

Minutes of the Troy Township Board Meeting

Monday, January 22, 2018

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 Highway Commissioner Thomas R. Ward.

Roll call:

Present were:	Supervisor Joseph D. Baltz	Trustee Bryan W. Kopman
	Trustee Larry Ryan	Trustee Brett Wheeler
	Highway Commissioner Tom Ward	Clerk Kristin Cross
Absent were:	Trustee John Theobald – EA	EA = Excused Absence
	Assessor Kimberly Anderson – EA	A = Absent; L = Late Arrival
	Collector George Muentnich - EA	

Also in Attendance: Administrator Jennifer Dylik

Quorum is established.

Supervisor Baltz opened the meeting for guest and citizen comment.

Resident Jim Lynch reported that Shorewood Glen resident and Veteran Jean Klimek passed away on Sunday, January 21, 2018.

After asking two more times, Supervisor Baltz closed the meeting for citizen comments.

Supervisor Baltz presented the Donald D Walden Veteran's Honor Roll certificates of appreciation to the following Honor Roll Inductee:

- a) Engineman Petty Officer 2nd Class – Stanley E. Yenerich, United States Navy

Supervisor Baltz deviated from the agenda to read two letters of correspondence received from Honor Roll Inductee Thomas Mara regarding the Donald D. Walden Veteran's Honor Roll of Troy Township and his appreciation for the program, the men he served with, and the excellent service he received from Township employee Angela Scaggs when he was submitting his application.

Supervisor Baltz then returned to the regular agenda.

Motion made by Trustee Wheeler; seconded by Trustee Ryan to accept the MINUTES of the December 18, 2017, Regular Board Meeting. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-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 Ryan; seconded by Trustee Kopman to accept the Treasurer's Report for the month ending December 31, 2017. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-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:

- Notice from Federal Communications Commission regarding a new tower submission packet for 300 Earl Road in Shorewood.
- IDOT completion notice for the jurisdictions transfer for two portions of Hollywood Road from the Troy Township Road District to the City of Joliet.
- PTAB 2016 100,000 Appeal Notice for LIT Industrial, 21228 SW. Frontage Rd., Shorewood
- IDOT notice of the I80 Phase I public meeting on January 31, 2018, 4:00 p.m. to 7:00 pm at JJC.
- Joliet Township High School District 204 2016-2017 Annual Report.
- Will County CED 2017 Annual Report.
- The Timbers of Shorewood January 2018 Newsletter
- Township Perspective January 2018

GADGET GURUS REPORT: – Mr. Jim Lynch reported that there has been no activity to speak of for the Gadget Gurus. When Rolland Bossert returns from Arizona the group will reevaluate.

REPORTS OF TRUSTEES / COMMITTEES:

TRUSTEE LARRY RYAN – Trustee Ryan reported that he is available to meet to start discussing the budget.

TRUSTEE BRETT WHEELER – Trustee Wheeler thanked Trustee Ryan for the benefit which was held on Saturday.

TRUSTEE JOHN THEOBALD – Excused absence. No report.

TRUSTEE BRYAN W. KOPMAN – Trustee Kopman commented that it was good to see Trustee Ryan back.

HIGHWAY DEPARTMENT REPORT: Highway Commissioner Ward reported that there have been about 12 snow events so far this year which is using up a lot of salt. The cold temperatures take a toll on equipment, so staff has been working on those repairs. The Nicor Gas pipeline project has started. There was an issue with mud on Mound Road on Sunday, January 21st because of the project. Staff was called out to scrape and salt the roadway. Precision Pipeline has been invoiced.

ASSESSOR'S REPORT: Administrator Dylik read Assessor Anderson's report in her absence:

Enclosed in your packets is the final BOR outcome spreadsheet of the \$100,000+ appeals that were filed for 2017. There were a few special circumstances this appeal season as noted in the comments section of this report.

- *Menards – we had to lose this appeal so that the intervener, Troy 30-C, can obtain an appraisal and go on the Property Tax Appeal Board. They believe an appraisal will come in higher than the assessed value. Assessor Anderson contacted their attorney with a gentle reminder that they must begin their process.*
- *First Midwest Bank we attempted to work with their attorney prior to hearing but were unsuccessful. The hearing was held and the BOR upheld our offer for the lower assessment.*

- *Wal-Marts -- a countywide agreement was made with all Will County Wal-Marts. All Wal-Marts values will be similar throughout the County depending on their size, age and location. These were 1-year agreements.*

The total requested reduction of assessed value by the 15 appeals was \$11,236,809. With negotiations and BOR decisions the total reduction given was \$4,360,176. Assessor Anderson wished to thank her staff for their hard work on these appeals and the other 62 residential appeals that were received.

The sad part of these appeals is that all commercial/industrial properties that appeal are getting appraisals that are using the "dark sale" approach. Administrator Dylík has reached out to TOI and the Metro Townships Association with regards to this approach in hopes of getting support with our legislators to do something about this.

Last year Assessor Anderson reported that the home rental company American Homes for Rent had filed 166 appeals. They did not prevail in their attempt at BOR so they went onto PTAB. Over the last month staff has been diligently working on the 117 of 166 they filed at PTAB. We were instructed by Will County that if an increase in the 2017 assessment is warranted to request one in our evidence – so we did. PTAB is currently working on 2014 appeals that required a hearing. These appeals will not require a hearing, so we should get the results somewhat sooner. Assessor Anderson will keep the board updated on this.

Field staff has been out checking on vacancies and getting photographs. The 2018 assessment process will begin in the next couple of weeks.

