

**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

MINUTES OF THE REGULAR MEETING OF MAY 9, 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
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

Public Comments: None

Approval of April 10, 2018 Regular Meeting Minutes:

Trustee Riedy made the motion to approve April 10, 2018 Regular Meeting Minutes. Trustee Allen seconded the motion. Voice vote, all in favor, motion passed.

Discussion and Potential Action of Food Pantry Van:

The board briefly discussed the process of selling the van as outlined in the document provided by the supervisor.

Motion by Trustee Chatman to sell the van through the process outlined in the document provided (which is attached to this document), Second by Trustee Tams.

Roll Call Vote:

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

Nays: None

Absent: None

Motion Passed

Discussion of 4721 Building:

The assessor spoke about a Facebook post by an elected official not affiliated with the township. He explained why the post was wrong and how it misrepresented the potential costs and procedures the township is considering to resolve the issue of potential office space for his department.

The assessor conveyed the sentiment of several senior citizens who have come into his office that the temporary office was hard to find and that they felt it was too far to walk from the available parking to the assessor's current office.

The assessor then mentioned the availability of a parcel he would like to consider for a permanent office for his department. Mr. Trowbridge then went on to say that the space was perfect except that it was slightly larger than he would need. He then went on to say the large training space might be perfect for the Job Club to meet in Lisle Township. The Supervisor went on to say that the space was really nice, noting that the training area could be shared and used to have a larger area for the Annual Town Meeting as well as other community events. It was then noted by the assessor that the Community Career Center was looking for new space and perhaps an arrangement could be made to rent the extra space.

Mr. Bill Green conveyed a brief conversation he had with Kim White, the Executive Director of the Community Career Center (C.C.C.) at a recent community event. He told the township board that the C.C.C. was interested in new space and may be open to considering renting the space.

The supervisor then mentioned that the approximately 4000 square feet the assessor's office would need is already built out and that the other approximately 2000 square feet could be built out for the Community Career Center. It was then noted that there was a separate entrance which could be used by the C.C.C.

Assessor Trowbridge then spoke about the space which the Village of Lisle had previously offered to rent to the assessor's office. He said that the space the village offered was broken up into several smaller spaces and did not allow for his department to operate efficiently. Not only would the broken up space be much more inefficient for his staff. It required more time per resident interaction, as such it would inconvenience the residents who come to the assessor's office. Most of the residents who come to the assessor's office are senior citizens applying for property tax relief.

The next step was discussed, it was determined that the board should first see the space before continuing the conversation.

The board then discussed at length the format of the community meetings and how to proceed. In the end, the board decided to review its options for meeting formats with the township's attorney then discuss them at the June meeting.

Reports of Elected Officials:

Assessor Trowbridge:

Assessor Trowbridge told the board that his department is still searching for a receptionist. Also, he is still reviewing his options for purchasing a new copier for his department.

Highway Commissioner Young:

Highway Commissioner Young told the board that brush pickup has started. Salt prices are going up, and in anticipation of this, he purchased 130% of his allotment at lower prices; he will have to purchase some at the higher price to get the entirety of next winter. He also provided a written report which included a correspondence from the Naperville Highway Commissioner which he would like to be put into the record.

Supervisor Mullen:

Supervisor Mullen noted that there were name tags made for township employees and officials who work with and are out in the public.

At the township campus on May 12, the Naperville and Lisle Townships TRIAD Car Care Safety Clinic for Seniors will take place in the morning, and the USPS Letter Carriers' Food Drive will be held in the afternoon.

The supervisor then noted that a few months earlier, she increased the amounts given for Emergency Assistance, and that she would then look at General Assistance. The township has now adopted the new General Assistance Handbook which is included with these minutes. The handbook increases the amount of general assistance to be consistent with those amounts now distributed for Emergency Assistance.

Paula Garcia, the volunteer who is running the pantry garden this year, has bronchitis so she could not attend the meeting. But she asked that the board be informed that the garden is planted and to express her appreciation to Wheaton Mulch for donating six yards of mulch and to the Highway Department for its assistance, as well as the Lisle Park District for rototilling the garden. Garden Works project also donated some plants and seedlings this year.

