

**LISLE TOWNSHIP  
DUPAGE COUNTY, ILLINOIS**

**MINUTES OF THE REGULAR MEETING OF JUNE 13, 2018**

CALL TO ORDER: The Regular Meeting of the Board of Township Trustees was called to order by Supervisor Mullen at 7:30 p.m. at the Lisle Township office, 4711 Indiana Avenue, Lisle, IL.

Roll Call:

Physically Present:

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

Present Electronically: None

Absent: Trustee Sean Allen

Others Present: Jim Vondran, Paula Garcia, Theresa Sullivan, Bill Green, Scott Duenser, Jan Pfeifer, Keri-Lyn Krafthefer

Public Comments: None

**Approval of May 9, 2018 Regular Meeting Minutes:**

Trustee Riedy made the motion to approve May 9, 2018 Regular Meeting Minutes. Trustee Tams seconded the motion. Voice vote, all in favor, motion passed.

**Open Sealed Bids for Sale of 2011 Ford E 150 (Food Pantry Van) and Potential Action on Contract for Same:**

It was noted that the township received two sealed bids for the 2011 Ford E 150 (Food Pantry Van). Clerk Klaeren then opened each sealed bid.

The first bid was for \$ 4,250.00 submitted by Mr. Mike O'Malley who provided his telephone number and email address.

The second bid was for \$ 3,668.00 submitted by Mr. Yousef Dabbagh who provided all of his contact information.

Supervisor Mullen then made the motion to award the sale of the 2011 Ford E 150 van to Mike O'Malley for \$4,250.00 and to direct the supervisor and township attorney to prepare all necessary documentation to make that happen. Trustee Tams seconded the motion.

The supervisor and board expressed their concerns that the bids were lower than the vans fair market value. Trustee Tams then asked the township attorney to please advise the board of its options.

The township's attorney said that the board had two options: The first option is to suspend accepting the bids until the board does more research and has more information as to the van's real value. The second option is that the board could reject all bids and pursue other options because they fail to provide the township with a fair price.

Trustee Riedy then asked if the township could go out and ask dealerships what they would pay for the van. The attorney said yes it could, and that if the amount which could be received by the township was more than the current high bid the township could reject all bids then sell the van to a dealership.

The board then discussed the issue at some length. Mr. Green reminded the board that a dealership was willing to pay \$6,500 for the van; he also noted that this was in conjunction with the purchase of new van. He was confident that this or other dealers would be willing to pay a similar amount even without the purchase of the new van through them.

The board then concluded that more research should be done.

The supervisor withdrew her earlier motion and Trustee Tams withdrew his second.

The supervisor then made a motion to table the issue until the next meeting with Trustee Riedy seconding the motion. The board then passed the motion to table the sale of the food pantry van.

#### **Review and Potential Action on Audit:**

The supervisor then introduced Scott Duenser of Klein Hall who went through the financial audit and letters they prepare to file with the state. He reminded the board that audit was done on a "Modified Cash" basis as it has been done in the past.

Mr. Duenser then told the board that the Illinois Legislature had passed a bill allowing governmental bodies to continue to use the "Modified Cash" basis of accounting. The bill is now awaiting the governor's signature.

He noted that this is good news if the township would like to keep the modified cash basis of accounting rather than change to the accrual method of accounting. The board then asked a number of questions regarding the change to the law. Mr. Duenser then went through the differences in the basis of accounting.

The board then discussed various aspects of whether or not to change accounting methods. It discussed the issues with the input of the accountant. The board discussion continued to deliberate the issue, changes and pending legislation for quite some time. All were concerned regarding which method would best provide the residents with a clear picture of the township's finances.

It was decided that the board should look at this issue after the legislation is signed. The supervisor then asked if the board would like to approve the 2017 audit.



Trustee Tams made the motion to approve the 2017 Audit; it was seconded by Trustee Riedy.

Trustee Chatman then asked Mr. Duenser to please go to the portion of the audit that covered pensions, and asked a few questions. Mr. Duenser then directed the board to page 31 of the audit to get the most accurate picture. He noted that the township's pensions are currently funded at 96%.

