

**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

MINUTES OF THE REGULAR MEETING OF OCTOBER 14, 2020

CALL TO ORDER: The Meeting of the Board of Township Trustees was called to order by Clerk Klaeren at 7:45 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 both on person and virtually. Those physically present were at 4711 Indiana Avenue in Lisle. The board interacted utilizing the Zoom platform to conduct the meeting. The meeting was 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:

Assessor John Trowbridge
Clerk Robert Klaeren
Trustee Sean Allen

Present Electronically:

Highway Commissioner Ed Young
Trustee Michael Riedy
Trustee Anthony Signorella
Trustee Kathy Chatman

Absent: Supervisor Mary Jo Mullen

Others Physically Present: Bill Green

Others Present Electronically: Jim Vondran, Keri Lyn Krafthefer, Nicholas Honeysett

Trustee Signorella made a motion for the Senior Trustee Michael Riedy to act as meeting Chairman. The motion was seconded by Kathy Chatman.

Roll Call Vote:

Ayes: Tams, Riedy, Chatman, Allen, Mullen

Nays: None

Absent:

Motion Passed

Public Comments:

None

Approval of the September 9, 2020 Regular Meeting Minutes

Trustee Signorella made a motion to approve the minutes of the September 9, 2020 meeting as presented, motion seconded by Trustee Allen.

Roll Call Vote:

Ayes: Riedy, Chatman, Allen, Signorelli

Nays: None

Absent: Mullen

Motion Passed

Discussion of and Potential Action on Clarke Mosquito Abatement Contract

Trustee Chatman made a motion to table the discussion of the Clark Mosquito Contract, motion seconded by Trustee Allen.

Voice Vote the Ayes were unanimous

Discussion of and Potential Action on Salaries of Elected Officials for 2021-2024

Trustee Allen made a motion to table the discussion on the salaries of elected officials, motion seconded by Trustee Chatman.

Voice Vote the Ayes were unanimous

Discussion of and Potential Action on the Impact Managed Print Contract:

Trustee Signorella made a motion to table the discussion of the managed print contract, motion seconded by Trustee Allen.

Voice Vote the Ayes were unanimous

Discussion of and Potential Action on Lease Extension at 1220 Iroquois Ave:

Trustee Signorella made the motion to table the lease extension; the motion was seconded by Trustee Allen.

Assessor Trowbridge told the board that this extension is needed, and timing is critical. This is because the next scheduled meeting is within two weeks of the end of the current lease. The extension is for four months and at a rate of \$1,700.00. Trustee Signorella withdrew his motion.

(Continued)

Discussion of and Potential Action on Lease Extension at 1220 Iroquois Ave: (Continued)

Trustee Chatman made a motion that the board approves the extension of the lease for four months at a rate not to exceed \$1,700.00 pending a review of the lease extension by Assessor Trowbridge, Supervisor Mullen, and the Township's Attorney. This Motion was seconded by Trustee Riedy.

Roll Call Vote:

Ayes: Riedy, Chatman, Allen, Signorella

Nays: None

Absent: Mullen

Motion Passed

***Following the motion on the above item, the board engaged Counsel regarding the proper procedure to table some of the remaining items on the agenda. Counsel advised that multiple agenda items could be tabled at once. Counsel also noted that all votes needed to be roll call votes. The board took advise of counsel and then set out to table the following items utilizing a roll call vote instead of a voice vote.

Trustee Signorella made a motion to table Agenda items 5,6,7,8,10,11,15. It was seconded by Trustee Riedy

Roll Call Vote:

Ayes: Riedy, Chatman, Allen, Signorella

Nays: None

Absent: Mullen

Motion Passed

Discussion of and Potential Action on Estimated Tax Levy Resolution, Town Fund and General Assistance:

Trustee Allen made the motion to approve the estimated Levy for the town fund and general assistance. The motion was seconded by Trustee Riedy

Roll Call Vote:

Ayes: Riedy, Chatman, Allen, Signorella

Nays: None

Absent: Mullen

Motion Passed

Discussion of and Potential Action on Estimated Tax Levy, Road District:

Highway Commissioner Young noted that the levy he would like to have posted and tentatively approved is \$3,070,000.00.