The supervisor noted that the final payment for the tax objections settled last year would be made on June 1st.

Other Business:

Mr. Green noted that the shred day went well. The residents were grateful for the service.

Audit of Expenditures:

Motion by Trustee Tams 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	\$ 84,556.39
General Assistance Fund	\$ 6,418.69
Road & Bridge Fund	\$ 88,041.13

Audit of Expenditures:

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

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 Riedy; it was seconded by Trustee Tams. Voice vote, all present in favor, motion passed. The meeting adjourned at 8:44 p.m.

Respectfully Submitted,



Robert Klaeren
Township Clerk

**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

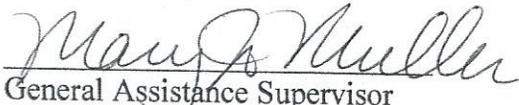
ATTACHMENT TO THE MINUTES OF THE REGULAR MEETING OF MAY 9, 2017

ATTACHMENT A

ADOPTION OF GENERAL ASSISTANCE HANDBOOK

ADOPTION OF HANDBOOK

This General Assistance Handbook is hereby adopted as the General Assistance rules and regulations of Lisle Township this 30 day of April, 2018.


General Assistance Supervisor

ADDENDUM TO LISLE TOWNSHIP GENERAL ASSISTANCE MANUAL

General Assistance Guidelines

These Guidelines will go into effect on May 1, 2018.

Lisle Township has established and funds a General Assistance Program in accordance with Article VI of the Illinois Public Aid Code (305 ILCS 5/6-1 to 9). Lisle Township will provide general assistance to its residents who qualify according to the written standards in the adopted General Assistance Manual.

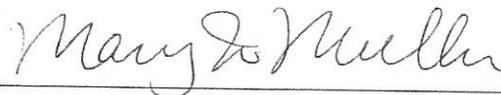
The following Guidelines supersede what is written in Section 9.09 and 9.10 of the General Assistance Manual

- I. The maximum allowable assistance in an Adult Case is \$400.
- II. The maximum allowable assistance in a Family Case is in accordance with the following table:

FAMILY CASE MONTHLY PAYMENT LEVELS		
NUMBER OF PERSONS	ADULT(S) AND CHILD(REN)	CHILD(REN) ONLY
1	Not applicable	200
2	500	300
3	550	350
4	600	400
5	650	450
6	700	500

GAO's should add \$50.00 for each additional person (adult or child) in a Family Case with an adult. Add \$50.00 for each additional child in a Family Case with children only.

ADOPTED 04-30-18
EFFECTIVE 05-01-18



Lisle Township Supervisor

**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

ATTACHMENT TO THE MINUTES OF THE REGULAR MEETING OF MAY 9, 2017

ATTACHMENT B

HIGHWAY COMMISSIONER'S REPORT

Lisle Township May 2018 Trustee
Highway Commissioner's Report
May 9, 2018

Attached is a summary of the results of the Road Districts 2018 bidding. The results are in line with the 2017 results with the resurfacing bid being .32 per square yard (2.5%) lower than the prior years. See table below:

<u>Year</u>	<u>Length</u>	<u>Area</u>	<u>Low Bid</u>		<u>Cost per Sq. Yard</u>
2018	16,326	41,750	\$519,418		12.44
2017	11,793	32,374	\$413,097		12.76

Following the bid summary are copies of the email exchanges between Lisle & Naperville Road District Commissioners and an April 13, 2018 article from the Naperville Sun.

- P. 3 November 3, 2017 email from Lisle Road District to Naperville Highway Commissioner
- P. 4 November 8, 2017 email response from Naperville Highway Commissioner Novinger
- p. 5 March 6, 2018 email from Lisle Road District to Naperville Highway Commissioner
- p. 6 April 13, 2018 Naperville Sun article on Road District Consolidation
- p. 7 April 23, 2018 email response from Commissioner Novinger to Lisle's March 6, 2018 email.

