

MINUTES OF DOWERS GROVE TOWNSHIP  
BOARD MEETING  
August 20, 2015

A meeting of the Town Board of Downers Grove Township was held August 20, 2015 at the Downers Grove Township, 4340 Prince Street, Downers Grove, Illinois.

1. *Call to Order:* Supervisor Wurster called the meeting to order at 7:30 p.m., and everyone present stood and recited the Pledge of Allegiance.
2. *Roll Call:* Town Clerk Hois called the roll. Board members in attendance were Trustee Abbate, Trustee Boltz, Trustee Cuthbert, Trustee Grimsby and Supervisor Wurster. Attorney Alongi was also present.
3. *Public Comment:* Linda Painter spoke in favor of (i) an opt-out provision for individuals and (ii) a sticker option in the proposed refuse bid package and possible refuse service contract. Mike Marshall of Liberty Park Subdivision spoke in support of the draft Request for Quote (RFQ) under review by the Board for the purpose of inviting bids from refuse service providers, and thanked the Township for its efforts. Laura Riegle of Pleasantdale Subdivision commented on trustee duties regarding item 9 on meeting agenda, and said draft RFQ as referenced in item 10 of agenda did not address Pleasantdale's needs.
4. *Correspondence:* Clerk Hois described Township responses to FOIA requests.
5. *Minutes:* Trustee Abbate made a motion to approve the Minutes of the Board Meeting held on July 16, 2015, which motion was seconded by Trustee Grimsby, and all voted aye.
6. *Invoices:* The Board of Trustees reviewed the invoices prior to the meeting:

General Town Fund	08/06	\$ 19,727.17
General Town Fund	08/20	\$ 12,601.46
General Road Fund	08/04	\$ 78,598.93
General Road Fund	08/19	\$ 15,729.31
General Assistance	07/01 to 07/30	\$ 2,318.50

Trustee Grimsby made a motion to approve the invoices, which motion was seconded by Trustee Abbate, all of the Trustees voted aye. The motion carried.

7. *Ralph Hinkle, Community Emergency Response Team ("CERT") Update:* Ralph Hinkle brought greetings from Milton Township and the seven (7) other Townships in DuPage County that are now part of CERT, a national program which arose directly out of the situation that occurred on September 11, 2001. CERT volunteers are now certified by the State to provide disaster assistance relief anywhere in DuPage County. A Metra Rail seminar will be offered on

September 27, 2015, to help put a structure in place for handling rail disasters. Supervisor Wurster thanked Ralph Hinkle for doing an outstanding job.

8. *Scott Duenser CPA Klein Hall on Township Audit 2015:* Scott Duenser said the Township's Audit had been completed and the Annual Financial Report filed with the State Comptroller. Mr. Duenser said these statements fairly state the activity of the Township for the past fiscal year ended February 28, 2015. Mr. Duenser recommended the trustees periodically review payroll registers and bank reconciliations. He said Klein Hall offers a procedural job description service to its clients. The Audited Financial Statements are available online and for viewing upon request at the Township Clerk's office, 4340 Prince Street, Downers Grove, IL 60515.
9. *Approve Resolution regarding Town Board's Monthly Audit of Accounts and Approval of Invoices for Payment:* Clerk Hois described the proposed draft resolution. Trustee Cuthbert thanked Clerk Hois and asked other Townships do with regard to monthly audit of accounts and payment of invoices. Trustee Boltz made a motion to end discussion, which motion was seconded by Trustee Cuthbert, and all voted aye. Trustee Boltz made a motion to not approve the resolution, which motion was seconded by Trustee Abbate, and all voted aye.
10. *Discuss, Approve Request for Quote (RFQ) bid package prepared by Township Attorney Alongi for Township Refuse Committee.* Trustee Grimsby, Refuse Committee Chair, provided comments and highlights regarding proposed refuse service and suggested the Board discuss and review the draft RFQ. Trustee Grimsby asked other Board members to send revisions to her by next Tuesday, August 25, 2015 so that Attorney Alongi can incorporate all comments. Trustee Cuthbert made a motion to table the RFQ topic for further discussion at the next regular meeting, which motion was seconded by Trustee Abbate, all voted aye.
11. *Appoint Board Liason to Senior Citizens Advisory Committee:* Supervisor Wurster suggested Trustee Abbate be considered as the new liason to the Senior Citizens Advisory Committee. Trustee Boltz made a motion to appoint Trustee Abbate as the liason, which motion was seconded by Trustee Grimsby, and all voted aye.
12. *Appoint William J. Swanston as Member of the Senior Citizens Advisory Committee:* Trustee Cuthbert made a motion to approve appointment of William J. Swanston, former 34-year committee liason, as a Member to the Senior Citizens Advisory Committee, which motion was seconded by Trustee Boltz, and all voted aye.
13. *Approve Contract for Township's Purchase of Furniture:* After a brief discussion, Trustee Cuthbert made a motion to approve the proposed furniture contract, which motion was seconded by Trustee Grimsby, and all voted aye.
14. *Approve Initiation of Bid Process for Oak Hill and Oak Crest Cemetery Restoration of Head Stones:* Supervisor Wurster asked for Board approval to initiate the bid

process. Discussion followed regarding adding to the specifications a request to add items needing repair on an addendum to the responsive quote. Trustee Cuthbert made a motion to initiate the bid process with inclusion of language providing for an addendum, seconded by Trustee Abbate, and all voted aye.

15. *Approve Cemetery Tree Cutting and Trimming:* Supervisor Wurster referenced the three quotes that had been obtained for cemetery tree cutting and trimming. Trustee Grimsby made a motion to approve the Mike's Tree Service quote, which motion was seconded by Trustee Abbate, and all voted aye.

16. *Supervisor's Report:* NONE.

17. *Old Business:* Trustee Abbate said Darien will have a "get to know elected officials" event at Indian Prairie Public Library on September 24, 2015, 7:00 p.m.

18. *New Business:* Trustee Cuthbert asked if the Township is moving forward on having bills and check payments placed online. Supervisor Wurster said yes, the Township office is working on doing this and that it may take time to set it up.

19. *Executive Session:* NONE.

20. *Adjournment:* Trustee Boltz made a motion to adjourn, motion seconded by Trustee Grimsby, and all voted aye. The meeting was adjourned at 9:33 p.m.

Respectfully submitted,

Laura Hois  
Town Clerk