The supervisor then called for a voice vote for the approval of the Audit. The vote passed.

**Approval of Prevailing Wage Ordinances, Town and Road District:**

Supervisor Mullen noted to the board that it does not have to approve the Road District's Prevailing Wage Ordinance as Highway Commissioner Young has already approved it.

Trustee Riedy made the motion to approve the Prevailing Wage Ordinance for Lisle Township. Trustee Chatman seconded the motion.

Following a brief discussion of how the ordinance would be posted; the supervisor hearing no more discussion called for a vote on the motion. The Motion passed by unanimous voice vote.

**Discussion and Potential Action on CERT Intergovernmental Agreement:**

The supervisor noted that Ralph Hinkle, who had been running CERT, had retired and that Marty Keller had taken over his responsibilities.

Trustee Chatman made the motion to approve the "CERT Intergovernmental Agreement." Trustee Riedy seconded the motion.

Supervisor Mullen then noted that the new agreement is for a longer term at the request of CERT but stops following the next township election. This agreement lasts through March 31, 2021. The cost to the township is now \$3,750.00 per year instead of the original \$ 5,000.00, due to increased participation in CERT by additional governmental bodies.

Trustee Tams then asked if CERT resources had been deployed in the township. A number of examples were given. One of these examples was that CERT volunteers have been providing personnel for the Senior Car Care Safety Clinics held at the Township.

**Discussion and Potential Action to Call a Special Meeting of Electors Related to 4721 Indiana Avenue:**

Assessor Trowbridge began the discussion by saying that he is personally happy with the current location of his office but that many seniors who come to his office are upset. He noted that among the seniors primary complaints were the lack of signage for the Assessor's office and the number of steps that had to take from their cars to reach the door of the office.

That being noted the assessor and supervisor have explored many options. To the assessor's knowledge, the board has only ruled out the three most expensive options, each involving trying to save the 4721 building.

The assessor then noted that some media outlets and others have stated that the board is currently considering spending \$2.7 million and he is not aware of anyone on the board willing to spend that amount of dollars. Mr. Trowbridge then said that while he can still stay where he is at, many residents are not pleased with the location. One other option is the purchase an existing space. He said that they have explored a building and piece of property located on Diehl Road which is closer to one-third to one-half one half of the amount above. Furthermore, a tax exempt organization expressed interest in renting the portion of the property not needed by the assessor's office, and in fact has indicated a willingness to enter into a 10-year lease.

The assessor said that the 10-year lease would cover nearly 40% of the initial purchase price. This lease would allow the township to use a shared portion of the space for various meetings. Mr. Trowbridge said that he has conservatively calculated he is saving the taxpayers more than \$340,000.00 over the next 10 years. That being said, Mr. Trowbridge is hesitant to put this option forward at this time, as others have said that there are two other options. He has reached out to those persons, and is currently waiting to hear back regarding them before presenting those potential options to the board.

Supervisor Mullen then reviewed some materials she had prepared regarding public comments at the Annual Town Meeting this past April. It was noted that if there is a change of township government as we know it, the building on Diehl Road would be an asset. She also said that the shared space could potentially be used for youth and family services purposes.

The Board then discussed the procedures regarding a special meeting of the electors and the process moving forward.

The supervisor then spoke about how Lisle Community Unit School District 202 went through its process. She has scheduled a meeting with the school district to discuss and understand the process they recently implemented.

The discussion continued regarding how to best increase awareness and engage the public, present the options, and elicit opinions and responses.

No Action Taken.

#### **Reports of Elected Officials:**

**Assessor Trowbridge:** No Report

**Highway Commissioner Young:**

The highway commissioner distributed his report to the board and reviewed it. The entire report is attached at the end of these minutes.

The commissioner noted that he is paying special attention to how construction traffic in the Meadows subdivision is affecting residents and the roads where this type of traffic is permitted.

