

Lisle Township

BOARD OF TRUSTEE MEETING

APRIL 13, 2004

(Following Annual Town Meeting)

1. Call Meeting to Order
2. Roll Call
3. Public Comments
4. Approval of Minutes of March 10th, 2004
5. Discussion of IMRF Participation for Clerk
6. Review Prior Executive Session Minutes
7. Audit of Expenditures
8. Adjournment

Disabled persons are welcome to our Board Meetings. Please give us 48 hours notice so that we can make any necessary special arrangements."

**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

MINUTES OF THE REGULAR MEETING OF APRIL 13, 2004

CALL TO ORDER: The Regular Meeting of the Board of Town Trustees was called to order at approximately 8:20 p.m., following the Annual Town Meeting, at the Lisle Township office, 4721 Indiana Avenue, Lisle, IL, by Supervisor Clarke.

1. Roll Call:

Present:

Supervisor Charles Clarke
Highway Commissioner Michael Dow
Trustee Torr Potterton
Trustee Sam Smith
Trustee Terry Cherep
Trustee Patti Voras
Clerk Richard Tarulis

Absent:

Assessor John Trowbridge

Others Present:

None

2. Public Comments: None.

3. Approval of Minutes: Motion by Trustee Smith to approve the minutes of the March 10, 2004 regular Town Board meeting. Second by Trustee Potterton. Voice vote, all in favor, motion passed.

4. Discussion of IMRF Participation by Town Clerk: Motion by Trustee Smith to open discussion on IMRF benefits for the Clerk. Second by Trustee Voras. Voice vote, motion passed. Trustee Smith noted that the Clerk spends substantial hours performing duties, and he felt the IMRF benefit was deserved. Trustee Potterton noted that the Township has benefited from Clerk Tarulis' experience and service, but felt that the annual salary of over \$11,000 was sufficient. Some months are not so busy, and the job is a community service. The salary of the Clerk will not match the private sector, and the pension benefit would be only about \$1,000 per year. Mr. Potterton felt that if the salary needs adjusting then that should take place in a few months when the salary is set for the next term. Trustee Voras questioned the number of years for vesting and the amount of benefits. Supervisor Clarke answered that it takes 8 years to vest, at a beginning benefit rate of 12.5% of the final three years salary. Trustee Cherep noted that someone can get years of service in at a low salary, and then get a few years service at a higher salary to establish a higher pension. Supervisor Clarke described the numbers of tasks and hours that the Clerk is required to do, and said he feels the Clerk deserves IMRF. Clerk Tarulis said

many of the Township Clerks in DuPage County keep regular office hours, some full-time, but that he does almost all of his work from his office in Naperville.

Motion to end discussion by Trustee Smith. Second by Trustee Potterton. Voice vote, all in favor, motion passed.

Motion by Trustee Smith to qualify the Town Clerk for IMRF benefits. Second by Trustee Voras.

Roll Call Vote:
Ayes: Smith, Voras, Clarke
Nays: Cherep
Abstain: Potterton
Absent: None (Motion Passed.)

5. Review of Prior Executive Session Minutes: Clerk Tarulis sent out a memo describing the Open Meetings Act requirement to review executive session minutes for release to the public, with a recommendation to release all minutes that have never been released. Motion by Trustee Potterton to release the following executive session minutes to the public:

June 7, 1989

Jan. 10, 1990

May 9, 1990

Nov. 29, 2000

April 30, 2001

Feb. 13, 2002

April 9, 2002

Second by Trustee Cherep. Voice vote, all in favor, motion passed.

6. Audit of Expenditures:

Motion by Trustee Potterton to audit expenditures. Second by Trustee Smith. Voice vote, all in favor, motion passed.

The following total expenditures in each fund were reviewed:

Town Fund	\$198,839.58
General Assistance Fund	\$ 9,818.57

Road & Bridge Fund \$ 38,454.72

Motion by Trustee Smith to approve the audit of the expenditures. Second by Trustee Potterton.

Roll Call Vote:

Ayes: Potterton, Smith, Cherep, Voras, Clarke

Nays: None

Absent: None (Motion Passed.)

7. Motion to Adjourn: Motion to adjourn by Trustee Cherep, second by Trustee Smith. Voice vote, all in favor, motion passed. The meeting adjourned at 8:45 p.m.

