

**MEETING OF THE
DUPAGE TOWNSHIP
BOARD OF TRUSTEES
Tuesday, April 16, 2019
MINUTES**

- I. **CALL TO ORDER:** Meeting was called to order at 7:00 p.m. by Supervisor George.
- II. **PLEDGE OF ALLEGIANCE:** Pledge of Allegiance was recited by all led by Trustee Burgess.
- III. **ROLL CALL FOR QUORUM:** Trustees Raga, Benford, Burgess, Oliver and Supervisor George were present.
- IV. **APPROVAL OF MINUTES:**
A motion was made by Trustee Burgess and seconded by Trustee Raga to approve the minutes from the March 16, 2019 Budget Workshop Meeting. Upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The motion passed.

A motion was made by Trustee Burgess and seconded by Trustee Oliver to approve the minutes from the April 4, 2019 Regular Board Meeting. Upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The motion passed.

- V. **SUPERVISOR'S REPORT: No additional or separate report given.**
- VI. **ACTION ITEMS:**
 - A. Approval of vendor for 2019-2020 Medical Assistance Catastrophic Insurance Program (General Assistance) Contract for DuPage Township, approval of Annual Invoice Payment in the amount of \$3,175.00 and authorize execution of Contract by Township Supervisor. A motion to approve was made by Trustee Burgess and seconded by Trustee Benford. There being no further discussion, upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The motion passed.
 - B. Approval of request for use of Township Levy Center by "The Exchange Club" on December 8, 2019. A motion to approve was made by Trustee Oliver seconded by Trustee Raga. There being no further discussion, upon roll call vote the following voted yes: Trustees Raga, Benford, Oliver and Supervisor George. Trustee Burgess abstained. There were no nay votes. The motion passed.
 - C. Approval of Service/Maintenance Agreement between DuAll Heating & Cooling and DuPage Township for the 2019-2020 Fiscal Year in the amount of \$2,410.00 and authorize the execution of Contract by Township Supervisor. A motion to approve the Agreement was made by Trustee Burgess and seconded by Trustee Oliver. There being no further discussion, upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The motion passed.
 - D. Approval of 2019 Boardman Cemetery Repair Proposal and expenditure of matching grant funds from Illinois Landmarks Grant in the amount of \$950.00.

A motion to approve was made by Trustee Burgess and seconded by Trustee Benford. There being no further discussion, upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The motion passed.

- E. Approval of Ordinance Number 19-10, "An Ordinance Establishing Advisory Committees For DuPage Township". A motion to approve Ordinance Number 19-10 was made by Trustee Burgess and seconded by Trustee Oliver. There being no further discussion, upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The Ordinance was passed.
- F. Appointment and approval of member appointments to advisory committee. Supervisor George submitted his appointments to the Township's advisory committees. A motion to approve the appointments was made by Trustee Burgess and seconded by Trustee Benford. There being no further discussion, upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The motion passed.

VII. AUDIT OF BILLS & CLAIMS:

VIII. APPROVAL OF TOWNSHIP BILLS: \$

- i. Open Payables: \$47,206.15
- ii. Paid Payables: \$18,717.31

A motion to approve the Township Bills was made by Trustee Burgess and seconded by Trustee Raga. There being no further discussion, upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The motion passed.

IX. OLD BUSINESS / NEW BUSINESS:

- A. Direction to Township Clerk to issue Request for Proposals and obtain quotes regarding telephone services for DuPage Township.
- B. Direction to Township Clerk to issue Request for Proposals and obtain quotes regarding printing services for DuPage Township.
- C. Direction to Township Clerk and Township Supervisor to oversee the issuance of a Request for Proposals and to obtain quotes for Township IT Services.
- D. Direction to Township Clerk and Township Supervisor to oversee obtaining quotes for Levy Center photocopying services.

After a brief discussion, it was advised that the Township Clerk and the Assistant to the Supervisor would review and compile the various contract expiration dates and prepare a schedule for when to submit RFPs or request quotes for the above-referenced services.

X. ELECTED OFFICIALS REPORTS:

- A. Assessor: Report provided.
- B. Clerk: No Report.
- C. Trustees:
 - a. Trustee Benford: No Report.
 - b. Trustee Burgess: Reported that he attended an HR seminar, learned a lot, and will share information with Amy in Township's HR Department.

- c. Trustee Oliver: Stated she is looking forward to Easter Egg Hunt on Saturday.
- d. Trustee Raga: No Report.

XI. REPORTS FROM ADMINISTRATIVE STAFF AND CONTRACTORS:

- A. Township Attorney: Report provided.
- B. Assistant to the Supervisor: No Report.
- C. General Assistance Director: Report provided.
- D. Senior Recreation Director: Report provided.
- E. Senior Program Director: Report provided.
- F. Food Pantry Manager: Report provided.
- G. Banquets Manager: Report provided.

XII. PUBLIC COMMENTS:

- (1) Public comment was given by Kathy Buley
- (2) Public comment was given by Judy Bredewig
- (3) Public comment was given by Gary Marshke

XIII. ROLL CALL TO ENTER CLOSED SESSION (IF NECESSARY):

A. Approval to convene Closed Session of the DuPage Township Board of Trustees to consider one or more of the following subjects pursuant to the Illinois Open Meetings Act, 5 ILCS 120/1, et seq.:

i. Section 2(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity;

~~ii. Section 2(c)(11): Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting;~~

iii. Section 2(c)(21): Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06;

A motion was made to enter Closed Session for the above-referenced purposes at 7:36 p.m. by Trustee Burgess and seconded by Trustee Oliver. There being no further discussion, upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The motion passed.

XIV. RETURN TO OPEN SESSION:

A motion was made to reconvene open session at 8:13 p.m. by Trustee Burgess and seconded by Trustee Raga. Upon roll call vote the following voted yes: Trustee Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The motion passed.

XV. POSSIBLE ACTION ITEMS FOLLOWING CLOSED SESSION

A. Action regarding employment status and termination of employee number 2019-T-001.

A motion was made by Trustee Burgess and seconded by Trustee Oliver to terminate the employment of Terri Bethune. There being no further discussion, upon roll call vote the following voted yes: Trustees Raga, Burgess, Oliver and Supervisor George. Trustee Benford voted present. There were no nay votes. The motion passed.

B. Approval Resolution Number 19-11 regarding modification or elimination of the position of Township Bookkeeper.

A motion was made by Trustee Burgess and seconded by Trustee Benford to approve Resolution Number 19-11. There being no further discussion, upon roll call vote the following voted yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. There were no nay votes. The Resolution was adopted.

XVI. ADJOURNMENT:

A motion was made by Trustee Burgess and seconded by Trustee Benford to adjourn at 8:15 p.m. Upon roll call vote the following votes yes: Trustees Raga, Benford, Burgess, Oliver and Supervisor George. All were in favor and the meeting adjourned.

Respectfully submitted,

Kulsum Ali
DuPage Township Clerk

Approved 06/25/19

Motion Trustee Burgess/ 2nd Trustee Oliver. Roll Call Vote: All were in favor. There were no nay votes.