Trustee Chatman Made the motion to tentatively approve the Road District Levy for \$3,070,000.00, the motion was seconded by Trustee Allen.

Roll Call Vote:

Ayes: Riedy, Chatman, Allen, Signorella

Nays: None

Absent: Mullen

Motion Passed

Reports of Elected Officials:

Highway Commissioner Ed Young: The highway commissioner began his report by reminding the board that last year at this time he had told the board that he had intended to purchase a Case front-end loader, and another Peterbilt truck. At that time he thought that he would buy the Peterbilt truck this year and the Case front end loader next year, because he was able to find a good deal on a Case front end loader, he intended to switch that up and purchase it this year and the Peterbilt cab and chassis will also be paid for this year with the outfitting of the truck coming next year due to the outfitter's current backlog.

He also noted that he is going to dispose of four pieces of equipment utilizing Gov Deals.com

He asked that this document and the rest of his email sent this afternoon to the board be included in the record.

Assessor John Trowbridge: The assessor thanked the board for passing item number nine.

Supervisor Mary Jo Mullen: Absent

Other Business: Previously tabled

Audit of Expenditures:

Trustee Allen made a motion to go to audit of expenditures. Trustee Chatman seconded the motion to go to audit.

Roll Call Vote:

Ayes: Riedy, Chatman, Allen, Signorella

Nays: None

Absent: Mullen

Motion Passed

The following total expenditures in each fund were reviewed:

Town Fund	\$ 56,692.30
General Assistance Fund	\$ 7,703.70
Road & Bridge Fund	\$ 255,648.75

Trustee Allen made a motion to approve the audit of expenditures; Trustee Chatman seconded the motion.

Roll Call Vote:

Ayes: Riedy, Chatman, Allen, Signorella

Nays: None

Absent: Mullen

Motion Passed

Executive Session: None

Adjournment:

A motion to adjourn was made by Trustee Signorella it was seconded by Trustee Chatman.

Roll Call Vote:

Ayes: Riedy, Chatman, Allen, Signorella

Nays: None

Absent: Mullen

Motion Passed

The meeting adjourned at 8:23p.m.

Respectfully Submitted,

Robert Klaeren
Township Clerk

Attachments to the October 14, 2020 Board Meeting Minutes

From: Ed Young <highway@lisle-township.com>
Date: October 14, 2020 at 2:26:33 PM CDT
To: Mary Jo Mullen <mmullen@lisle-township.com>, Michael Riedy <michaelr@lisle-township.com>, Kathy Chatman <kchatman@lisle-township.com>, SAllen@lisle-township.com, assignorella@lisle-township.com, Bob Klaeren <rklaeren@lisle-township.com>, John Trowbridge <jtrowbridge@lisle-township.com>
Cc: Bill Green <billg@lisle-township.com>, Jim Vondran <jimv@lisle-township.com>
Subject: Levy & disposal of Property Ordinance
Reply-To: highway@lisle-township.com

To Lisle Township Elected Officials

To facilitate our discussions tonight and update a 3rd revision to the 2020 Levy I have consolidated all Road District attachments to one email.

First attached is a spreadsheet with 4 pages- 1 for Highway Commissioners compensation and 3 pertaining to the 2020 Road District Levy with another (3rd) revision.

The Compensation sheet has not changed. It averages compensation for all Highway Commissioners in DuPage County excluding Naperville & Bloomingdale and includes adjustments for the next term that have become known. Historically, Lisle Township has set the Highway Commissioners to be around the average of all the Townships. The average is \$101,865 which is almost comparable the Supervisor's new recommendation of \$99,200.

The three Levy sheets are the 2.5 Fund Balance test, which has not changed. A sheet detailing the levy and amounts collected for the period 2012 through 2020. And the 2020 Levy. The 2020 proposed levy of \$3,070,000 is slightly under a 5% (\$143,500) increase from the 2019 levy.

