

**LISLE TOWNSHIP  
DUPAGE COUNTY, ILLINOIS**

**MINUTES OF THE REGULAR MEETING OF OCTOBER 11, 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  
Clerk Robert Klaeren  
Assessor John Trowbridge

Present Electronically: Trustee Sean Allen

Absent: None

Supervisor Mullen made a motion to allow Trustee Allen to participate electronically; the motion was seconded by Trustee Riedy. Voice vote, motion passed.

<u>Others Present:</u>	Jim Vondran	Jan Pfeifer	Bill Green
	Keri-Lyn Krafthefer	Paula Garcia	David Goodman
	Louise Goodman	Rick Tarulis	Emily Glasberg
	Scott Duenser	Becky Rudolph	

**Public Comments:** Becky Rudolph requested if it is possible to make the documents sent to the board available to the public prior to the meeting; she used the example of school district 203 who publishes the packet sent to the board before a meeting. She also conveyed her opinion that replacing the food pantry van that is only six years old with as few as eighty thousand miles because of a few issues seemed excessive and asked if the cost of fully repairing the van was known.

Supervisor Mullen said that the total cost to resolve all of the repair issues with the van would be considered before any action was taken to purchase a new van.

**Approval of the September 13, 2017 Regular Meeting Minutes:**

Trustee Tams motioned for the approval of the minutes from the September 13 regular board meeting. Trustee Riedy seconded the motion.

Motion was approved by unanimous voice vote.

**Discussion and Possible Action on Mosquito Control Contract:**

Emily Glasberg of Clarke Environmental Mosquito Management, Inc. provided the board with a detailed description of the services her firm employs in its mosquito abatement efforts. Of note was that 90 % of the efforts in mosquito abatement was larvae control and surveillance monitoring. The remainder is a few adult sprayings when necessary as determined by testing.

The board noted that it had received copies the new contract for it to review.

No action was taken

**Discussion and Possible Action on Change in Accounting Practices for 2017:**

Scott Duenser of Klein Hall CPAs described some of the steps necessary for the township to move from a modified cash basis of accounting to an accrual method of accounting. Scott also informed the board of the new stance of the Illinois Comptroller's Office. They will now accept audits on units of government that for the fiscal years 2017 and 2018 which utilize modified cash basis accounting. He then noted that beginning in 2019 the comptroller's office would no longer accept them.

Mr. Duenser then provided the board with an explanation of the differences between the two accounting methods.

The Board discussed the issues raised by this change, asking a number of questions of Mr. Duenser for clarity.

No action was taken.

**Discussion and Possible Action on Tentative Township and Road District Budget for 2018:**

The supervisor, highway commissioner and board along with the township attorney discussed the process by which it would go through the budgets prepared by the supervisor, assessor, and highway commissioner.

It was decided that the township board would hold a budget workshop on Saturday, November 4<sup>th</sup>, 2017 at 9:00 a.m.

The highway commissioner briefly introduced his budget and potential capital acquisitions he would need to make in 2018. He went through a list of his older equipment and the process he would go through to acquire replacement equipment. He then went through the need to build up reserves to eliminate some of the last "tar and chip" roads in southern Lisle Township which is very expensive.

**Discussion and Possible Action on Tentative Township and Road District Budget for 2018 (Continued):**

Assessor Trowbridge said that his budget is almost the same as this past year's with small adjustments to the office supply, telephone, and travel lines. He then said that the total budget number for the 2018 would be the same as 2017.

Supervisor Mullen then introduced her budget for the Town and General Assistance funds, providing background data. She noted that were there were budget lines where her office consistently underspent those lines would be trimmed back to be closer to actual expenditures. The other issue to note was that she increased the amount budgeted for the repair or replacement of the assessor's office from \$1.2M to 1.4 M to cover potential expenditures. She said that they are currently negotiating next year's insurance, as those costs are going up. So that line item could change.

No action was taken, due to the scheduling of the budget workshop on Saturday, November 4<sup>th</sup>.

**4721 Building Update 4721 Indiana:**

Assessor Trowbridge: His department has closed the books and published with the legal address as his current address. A potential lease fell through, which was fortunate because the building his department was supposed to move into had a fire a few days after they were due to move in. He then went through some of the other potential sites he is considering. He is very concerned as the window of time he has to move is getting short and the rent he will be charged.

The supervisor then said that she had received a report and were moving on to Phase Two so that they could begin to look at costs associated with the options.

**Reports of Elected Officials:**

**Assessor Trowbridge:** They will be publishing this month on the 18<sup>th</sup>. Therefore, his staff would have to move be sometime between the 17<sup>th</sup> of November and the end of the year.

**Highway Commissioner Young:** No report

**Supervisor Mullen:** This weekend Car Care Clinic is Saturday, LIHEAP applications would be taken soon, and Holiday Program is getting ramped up. This program pairs economically challenged residents and their families with residents and organizations who want to make a family's Christmas a happy one.

**Other Business:** None

**Audit of Expenditures:**

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

The following total expenditures in each fund were reviewed:

Town Fund	\$ 58,935.41
General Assistance Fund	\$ 7,760.82
Road & Bridge Fund	\$ 160,570.64

Motion by Trustee Chatman to approve the audit of the expenditures. Seconded by Trustee Riedy.

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 in favor, motion passed. The meeting adjourned at 9:13 p.m.

Respectfully Submitted,



Robert Klaeren  
Township Clerk