee Benford to adjourn the meeting at 8:27 p.m. All were in favor and the meeting was adjourned.

Respectfully submitted,

Patricia M. Stach  
DuPage Township Clerk