Also attached, is a PDF of a resolution to dispose of Road District property.

I look forward to discussing these items with at the Trustee meeting.

Ed

Ed Young
Highway Commissioner
Lisle Township Road District
630-964-0057
highway@lisle-township.com

Highway Commissioner's Workbook Sheet 1- Compensation

Lisle Township Road District						
Highway Commissioners Compensation Analysis						
<u>Highway Commissioner Compensation</u>						
Twp	<u>2017/2018</u>	<u>2018/2019</u>	<u>2019/2020</u>	<u>2020/2021</u>	<u>Road Miles</u>	
Milton**	\$109,260	\$110,354	\$111,457	\$112,572	81.57	
York	\$103,990	\$103,990	\$103,990	\$121,126	31.46	
Downers Grove	\$93,215	\$96,011	\$98,891	\$101,858	67.38	
Wayne	\$99,884	\$99,884	\$99,884	\$99,884	31.95	
Winfield*	\$95,000	\$95,000	\$95,000	\$107,000	39.95	
Lisle	\$90,617	\$90,617	\$90,617	\$90,617	48.44	
Addison	\$80,000	\$80,000	\$80,000	\$80,000	28.15	
Average	\$89,318	\$89,751	\$90,193	\$101,865		
* includes adjustment for term beginning May 2021.						
** Average for 4 yr term beginning May 2021						
prepared 10/11/2020						

Highway Commissioner's Workbook Sheet 2- Fund Balance Test

Estimated Opening Fund Balance & Ratio Test								
Fiscal Year 2021								
Prepared 10/11/2020								
Fund	<u>31 - Road & Bridge</u>	<u>32 - Permanent Road</u>	<u>33 - Equipment & Building</u>	<u>34 - Liability Insurance</u>	<u>35 - IMRF</u>	<u>36 - Social Security</u>	<u>Total</u>	
Fund Balance March 31, 2020	\$791,868	\$3,623,413	\$404,814	\$139,263	\$88,949	\$50,689	\$5,098,996	
Revenue 4-1-2020to 9-30-2020	<u>\$302,061</u>	<u>\$1,866,849</u>	<u>\$369,067</u>	<u>\$82,862</u>	<u>\$112,108</u>	<u>\$43,868</u>	<u>\$2,776,815</u>	
Total Funds Available	<u>\$1,093,929</u>	<u>\$5,490,262</u>	<u>\$773,881</u>	<u>\$222,125</u>	<u>\$201,057</u>	<u>\$94,557</u>	<u>\$7,875,811</u>	
Est FY 2021 Expenses	<u>\$335,744</u>	<u>\$1,916,445</u>	<u>\$261,532</u>	<u>\$75,000</u>	<u>\$120,000</u>	<u>\$50,000</u>	<u>\$2,758,721</u>	
Est Balance April 1, 2021	<u>\$758,185</u>	<u>\$3,573,817</u>	<u>\$512,349</u>	<u>\$147,125</u>	<u>\$81,057</u>	<u>\$44,557</u>	<u>\$5,117,090</u>	
FB Test (FB/2021 Expenses)	<u>2.26</u>	<u>1.86</u>	<u>1.96</u>	<u>1.96</u>	<u>0.68</u>	<u>0.89</u>	<u>1.85</u>	