The highway commissioner discussed his report which is attached to these minutes.



Trustee Chatman asked Highway Commissioner Young if there is an opportunity to change the configurations at the two intersections with stoplights out of the Meadows subdivision onto Route 53. Her concern is that the current configuration these intersections are stressed and the addition of school busses for the new school could further cause issues. The highway commissioner and Mrs. Chatman discussed the issue for a few moments, which also included a few clarifying question from other board members.

Trustee Chatman then asked about the process for a stop sign at Elm and South to be considered. The highway commissioner said that he would have to get approval from the county for a stop sign. The county would first do a traffic study. The highway commissioner then detailed some of the other issues regarding sidewalks and pedestrian traffic in the area once the school in opened.

#### **Supervisor Mullen:**

The supervisor then noted that the Letter Carrier's Food Drive provided 2,085 pounds of food to the pantry. It was further noted that the Triad Car Care Clinic Safety Clinic for Seniors inspected 82 vehicles; 32 of the attendees were first time visitors.

It was discussed that a letter regarding a garbage collection vendor change in the Village of Lisle was sent to many residents of unincorporated Lisle. This mistake on the part of the new Village of Lisle vendor caused a great deal of confusion for those unincorporated residents who received it. This generated a number of calls to the township and several elected officials were also contacted regarding it. The vendor will send post cards correcting the mistake to residents.

The Youth in Crisis Coalition launched its website last month, [www.itonlytakesone.org](http://www.itonlytakesone.org). The cost of the coalition website is being covered by a state grant.

The supervisor will likely have a few budget line item transfers next month regarding youth and family services based on some activities in September.

The supervisor corrected what she had said in the May meeting regarding how the last payment to satisfy the tax objections would be made. She noted that the amount was not taken out directly by the county as indicated. The township wrote a check to satisfy the obligation.

#### **Other Business:**

None

**Audit of Expenditures:**

A Motion to audit expenditures was made by Trustee Tams; Seconded by Trustee Riedy. Voice vote, all in favor, motion passed.

The following total expenditures in each fund were reviewed:

Town Fund	\$ 311,957.61
General Assistance Fund	\$ 7,105.80
Road & Bridge Fund	\$ 50,328.31

A Motion to approve the audit of the expenditures was made by Trustee Riedy, Seconded by Trustee Tams.

Roll Call Vote:

Ayes: Tams, Riedy, Chatman, Mullen,

Nays: None

Absent: Allen

Motion Passed

**Executive Session:** None

**Adjournment:**

Motion to adjourn was made by Trustee Chatman; it was second by Trustee Riedy. Voice vote, all present in favor, motion passed. The meeting adjourned at 9:00 p.m.

Respectfully Submitted,



Robert Klaeren  
Township Clerk



**Lisle Township June 2018 Trustee  
Highway Commissioner's Report  
June 13, 2018**

All normal operations brush pick, street repaving, curb replacement, brush pickup operations are going according to plan.

Vacation of land on Tuthill Road & Burlington Ave. for new development competed. (See page 2 ) Naperville Mayor Emeritus Pradle attending the public meeting and wanted to complement the Highway crew. Road Commission received \$63,000 for the land vacated.

Meadows District School 202 construction is under way. Issued permit and received \$10,000 cash bond and surety for \$100,000. Installed "No Construction Traffic" signs on major access points to the Meadows . Worked with State to get permission to exempt construction traffic from prohibition of right-hand turns from Rt. 53.

Replaced Burlington Ave. culverts 60 in. diameter 102 ft. long (two 51 ft. pipes banded together). ( See p 3-6)

Disposing of surplus property throughGovDeals.com. Resolution and listing of property attached as 7-9.

Meeting scheduled for this Friday June 15, 2018 with the Supervisors, Clerks and Highway Commissioners of Lisle and Naperville Townships to begin preliminary discussions on merger of Road Districts.

