

**LISLE TOWNSHIP  
DUPAGE COUNTY, ILLINOIS**

**MINUTES OF THE REGULAR MEETING OF SEPTEMBER 11, 2019**

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  
Trustee Sean Allen  
Clerk Robert Klaeren

**Present Electronically:** None

**Absent:** None

**Others Present:**

Jim Vondran, Bill Green Katie Neary

**Public Comments:**

None

**Approval of the August 14, 2019 Regular Meeting Minutes:**

Trustee Tams made the motion to approve the July 14, 2019 Regular Meeting Minutes:  
Motion was seconded by Trustee Riedy.

Motion Passed

**Discussion and Update of Assessor Office Space:**

Supervisor Mullen is working with the demolition contractor on the permitting process. During this collaboration the supervisor asked to be updated on the permitting process and if any delays occurred. Supervisor Mullen has also been in contact with NICOR and they have been working with them to get the connection capped.

The Highway Commissioner mentioned that in the past the village waived permitting fees for other governmental entities with the exception of out of pocket fees.

**Discussion and Update of Assessor Office Space(Continued):**

The Assessor informed the board that they were notified by their landlord that they would be exercising their option in the lease which allows the landlord to move them with 90 days' notice. The landlord has send them an amendment to the lease which moves them at a reduced costs. The space they are being moved to is one of the sites considered for a permanent space but was deemed too small. The landlord will be covering the costs of the move.

The assessor expressed concern that his old telephone system may not survive another move. The supervisors then informed the assessor and the board that her office is already considering a VOIP system for the township. Mr. Green then briefly discussed some of the options he is currently reviewing. It was noted that this information would be presented in an upcoming meeting.

The supervisor and assessor then briefly discussed the space plan and some changes to it so that exact costs could be determined and compared to other options.

**Update on Waste Hauling RFP:**

The supervisor told the board that the RFP is drafted and is being reviewed by legal. The next step is to set the date for the bid opening.

**Reports of Elected Officials:**

**Assessor Trowbridge:** No Report

**Commissioner Young:**

Mr. Young began his report explaining to the board that his department received a bill from a contractor before the deadline to be paid. Through a miscommunication in his office, the bill was not submitted to be placed into the regular monthly bills. Mr. Young felt that the contractor did all the work and submitted bill on time and if it is practical within the township's rules, he would like to have the check to be cut and added to the bills paid this month. The supervisor, highway commissioner and finance director then discussed and reviewed with the board how this could be done properly. The finance director then prepared the necessary paperwork to complete the check and have the board perform a secondary audit.

The commissioner said that most of the summer work was completed and that he is satisfied with the efforts of his crew and contractors. He is also reviewing the new health insurance renewal and that the cost has gone up. He is reviewing the options available to the highway department.

## **Reports of Elected Officials(Continued):**

### **Supervisor Mullen:**

The supervisor followed up on a question regarding the employee handbook and if minor changes had to be approved by the board. The opinion of the township's lawyer is yes all changes must be approved by the board.

The next item was that the supervisor has looked into the issues brought up by Mr. Marx at last month's meeting. She has met with city regarding the issues, many of which they were aware of, however, if he could provide her with species of plants and bushes he felt had dangerous berries, the city would review the issue. Her overall concern is that the remainders of the issues are civil matters to be resolved between himself and the daycare operator. He appreciated the efforts.

The Career and Networking Center is having its fundraiser next week and if any board members or employees would like to attend please let her know.

There is a children's fair this coming Saturday sponsored by Senator Ellman and that the township will be participating along with the suicide prevention coalition.

The mother of a new Eagle Scout, Ryan Scott Thiele, has asked that local governments provide an acknowledgement of the achievement. The supervisor asked that if board members would like to sign the letter she has prepared to please see her after the meeting.

The Lisle's Woman's Club has contacted the supervisor regarding its anniversary celebration on September 22nd. One of the activities is they will be putting together birthday bags for food pantry patrons. This is a bag that will have cake mixes, frosting, and small gifts.

She has just received the draft audit for the stub year and will review it. She expects to have it for the board's approval next month.

The supervisor attended the Naperville Complete Count Committee and will soon attend the DuPage County's. She noted that for each undercounted person the community loses approximately \$180.00 in federal as well as approximately \$1,800.00 in state funding.

The supervisor received a letter from PACE noting all of the bus route changes in the township and has asked the township to get the word out to riders. (This letter will be included the minutes)

Next month will be the board's first look at the next year's health insurance premiums, as well as the proposed levy.

**Other Business:**

The supervisor received a call from the Lisle Park District. The call was asking if the food pantry garden would like to have some of the space, would the township be interested in sharing the cost of running water to the garden site. The supervisor then mentioned that when the grants come through for the food pantry projects that the township may underspend on one of the grants, and that the grant was written broadly enough that she feels it could applied to this project.

Trustee Chatman noted that the Lisle Park District is not the only park district in the township. If the township board were to use the resources of township taxpayers, the distribution would need to equitable to all township residents. Also, she would ask that the township have right of first refusal of the plot in perpetuity.

Jim Vondran mentioned the Healthy Wealthy and Wise event sponsored by the TRIAD at the Naperville Municipal Center on September 13th. Three weeks later is the TRIAD Car Care Safety Clinic at the Lisle Township Campus.

Bill Green mentioned that on August 30th the pantry served over 90 hot dogs to its patrons in celebration of Labor Day.

**Audit of Expenditures:**

A Motion was made by Trustee Riedy to audit expenditures including the Special Second Audit, Second by Trustee Allen. Voice vote, all in favor, motion passed.

The following total expenditures in each fund were reviewed:

Town Fund	\$ 56,473.10
General Assistance Fund	\$ 13,225.60
Road & Bridge Fund	\$ 113,426.95
Special Second Audit	\$ 495,988.78

**Audit of Expenditures(Continued):**

A Motion was made by Trustee Riedy to approve the audit of the expenditures. It was Seconded by Trustee Allen.

Roll Call Vote:  
Ayes: Tams, Riedy, 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 8:23 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'R. Klaeren', followed by a long horizontal flourish.

Robert Klaeren  
Township Clerk

