

**Minutes of the Troy Township Board Meeting**

**Monday, March 20, 2017**

**7:00 p.m.**

Meeting of the Troy Township Board of Trustees held at the Troy Township Community Center, 25448 Seil Road, Shorewood, Illinois.

Supervisor Joseph D. Baltz called the meeting to order.

The Pledge of Allegiance was led by Trustee Larry Ryan.

Roll call:

Present were:	Supervisor Joseph D. Baltz	Trustee Larry Ryan
	Trustee John Theobald	Trustee Brett Wheeler
	Highway Commissioner Tom Ward	Assessor Kimberly Anderson
	Collector Bryan Kopman	Clerk Kristin Dawn Cross

Absent were: Trustee Donald Walden - EA EA = Excused Absence

A = Absent; L = Late Arrival

Also in Attendance: Administrator Jennifer Dylak

Quorum is established.

Supervisor Baltz opened the meeting for citizen comment. After asking two more times Supervisor Baltz closed the meeting for citizen comment.

Motion made by Trustee Ryan; seconded by Trustee Theobald to accept the **MINUTES** of the February 27, 2017, **Regular Board Meeting**. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

The **TREASURER'S REPORT** was placed on file by Supervisor Baltz. Motion made by Trustee Theobald; seconded by Trustee Wheeler to accept the **Treasurer's Report** for the month ending **February 27, 2017**. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

**CORRESPONDENCE**

Supervisor Joseph D. Baltz reviewed the following correspondence with the Board:

- Will County Center for Community Concerns March 2017 Newsletter
- The Timbers of Shorewood March 2017 Newsletter
- IMRF Fundamentals Spring 2017
- Township Perspectives
- Illinois Municipal Review March 2017

**GADGET GURUS REPORT:** – Jim Lynch reported that the Gadget Gurus partnership has hosted 2 classes since the last meeting. One was taught by the Gadget Gurus on video calls and one was taught by Casanova on social media. A variety of classes have been scheduled through November. The next class to be taught at Troy Township is on April 25<sup>th</sup> about how to use Drop Box.

**REPORTS OF TRUSTEES / COMMITTEES:**

**TRUSTEE LARRY RYAN** – Trustee Ryan reported that the Finance Committee had a meeting at 5:45 p.m. today. The meeting was very productive. Trustee Ryan encouraged all to continue to review the 2017-2018 budget presentation provided by Administrator Dylík. The Finance Committee did make a recommendation for approval at the recent committee meeting. If there is a need, another Finance Committee meeting can be held on April 11<sup>th</sup>.

**TRUSTEE BRETT WHEELER** – No report.

**TRUSTEE JOHN THEOBALD** – Trustee Theobald thanked Administrator Dylík for the nice newsletter she put together.

**TRUSTEE DONALD WALDEN** – Excused absence. No report.

**HIGHWAY DEPARTMENT REPORT:** Highway Commissioner Ward reported that after the wet summer, fall, and winter ditches are an ongoing problem. Crews are out doing a lot of ditch work. The leaf vac will be put into use for the first time in the spring to help clean leaves out of ditches. Some of the plows have been taken off the trucks. Spring clean-up in the unincorporated areas will be Monday, April 17<sup>th</sup> thru Friday, April 21<sup>st</sup>.

**ASSESSOR'S REPORT:** Assessor Anderson reported that everything is status quo for her office. Field staff is waiting for a break in the weather so they can get out in the field more. The new employee began at the beginning of March. All is going well. She is a very quick learner and is fitting in nicely. As a reminder, senior freeze forms and all exemption renewals are going out in the mail at the end of the month. Staff will be busy assisting our taxpayers with this paperwork. A representative from the Will County Supervisor of Assessment's office will be in the Township office on April 20<sup>th</sup> from 10:00 a.m. to 2:00 p.m. to assist with senior freeze forms. On Thursday, March 16<sup>th</sup> the Commercial Deputy and Assessor Anderson attended the monthly assessor's meeting which was at the Crete Township Assessor's office. Troy will be hosting this meeting in May. Assessor Anderson will not be at the April 17<sup>th</sup> Board Meeting as she will be out of town for Easter.