Respectfully Submitted,



Richard J. Tarulis
Township Clerk

* Next regular meeting Wednesday, May 12, 2004, at 7:30 p.m. at the Lisle Township office *



A RESOLUTION RELATING TO PARTICIPATION BY ELECTED OFFICIALS IN THE ILLINOIS MUNICIPAL RETIREMENT FUND

IMRF Form 6.64 (Rev. 9/97)

(Income tax information can be found on the reverse side of this resolution)

PLEASE ENTER Employer IMRF I.D. Number

3613

RESOLUTION

Number _____

WHEREAS, the LISLE TOWNSHIP

EMPLOYER NAME

is a participant in the Illinois Municipal Retirement Fund; and

WHEREAS, elected officials may participate in the Illinois Municipal Retirement Fund if they are in positions normally requiring performance of duty for 1,000 hours or more per year; and
(600 OR 1,000)

WHEREAS, this governing body can determine what the normal annual hourly requirements of its elected officials are, and should make such determination for the guidance and direction of the Board of Trustees of the Illinois Municipal Retirement Fund;

NOW THEREFORE BE IT RESOLVED that the BOARD OF TOWN TRUSTEES

BOARD, COUNCIL, ETC.

finds the following elected positions qualify for membership in IMRF.

TITLE OF ELECTED POSITION

DATE POSITION BECAME QUALIFIED

TOWNSHIP CLERK

MAY 1, 2004

CERTIFICATION

I, RICHARD J. TARULIS, the TOWNSHIP CLERK

NAME

CLERK OR SECRETARY OF THE BOARD

of the LISLE TOWNSHIP of the County of DUPAGE

EMPLOYER NAME

COUNTY

State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of a resolution duly adopted by its BOARD OF TOWN TRUSTEES at a meeting duly

BOARD, COUNCIL, etc.

convened and held on the 13th day of, APRIL 2004

SEAL

Richard J Tarulis

CLERK OR SECRETARY OF THE BOARD

Illinois Municipal Retirement Fund

Suite 500, 2211 York Road, Oak Brook Illinois 60523-2374 630/368-1010

IMRF Form 6.64 (Rev. 9/97) Service Representatives 1-800-ASK-IMRF (1-800-275-4673)

**** CONFIDENTIAL ****

March 17, 2004

To: Township Supervisor and Trustees

From: Township Clerk **RJT**

Re: **Review of Executive Session Minutes**

The Open Meetings Act requires that all executive session minutes be reviewed periodically to determine if the minutes should remain confidential, or can be released to the public.

Enclosed are copies of executive session minutes that have never been released. I have reviewed them, and make the following recommendations:

<u>Date</u>	<u>Subject</u>	<u>Release</u>	<u>Remain Confidential</u>
June 7, 1989	Personnel, salaries	X	
Jan. 10, 1990	Personnel, land acquisition	X	
May 9, 1990	Appointment to vacancy	X	
Nov. 29, 2000	Appointment to vacancy	X	
April 30, 2001	Appointment to vacancy	X	
Feb. 13, 2002	Appointment to vacancy	X	
April 9, 2002	Appointment to vacancy	X	

Please note that an executive session is scheduled for our regular meeting on April 13, following the annual meeting, in case any discussion of the executive session minutes is necessary. If no discussion is necessary, a motion to release or retain the minutes must be made in open session.

cc: Lynda Rusher

JUNE 7, 1989

MINUTES OF THE EXECUTIVE SESSION 8:50p.m. - 9:33p.m.

Mr. Shultes had planned on paying Mr. Smith \$27,000.00 per year. The balance of the year payroll would be \$24,800.00. Mr. Smith would do some commercial apprasial work as well as residential and this money could be taken from the commercial appraisor line item budget.

There is a second position open as of this date. The position is Clerk-Field person. Starting pay is \$18,000.00. Pay for the rest of the fiscal year (June 1) would be \$13,800.00.

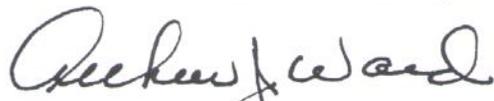
A third position is under consideration by Mr. Shultes. This is an experienced person in appraising and will not be available until January 1, 1990. Salary will be negotiable.

Mr. Jarrell then brought the Board up to date on Mr. Peter Johnson. Mr. Jarrell had recently received a letter from Mr. Craig Cobine the Township attorney. Mr. Cobine suggested a third mortgage to be placed on Mr. Johnson's property. Mr. Shultes then brought the Board up to date on his efforts to bring the sum of money owed the Township under greater control. This still depends on Mr. Shultes successful negotiations with Mr. Johnson. Mr. Shultes was asked to continue his efforts.

