

TOWN FUND

AGENDA

June 12, 2017

7:00 PM

Community Center

Pledge of Allegiance

Roll Call

Honorable Judge Dan Kennedy- Ceremony for Elected Officials

Approval of Minutes- Public Hearing May 8, 2017

Monthly Meeting May 8, 2017

Workshop Meeting May 22, 2017

Approval of Bills – \$ 175,718.27

Citizens Wishing to Address the Board

Assessor's Report

Clerk's Report

Trustees Comments and Suggestions

New Business

- **Scholarships**
- **Ordinance No. 2017-4 (Prevailing Wage Act)**
- **Seal Coating & Stripping Parking Lot**
- **Lockport Chamber Guide Book**
- **Will County Health Department**
- **Will County Division of Transportation**
- **Resolution No. 2017-3 (IMRF Participation for Elected Officials)**
- **TOI Education Classes**

Old Business

- **Student Teacher Conference**
- **Contract for Food Pantry**
- **Short Term Lease Agreement**

Meetings and Correspondence

Executive Session

- ❖ If called by the Board. Action may be taken afterwards.

Adjournment

LOCKPORT, ILLINOIS

MAY 8, 2017

TOWN CLERK'S RECORD BOOK

ROAD & BRIDGE

The Lockport Township Board of Trustees met at Lockport Township Government Building, Community Center, 1463 S. Farrell Road, Lockport, Illinois on Monday May 8, 2017 at 7:15 PM with Supervisor Ron Alberico presiding.

Present were Trustees John Batusich, Barb Boyce, Mike Lewandowski and Dean Morelli, Assessor Debbi Mason, Highway Commissioner John Cielenski, Attorney Gary Mueller and Deputy Clerk Jessica Strickland. Also present were- See attendance sheet. Absent were Clerk Denise Rumchak and Collector Lance McCalla. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, the Lockport Township website (Clerk's section) and also on the Community Center door.

On a Motion of Boyce, seconded by Morelli to approve the minutes from the previous regular monthly meeting held on April 10, 2017.

MOTION CARRIED

On a Motion of Boyce, seconded by Morelli to approve total bills and payroll in the amount of \$115,232.76. Roll call vote resulted in Batusich Aye, Boyce Aye, Lewandowski Aye and Morelli Aye.

MOTION CARRIED

Citizens Wishing to Address the Board: Resident Delinda Herod informed Commissioner Cielenski her concern about trees in the Fairmont area that are going to fall into the middle of the street. Commissioner Cielenski stated he is responsible for any trees that are on the easement and also 33 feet from the center of the road. He mentioned if a tree is inside a fence, it is the homeowner's responsibility. There was additional discussion between Commissioner Cielelnski and resident Delinda Herod that pertained to the location of the trees, current flooding in the area and the plan of action to take care of these areas. Delinda also reported about a pothole on Oak Avenue. Commissioner Cielenski stated the City of Lockport needs to be notified. Delinda inquired about a tree that fell down along with powerlines on Brassef Street. Commissioner Cielenski reported in detail about the process and events that occurred when trying to clear the tree from the road. There was discussion about mowing, paving and surveillance cameras in the Fairmont community.

Resident Terry Broadhurst thanked Commissioner Cielenski for his help to clean up Harvard Hill. He communicated the Fairmont community gets the run around. Terry expressed he is willing to work with the Commissioner to better serve the area of Fairmont.

Commissioner's Report-

- Chipping dates are scheduled for Thursday and Friday of every other week. Commissioner Cielenski stated logs will be picked up when the equipment is available.
- Employees are getting ready to cut grass.
- Trees are being cut down and trimmed as needed.

On the Motion of Batusich, seconded by Lewandowski to adjourn the meeting at 7:55 PM.

MOTION CARRIED

LOCKPORT, ILLINOIS

MAY 18, 2017

TOWN CLERK RECORD BOOK

ROAD & BRIDGE

PUBLIC HEARING

ROAD AND BRIDGE BUDGET 2017-2018

The Lockport Township Board of Trustees met at the Lockport Township Government Building, Community Center, 1463 S. Farrell Road, Lockport, Illinois on Monday May 18, 2017 at 6:35 PM for the purpose of holding a Public Hearing for the 2017-2018 Road And Bridge Fund Appropriated Budget with Trustee Barb Boyce presiding.