LISLE TOWNSHIP ROAD DISTRICT

Bid Opening May 2, 2018 10:00 am

2018-Curbing & Sidewalk

<u>Name</u>	<u>Address</u>	<u>City</u>	<u>Zip</u>	<u>Bid Amount</u>
D'Land	1300 Chase St.	Algonquin	60102	\$93,139.00
Davis Concrete	11244 W Manhattan-Monee	Monee	60449	\$74,143.00
Globe	1781 W Armitage	Addison	60101	\$59,637.20
M & J Asphalt	3124 S 60 th Court	Cicero	60804	\$67,383.60

2018-Crack Sealing

<u>Name</u>	<u>Address</u>	<u>City</u>	<u>Zip</u>	<u>Bid Amount</u>	<u>Unit Cost</u>
Denler, Inc.	20502 S. Cherry Hill	Joliet	60433	\$30,375.00	\$1.125
M & J Asphalt	3124 S 60 th Court	Cicero	60804	\$49,680.00	\$1.84
SKC Construction	P. O. Box 503	West Dundee	60118	\$35,910.00	\$1.33
Behm Pavement	3010 IL Rt 176	Crystal Lake	60014	\$30,483.00	\$1.129

2018-Asphalt Resurfacing

<u>Name</u>	<u>Address</u>	<u>City</u>	<u>Zip</u>	<u>Bid Amount</u>
M & J Asphalt	3124 S 60th Court	Cicero	60804	\$519,418.30
Geneva Construction	P.O. Box 998	Aurora	60507	\$620,692.50
Brothers Asphalt	315 S Stewart	Addison	60101	\$538,565.50
Schroeder Asphalt	P.O. Box 831	Huntley	60142	\$612,922.50
K-Five	999 Oakmont Plaza Suite 200	Westmont	60559	\$569,999.00

Note: The bids are still being reviewed and **no bids have been awarded** as of May 2, 2018.

Present:

Robert J. Klaeren, Lisle Township Clerk
 Ed Young, Lisle Township Road Commissioner
 John Quinn, Lisle Township Road District Superintendent
 Irving Huerta, Schroeder Asphalt
 Jim Gruby(sp), Davis Concrete
 Michael Denault, M & J Asphalt
 Pete Martire, Globe Construction
 Jake Behm, Behm Pavement
 Jon Karn, K-Five
 Brian Chrisman, Geneva Construction

Ery5-2-2018

From: Ed Young <highway@lisletownship.com>
Sent: Wednesday, November 1, 2017 1:24:38 PM
To: Richard Novinger
Subject: Consolidation

Commissioner Novinger,
Naperville Township Highway Commissioner

Plans were discussed with your predecessor regarding the consolidation of the Lisle and Naperville Township Road Districts to merge the operations of the Districts before the official consolidation of the Highway Commissioners Offices in May, 2021. Before you cancelled the Intergovernmental Agreement (IGA), the thought was to expand the IGA to transfer all maintenance operations for both Townships to Lisle Township. Discussions were also beginning to identify the location and property that best suited the operations of the consolidated road district. In addition, we planned to start a review of all services provided, policies and procedures of the respective Road Districts and determine if alignment was feasible before the required consolidation.

I believe that it would be in the best interest of the respective Road Districts to continue the discussions and to explore the possibility of a new IGA that would accomplish some of the economics of scale that should result from the formal merger.

Let me know how you would like to proceed.

Ed Young
Highway Commissioner
Lisle Township Road District
630-964-0057
highway@lisletownship.com

Richard Novinger via napervilletownship.onmicrosoft.com
November 8, 2017

to highway
Commissioner Young,
Lisle Township Highway Commissioner

Thank you for your recent email regarding the proposed consolidation of the Naperville Township road District and the Lisle Township Road District. At this time I am reviewing the operations of my road district and determining what best practices can be put in place to maximize utilization of existing equipment and personnel to effect maximum cost reductions within the Naperville Township Road District. I am in discussion with my township legal counsel regarding the details of consolidation and the procedures which would be necessary when needed. Upon completion of review and discussion with legal counsel, I would be open to further discussion of the future of our respective road districts.