**TOWNSHIP COLLECTOR'S REPORT:** No report.

**TOWNSHIP CLERK REPORT:** No report.

**SUPERVISOR'S REPORT:** Supervisor Baltz commented that the Community Center remains very busy and then asked Administrator Dylík to explain IMRF Board Resolution 2017-002-13 Elected Officials Participation in IMRF. Dylík explained that the IMRF Board of Trustees has adopted Board Resolution 2017-02-13, requiring recertification of IMRF eligibility every two years for all elected positions. This new Board rule requires all governing bodies of units of government with elected positions participating in IMRF to pass new resolutions re-affirming that the positions meet the IMRF hourly standard (either 600 or 1,000 hours per year). Troy Township's hourly standard is 600 hours. Hours spent at meetings, preparing for meetings, in the office, and actually conferring with constituents are counted as performance of duty and may be included in the IMRF hourly standard. Hours spent on-call or otherwise informally available to constituents do not count as performance of duty and should not be included in the IMRF hourly standard." At this time, Supervisor Baltz is requiring that all elected

officials, excluding the Collector, track the amount of time they spend working on Troy Township business for the months of April, May, and June. At the end of June elected officials should send Administrator Dylik their documentation so that she may compile a report to the Board summarizing the results. This will allow the Board to make an informed decision to either re-affirm the elected positions at Troy Township which meet the hourly standard (this must be done by September 1<sup>st</sup>) or do the necessary paperwork to remove the elected positions that no longer qualify. The Board must then re-affirm the positions that do qualify every two years. Supervisor Baltz commented that going forward the Board may want to consider increasing the hourly standard to 1000 hours noting that all previously enrollees would be grandfathered in at 600 hours.

**ADMINISTRATOR'S REPORT:** Administrator Dylik reported:

- Early voting started today for the April 4th election. Early voting will be held at the Township Monday – Friday 8:30 a.m. to 3:30 p.m. thru March 31st.
- The Township will again participate in Shorewood Glen's Business Expo which will be held on Saturday, April 1<sup>st</sup>. The Expo will be in the lodge and will go from 10:00 a.m. to 1:00 p.m. Employee Angela Scaggs, Assessor Anderson and Administrator Dylik will be staffing the booth. All elected officials are invited to attend.
- The Annual Town Meeting will be held on Tuesday, April 11<sup>th</sup> at 7:00 p.m. Please plan on attending.
- Save the date! The next shredding event will be held on Saturday, May 6<sup>th</sup>.
- The township offices, community center and Highway Department will be closed on Friday, April 14<sup>th</sup> for Good Friday.

Trustee Ryan asked if Metropolitan Pump or another company will be consulted to assess the engineering of the domestic water pump situation before the township moves forward with replacing it. Administrator Dylik confirmed that a call has been place to Metropolitan Pump to ask them to consult on this issue.

**OLD BUSINESS:**

Supervisor Baltz asked twice for any old business. No old business.

**NEW BUSINESS:**

- a) Supervisor Baltz informed the Board that he received a letter of resignation from Troy Township Planning Commission member Gary Good effective February 19, 2017. Motion by Trustee Theobald; seconded by Trustee Ryan to accept the resignation of Gary Good. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- b) Supervisor Baltz recommended the appointment of Gordon McCoy to the Troy Township Planning Commission effective March 20, 2017. Gordon is a life-long resident of Troy Township. A graduate of Joliet Junior College, and Western Illinois University, Gordon is also a member of Will County Farm Bureau and Minooka United Methodist church. Gordon is married to Linda, 19 years, and has two step sons; Bill and James. Motion by Trustee Theobald; seconded by Trustee Ryan to appoint Gordon McCoy to the Troy Township Planning Commission. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-

- Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- c) Supervisor Baltz presented the Agenda for the April 11, 2017 Annual Town Meeting. Motion by Trustee Wheeler; seconded by Trustee Ryan to adopt the agenda for the April 11, 2017 Annual Town Meeting. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
  - d) Supervisor Baltz presented resolution 16-17R-20 – a resolution establishing the Troy Township Emergency Assistance Program total allocation for the 2017-2018 fiscal year and establishing Emergency Assistance benefit levels. Administrator Dylík commented that the total allocation for Emergency Assistance for 2017-2018 fiscal year is \$2,500.00. The qualifying benefit levels and payment levels have not changed. Motion by Trustee Wheeler; seconded by Trustee Theobald to accept resolution 16-17R-20. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried. Special note: this resolution was listed with a typographical error on the agenda as 17-18R-20 but is actually resolution 16-17R-20.
  - e) Supervisor Baltz presented resolution 16-17R-21– a resolution approving an agreement between Township Supervisor Joseph D. Baltz and Highway Commissioner Thomas R. Ward approving three months of the Highway Commissioner’s salary to be paid by the Road and Bridge Fund for the fiscal year 2017-2018. Motion by Trustee Theobald; seconded by Trustee Wheeler to approve resolution 16-17R-21. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried. Special note: this resolution was listed with a typographical error on the agenda as 17-18R-21 but is actually 16-17R-21.
  - f) Supervisor Baltz presented resolution 16-17R-22 Transfer of Appropriations – Town Fund. Administrator Dylík commented that minor transfers are needed in the Town Fund. In summary \$152 will be transferred from contingencies with \$75 going to community events, \$11 going to telephone, \$16 going to debt certificate principal, and \$50 going to senior services in-house. Motion made by Trustee Ryan; seconded by Trustee Theobald to approve resolution 16-17R-22. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
  - g) Supervisor Baltz presented a travel approval request for Highway Commissioner Ward to attend the East Illinois Highway Commissioner’s Conference, March 28, 2017 & March 29, 2017. Administrator Dylík commented that Board approval is needed for meal per diems totaling \$56.00 and for a one night hotel stay at \$115.00/night pre-tax. Motion by Trustee Wheeler; seconded by Trustee Theobald to approve the travel request for Highway Commissioner Ward. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
  - h) Supervisor Baltz presented a travel approval request for Trustee Theobald to attend TOI Topics Day, April 26, 2017. Administrator Dylík commented that Board approval is needed for meal per diems totaling \$54.00 and for a one night hotel stay at \$122.00/night pre-tax. Motion by Trustee Ryan; seconded by Trustee Wheeler to approve the travel request for Trustee Theobald. Roll call vote: Ryan-Aye; Theobald-Abstain; Walden-Absent; Wheeler-Aye; Baltz-Aye. 3 Ayes, 0 Nays, 1 Abstain, 1 Absent. Motion carried.
  - i) Supervisor Baltz presented a travel approval request for Trustee Walden to attend TOI Topics Day, April 26, 2017. Administrator Dylík commented that Board approval is needed for meal per diems totaling \$54.00 and for a one night hotel stay at \$122.00/night pre-tax. Motion by