Present were Trustees Gregg Bickus (arrived at 6:35) and Barbara Delaney, Clerk Denise Rumchak, and Highway Commissioner John Cielenski. Absent were Trustee Dean Morelli and Supervisor Ron Alberico. The meeting agenda and notice were posted at Crest Hill & Lockport Libraries, at the Lockport Township Government Building, the Joliet Herald News on April 17, 2017, the Township website (Clerk's section), Community Center door, and at the Highway Department. The Road And Bridge budget was on display for 30 days in the Clerk's office.

Trustee Boyce announced the purpose of this Public Hearing is for Ordinance No. 2017-2, the 2017-2018 Road And Bridge Fund Budget.

Commissioner Cielenski stated his budget is the same as last year. He disclosed the monies that were not used from last year's budget have rolled over into MOA (material, oil and asphalt). This line item is for maintenance for the roads which includes paving, culverts and the hot/cold patch. Trustee Delaney asked Commissioner Cielenski what the total savings from last year was. Commissioner Cielenski commented \$523,373 and explained this amount was divided into different line items: insurance, IMRF, social security, personnel and MOA.

Clerk Rumchak noted the budget was posted and published in accordance by law. The budget was on display for 30 days in the Clerk's Office and published in the Joliet Herald News.

On a Motion of Boyce, seconded by Delaney to approve Ordinance No. 2017-2. Roll call vote resulted in Bickus Aye, Boyce Aye, and Delaney Aye.

MOTION CARRIED

On Motion of Delaney, seconded by Bickus to adjourn the Public Hearing meeting at 6:40 PM.

MOTION CARRIED

DENISE MUSHRO RUMCHAK, TOWN CLERK

LOCKPORT, ILLINOIS

MAY 8, 2017

TOWN CLERK'S RECORD BOOK

GENERAL ASSISTANCE

The Lockport Township Board of Trustees met at Lockport Township Government Building, Community Center, 1463 S. Farrell Road, Lockport, Illinois on Monday May 8, 2017 at 7:55 PM with Supervisor Ron Alberico presiding.

Present were Trustees John Batusich, Barb Boyce, Mike Lewandowski and Dean Morelli, Assessor Debbi Mason, Highway Commissioner John Cielenski, Attorney Gary Mueller and Deputy Clerk Jessica Strickland. Also present were- See attendance sheet. Absent were Clerk Denise Rumchak and Collector Lance McCalla. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, the Lockport Township website (Clerk's section) and also on the Community Center door.

On a Motion of Boyce, seconded by Lewandowski to approve the minutes from the previous regular monthly meeting held on April 10, 2017

MOTION CARRIED

On a Motion of Boyce, seconded by Morelli to approve total bills and payroll in the amount of \$6,940.87. Roll call vote resulted in Boyce Aye, Lewandowski Aye and Morelli Aye.

MOTION CARRIED

Supervisor Alberico disclosed the Board needs to pass the renewal of the Catastrophe Insurance with Allied Benefit Systems. Trustee Morelli asked if the contract was placed in the packet. Supervisor Alberico commented there is not a copy of the contract in the packet.

On the Motion of Batusich, seconded by Lewandowski to table the approval of the Catastrophe Insurance contract.

MOTION CARRIED

Supervisor Alberico read the financial aid monthly report to the Board.

In the month of April, there was 3 New Applications Taken Out, 2 Applications Not Returned, 1 Application Returned, and -0- Application from Previous Months. The application breakdown is as followed: 1 Returned Application Waiting for Information, -0- Application to be Processed, - 0- Denied- Income Greater then Assistance Amount, -0- Denied- Failure to Provided Information, -0- Denied- Withdrew Application, -0- Recoupment, -0- Approved- General Assistance, -0- Approved- Emergency Assistance, 6 Re-Qualifying General Assistance Applications Approved 1 Re-Opened General Assistance Cases Approved and 2 Re-Qualifying General Assistance Applications Denied. The total financial aid applications approved were -0- Emergency Applications and 7 General Assistance Applications.

Supervisor Alberico read the financial aid breakdown for the month of April: 4 Housing, 1 Gas, 2 Electric, 3 Water, -0- Garbage, 4 Fuel, 6 Food, -0- Medication. Trustee Morelli asked Supervisor Alberico for the total dollar amount that was distributed for food and fuel. Supervisor Alberico commented that gifts card are handed out for food and fuel. Trustee Morelli stated he is looking for the amount of each gift card distributed. Supervisor Alberico said he will get that information for Trustee Morelli.

On the Motion of Batusich, seconded by Lewandowski to adjourn the meeting at 8:07 PM.