Mr. Shultes then reviewed his revised budget request. Originally the Board had granted the assessors office \$265,000.00. Mr. Shultes feels that the Board misunderstood the figures and that Mr. Shultes has a \$19,222.00 shortage. He made a request to the Board for a total budget of \$284,222.00.

Executive session ended at 9:33 p.m.

Roll call was taken. Clarke, Aye; Sula, Aye; Fiore, Aye; Potterton, Aye, and Jarrell. Aye.



Arthur J. Ward
Clerk

JANUARY 10, 1990

MINUTES OF THE EXECUTIVE SESSION 9:05 P.M. - 9:35P.

Executive Session From 9:05 p.m. - 9:20 p.m.

Mr. Shultes explained that Milton Township has requested him to lend personnel to aid in their tax objections for 1989. He stated Milton will pay the entire cost of this program. Mr. Shultes will lend personnel if time permits, one employee is involved at this time.

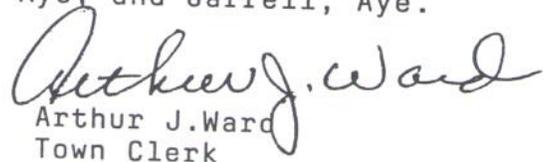
The board requests that the employee aid the assessor but not act as an official at tax objections. No official action taken by the board.

Executive Session From 9:20 p.m. - 9:30 p.m.

Mr. Pattermann presented the board with a proposed real estate purchase. Mr. Pattermann offered the real estate agent \$3.00 per sq. ft. The client is asking \$4.50 per sq. ft. This land would be used for additional parking and outside storage. No action taken.

Executive Session ended at 9:35 p.m.

Roll call was taken. Clarke, Aye; Potterton, Aye; Sula, Aye, Fiore, Aye; and Jarrell, Aye.


Arthur J. Ward
Town Clerk

MAY 9, 1990 TOWN OF LISLE COUNTY OF DU PAGE STATE OF ILLINOIS

EXECUTIVE MEETING:

Meeting was called by Mrs. Fiore Resolution # 9091-22, to discuss the appointment of a Township Trustee. All members present.

The following people, who expressed interest and have sent to the Supervisor their resume, were interviewed by the board. The appointment must be made by June 4, 1990

ROBERT J. CLINTON
2521 JACKSON DR.
WOODRIDGE, IL. 60517

ZACHARY H. LAWRENCE
6945 SUNDROP AVENUE
WOODRIDGE, IL. 60517

PATTI VORAS
9 S. 561 UNA AVENUE
NAPERVILLE, IL. 60565

Mrs. Voras was unable to attend the meeting and will be contacted by Supervisor Jarrell.

Mrs. Fiore made a motion to come out of Executive session at 9:35 p.m... Resolution # 9091-23. All members present for open meeting.

Charles B. Clarke

Charles B. Clarke
Town Clerk

LISLE TOWNSHIP

4721 INDIANA AVE

LISLE, IL 60532

MONTHLY TOWN BOARD MEETING

THE TOWN BOARD MEMBERS MEET AT THE

TOWNSHIP OFFICE NOVEMBER 29, 2000

4721 INDIANA AVE, LISLE, IL 60532

AT 7:30 P.M.,

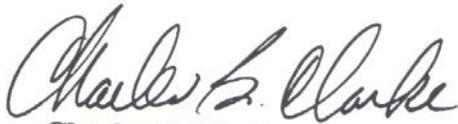
EXECUTIVE SESSION

BEVERLY FIORE	SUPERVISOR
CHARLES CLARKE	CLERK
JOHN TROWBRIDGE	ASSESSOR
MICHAEL DOW	HIGHWAY COMMISSIONER
TORR POTTERTON	TRUSTEE
MICHAEL PRUETER	TRUSTEE
DAVE PITTINGER	TRUSTEE
RICK TARULIS	TRUSTEE

The Lisle Town Board went into executive session at 8:18 p.m. November 29, 2000

Roll Call: Trustee's: Prueter, Potterton Pittinger and Tarulis: Present. Clerk Clarke present.
Supervisor Fiore: Absent.