Approved 2018 Prevailing Wage Resolution (p-10-13)























LISLE TOWNSHIP ROAD DISTRICT

RESOLUTION 2018-2

A RESOLUTION AUTHORIZING SALE OF PERSONAL PROPERTY BY INTERNET AUCTION

WHEREAS, the Lisle Township Road District has personal property which is not needed for public use, or is obsolete or unfit for the use for which it was acquired, and

WHEREAS, Section 60 ILCS 1/30-50 of the Illinois Revised Code authorizes the Road District to dispose of such property by internet auction, and

WHEREAS, this Highway Commissioner has determined that surplus property, including motor vehicles acquired for the use of municipal officers and departments, and road machinery, equipment, tools or supplies (see Exhibit A attached listing of surplus property) which are not needed for public use, or are obsolete or unfit for the use for which they were acquired, are appropriate to be sold by internet auction, and

WHEREAS, this Highway Commissioner hereby declares his intent to sell such property through internet auction,

NOW, THEREFORE, BE IT RESOLVED by the Highway Commissioner of Lisle Township Road District, County of DuPage and State of Illinois,

Section 1. That the Superintendent of Lisle Township Road District is hereby authorized and directed to sell by internet auction surplus personal property, including motor vehicles, road machinery, equipment, tools or supplies (see Exhibit A attached listing of surplus property) which are not needed for public use, or are obsolete or unfit for the use for which it was acquired.

Section 2. That the auctions shall be conducted on a continuous basis through accessing Lisle Township Road District surplus property through the Township website, located at <http://www.LisleTownship.com/>, which will contain a link to and the surplus items listing on GovDeals.com shall be posted for 30 days, including Saturdays, Sundays and legal holidays.

Section 3. That the Superintendent of Lisle Township Road District is authorized and directed to enter

Into an agreement with GovDeals, Inc., a Delaware corporation, 5913 Carmichael Place, Montgomery, Alabama 36117, telephone (615) 846-1150, for the provision of internet services to display the surplus items and provide related services for the City to conduct the internet auctions.

Section 4. The surplus property shall be posted for 30 days, including Saturdays, Sundays and legal holidays. All surplus property to be auctioned shall be offered for sale "AS-IS, WHERE IS", and the road District shall make no warranty, guarantee or representation, express or implied, as to the merchantability or fitness for any purpose of the property offered for sale. No Buyer of property shall be entitled to any payment for loss of profit or any other money damages, special, direct, indirect or consequential. All sales of property shall be final upon removal of the property by Buyer. The Road District shall reserve the right to reject any and all bids and to withdraw from sale any property it may choose.

PASSED THIS 8TH day of JUNE, 2018.

APPROVED:

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Ed Young

Lisle Township Highway Commissioner

ATTEST:

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Robert Klaeren

Lisle Township Clerk



Description			Identification #	Approx. Purchase Date	Approx. Purchase Cost
SELL	1	2001 INT'L 4900 with Dump Body #4	1HTSDAARX1H355148	09/28/00	\$60,382
SELL	2	2005 International 7400 6X4 w/ Dump Body #14	1HTWGAZT75J056885	10/25/04	\$83,152
SELL	3	2008 Atlas Bobcat Skid Steer Loader (leased)	ASGM20564	06/10/08	\$30,415
SELL	4	Hyster Forklift	D002D07606A	06/02/99	\$3,500
SELL	5	Hydraulic Post Driver	PD45-131		\$2,565
SELL	6	11 ft. Wausau Plow R4511 (for old #4)		09/01/00	\$6,059
SELL	7	11 ft. Wausau Plow (for #14)		11/01/04	\$6,501
SELL	8	Swenson 15' V-Box Spreader (for #14)		09/17/99	\$5,536
SELL	9	Monroe Deicing Dispenser - (for #14)		09/10/97	\$2,317
SELL	10	Swenson V-Box Spreader - (for old #4)		09/01/00	\$5,359
SELL	11	Swenson Deicing Dispenser - (for old #4)		09/01/00	\$2,497
SELL	12	Hauser Post Hole Digger - LF-8			\$300
JUNK		Swenson V-Box Spreader - (previously for #5) (Hoyle)		01/22/01	\$6,228