Richard Novinger
Naperville Township Highway Commissioner

March 6, 2018

Commissioner Novinger,
Naperville Township Highway Commissioner

Now that the snow season is almost complete, and our levies are filed, I believe it would be an opportune time to begin discussions on how to proceed with the consolidation of the respective Road Districts. As I understand the process, the next election for Highway Commissioner in 2021, one Highway Commissioner will be elected for the consolidated district. When that individual takes office in May 2021, he/she will have responsibility for all operations of the consolidated district including levying taxes.

In order to provide for an orderly consolidation and to minimize future tax levies, I suggest we begin discussions regarding the most efficient path forward. The discussions could include forecast for necessary and location of equipment, location of headquarters, and a timeline for tasks to complete to ensure a successful consolidation. The consolidation should have significant impact on the tax levies in the years prior to the consolidation. Continuing to operate without collaboration will result in wasteful spending of taxpayer dollars.

After our initial meeting we may wish to organize future meetings with the potential board of the consolidated highway district: the Supervisors and Clerks of Lisle and Naperville Townships. Their counsel on the path forward may yield additional savings.

As I mentioned in my prior e-mail, discussions with your predecessor were also beginning to identify the location and property that best suited the operations of the consolidated road district. In addition, we planned to start a review of all services provided, policies and procedures of the respective Road Districts and determine if alignment was feasible before the required consolidation. All of these activities would lead to savings of taxpayers' dollars.

Let me know how you would like to proceed.

Ed

One year later, no movement on consolidation of Naperville, Lisle township road districts

By **Erin Hegarty**
Naperville Sun

APRIL 13, 2018, 5:35 PM

More than one year after voters said they wanted the Naperville and Lisle township road districts to be consolidated, no action to merge the two bodies has been taken.

A binding referendum question on the April 4, 2017, ballot asked voters in both townships, "Shall the Naperville Township Road District and the Lisle Township Road District of DuPage County, Illinois, be consolidated into one consolidated township road district?"

A little more than 54 percent of Lisle Township voters said "yes" to the consolidation question, as did about 56 percent of Naperville Township. According to state statute, the townships have until 2021 — the next year township residents will vote on who should be highway commissioner — to consolidate.

Naperville Township Highway Commissioner Richard Novinger, who was elected to his post in April 2017, says he has not yet begun dealing with consolidation process.

"I have not taken steps on my side of it," Novinger said. "I've been too busy getting things together on my side of it over here.

"Three years is a long time, so from a time factor I think I've got time," Novinger added. "I'm waiting on more direction from legal counsel on how to move forward."

But Lisle Township Highway Commissioner Ed Young said there are benefits to starting consolidation efforts now.

"My concern is, we could be saving the taxpayers money today as opposed to waiting until 2021," Young said. "There are lots of housekeeping matters you could get under way."

Young said he has sent two emails to Novinger in an effort to get the process started, but has received no response. "The ball's in his court now. If he doesn't respond in a timely fashion, I'll reach out again," Young said.

Before Novinger took office last year, Lisle Township and Naperville Township had an intergovernmental agreement under which Naperville Township contracted with Lisle Township to do its road work. The agreement was to expire June 30, 2017.

From: Richard Novinger [mailto:RichardN@napervilletownship.com]

Sent: Monday, April 23, 2018 1:08 PM

Cc: Eddie Bedford; Ross Secler

Subject: Consolidation

Commissioner Young,

As previously stated, in my email response dated 11/18/2017, to your original email dated 11/08/2017, I am currently in the process of reviewing the consolidation with legal counsel to ensure complete compliance and that the interests of the taxpayers and electors of Naperville Township are properly protected. That is the direction I received at the Annual Town Meeting and I intend to explore all viable options. I was disappointed by your recent comments published in the Naperville Sun and fear that further, similar actions will only impede fruitful cooperation moving forward, which only hurts our constituents collectively.

As stated above and before, I will prepare a more substantive response to your previous correspondence after I have completed a review with my legal counsel. I do believe that the would-be members of a consolidated road district (i.e. the respective township supervisors and clerks) should be included in that conversation. In the meantime, if you have any substantive proposals, please do not hesitate to send same.

Thank you for your cooperation and for your understanding.

Yours very truly,

Richard Novinger
Highway Commissioner
Naperville Township Road District