

Minutes of the Regular Meeting of the
Downers Grove Township Board
4340 Prince Street, Downers Grove, IL
January 25, 2018

Regular Board Meeting of the Supervisor and Board of Trustees of Downers Grove Township held on Thursday, January 25, 2018 7:30 PM at 4340 Prince Street, Downers Grove, Illinois.

1. Call to Order:

Supervisor Thoman call the meeting to order at 7:30 PM.

2. Pledge of Allegiance:

Supervisor Thoman asked everyone to stand for the Pledge of Allegiance.

3. Roll Call:

Clerk Grimsby called the roll; present were Trustee Arthur P. Donner, Trustee Abby Ferguson, Trustee Karen Kelly, Trustee David Van Der Laan and Supervisor Mark Thoman. A quorum was physically present.

Elected and Appointed Officials present: Clerk Grimsby, Assessor Boltz and Attorney Alongi.

Staff and others present included some personnel and some residents.

4. Public Comment:

Supervisor Thoman asked if anyone in the audience wished to speak during Public Comment. There was no response.

5. Motion to Approve the Regular Meeting Minutes of December 19, 2017.

Clerk Grimsby presented the minutes of the Regular Meeting of December 19, 2017 for review and approval. A motion was made by Trustee Kelly to approve the Regular Meeting minutes of December 19, 2017, with a second by Trustee Van Der Laan. Trustee Ferguson noted that under agenda item: 3. Call to Order, the time should be 7:30 PM. Trustee Kelly amended her motion to accept as amended; Trustee Van Der Laan seconded the revised motion, all voted aye. Motion Carried.

6. Trustee Audit and Approval of Bills and Claims.

General Town Fund	1/01 to 1/18/18	\$ 35,795.06
General Road Fund	1/01 to 1/18/18	\$ 98,567.24
General Assistance	12/01 to 12/29	\$ 3485.35

Trustee Ferguson made a motion to approve the Bills and Claims, motion seconded by Trustee Kelly. Trustees Ferguson, Kelly, Van Der Laan and Supervisor Thoman voted aye. Trustee Donner abstained. Motion Carried.

7. Motion to Adopt an Ordinance 2018-0125-1 Establishing Policies for the Township, Highway Department, and Assessor's Office Prohibiting Sexual Harassment.
Trustee Van Der Laan moved to Adopt Ordinance 2018-0125-1 Establishing Policies for the Township, Highway Department and Assessor's Office Prohibiting Sexual Harassment, motion seconded by Trustee Donner. Supervisor Thoman stated this ordinance is required by the State with the public act that was passed November of 2017, whereby Gov. Rauner signed into law an amendment to the State Officials and Employees Ethics Act. Part of the amendment requires the Township adopt a resolution prohibiting sexual harassment. There are separate exhibits for Township, Assessor's office and Highway Department.
Roll call vote: Ayes: Trustees Donner, Ferguson, Kelly, Van Der Laan and Supervisor Thoman. Motion carried (5-0).

8. Motion to Approve Resolution 2018-0125-2 Designating Authorized Banking Facilities for Township Funds as listed on Resolution.
Trustee Donner moved to Approve Resolution 2018-0125-2 Designating Authorized Banking Facilities for Township Funds as listed on Resolution, motion seconded by Trustee Van Der Laan. This Resolution was previously passed when Supervisor Thoman was appointed as Supervisor. With the new Board members and Supervisor Thoman now elected, he felt it proper to have the Board approve. We are staying with the four current banks. Roll call vote: Ayes: Trustees Donner, Ferguson, Kelly, Van Der Laan and Supervisor Thoman. Motion carried (5-0).

9. Motion to Adopt Ordinance 2018-0125-3. An Investment Policy for Downers Grove Township General Funds.
Trustee Van Der Laan moved to Adopt Ordinance 2018-0125-3. An Investment Policy for Downers Grove Township General Funds, motion seconded by Trustee Donner. Supervisor Thoman stated the primary rationale for any investment policy is legality and safety and quarterly reports will be provided. Trustee Donner stated that in this investment policy is important to consider in that this is the public's money and it is most important to preserve this money and not put it at risk for the rates of return on certain government investments. Our policy does not mandate what percentages we do in government versus corporate sectors. The policy gives us the ability to apply some discretion to get a rate of return with safety. Roll call vote: Ayes: Trustees Donner, Ferguson, Kelly, Van Der Laan and Supervisor Thoman. Motion carried (5-0).

10. Motion to Declare Certain Computer Equipment as Surplus.
Trustee Kelly moved to Declare Certain Computer Equipment as Surplus, motion seconded by Trustee Ferguson. Supervisor Thoman stated a list of surplus equipment was distributed to Board members. This will allow us to investigate selling the old equipment. Trustee Donner asked if there was any real value and if hard drives will be properly wiped clean. Trustee Ferguson asked if we still have backup computers and accessories if they were needed. Supervisor Thoman stated the equipment is very old and doesn't accept program updates and IT has removed all data/programs and we do still have backup equipment. All voted aye, motion carried.

11. Discussion of Preliminary Budget for the Township and Proposed Budget and Appropriation Ordinance for the Township Road District for Fiscal Year – March 1, 2018 through February 28, 2019.

The Budget and draft Appropriation Ordinance will be hung 30 days prior to passage at the March 15, 2018 meeting. If anyone has questions, please discuss with either Supervisor Thoman, Assessor Boltz or Highway Commissioner Anderson.

12. Supervisor's Report.

- a. Supervisor Thoman stated the Klein Hall CPAs contract for the year ended February 28, 2018 was included in the Board packets. Klein Hall has been given information to start the preliminary audit process. This is the last year of a 3 year contract.

- b. Supervisor Thoman reminded Trustees that in last year's budget money had been appropriated to cut down dead ash trees. One last cutting will take place next month. According to bids, the average cost has been \$535.00 per tree which included grinding of stumps.

- c. The Village of Downers Grove approved the Consolidation Rezone Petition that we brought before them. The parcel next to the administration building has poor drainage and nothing can be built on it but there may be some opportunities to potentially to do other things in the future other than turf area.

- d. Supervisor Thoman reported that the administration upgrades for newer, safer doors, locks and counters to provide a safer work area for our employees is moving forward.

13. Old Business.

No Old Business was brought forward.

14. New Business

Trustee Ferguson asked about the reschedule date Gary Ostrowski to provide an educational overview of his job responsibilities. When Lauren Aramburu provided information on her job responsibilities, it was very helpful.

15. Executive Session

No motion was made to go into Executive Session.

16. Motion to Adjourn

There being no further business to come before this Board, Supervisor Thoman asked for a motion to Adjourn. Motion to adjourn was made by Trustee Van Der Laan and it was seconded by Trustee Donner, all voted aye. Motion Carried. Time: 8:00 PM

Respectfully Submitted:
Lorraine Grimsby, Clerk