Highway Commissioner's Workbook Sheet 3- Levy 2012-2020

Estimated Opening Fund Balance & Ratio Test								
Fiscal Year 2021								
Prepared 10/11/2020								
Fund	<u>31 - Road & Bridge</u>	<u>32 - Permanent Road</u>	<u>33 - Equipment & Building</u>	<u>34 - Liability Insurance</u>	<u>35 - IMRF</u>	<u>36 - Social Security</u>	<u>Total</u>	
Fund Balance March 31, 2020	\$791,868	\$3,623,413	\$404,814	\$139,263	\$88,949	\$50,689	\$5,098,996	
Revenue 4-1-2020to 9-30-2020	<u>\$302,061</u>	<u>\$1,866,849</u>	<u>\$369,067</u>	<u>\$82,862</u>	<u>\$112,108</u>	<u>\$43,868</u>	<u>\$2,776,815</u>	
Total Funds Available	<u>\$1,093,929</u>	<u>\$5,490,262</u>	<u>\$773,881</u>	<u>\$222,125</u>	<u>\$201,057</u>	<u>\$94,557</u>	<u>\$7,875,811</u>	
Est FY 2021 Expenses	<u>\$335,744</u>	<u>\$1,916,445</u>	<u>\$261,532</u>	<u>\$75,000</u>	<u>\$120,000</u>	<u>\$50,000</u>	<u>\$2,758,721</u>	
Est Balance April 1, 2021	<u>\$758,185</u>	<u>\$3,573,817</u>	<u>\$512,349</u>	<u>\$147,125</u>	<u>\$81,057</u>	<u>\$44,557</u>	<u>\$5,117,090</u>	
<u>FB Test (FB/2021 Expenses)</u>	<u>2.26</u>	<u>1.86</u>	<u>1.96</u>	<u>1.96</u>	<u>0.68</u>	<u>0.89</u>	<u>1.85</u>	

Agenda, October 14, 2020 provided for reference as Items 5,6,7,8,10,11,15 were tabled

Agenda

Lisle Township Board Meeting

4711 Indiana Ave, Lisle, IL 60532

This meeting will be conducted in-person and by audio / video conference without a physically present quorum of the Lisle Township Board because of a disaster declaration related to COVID-19 public health

concerns affecting the Township. Pursuant to Public Act 101-0640, an in-person meeting at the Township

building with all participants and the public is not practical or prudent because of the disaster. The Board Meeting will be conducted with multiple options for participation. The Board Meeting will be conducted in person at the Lisle Township Board Room to allow for social distancing of the Board and Public. Some

Township officials may not be physically present at the meeting if that is unfeasible due to the disaster and may participate by audio or video conference. Physical public attendance at the Township building may be limited or not feasible, so alternative arrangements for public access to hear the meeting are available here:

<https://us02web.zoom.us/j/82958988436?pwd=UHQ4ZGhKdFpvN3hIT3QxbkpITFF3dz09>.

The meeting will also be video recorded and posted online to the Lisle Township YouTube channel (bit.ly/LT-YT20).

All public attendees will be required to socially distance and wear masks.

October 14, 2020, 7:30 PM

1. Call Meeting to Order at 7:30 PM

2. Pledge of Allegiance to Flag

3. Roll Call

4. Public Comments*

5. Approval of the September 9, 2020 Regular Meeting Minutes

6. Discussion of and Potential Action on Clarke Mosquito Abatement Contract

7. Discussion of and Potential Action on Salaries of Elected Officials for 2021-2024

8. Discussion of and Potential Action on the Impact Managed Print Contract

9. Discussion of and Potential Action on Lease Extension at 1220 Iroquois Ave.

10. Discussion of and Potential Action to Provide Additional Funding for the Career & Networking Center due to COVID-19 Impacts

11. Discussion of and Potential Action on Lisle I-Net proposals, 4711 and 4719 Indiana Ave.

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12. Discussion of and Potential Action on Estimated Tax Levy Resolution, Town Fund and General Assistance

13. Discussion of and Potential Action on Estimated Tax Levy, Road District

14. Reports of Elected Officials

15. Other Business

16. Audit of Expenditures

17. Executive Session, if needed

18. Adjournment

* Members of the Public that attend the meeting may provide comments in-person or via the Zoom meeting if attending remotely. If you plan to attend the meeting via Zoom and plan to make a public comment, please send an email to mmullen@lisletownship.com before October 14, 2020 at 5pm to ensure we may unmute your line and ask for your participation.

In addition, Public Comment may be submitted in advance of the meeting through the form linked here: <https://forms.gle/bvBUWFhc5dVqXk7s6>. Comments submitted via this form will be read aloud during the

Public Comments portion of the agenda and must be submitted before October 14, 2020 at 5pm.