

**LISLE TOWNSHIP  
DUPAGE COUNTY, ILLINOIS**

**MINUTES OF THE SPECIAL BUDGET WORKSHOP MEETING, JANUARY 12, 2021**

CALL TO ORDER: The Special Meeting of the Board of Township Trustees was called to order by Supervisor Mullen at 6:36p.m. It should be noted that because of the COVID 19 Pandemic and the State of Emergency declared by Illinois Governor Jay Pritzker this meeting was held Virtually. The board interacted utilizing the Zoom platform to conduct the meeting. Following the meeting it will be available to the public via YouTube. Lisle Township residents were able to provide public comment via Google form on the internet prior to the meeting or during public comment portion of the meeting.

Roll Call:

Physically Present: None

Present Electronically:

Supervisor Mary Jo Mullen  
Assessor John Trowbridge  
Highway Commissioner Ed Young  
Trustee Kathy Chatman  
Trustee Sean Allen  
Trustee Tony Signorella  
Clerk Robert Klaeren

Absent: Trustee Michael Riedy

Others Present: Bill Green Scott Silver

**Public Comments:**

The supervisor explained that public comment was made available via a Google Form or prior to the meeting or by the public in virtual attendance live. There were no comments submitted.

The supervisor then asked if there were any comments from those in attendance via ZOOM. No comments were offered.

**Budget Workshop for Fiscal Year 2022:**

Assessor Trowbridge said that his budget remains the same as it has for the past two years. He said that despite the move he can make do with the same level of expenditures.

Clerk Klaeren and Trustee Sigonella asked questions related to moving and infrastructure expenses. The assessor said that he has room for some of those expenses, but that the potential INET Integration would be covered by the supervisor's budget.

*(Continued)*

**Budget Workshop for Fiscal Year 2022 (Continued):**

Highway Commissioner Young was next; he referred to the budget spreadsheet he sent to the board earlier. He began by saying that an employee who was with the township for ten years recently resigned because his wife took a job out of state. He went on to discuss his labor rates and labor market concerns.

He then went through his capital expenditures projections noting that he has \$440,000.00 in the budget for fiscal 2022, noting that he had \$470,000.00 in the 2021 budget. He next went on to explain his plan for building maintenance which included bringing in an architect to review the structure.

He then went on to review the line items that changed more than \$10,000.00 noting the biggest change was a reduction in engineering fees. He noted that these engineering fees were made necessary because he used MFT funds for road projects in this year. The use of these funds received through the state mandates that professional engineering services be used to oversee the roadwork done and these firms charge approximately 11% of the contract. The second large reduction he referred to was the curb and sidewalk replacement, while he will keep the cost sharing program for the fiscal year, but expect that there are fewer residents who will take advantage of it due to its overwhelming success the past two years. He then reviewed the program where the township pays 75% of sidewalk replacement costs and the residents the remaining 25%.

Commissioner Young then noted that he has reduced the budget for the upcoming fiscal year.

Trustee Chatman asked the questions regarding lighting in the unincorporated areas. The Highway commissioner noted that the township provides some lighting at major intersections in the township.

Trustee Signorella noted that the highway commissioner's budget was decreased by 11.75% for the upcoming fiscal year. He then thanked the highway commissioner for his efforts.

Supervisor Mullen then began the review of her budget. She noted that the income line for interest on the town fund was down and would be down because of the very low interest rates. Expenses are going to be up approximately \$120,000.00, but that this would be covered by spending down some of the reserves. While most line items remain the same, she has made adjustments in others to reflect actual spending. Some additional dollars have been added to accommodate a change to a VOIP system. The Capital Improvement dollars have decreased as this year's budget included a major HVAC package.

(Continued)

**Budget Workshop for Fiscal Year 2022 (Continued):**

Office supplies and expense were higher this year due to the need to PPE. The new website will allow the township to minimize the printing and publishing line item. There is also room in this budget to accommodate additional mental health services and a new potential employee. This need would be determined by the board following the results of the current study being done on mental health in the township.

The supervisor also added some additional funds for rental assistance, to accommodate the anticipated increase following the end of the eviction moratorium.

The board then discussed many of the budget items, mostly revolving around food pantry operations and expenses. Trustee Signorella made the suggested online scheduling for pantry clients. The supervisor said that while the idea can work, Lisle Township food recipients often don't have control of their own schedules for various reasons.

Trustee Chatman asked if there was a fund balance test in the supervisor's budget similar to the way it was presented in the highway commissioner's budget. The supervisor explained the page in the Excel workbook where this item was addressed although in a slightly different way.

The board then discussed the issue of appropriate reserve funds and the 2.5 times test.

**Adjournment:**

Motion to adjourn was made by Trustee Chatman; it was second by Trustee Signorella. Voice vote, all present in favor, motion passed. The meeting adjourned at 7:25P.M.

Roll Call Vote:

Ayes: Chatman, Allen, Signorella, Mullen

Nays: None

Absent: Riedy

Motion Passed

Respectfully Submitted,

Robert Klaeren

Township Clerk

