

**REGULAR MEETING OF THE
DUPAGE TOWNSHIP SUPERVISOR
AND BOARD OF TRUSTEES
Tuesday, January 15, 2019
MINUTES**

I. CALL TO ORDER:

The 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 Oliver 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. There were no nay votes. The motion passed.

V. APPROVAL OF MINUTES:

A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the minutes from the November 20, 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. The motion passed.

A motion was made by Trustee Benford and seconded by Trustee Burgess to approve the minutes from the December 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. The motion passed.

VI. SUPERVISOR'S REPORT:

A. APPOINTMENT OF AL LEGITTINO TO SENIOR COMMITTEE

A motion was made by Trustee Benford and seconded by Trustee Oliver to approve the appointment of Al Legittino to Senior Committee. Upon roll call vote, the following voted yes: Trustee Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes. The motion passed.

B. KLEIN HALL ACCOUNTING UPDATE

Andy Mace updated regarding accounting audit. Confirmed priority was to have all books and records in good order for March 31st audit. Stated the auditors found that systems/processes haven't been audited routinely. Mack & Associates plan to complete their audit within this week. Klein Hall goal is to give monthly financial statements moving forward. Upon question from Trustee Oliver regarding malfeasance, Andy Mace confirmed the accountant did not find any malfeasance.

C. FICA REIMBURSEMENT TO EMPLOYEES FOR FISCAL YEAR 2018 & AUTHORIZE KLEIN HALL TO PREPARE THE AMENDED 941

A motion was made by Trustee Burgess and seconded by Trustee Raga to approve the FICA Reimbursement to employees for fiscal year 2018 and to authorize Klein Hall to prepare the amended 941 to correct the wages subject to Social Security and Medicare taxes. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes. The motion passed.

D. QUICKBOOK FINDINGS

Supervisor Mayer requested that a vote on the Quickbooks Findings be tabled as there is a criminal investigation underway related to the findings.

A motion was made by Trustee Oliver and seconded by Trustee Burgess to table the Quickbooks Findings. Upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay. The motion passed.

VII. ITEMS FOR DISCUSSION

Supervisor Mayer announced his retirement as DuPage Township Supervisor as of Tuesday, January 22, 2019. Supervisor Mayer thanked staff, board members and the residents.

VIII. CLERK'S REPORT: Kulsum Ali reported that I am preparing to complete and submit the Statement of Economic Interest. Filing is due February 1, 2019. In addition, on January 23, 2019 I will be attending the Clerk Attestation of Township Payments webinar.

IX. ASSESSOR'S REPORT: Jean Kelly reported that she finished a two year term as President of Will County Assessors Association. The Board of Review has closed and their notices will be going out in the mail to anyone who appealed their assessment with results. 2019 assessments will begin soon, a form can be found at the assessor's website forms due July 1, 2019.

X. TOWNSHIP ADMINISTRATOR REPORT: No report.

XI. FOOD PANTRY REPORT: Dave Locke reported the pantry received monetary donations and served 757 households in December 2018. 799 kids in those families. Working with Valley View School District, bringing food in a truck to schools as a "drop site", beginning with Tibbot Elementary on December 8th and 29th and helped 482 additional people including 266 children January 26, 2019 visiting BJ Ward Elementary. Would like to go to Woodview twice in February 2019.

XII. SENIOR DEPARTMENT REPORT: Lynne Woodard reported the seniors remained busy during the months of December (2018) and January (2019). Currently working on 2019 calendar. Lynne will be attending the AISC's Conference in February.

XIII. GA/EA REPORT: Kymberly Owens reported that Emergency Assistance clients completed with rentals for 3 families. Plus additional resources provided. A family was provided with utility assistance. Called IAW (Illinois American Water) to restore service for another family. 20 families guided to our Food Pantry and 8 families used SNAP resources that are available.

XIV. BANQUET COORDINATOR REPORT: Banquet Coordinator Kelly Lizardo reported that she has taken 11 new bookings since the last meeting. Total

deposits made for December 2018 = \$12,726.65, total profit after expenses was \$5,197.21.

- XV. **ATTORNEY REPORT:** No report.
- XVI. **APPROVAL OF TOWNSHIP BILLS - \$81,052.62**
 - i. **OPEN PAYABLES - \$63,716.55**
 - ii. **PAID PAYABLES (12/06/18 – 01/09/19) - \$17,366.07**

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 Raga, Benford, Oliver, Burgess, and Supervisor Mayer. There were no nay votes. The motion passed.

- XVII. **OLD BUSINESS/NEW BUSINESS:** None presented.
- XVIII. **PUBLIC COMMENTS**

The following individuals addressed the Supervisor and Board during the comments and questions segment of the meeting:

- (1) Judy Bredeweg
- (2) Second Person (Male) – no name provided
- (3) Third Person (Male) – no name provided
- (4) Fourth Person (Female) – no name provided
- (5) Christine Mayer

- XIX. **TRUSTEE'S COMMENTS**

TRUSTEE BENFORD: Trustee Benford gave her condolences to the family of Marianne Bloch and wished Supervisor Mayer success in his future endeavors. Reponded to comments from Christine Mayer.

TRUSTEE BURGESS: Trustee Burgess gave his condolences to the family of Marianne Bloch. Great first report for the Food Pantry and good to hear good things happening there. Wished Supervisor Mayer success in his future endeavors.

TRUSTEE OLIVER: An ethical violation is a strong statement and would like copies of all documents that Christine Mayer held up. Trustee Oliver gave her condolences to the family of Marianne Bloch. Would like to see that things are not played out on Facebook and should be discussed at the board meetings. Wished Supervisor Mayer success in his future endeavors.

TRUSTEE RAGA: Trustee Raga gave his condolences to the family of Marianne Bloch. Wished Supervisor Mayer success in his future endeavors.

- XX. **ADJOURNMENT:**

A motion was made by Trustee Benford and seconded by Trustee Oliver to adjourn the meeting at 7:46 p.m. All were in favor and the meeting was adjourned.

Respectfully submitted,

Kulsum Ali
DuPage Township Clerk