

**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

MINUTES OF THE REGULAR MEETING OF FEBRUARY 13, 2013

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

Roll Call:

Physically Present:

Supervisor Richard Tarulis
Assessor John Trowbridge
Highway Commissioner Charles Clarke
Clerk Robert Klaeren
Trustee Patti Voras
Trustee Vito Modica
Trustee Michael Tams
Trustee Michael Riedy

Present Electronically: None

Absent: None

Others Present:

Ralph Hinkle
John Monino
Bill Green
Sharon Connell
Soo Chang
Sue Burtnette
Mark Shirley
Alice Wilson
Jim Vondran
Bill Green

Public Comments: None.

Approval of JANUARY 9, 2013 Regular Meeting Minutes;

Motion by Trustee Tams to approve the minutes of the January 9, 2013 regular Township Board meeting. Second by Trustee Riedy. Voice vote, Ayes: Voras, Modica, Tams, Riedy, Tarulis, motion passed.

Community Emergency Response Team (CERT): Ralph Hinkle, Milton Township

Ralph Hinkle is the Executive Director of the Milton Township CERT Team. Ralph brought John Monino with him to ask the Board to consider expanding the program to include Lisle Township.

CERT was established 10 years ago and is charged with the responsibility of assisting first responders in the case of a disaster. Currently more than 800 people are involved and have received training. Currently CERT trains 100 people per year on its small budget. At this time 37 members of CERT live in Lisle Township, Mr. Hinkle is hoping to establish a formal partnership with Lisle Township so that they can expand their capabilities. Several examples of the type of assistance CERT is designed to provide were cited. One such example was the CERT Team helped to accurately count the homeless residents of DuPage County. They did this by deploying its members along the prairie path system to identify those homeless residents who live along the prairie path.

The presentation ended with Mr. Hinkle asking for financial support to provide for expansion of the program and thanking the Board for its time.

Staff Reports: Bill Green

Bill Green Finance Director: Bill began by mentioning he had taken over the responsibility of Finance Director following the retirement of someone who was in the job for 23 years. He and the new Supervisor have been working diligently to update the systems and procedures to modernize them. Currently he is fully engaged in the upgrade of the township's accounting software. The migration of the accounting system to a new platform will streamline the process of paying the township's bills as well as provide improved reporting capabilities.

The supervisor has relied on Mr. Green to assist him with the process of reviewing many of the township's vendors. He cited the recent change in the township's communication provider as one such review that will save the taxpayers 60% in communication costs.

Mr. Green is also cross trained to assist others on the township staff. He often assists with Access DuPage; this program helps to provide medical care for those with no other access to medical insurance. People who qualify for Access DuPage must be recertified each year. Another program he assists with is passport administration.

The presentation concluded with Mr. Green telling the board that he has thoroughly enjoyed the challenges of the past two years and looks forward to the future.

Supervisors Office Security Review: Jim Vondran

Assistant to the Supervisor Jim Vondran referred to the notes he took during a review of the township's facilities and security procedures. The review was done by Watch Commander Ron Wilke and Officer Cindy McKay.

Mr. Vondran provided the board with several examples of suggestions that were made by the officers during their review. The first improvement would be that the township install a security camera in the lobby. It was noted that this could be done using the existing security camera system. A subsequent suggestion was that each of the counselors' desks should be equipped with a "check on me" button and that a procedure be put in place for a counselor to be assisted should they feel safety is an issue. Other small improvements were suggested to improve the buildings traffic flow, these were primarily to ensure the continued safety of the township staff. Finally it was also noted by the officers that the township should have periodic fire drills.

In closing we were informed of some improvements that had already been made; this included having a person at the reception desk during township meetings. Mr. Vondran then noted that they are already investigating how to implement the officer's suggestions.

Resolution to Designate Financial Institutions

Supervisor Tarulis told the board that he and Finance Director Green had determined, after meetings with several financial institutions located in the township, that Naperville Bank and Trust provided the best value for the township. The Supervisor noted that the township would be saving money because of the banks favorable fee structure.

Trustee Modica made a motion for the board to pass a resolution designating Naperville Bank and Trust as an additional depository of public funds. The motion was then seconded by Trustee Voras, and passed by a unanimous voice vote.

Budget Discussion: Town Fund and Road District

Supervisor Tarulis informed the board that he continues to work on the budget. Currently he is focusing on the township's insurance coverage. The Supervisor further informed the Township Board that he has asked three companies to bid on the township's insurance coverages (other than employee health insurance).

The Supervisor is also considering raising the amount given to recipients for gas and some of the other forms of aid when he presents the new budget to the board.

Report of Elected Officials:

Supervisor Tarulis:

Supervisor Tarulis informed the board that the state will be establishing a website where all of the township's employees salary information would be placed. The state has not yet established the format in which it wants to receive the salary data.

Supervisor Tarulis also mentioned that TOI (Township Officials of Illinois) was having a township topics day in Springfield on May 7. He further recommended that those elected officials who could attend should make the effort to be there.

The last item that the supervisor wanted to mention was that the new term of office for elected officials is set to begin May 20, 2013.

Assessor Trowbridge:

None

Highway Commissioner Clarke:

None

Other Business:

None

Audit of Expenditures:

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

The following total expenditures in each fund were reviewed:

Town Fund	\$ 60,408.13
General Assistance Fund	\$ 14,694.10
Road & Bridge Fund	\$ 57,540.54

Motion by Trustee Riedy to approve the audit of the expenditures. Second by Trustee Tams.

Roll Call Vote:

Ayes: Voras, Modica, Tams, Riedy, Tarulis,

Nays: None

Absent: None, (Motion Passed).

Adjournment:

Motion to adjourn by Trustee Modica, second by Trustee Voras. Voice vote, all in favor, motion passed. The meeting adjourned at 8:27 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Robert Klaeren', written in a cursive style.

Robert Klaeren
Township Clerk

** Next regular meeting Tuesday March 13, 2013, at the Lisle Township office **