Administrator Dylík reported that she and Assessor Anderson have a conference call on Wednesday, January 24th with the Metro Township Association's lobbyist to talk about the dark sales approach to value.

Additionally, Administrator Dylík reported that Assessor Anderson's 2018-2019 budget request was included in the Board packet for review. Trustee Kopman asked about the \$10,000 increase in the line item of health insurance. Dylík explained that the 2018-2019 budget included health benefits for three employees vs. two from the prior year. It also accounted for a possible 15% increase in health coverage and 8% increase in dental coverage. Those three factors plus the fact that the Township budgets to cover 100% of possible HRA deductible reimbursements should account for the \$10,000 increase.

Supervisor Baltz noted that future Finance Committee meetings will be scheduled once Administrator Dylík delivers her initial budget presentation.

TOWNSHIP CLERK REPORT: No report.

TOWNSHIP COLLECTOR'S REPORT: No report. Excused Absence.

SUPERVISOR'S REPORT: Supervisor Baltz deferred to Administrator Dylík.

ADMINISTRATOR'S REPORT: Administrator Dylík reported:

- ComEd has the new utility poles stacked up at the entrance to Four Seasons Park. ComEd initially indicated that the pole replacement project would take place in Q4 of 2017 or Q1 of 2018. ComEd initially informed the Township that the Township would be responsible for relocating our service from the old pole to the new pole. ComEd has since decided to place a pedestal next to the new pole. The Township's service will connect to the pedestal as opposed to the utility

pole. The site foreman visited a few weeks back and indicated that they would be taking care of moving the service from the old pole to the new pedestal. It is our hope that this is accurate.

- As a reminder, it is time to submit articles for the Spring 2018 Troy Township Communicator. Articles are due by February 1st. The newsletter is schedule to arrive in resident's mail boxes between March 26th and April 6th.
- Troy Township will once again be a site for Senior Services' AARP Free Tax Prep program. Appointment will begin February 6th and continue every Tuesday through April 10th. Today was the first day to start scheduling appointments and as of 4pm today, 50% of our available appointments were booked.
- The Troy Township Offices and Community Center will be closed on Monday, February 12th for Lincoln's Birthday; and
- The Troy Township Offices, Community Center, and Highway Department will be closed on Monday, February 19th for President's Day.

OLD BUSINESS:

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

NEW BUSINESS:

- a) Supervisor Baltz presented the **travel approval request for Trustee John Theobald** at the Township Officials of Illinois Trustee Division Meeting in Bloomington, IL on January 5, 2018, reimbursement for gas totaling \$29.00. **Motion made by Trustee Kopman; seconded by Trustee Wheeler to approve the travel request for Trustee John Theobald. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.**
- b) Supervisor Baltz presented the **audit proposal from Gassensmith & Michalsko, Ltd.** totaling \$4,840.00 for the Board's approval. Administrator Dylik reported that a RFP was sent out to 13 firms of which 6 firms did not respond, 3 officially declined to quote, and 4 submitted proposals. The proposals received ranged in price from \$4,350.00 to \$14,000.00. At this time Administrator Dylik and Supervisor Baltz recommend Gassensmith & Michalesko, Ltd. be selected as the audit firm for the year ending March 31, 2018. While their price is \$490.00 higher than the lowest priced firm, they have performed the Township's audit for several years, are well versed in government accounting practices, and have provided exceptional service in the past. Additionally, a 1-year engagement is recommended due to the unknown status of allowed audit report preparation method Modified Cash vs. Accrual that is currently on-going at the State of Illinois. State of Illinois Comptroller Susan A. Mendoza, Local Government Division, implemented a change in practice via a memo dated September 18, 2017, requiring all audit reports to be filed on an accrual basis effective for fiscal year 2019. **Motion by Trustee Ryan; seconded by Trustee Wheeler to accept the proposal from Gassensmith & Michalesko, Ltd. to perform the Troy Township audit for the term ending March 31, 2018. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.**

Trustee Kopman stated that it is good practice to change the auditor every few years and that some boards have a policy stating that the audit firm must be changed every three to five years.

- c) Supervisor Baltz presented **Ordinance 17-18-20; An Ordinance Establishing the Maximum Allowable Cost of all Travel, Meal, and Lodging Expenses of Officers and Employees in the Township of Troy, Will County, Illinois** for adoption. Supervisor Baltz stated that the only change to the policy is the mileage rate increased from .535 cents per mile to .545 cents per mile. **Motion by Trustee Kopman; seconded by Trustee Wheeler to adopt Ordinance 17-18-20.** Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-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 Kopman to accept the **TOWN FUND & ASSESSOR'S BILLS for January 22, 2018**, as presented totaling **\$17,097.55**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Motion made by Trustee Wheeler; seconded by Trustee Ryan to accept the **GENERAL ASSISTANCE BILLS for January 22, 2018**, as presented totaling **\$412.99**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Motion made by Trustee Ryan; seconded by Trustee Kopman to accept the **ROAD AND BRIDGE BILLS for January 22, 2018**, as presented totaling **\$30,207.80**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-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) Offices and Community Center closed for Lincoln's Birthday on Monday, February 12, 2018.
- b) Offices, Highway Department, and Community Center closed for President's Day on Monday, February 19, 2018.
- c) Next Board Meeting – Monday, February 26, 2018, at 7:00 p.m. (4th Monday of the Month).

Supervisor Baltz asked for any other announcements.

No other announcements were made.

ADJOURNMENT:

Motion made by Trustee Wheeler; seconded by Trustee Ryan to adjourn the meeting at approximately 7:41 p.m. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.



Respectfully submitted,

Kristin Cross, Clerk