

Minutes of the Troy Township Board Meeting

Monday, June 17, 2019

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 Deputy Clerk Jennifer Dylík.

Roll call:

Supervisor Joseph D. Baltz – Present	Trustee Bryan W. Kopman – Present
Trustee Larry Ryan – Present	Trustee John Theobald – Present
Trustee Brett Wheeler – Present	

Quorum is established.

Also, in Attendance:

Deputy Clerk Jennifer Dylík	Collector Jerry Nudera (arrives at 7:04 p.m.)
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Supervisor Baltz reported that he has received a written request from Clerk Kristin Cross stating that she would be on vacation and requested that her Deputy Clerk, Administrator Jennifer Dylík, perform the Clerk duties at the June 17, 2019 meeting. Supervisor Baltz also reported that Assessor Anderson was on vacation and that Highway Commissioner Thomas R. Ward was unable to attend. Both Assessor Anderson and Highway Commissioner Ward submitted written reports to Administrator Dylík.

Supervisor Baltz opened the meeting for guest and citizen comment.

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

Motion made by Trustee Ryan; seconded by Trustee Theobald to accept the **MINUTES** of the May 20, 2019, **Regular Board Meeting**. Roll call vote: Kopman-Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

The **TREASURER'S REPORT** was placed on file by Supervisor Baltz. Motion made by Trustee Theobald; seconded by Trustee Kopman to accept the **Treasurer's Report** for the month ending **May 31, 2019**. Roll call vote: Kopman-Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

CORRESPONDENCE

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

- Will County Circuit Clerk Fine Money for the period of April 1, 2019 to April 30, 2019, totaling \$89.00.

- Clarke Mosquito May 2019 Status Report. Supervisor Baltz reported that there were three West Nile positive mosquitoes in this area. Clarke has reported they will wait just a few more days for dryer weather before doing the first spraying.

Collector Nudera arrives at 7:04 p.m.

- Village of Shorewood Party in the Park Flyer
- Township Perspective Magazine for June 2019
- Will County Center for Community Concerns Spring 2019 Newsletter
- Disability Resource Services Barrier Free Press Newsletter

REPORTS OF TRUSTEES / COMMITTEES:

TRUSTEE LARRY RYAN – No report.

TRUSTEE BRETT WHEELER – No report.

TRUSTEE JOHN THEOBALD – Trustee Theobald reported that the TOI Annual Conference will be November 10, 2019 to November 12, 2019 and will be at the Crown Plaza in Springfield.

TRUSTEE BRYAN W. KOPMAN – Trustee Kopman wished everyone a happy 4th of July.

HIGHWAY DEPARTMENT REPORT: Administrator Dylik reported on behalf of Highway Commissioner Ward that Baltz Road is complete other than shoulder work which will be done in-house this week. Thank you to Administrator Dylik and Supervisor Baltz for their assistance in helping Highway Commissioner Ward communicate with State Representative Mark Batinick and IDOT to get IDOT to complete much needed ditch work along Rt. 52 where it meets Baltz Road. Hopefully this will help eliminate some flooding issues in this area. Crews are still changing out bad culverts and branch pick-up continue. Crews are trying to catch up on mowing ditches, at least getting the site lines done.

ASSESSOR'S REPORT: Administrator Dylik reported on behalf of Assessor Anderson that to date, she and her staff have assisted 626 taxpayers with their exemptions. With the break in the weather, field staff has been out weekly picking up all new construction. All the 2019 assessments have been completed and sent to the County.

TOWNSHIP CLERK REPORT: No report; not present.

TOWNSHIP COLLECTOR'S REPORT: No report.

SUPERVISOR'S REPORT: Supervisor Baltz deferred to Administrator Dylik for his report.

ADMINISTRATOR'S REPORT: Administrator Dylik reported that TOIRMA recently partnered with IPWMAN (Illinois Public Works Mutual Aid Network) and agreed to reimburse any township or township road district that joined IPWMAN in 2019 for their membership dues. Dylik submitted a request for reimbursement to TOIRMA and today the Road District received reimbursement for its \$250 dues.

The next payment of the debt certificate is included on tonight's bill sheets. Once paid, there are only four remaining payments on the Town Fund's debt certificate.

Dylik reminded the Board that a new phone system and exterior lighting LED upgrade project was approved in the 2019-2020 fiscal year budget. Neither project was over the \$20,000 bid requirement threshold, therefore official Requests for Proposals were produced as opposed to a formal bid process.

RFPs were posted to the township website and were sent to various local contractors who the township either has worked with in the past or were referred to. The proposals have been reviewed and evaluated by Dylik and Supervisor Baltz and vendors have been selected for these two projects.

For the new phone system, three proposals were submitted to the township. The budget for this project was \$15,000 and proposals were received ranging from \$7,527.99 to \$18,551.00. The highest priced proposal was excluded and the two lower priced options (ClearVoice out of Channahon and referred by Troy Fire and NJS who is the Township's current IT provider) were evaluated. After careful evaluation of the system itself, the installation process, the long-term monthly recurring costs, and annual service contracts, ClearVoice at an estimated cost of \$7,527.99 was selected as the vendor. A new switch will need to be installed by NJS to accommodate new data connection needs, but even with the additional cost for the switch, ClearVoice was still the lower priced option by just over \$2,000.00. References were contacted and Dylik was very pleased with the above and beyond service the referrals have received from ClearVoice. Trustee Ryan asked what the new phone system will provide the Township. Administrator Dylik reported that the current phone system is an outdated Nortel system which is no longer supported and if parts are needed, Ebay is the only source. Vendors who service the system are hard to locate. Administrator Dylik reported that the new system provides security, stability, and reliability to the phone operations of the Township. On a technology side, the new system provides 4 additional talk paths compared to the current 4 lines and has voicemail to email and mobile features.