Inventory Items To Sell - 01-04-18

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ADOPTING PREVAILING WAGE RATES  
TO BE PAID TO LABORERS, MECHANICS AND OTHER WORKERS  
PERFORMING CONSTRUCTION OF PUBLIC WORKS  
IN THE LISLE TOWNSHIP ROAD DISTRICT,  
DUPAGE COUNTY, ILLINOIS**

**WHEREAS**, the State of Illinois has enacted the Prevailing Wage Act, approved June 26, 1941, as amended, being 820 ILCS 130/0.01 through 130/12 (the "Act"); and

**WHEREAS**, the Act requires that during the month of June of each calendar year the Lisle Road District (the "Road District") investigate and ascertain the prevailing rate of wages, as defined in said Act, in the "locality" of the Road District for laborers, mechanics and other workers performing construction of public works for the Road District.

**NOW, THEREFORE, BE IT ORDAINED BY THE HIGHWAY COMMISSIONER OF THE LISLE TOWNSHIP ROAD DISTRICT, DUPAGE COUNTY, ILLINOIS, as follows:**

**Section 1:** To the extent and as required by the Act, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under the jurisdiction of the Road District is hereby ascertained to be the same as the prevailing rate of wages for construction work in DuPage County as determined by the Department of Labor of the State of Illinois (the "Department") which are in effect on August 31, 2017. If the Department adopts different rates after June 1, 2018 during the month of June, 2018, a copy of that determination will be appended hereto and incorporated herein by reference when it is available from the Department. As required by said Act, any and all revisions of the prevailing rate of wages by the Department shall supersede the Department's June determination and apply to any and all public works construction undertaken by the Road District. The



definition of any terms appearing in this Ordinance which are also used in the Act shall be the same as in the Act.

**Section 2:** Nothing herein contained is intended to apply nor shall be construed to apply said prevailing rate of wages as herein ascertained to any work or employment performed on behalf of this Road District except public works construction to the extent required by the Act.

**Section 3:** If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

**Section 4:** All Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**Section 5:** The Road District Clerk shall publicly post or keep available for inspection by any interested party in the main office of this Road District this determination of prevailing rate of wages. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

**Section 6:** By July 15<sup>th</sup>, the Road District Clerk shall file a certified copy of this Ordinance with the Illinois Department of Labor.

**Section 7:** Within thirty (30) days after filing a certified copy of this Ordinance with the Department of Labor, the Road District Clerk shall cause to be published in a newspaper of general circulation within the area a notice that this determination is effective and constitutes the determination of this public body, or a hyperlink posted to the Department's determination in accordance with 820 ILCS 130/9.

**Section 8:** The Road District Clerk shall mail a copy of this Ordinance to any employer, and to any association of employers and to any person or association of employees

who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

**Section 9:** This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
HIGHWAY COMMISSIONER  
LISLE TOWNSHIP ROAD DISTRICT

ATTEST:

\_\_\_\_\_  
CLERK



STATE OF ILLINOIS )  
 ) SS.  
COUNTY OF DUPAGE )

**CLERK'S CERTIFICATE**

I, \_\_\_\_\_, DO HEREBY CERTIFY that I am Road District Clerk of Lisle Township Road District, DuPage County, Illinois, and as such official, I am keeper of the records, ordinances, files and seal of said Road District, and

**I HEREBY CERTIFY** that the foregoing instrument is a true and correct copy of AN ORDINANCE ADOPTING PREVAILING WAGE RATES TO BE PAID TO LABORERS, MECHANICS AND OTHER WORKERS PERFORMING CONSTRUCTION OF PUBLIC WORKS IN THE LISLE TOWNSHIP ROAD DISTRICT adopted by the Lisle Township Highway Commissioner on the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**IN WITNESS WHEREOF**, I hereunto affix my official signature and the seal of said Lisle Township Road District at Lisle, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
CLERK  
LISLE TOWNSHIP ROAD DISTRICT

[SEAL]