

**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

MINUTES OF THE REGULAR MEETING OF APRIL 8, 2020

Call to Order:

The Regular Meeting of the Board of Township Trustees was called to order by Supervisor Mullen at 7:30 p.m. It should be noted that because of the COVID 19 Pandemic and the State of Emergency declared by Illinois Governor JB Pritzker, this meeting was held virtually. The board interacted utilizing the Zoom platform to conduct the meeting, and streamed for the public via YouTube. Lisle Township residents were able to provide public comment via Google form on the internet.

Roll Call:

Physically Present: None

Present Electronically:

Supervisor Mary Jo Mullen
Assessor John Trowbridge
Highway Commissioner Ed Young
Trustee Michael Riedy
Trustee Michael Tams
Trustee Kathy Chatman
Trustee Sean Allen
Clerk Robert Klaeren

Absent: None

Others Present: Jim Vondran, Bill Green

Public Comments:

The supervisor explained that public comment was made available via a Google Form for the past few days. She then opened the form and there were no questions from residents. The supervisor then said that at the close of the meeting, she would check the Facebook Feed to determine if there were any questions at that time.

Approval of the March 11 Regular Meeting Minutes:

Trustee Tams made the motion to approve the March 11, 2020 Regular Meeting Minutes; the motion was seconded by Trustee Chatman.

The supervisor then explained at all votes this evening would be roll call votes.

Roll Call Vote:

Ayes: Tams, Riedy, Chatman, Allen, Mullen

Nays: None

Absent: None

Motion Passed

Update on COVID 19 Impacts to Township Operations:

The supervisor noted that the general information of how the township is now operating it is on the township's website. There is a specific page to deal with COVID 19 related issues and it will be updated regularly.

Supervisor Mullen then said that the latest update is that the township's annual meeting will be postponed until further notice due to the State of Emergency. The township will keep the public informed.

In compliance with the governor's order, all township offices are closed with the exception of essential services. General and Emergency assistance are still being provided with a focus on the safety of the residents and staff. All business for these services are done by appointment and conducted through the window inside the front lobby. The other aspect of essential services is the continued operation of the food pantry which is now being operated in a drive-through manner. Residents are now being instructed stay in their cars. The groceries are prepackaged with exception of perishable goods which are loaded into the bags at the time of pick up. Pantry staff wear gloves when bags are packaged and also when the bags are placed into the trunks of cars. The safety of residents, pantry volunteers and staff is being closely monitored.

The supervisor then noted that there have been many residents calling asking how to help and she had directed them to Jay Fisher of Friends of Lisle Township. This organization provides financial support to the pantry. There is also a GO FUND ME page, every dollar donated helps purchase \$8.00 worth of groceries.

Assessor Trowbridge said that his people are working remotely. If residents have questions, they can call his office and they will be directed to the correct person. The bigger issue his department is having is the delay in income tax filing has a direct correlation to the senior freeze filing. He is, however, confident that this will be taken care of in due course.

(Continued)

(Update on COVID 19 Impacts to Township Operations, continued)

Highway Commissioner Young said that the road district is performing essential operations and the men are called out to do the necessary work. The department continues to issue building permits, perform JULIEs as requested. His department is following the county lead regarding calling the men back. They are developing work plans which will allow the crews to work safely while maintaining their distance from each other, and some duties such as street cleaning will be done alone.

Trustee Tams asked if the food pantry was in need of volunteers. The supervisor described the situation regarding at risk volunteers staying home. She then stated that they have enough volunteers to staff the pantry.

Reports of Elected Officials:

Supervisor Mullen: The Shred day is set for April 18, but will be conducted with social distancing.

The largest difference is that residents won't be able to watch their documents being shredded.

Assessor Trowbridge: No Report

Highway Commissioner Young: The highway department is working with the county with respect for paving program for 2020. They will use MFT (Motor Fuel Tax) money and the bids should be going out shortly, and hopefully the roads will be paved sometime in July.

Other Business: None

Audit of Expenditures:

A Motion to audit expenditures was by Trustee Chatman; it was seconded by Trustee Allen.

Roll Call Vote:

Ayes: Tams, Riedy, Chatman, Allen, Mullen

Nays: None

Absent: None

Motion Passed

(Continued)

(Audit of Expenditures, continued)

The following total expenditures in each fund were reviewed:

Town Fund	\$ 39,573.35
General Assistance Fund	\$ 4,605.49
Road & Bridge Fund	\$ 78,650.64

A Motion to approve the audit of the expenditures was made by Trustee Allen; it was seconded by Trustee Chatman.

Trustee Tams asked if the process of the virtual Audit could be explained. Supervisor Mullen explained that in order to have a virtual meeting, the audit was set up by having a Zoom session. The trustees were provided the same documentation that they would have been provided in person. They then went through the normal audit procedure.

Trustee Chatman added that she was very comfortable with the audit format and that she had access to the finance director who answered any questions they had regarding the items they audited. Trustee Allen agreed that it was a solid process.

Roll Call Vote:

Ayes: Riedy, Tams, Chatman , Allen, Mullen

Nays: None

Absent: None

Motion Passed

Executive Session: None

Adjournment:

Motion to adjourn was made by Trustee Riedy; it was second by Trustee Chatman. Voice vote, all present in favor, motion passed. The meeting adjourned at 7:51 p.m.

Respectfully Submitted,



Robert Klaeren
Township Clerk

