

NAPERVILLE TOWNSHIP BOARD OF TRUSTEES
Open Session Meeting Minutes Taken Tuesday, May 13, 2014
Naperville Township Office, 139 Water Street, Naperville, Illinois 60540

1.0 CALL TO ORDER:

Supervisor Rachel Ossyra called the meeting to order commencing at 6:00 p.m.

2.0 PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Supervisor Ossyra.

3.0 ROLL CALL AND ESTABLISHMENT OF A QUORUM:

Town Clerk Barry Greenberg called the Roll; the Supervisor and all Trustees are present. Greenberg announced that a quorum was present for the purpose of conducting the meeting. Present: Rachel Ossyra, Paul Santucci, Robert Wegner, Kerry Malm, Janice Anderson. Also present are Highway Commissioner Stan Wojtasiak, Assessor Warren Dixon, III and Legal Counsel Steve Adams. Township residents in attendance this evening are listed on the attached Board of Trustees Regular Meeting Sign-In Sheet.

4.0 ADDENDA TO THE AGENDA:

None.

5.0 WELCOME TO THE PUBLIC AND PRESS:

Supervisor Ossyra invited community members to speak for up to 3 minutes. Harlan Dahlstrom, 144 Aero Drive, Naperville, questioned the General Assistance payouts and costs of operations. Supervisor Ossyra stated that she will respond to Mr. Dahlstrom's inquiry after reviewing the data, but commented that the costs of operations included more than just General Assistance.

6.0 AUDIT OF BILLS AND CLAIMS:

Completed.

7.0 CONSENT AGENDA:

7.1-7.5 Upon Motion to Approve the Consent Agenda items (being the April 1, 2014 FY2014-2015 Township Budget and Appropriation Public Hearing Minutes; the April 1, 2014 FY2014-2015 Township Road District Budget and Appropriation Public Hearing Minutes; the April 1, 2014 Regular Meeting Minutes; the Naperville Township 1Q2014 Investment Report; and, the 360 Youth Services 1Q2014 Report) by Malm and Seconded by Anderson, discussion ensued. Santucci asked if he needed to abstain since he was not in attendance at the last meeting; Adams said Santucci did not need to abstain. There being no further discussion: Greenberg called the Roll, and the Motion to Approve passed unanimously.

Ayes: Anderson, Malm, Ossyra, Santucci, and Wegner. Nays: None. Absent: None.

8.0 APPROVAL OF BILLS AND CLAIMS:

8.1 Upon Motion to Approve payment of April 1, 2014 through April 30, 2014 Town Fund bills and claims in the amount of \$126,024.45 by Malm and Seconded by Anderson, and there being no discussion: Greenberg called the Roll, and the Motion to Approve passed unanimously,

Ayes: Anderson, Malm, Ossyra, Santucci, and Wegner. Nays: None. Absent: None.

- 8.2 Upon Motion to Approve payment of April 1, 2014 through April 30, 2014 Road Fund bills and claims in the amount of \$195,691.27 by Malm and Seconded by Wegner, and there being no discussion: Greenberg called the Roll, and the Motion to Approve passed unanimously.

Ayes: Anderson, Malm, Ossyra, Santucci, and Wegner. Nays: None. Absent: None.

9.0 PRESENTATIONS AND SPECIAL RECOGNITION:

- 9.1 Wendell Gustafson, Executive Director, presented on behalf of Senior Home Sharing, and thanked the Township for its support. Board members commented on the value to the Township. Ossyra thanked him for updating the Board.

- 9.2 Charles McLimans, Executive Director, presented on behalf of Loaves & Fishes Community Pantry, and also thanked the Township for its support. Malm commented whether the public is aware of the breadth of this program, particularly the empowerment program. McLimans stated that the agency name will be changing soon to Loaves & Fishes Community Services, which will lend itself to better community awareness. Anderson asked whether their services compete with other agencies locally, to which McLimans indicated there is a collaborative partnership with many other agencies so that there is no competition.

- 9.3 Andy Mirani, Owner of Mirani and Associates, and Frances Chirico, Township Director of Administration, presented on the newly installed and operational QuickBooks Financial Reports system. Ossyra mentioned that Mirani helped Milton Township update its financial reporting system in previous years, and that he is both an auditor and a CPA. Chirico complimented him on his attention to detail and hard work. He thanked Chirico for her efforts as well. Adams asked if the Township can generate capitalization reports as necessary from time to time, to which Mirani stated that it depends on the information put into the system. Ossyra stated the Township is not yet in compliance with GASB 34 as identified by the last financial audit. Anderson stated that the updated program will make it easier for the public to view and understand. Wojtasiak asked if the Road Office will be able to tie into the system, to which Mirani stated that the Township IT personnel should be consulted. Chirico commented that it is only a single-user system, but is capable of upgrading to multi-user utility.

10.0 OLD BUSINESS:

- 10.1 Upon Motion to Approve Ordinance Adopting Township Financial Control Policy (T-14-0513-01) by Anderson and Seconded by Malm, discussion ensued. Ossyra stated that this was reviewed on April 1st (2014). Wegner asked whether the dollar threshold should be replaced by a dollar amount, and Adams stated it should be so. Ossyra stated that she would make those revisions. Santucci asked if there was any issue because the Township is not in compliance with GASB 34, to which Adams stated that we could move forward as is and correct future operations at those times, there being no risk to past actions which will rise or fall on their own. There being no further discussion: Greenberg called the Roll, and the Motion to Approve passed unanimously.

Ayes: Anderson, Malm, Ossyra, Santucci, and Wegner. Nays: None. Absent: None.

