

**MEETING MINUTES OF THE BUILDING ASSETS and  
GROUNDS COMMITTEE**

**at**

**DuPage Township Boardroom**

**241 Canterbury Lane**

**Thursday November 21, 2019 7:00 P.M.**

**AGENDA**

- I. Call to order at 7:00 P.M by Committee Chair Dennis Raga
- II. Pledge of Allegiance. Pledge of allegiance was recited by all led by Chair Raga.
- III. Roll Call for Quorum  
Present – Dave Locke, Robert Martin, Dennis Raga, William Bitto, Antonio Timothee, Felix George
- IV. Approval of Agenda  
Motion by Felix George, second by Antonio Timothee, Motion passed
- V. Setting time and date for future meetings  
Agreed to have all future meetings on Thursdays at 7: p.m. Next meeting set for January 16, 2020
- VI. Responsibilities of committee  
Antonio Timothee, Secretary Clerk, Motion by, Dennis Raga second by, William Bitto.  
Motion passed.  
Motion for Robert Martin to be appointed as Co-chair of the committee by Dave Locke  
Second by Antonio Timothee. Motion passed.
- VII. Robert Martin Report. No report
- VIII. Dave Locke Report. No report.
- IX. William Bitto Report. No Report

X. New Business.

Discussion regarding the action plan for the committee and the roles various members play within the township as employees. Also Chair Raga asked committee members that are employees to come forward and share with the committee any concerns or needs the township has that this committee needs to address and if possible, budget approximate budget amounts for said repairs. Chair Raga inquiries about the unincorporated roads that the township is responsible for and the snow removal, maintenance and repairs of such roads. Discussion was had regarding 2 buses the township owns but need repairs and these busses are not needed by the township anymore. A box truck that need to be disposed of or sold that the Township no longer has use for and a 2004 GMC truck with transmission problems that needs replacing.

Discussion was had regarding starting a maintenance & training program for vehicles and maintenance logs and mileage logs.

The levy center needs various repairs; carpeting, flooring and parking lot paving/patching. The township building needs new carpeting. The food pantry needs paving/ paving repairs especially at the loading area. The shed needs work. Maintenance/repairs are also needed at the cemeteries.

XI. Public Comment

None

XII. Adjournment Motion by, Antonio Timothee. Second by. Dave Locke. Motion passed. Meeting adjourned at 7:55 p.m.

Pursuant to the Illinois Township Code, 60 ILCS 1/80-10(b), appropriate notice is hereby given to the Township Clerk for a committee meeting with the above listed Agenda.