

**LISLE TOWNSHIP  
DUPAGE COUNTY, ILLINOIS**

**MINUTES OF THE REGULAR MEETING OF SEPTEMBER 13, 2017**

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  
Trustee Michael Tams  
Trustee Michael Riedy  
Trustee Kathy Chatman  
Trustee Sean Allen  
Clerk Robert Klaeren  
Assessor John Trowbridge

Present Electronically: None

Absent: None

<u>Others Present:</u>	Jim Vondran	Becky Rudolph	Rita Dwyer
	Bill Green	Arlene Kendoski	Theresa Sullivan
	Keri-Lyn Krafhefer	Jax West	Julie Ryan
	Rick Tarulis	Kim Brondyke	Julie Galbreath
	Paula Garcia		

**Public Comments:** Rick Tarulis: Mr. Tarulis commented that he would like to know why the board would be doing a resolution to accumulate funds given large upcoming payment of tax objections. He further commented that there are no funds to accumulated due to the settlement of tax objections. The supervisor responded that the resolution was to insulate the township from further objections, and that the accumulation was for the Township Assessor staff offices.

**Approval of the August 9, 2017 Regular Meeting Minutes:**

Trustee Riedy motioned for the approval of the minutes from the August 9 Regular Board meeting. Trustee Tams seconded the motion.

Motion was approved by unanimous voice vote.

**Approval of the July 6, 2017 Special Meeting Minutes:**

Trustee Riedy motioned for the approval of the minutes from the July 6 Special Meeting. Trustee Allen seconded the motion.

Motion was approved by unanimous voice vote

**Approval of the July 6, 2017 Executive Session Minutes:**

Trustee Riedy motioned for the approval of the minutes from the July 6 Executive Session. Trustee Allen seconded the motion.

Motion was approved by unanimous voice vote

**Approval of the July 12, 2017 Executive Session Minutes:**

Trustee Riedy motioned for the approval of the minutes from the July 12 Executive Session. Trustee Allen seconded the motion.

Motion was approved by unanimous voice vote

**Discussion and Potential Action on Resolution Authorizing Accumulation of Funds:**

The Township Clerk noted; there is a correction in wording of the resolution. That Change is in the last paragraph of the first page, on the fifth line; that change is from "Township Corporate Fund" to "Township Capital Fund" .

Trustee Tams made the motion to approve the Resolution No. 2017-3 for the accumulation of funds, Trustee Chatman seconded the motion.

The township attorney described the two principle reasons for the necessity of the resolution. The first reason is to authorize the board to collect and potentially spend the funds to resolve the issue of the township assessor's building. The second is to articulate through a legislative action why the township is accumulating the funds to address any potential tax rate objections.

The board then briefly discussed the issue and the mechanisms of the use of the monies.

Roll Call Vote:

Ayes: Tams, Riedy, Chatman, Allen, Mullen,

Nays: None

Absent: None

Motion: Passed

### **Discussion of Long-Term Capital Improvement Plan:**

The supervisor referred to the need for a long term capital improvement plan as explained by the township attorney. This is the beginning of a longer view of the capital needs of the township so that if it is necessary further funds can be accumulated.

Trustee Chatman asked that as this moves forward she would like to see this plan have detailed descriptions and timelines. She felt that the board would like a clear understanding as to the purpose of any further accumulation if necessary. The rest of the board liked the idea as did the supervisor.

### **Review and Approve the Addition of Vision Insurance:**

The supervisor reminded the board that the issue was introduced and briefly discussed at the August meeting, and that Lisle Township's portion of the plan was \$8.00 dollars per employee participant each month. She then asked for a motion and second to discuss the item.

Trustee Allen made the motion to approve the addition of vision insurance for township employees, Trustee Chatman seconded the motion.

The board then reviewed the costs and policy. Trustee Tams asked if the primary reason of the proposal is to cover safety glasses for the Township Highway Department employees safety glasses; he was told yes it was.

Roll Call Vote:

Ayes: Tams, Riedy, Chatman, Allen, Mullen,

Nays: None

Absent: None

Motion: Passed

### **4721 Building Update 4721 Indiana:**

Assessor Trowbridge told the assembly that the assessor's office is losing its lease in December. He then went into the issues with a potential site that occurred since the last meeting. There is potential sublease in the building immediately to the south.

The Township Supervisor noted that the potential use of some space in the Lisle Village Hall was not practical because the assessor's employees would need to break up into two different areas.

The timing is very concerning because it is in conjunction with the "closing of their books" and mailing of assessment notices.

The supervisor then went on to summarize the engineering report she had received. This report said that the only option that is off the table is to reuse the building as-is. She noted that the structural foundation is good, but if it was to be reused, they will want to do some destructive testing of the concrete. The purpose would be to note the occurrence and condition of the rebar.



### **4721 Building Update 4721 Indiana(Continued):**

If that was acceptable they would then perhaps just add a bit more concrete to the inside walls for reinforcement. The supervisor noted that the shell of the building could be used. The building would need new windows, HVAC systems and a roof, as well as to be reconfigured insuring all mold was remediated. The building also should have a new facing with a higher R-value.

Trustee Chatman then asked for a copy of the report and the issue of the public outreach efforts were discussed. The outreach efforts would include at least one public hearing with alternatives and costs available to taxpayers.

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

#### **Assessor Trowbridge:**

The assessor reiterated that the damage to the assessor's office is due to a mold issue. Then Assessor Trowbridge briefly recapped the history of the situation for those in the audience who were not aware.

#### **Highway Commissioner Young:**

The new roof on the Highway Department is now complete at a cost of \$85,000.00 dollars. He remarked that the contractor was professional and efficient.

Trustee Tams asked if the low bidder was used, and the highway commissioner said the low bidder was used.

#### **Supervisor Mullen:**

The Township Audit for 2016 was accepted by the state but, next year the state will require the township move to an accrual basis. The process for this change will be on the agenda in the coming months.

The township will be acquiring a new software package for General Assistance. This package will streamline the paperwork process as the GA workload is rising. The cost of this software is approximately \$5,000.00 initially, then a \$3,000.00 annual licensing fee.

The supervisor closed by mentioning the township investment report noting that the townships investments netted approximately \$30,000.00.

### **Other Business:**

The Triad Heathy Wealthy Wise event for seniors on September 22nd from 8:00 a.m. to 12:00 p.m., at the Naperville Municipal Center was mentioned, as was the TRIAD Senior Car Care Clinic on October 14th from 8:00 a.m. to 12:00 p.m. at the Lisle Township campus.

**Audit of Expenditures:**

A Motion was made by Trustee Tams to audit expenditures and seconded by Trustee Chatman. Voice vote, all in favor, motion passed.

The following total expenditures in each fund were reviewed:

Town Fund	\$ 65,053.45
General Assistance Fund	\$ 14,914.42
Road & Bridge Fund	\$ 550,593.92

A Motion was made by Trustee Tams to approve the audit of the expenditures. It was seconded by Trustee Chatman.

Roll Call Vote:

Ayes: Tams, Riedy, Chatman, Allen, Mullen,

Nays: None

Absent: None

Motion Passed

**Executive Session:** None

**Adjournment:**

A Motion to adjourn was made by Trustee Chatman and seconded by Trustee Riedy. Voice vote, all present in favor, motion passed. The meeting adjourned at 8:16 p.m.

Respectfully Submitted,



Robert Klaeren  
Township Clerk