11.0 NEW BUSINESS:

- 11.1 Discussion held relating to the Ordinance Adopting Township Risk Management Policy. Ossyra stated that although things are all in place, it is good to develop a policy. There is a logical process to evaluate exposures, and to then systematically manage them to protect life and

property. Santucci asked if this process was compared to other township policies, to which Ossyra stated that it was not compared to other township policies. Adams stated that few townships actually have a designated policy; the Supervisor has the role also of managing such risks, and proactively developing a policy is appropriate. Anderson suggested adopting the proposed policy now, but Adams suggested putting it on the Consent Agenda for next month since tonight's Agenda states only that the issue will be discussed.

- 11.2 Discussion held relating to the Ordinance Adopting Township Real Property Policies. Malm asked if the Township licenses property, to which Adams responded that it could do so if the occasion arises, such as with the Water Street Development. The goal is to identify the realty owned by the Township. Ossyra stated that this matter will also be placed on the Consent Agenda for next month.
- 11.3 Discussion held relating to the Resolution Adopting Township Board of Trustees Meeting Citizen Input and Information Dissemination Policy. Ossyra stated that a FOIA request is the proper method of requesting information, but that an information request card may be filled out by any citizen at Board Meetings. Ossyra stated that this matter will also be placed on the Consent Agenda for next month.
- 12.0 REPORTS:
- 12.1 Township Assessor Warren Dixon, III discussed Water Street Developer's request that we not object to an extension of the TIF if need arises, and requested that this Board provide a show of hands in support thereof. Adams inquired as to the loss of \$42,000 by extending the TIF, and further, that this would be the time to express our expectations in return. Dixon suggests the Township issue a letter to State Representative Darlene Senger reflecting that we will not oppose the TIF extension. Santucci agrees to not oppose the TIF, as do Wegner, Malm and Anderson. Ossyra will draft the Senger letter tomorrow. Dixon also commented that the new tax bills are out now; no valuation errors have been discovered at this time. He met with other County officials in Springfield last week to discuss matters of concern. Finally, going paperless in his office has been valuable.
- 12.2 Highway Commissioner Stan Wojtasiak reported via Agenda packet.
- 12.3 Town Clerk Barry Greenberg reported that he attended the recent Township Clerks Association of DuPage County for which is the elected Secretary. The Meeting was hosted by Addison Township, and several matters of concern to the Du Page County Township Clerks were discussed. Greenberg summarized the Annual Town Meeting held on April 8, 2014, indicating that he anticipated receiving the stenographic Minutes thereof this coming week. Finally, Greenberg has a meeting scheduled for next week with Steve Colaizzi, Field Representative of the Local Records Unit, Illinois State Archives to update the Township's Records Disposal Application categories.
- 12.4 Supervisor Ossyra commented that Clerk Greenberg filed the recently passed Budget & Appropriation Ordinances with the County. Naperville Joining Forces has been created among various Veteran service agencies, and a new directory of many services is now printed. The Triad events calendar is also now printed for this year. The Township Financial Auditor's report is expected in June, and a Board presentation will follow. A TOIRMA meeting has been held and we are working on an RFP package for a new phone system. Estimates are to be forthcoming relating to replacing two furnaces and two air conditioning units. The new Electric Aggregation rate effective June 1st has been communicated, and residents have been making their decisions

whether to opt in or out with assistance from Ossyra, who has fielded many calls assisting them in their evaluations.

12.5 Trustees:

Anderson: No Report.

Malm: Reported that she met with Jenny Dowley to help with Senior Picnic.

Santucci: No Report.

Wegner: No Report.

12.6 Legal Counsel: No report.

13.0 CLOSED SESSION

13.1 At 8:26 p.m., upon Motion by Santucci, Seconded by Anderson to convene into Closed Session of the Naperville Township Board to consider the following subjects under the Open Meetings Act: Section 2(c)(11) pending, or probable or imminent litigation against, affecting or on the behalf of the Township; Section 2(c)(21) minutes of prior meetings lawfully closed under the Open Meetings Act, for the purpose of review, approval or release of such minutes, and there being no discussion: Greenberg called the Roll, and the Motion to Convene into Closed Session passed unanimously.

Ayes: Anderson, Malm, Ossyra, Santucci and Wegner. Nays: None. Absent: None.

14.0 RETURN TO OPEN SESSION:

14.1 At 8:51 p.m., upon Motion to Approve Closed Session Minutes from March 11, 2014 by Anderson and Seconded by Malm, and there being no discussion: Greenberg called the Roll, and the Motion to Approve passed unanimously.

Ayes: Anderson, Malm, Ossyra, Santucci and Wegner. Nays: None. Absent: None.

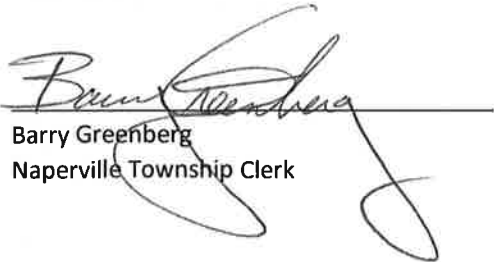
14.2 There was no other Final Action on any subjects discussed Closed Session.

15.0 ADJOURNMENT:

Upon Motion to Adjourn by Santucci and Seconded by Anderson, and there being no discussion: Greenberg called for a Voice Vote, and the Motion to Adjourn passed unanimously at 8:55 p.m.

Ayes: Anderson, Malm, Ossyra, Santucci and Wegner. Nays: None. Absent: None.

Respectfully submitted,



Barry Greenberg
Naperville Township Clerk



Rachel Ossyra,
Naperville Township Supervisor