For the exterior lighting LED upgrades, Twin Supplies out of Oak Brook was chosen as the vendor. Twin Supplies has done work for the township in the past doing interior LED upgrades and some exterior LED upgrades around the front sign. The budget for this project was \$13,000 plus a 10% contingency. RFPs were sent to four companies and all four responded. Prices ranged from \$7,436.00 to \$19,860.00. Twin Supplies was the lowest priced company and identified the most possible rebate dollars. Twin Supplies also provided various options/scenarios from replacing fixture heads, to just retrofitting, to reducing the actual number of fixtures allowing for additional incentives which could then take care of doing some LED retrofitting on interior fixtures. All options from Twin Supplies were equal to or lower in cost than the second lowest contractor's base RFP price. The township was very pleased with the work done by Twin Supplies in the past. Supervisor Baltz and Administrator Dylik will be meeting with Twin Supplies in the next week or two to finalize which scenario and options will ultimately be chosen. All fixtures from Twin Supplies come with a 10-year limited warranty vs. a 5-year limited warranty offered by the other vendors. Trustee Kopman requested the contract price on the LED project with Twin Supplies. Dylik reviewed all three options which were \$7,436.50, \$7,401.50, and \$8,722.00. The next vendor's lowest price on the base proposal was \$8,700.00. The four companies who submitted proposal were Twin Supplies, Timm Electric, Elliott Electric, and Block Electric.

Dylik reported that she is very pleased that both projects are coming in well under budget. Once these are finalized, she will work on the security system upgrades project with Collector Nudera and on the community center chair and table replacements.

The Troy Township Offices, Community Center, and Highway Department will be closed on Thursday, July 4th for Independence Day.

Administrator Dylik reported that the Township was contacted by the local 2020 Census representative to discuss the upcoming 2020 Census and how the Township can help promote the 2020 Census. The Township took a leadership role and is heading up a committee made up of representatives from several local units of government to share ideas, collaborate, and help promote the 2020 Census. The first meeting is Tuesday, June 18, 2019.

OLD BUSINESS:

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

NEW BUSINESS:

- a) Supervisor Baltz presented **Resolution 19-20R-03 Investment Policy**. Motion made by Trustee Kopman; seconded by Trustee Wheeler to **table Resolution 19-20R-03 until the July 15, 2019 meeting**. Roll call vote: Kopman-Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried. Supervisor Baltz stated that Resolution 19-20R-03 was tabled so that staff can clarify some conflicting language in the resolution. Trustee Kopman suggested that consideration be given to removing "Obligations of the State of Illinois" from the list of acceptable collateral when collateralization is required. Trustee Kopman also reported that he will not be at the July meeting.
- b) Supervisor Baltz presented **Resolution 19-20R-04 Depository Accounts** for approval. Administrator Dyluk reported that the Township currently has funds at J.P. Morgan Chase Bank, N.A., and at First Secure Community Bank. Motion made by Trustee Ryan; seconded by Trustee Kopman to **approve Resolution 19-20R-04**. Roll call vote: Kopman-Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

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

APPROVAL OF BILLS:

Motion made by Trustee Wheeler; seconded by Trustee Theobald to accept the **TOWN FUND & ASSESSOR'S BILLS for June 17, 2019**, as presented totaling **\$101,443.00**. Trustee Ryan asked for clarification on the bill that showed a transfer going from the Town Fund to General Assistance. Administrator Dyluk reported that all general property taxes received from the County for the Town Fund and General Assistance are deposited into the Town Fund savings account. A calculation must be done to figure the General Assistance portion and that is then moved from the Town Fund to General Assistance. Roll call vote: Kopman-Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

Motion made by Trustee Theobald; seconded by Trustee Wheeler to accept the **GENERAL ASSISTANCE BILLS for June 17, 2019**, as presented totaling **\$131.19**. Roll call vote: Kopman-Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

Motion made by Trustee Wheeler; seconded by Trustee Ryan to accept the **ROAD AND BRIDGE BILLS for June 17, 2019**, as presented totaling **\$23,939.34**. Roll call vote: Kopman-Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

CLOSED SESSION

No items for closed session.

ANNOUNCEMENTS:

The following announcements were made:

- a) Troy Township Offices, Community Center, and Highway Department Closed Thursday, July 4, 2019 for Independence Day.
- b) Next Board Meeting – Monday, July 15, 2019, 7:00 p.m.

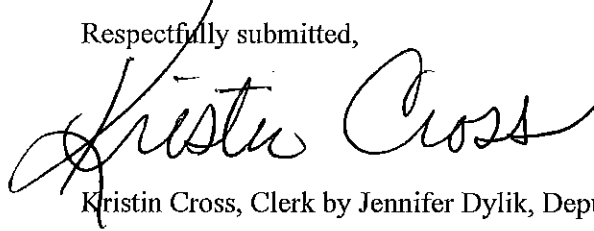
Supervisor Baltz asked for any other announcements.

No other announcements were made.

ADJOURNMENT:

Motion made by Trustee Theobald; seconded by Trustee Wheeler to adjourn the meeting at approximately 7:28 p.m. Roll call vote: Kopman-Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

Respectfully submitted,



Kristin Cross, Clerk by Jennifer Dylik, Deputy Clerk