Trustee Ryan; seconded by Trustee Theobald to approve the travel request for Trustee Walden. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

- j) Supervisor Baltz presented a travel approval request for Assessor Anderson to attend TOI Topics Day, April 26, 2017. Administrator Dylik commented that Board approval is needed for meal per diems totaling \$54.00 and for a one night hotel stay at \$122.00/night pre-tax. Motion by Trustee Theobald; seconded by Trustee Wheeler to approve the travel request for Assessor Anderson. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- k) Supervisor Baltz presented a travel approval request for Clerk Cross to attend TOI Topics Day, April 26, 2017. Administrator Dylik commented that Board approval is needed for meal per diems totaling \$54.00 and for a one night hotel stay at \$122.00/night pre-tax. Motion by Trustee Theobald; seconded by Trustee Ryan to approve the travel request for Assessor Anderson. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- l) Supervisor Baltz presented a travel approval request for Administrator Dylik to attend TOI Topics Day, April 26, 2017. Administrator Dylik commented that Board approval is needed for a one night hotel stay at \$122.00/night pre-tax. Motion by Trustee Wheeler; seconded by Trustee Ryan to approve the travel request for Assessor Anderson. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Supervisor Baltz asked twice for any other new business. No other new business was presented.

#### APPROVAL OF BILLS:

Motion made by Trustee Ryan; seconded by Trustee Theobald to accept the **TOWN FUND & ASSESSOR'S BILLS** for **March 20, 2017**, as presented totaling **\$17,593.30**. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Motion made by Trustee Theobald; seconded by Trustee Ryan to accept the **GENERAL ASSISTANCE BILLS** for **March 20, 2017**, as presented totaling **\$471.33**. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Motion made by Trustee Theobald; seconded by Trustee Wheeler to accept the **ROAD AND BRIDGE BILLS** for **March 20, 2017**, as presented totaling **\$12,787.37**. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

#### CLOSED SESSION

No items for closed session.

#### ANNOUNCEMENTS:

The following announcements were made:

- a) Shorewood Glen Business Expo – Saturday, April 1, 2017 10:00 a.m. to 1:00 p.m.
- b) Annual Town Meeting – Tuesday, April 11, 2017 at 7:00 p.m.
- c) Next Board Meeting – Monday, April 17, 2017 at 7:00 p.m.
- d) Shredding Event – Saturday, May 6, 2017 from 9:00 a.m. to 11:00 a.m.

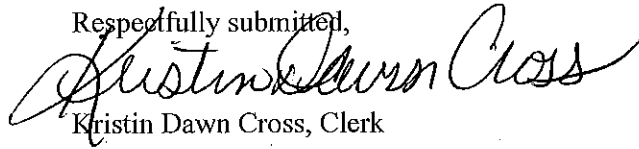
Supervisor Baltz asked for any other announcements. Resident Jim Lynch asked if the building had been inspected for hail damage after the recent storms. Supervisor Baltz will have the Building Maintenance Coordinator inspect the exterior of the building.

Supervisor Baltz announced that the swearing in ceremony will be at 6:30 p.m. on Monday, May 15<sup>th</sup>. Judge Tom Carney will perform the swearing in.

**ADJOURNMENT:**

Motion made by Trustee Theobald; seconded by Trustee Ryan to adjourn the meeting. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried. Meeting adjourned at 7:42 p.m.

Respectfully submitted,



Kristin Dawn Cross, Clerk