The Lisle Township Trustee's discussed the qualifications of all candidates (Michelle Michals Sterling, Michael Mimmaugh, Michael Dimos, Jr., Samuel Adam Smith, Hugh Dunbar and Judy Yuill) seeking to fill the upcoming Prueter vacancy. All candidates were discussed, including those that were not in attendance for the November 29, 2000 meeting. No action was taken in the executive session. The board moved out of executive session at 8:37 p.m.



Charles B. Clarke
Lisle Township Clerk

Your expression is the most important thing you can wear.

LISLE TOWNSHIP
4721 INDIANA AVE
LISLE, IL 60532
EXECUTIVE SESSION
APRIL 30, 2001

BEVERLY FIORE	SUPERVISOR
CHARLES CLARKE	CLERK
JOHN TROWBRIDGE	ASSESSOR
MICHAEL DOW	HIGHWAY COMMISSIONER
TORR POTTERTON	TRUSTEE
RICK TARULIS	TRUSTEE
SAMUEL A. SMITH	TRUSTEE
DAVE PITTINGER	TRUSTEE

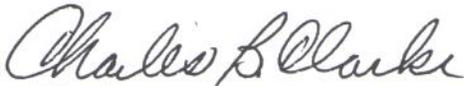
Executive Session:

Roll Call: Trustee's Potterton, Tarulis and Smith: present. Supervisor Fiore and Clerk Clarke: present.

The Town Board went into Executive Session at 7:22 p.m. to discuss the applicants to fill the Pittinger vacancy. Trustee Pittinger had passed away following a stroke.

Terry Cherep and David Pittinger Jr. were the only applicants to file for the vacancy.

The qualifications of the applicants were discussed. The Executive session ended at 7:31 p.m.



Charles B. Clarke
Township Clerk

You were born an original. Don't die a copy!

**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

MINUTES OF THE EXECUTIVE SESSION MEETING OF FEBRUARY 13, 2002

CALL TO ORDER: The executive session meeting was called to order at 7:45 p.m. at the Lisle Township office, 4721 Indiana Avenue, Lisle, IL, by Supervisor Clarke.

1. Roll Call:

Present:

Supervisor Charles Clarke

Trustee Torr Potterton

Trustee Sam Smith

Trustee Terry Cherep

2. Discussion of Filling Vacancy in Office of Township Clerk: Two application letters were received, from Phyllis Rasmussen and Rick Tarulis. Copies of letters and resumes were handed out. Position doesn't have to be filled by a lawyer. Both candidates are active in the Republican party and would do a good job. The vote in the open meeting will be by written ballot.

3. Motion to Reconvene in Open Meeting. Motion to reconvene into open meeting by Trustee Potterton, second by Trustee Cherep. Voice vote, all ayes, motion passed.

Executive session meeting adjourned at 8:00 p.m.

Respectfully Submitted,

DRAFT

Samuel A. Smith
Trustee

**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

MINUTES OF THE EXECUTIVE SESSION MEETING OF APRIL 9, 2002

CALL TO ORDER: The executive session meeting was called to order at approximately 9:10 p.m. at the Lisle Township office, 4721 Indiana Avenue, Lisle, IL, by Supervisor Clarke.

1. Roll Call:

Present:

Supervisor Charles Clarke
Trustee Torr Potterton
Trustee Sam Smith
Trustee Terry Cherep
Clerk Tarulis

2. Discussion of Filling Vacancy in Office of Township Clerk: Eight application letters were received, from Michael Demos, Keri-Lyn Krafthefer, Lydia Krywaruczenko, Ben-Chieh Liu, Debbie Pawlowicz, Gail Peck, Michelle Michals-Sterling, and Patti Voras. Ms. Krywaruczenko and Ms. Michals-Sterling have withdrawn from consideration. Copies of letters and resumes for the remaining candidates were handed out. Trustee Potterton summarized each persons qualifications, and reported on various reference checks he made. The Trustees and Supervisor discussed the qualifications of the candidates, and agreed that each of them would bring valuable experience and perspective to the Town Board. The vote in the open meeting will be by written ballot.

3. Motion to Close Executive Session and Reconvene in Open Meeting. Motion to close executive session and reconvene into open meeting by Trustee Cherep, second by Trustee Smith. Voice vote, all ayes, motion passed.

Executive session meeting adjourned at approximately 9:20 p.m.

Respectfully Submitted,

Richard J Tarulis

Richard J. Tarulis
Town Clerk