MOTION CARRIED

DRAFT

LOCKPORT, ILLINOIS

MAY 8, 2017

TOWN CLERK'S RECORD BOOK

SENIOR FUND

The Lockport Township Board of Trustees met at Lockport Township Government Building, Community Center, 1463 S. Farrell Road, Lockport, Illinois on Monday May 8, 2017 at 8:07 PM with Supervisor Ron Alberico presiding.

Present were Trustees John Batusich, Barb Boyce, Mike Lewandowski and Dean Morelli, Assessor Debbi Mason, Highway Commissioner John Cielenski, Attorney Gary Mueller and Deputy Clerk Jessica Strickland. Also present were- See attendance sheet. Absent were Clerk Denise Rumchak and Collector Lance McCalla. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, the Lockport Township website (Clerk's section) and also on the Community Center door.

On a Motion of Boyce, seconded by Lewandowski to approve the minutes from the previous regular monthly meeting held on April 10, 2017.

MOTION CARRIED

On a Motion of Boyce, seconded by Lewandowski to approve the total bills and payroll in the amount of \$35,662.11. Roll call vote resulted in Boyce Aye, Lewandowski Aye and Morelli Aye.

MOTION CARRIED

Old Business- Supervisor Alberico informed the Board he would like to proceed with the Pace rental program which has been discussed previously. He stated once all the paperwork is received, he would like to schedule a Workshop meeting.

On the Motion of Batusich, seconded by Boyce to adjourn the meeting at 8:10 PM.

MOTION CARRIED

DENISE MUSHRO RUMCHAK, TOWN CLERK

LOCKPORT, ILLINOIS

May 8, 2017

TOWN CLERK RECORD BOOK

TOWN FUND

PUBLIC HEARING

2017-2018
TOWN FUND BUDGET

The Lockport Township Board of Trustees met at the Lockport Township Government Building, Community Center, 1463 S. Farrell Road, Lockport, Illinois on Monday May 8, 2017 at 6:30 PM for the purpose of holding a Public Hearing for the 2017-2018 Town Fund Appropriated Budget with Supervisor Ron Alberico presiding.

Present were Trustees, John Batusich (arrived at 7:11), Barb Boyce, Michael Lewandowski, and Dean Morelli, Assessor Debbie Mason, Highway Commissioner John Cielenski (arrived at 7:10), Attorney Gary Mueller (arrived at 6:39) and Deputy Clerk Jessica Strickland. Also present were – see attendance sheet. Absent were Clerk Denise Rumchak and Collector Lance McCalla. The meeting agenda and public notice were posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, the Joliet Herald News on April 3, 2017, the Labor Record on April 6, 2017, on the Township website (Clerk's section) and also the Community Center door. The Town Fund Budget was on display for 30 days in the Clerk's office.

Supervisor Alberico disclosed the changes that have been made to the Township budget.

Page 2

- 1.1 Administration- \$1,253,667 to \$1,257,576
- 1.2 Assessor- \$284,403 to \$278,980
- Total Expenditures/Appropriations- \$1,560,570 to 1,559,056

Page 3- Supervisor Alberico stated the reason for the change in personnel are for employees who have been here a long time that now have additional responsibilities. He noted the travel expense line item has been added back into the budget for the month of March, April and half of the month of May due to the Travel Ordinance not being in effect until May 15, 2017. The only travel expense that will remain on the budget after May 15, 2017 will be for the Assessor until January 2018.

- 1.1 Administration Personnel (Supervisor)- \$56,564 to \$58,010
- 1.1 Maintenance Equipment (Clerk)- \$2,000 to \$2,500
- 1.1 Travel Expenses: Clerk- \$0 to \$613, Supervisor- \$0 to \$859 and Trustees- \$0 to \$491

Page 4

- 1.2 Assessor Travel- \$0 to \$3,500

Page 4.1

- Office Personnel (Supervisor Full Time)- \$53,064 to \$54,510
- Assessor Division (Deputy Assessor)- \$28,111 to \$34,000
- Assessor Division (Clerk Full Time)- \$19,570 to \$0
- Assessor Division (Deputy Commercial Appraiser)- \$25,242 to \$30,000

Page 6

- 2.1 Administration- \$100,019 to \$102,307
- 2.2 Home Relief- \$113,100 to 111,100

Page 7

- Personnel (Salaries)- \$31,719 to \$33,407

Page 8

- Contractual Services (Water)- \$6,500 to \$5,500
- Commodities (Food)- \$15,000 to \$14,000

Page 11- Supervisor Alberico explained monies have been transfer between line items for pages 11-13 to provide more service to seniors and to provide more shingle shot vaccines.

- 6.1 Administration- \$428,701 to 418,701
- 6.2 Senior Programs- \$86,000 to \$96,000

Page 12

- Capital Improvement- \$75,000 to \$65,000

Page 13

- Shingle Shots- \$20,000 to \$30,000

Page 14- Supervisor Alberico disclosed this page show the amount appropriated for the fiscal year

- General Town Fund- \$1,560,570 to \$1,559,056
- General Assistance Fund- \$213,719 to \$213,407

Total Appropriations- \$2,328,990 to 2,327,164

Supervisor Alberico opened the floor for Citizens Wishing to Address the Board.

Resident Carl Bebrich had many questions in regards to the Water Board settlement that was paid last year. Supervisor Alberico explained in detail the actions that took place. There was also discussion about the members of the Water Board being the same as the Township Board. Supervisor Alberico disclosed he spoke to the State Attorney Office and they stated since the Board has been the same forever, they do not think it needs to be changed. Trustee Morelli expressed that he is obtaining information to see if the current members of the Water Board need to be changed.

Resident Mike Fuller expressed in a lengthy discussion his disagreement with monies being allocated for Collector.

Resident Carl Bebrich asked Supervisor Alberico what happens to the monies that are not spent in the budget.

Supervisor Alberico stated the monies that are not used will be placed into next year's funds.

Resident Sue Bebrich requested more street signs to be placed on Bruce Road, Oak and Rosaline for the horse community. Supervisor Alberico informed Sue, she is welcomed to attend the Road and Bridge Public Hearing on May 18, 2017 to suggest more signs to be placed, but tonight is only for the Town fund.

On a Motion Boyce seconded by Morelli to adjourn the Public Hearing meeting at 7:15 PM

MOTION CARRIED

LOCKPORT, ILLINOIS

MAY 8, 2017

TOWN CLERK'S RECORD BOOK

TOWN FUND

The Lockport Township Board of Trustees met at Lockport Township Government Building, Community Center, 1463 S. Farrell Road, Lockport, Illinois on Monday May 8, 2017 at 8:10 PM with Supervisor Ron Alberico presiding.

Present were Trustees John Batusich, Barb Boyce, Mike Lewandowski and Dean Morelli, Assessor Debbi Mason, Highway Commissioner John Cielenski, Attorney Gary Mueller and Deputy Clerk Jessica Strickland. Also present were- See attendance sheet. Absent were Clerk Denise Rumchak and Collector Lance McCalla. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, the Lockport Township website (Clerk's section) and also on the Community Center door.

On a Motion of Boyce, seconded by Lewandowski to approve the minutes from the previous regular monthly meeting held on April 10, 2017.

MOTION CARRIED

On a Motion of Boyce, seconded by Morelli to approve the total bills and payroll in the amount of \$199,931.04. Roll call vote resulted in Boyce Aye, Lewandowski Aye, and Morelli Aye.

MOTION CARRIED

Supervisor Alberico stated the total bill calculation for the month of April was incorrect. The April bill list did include all the invoices that needed approval, but the grand total did not. The grand total should have been \$125,074.20 instead of \$86,339.99.

On the Motion of Boyce, seconded by Lewandowski to approve the corrected April 10, 2017 bill list in the amount of \$125,074.20. Roll call vote resulted in Boyce Aye, Lewandowski Aye, and Morelli Aye.

MOTION CARRIED

Citizens Wishing to Address the Board- Resident Mike Fuller expressed his disagreement in the new budget and asked if the budget could be amended. Supervisor Alberico commented yes, by the Township Board.

Resident Carl Bebrich proposed using tax dollars to enhance the Township website to allow residents to review the packet information for the Township meetings.

Resident Terry Broadhurst communicated the Township meetings need to be more organized and more information needs to be provided to the residents on the website.

Resident Mike Fuller conversed that residents cannot contribute their input on the budget. Supervisor Alberico informed Mike that the Public Hearing is for the residents to speak about their concerns. The final decision is made by the Township Board.

Resident Barbara Delaney recommended residents to consider going to the workshop budget meeting to acquire full detail of the budget.

Resident Carl Bebrich commented it is not possible to attend all the local government meetings and keep a job.

Assessor's Report- Assessor Mason stated four of her employees attended an educational conference in March 2017 and have turned in their travel bills for reimbursement. The Board reviewed the reimbursement request forms for each employee.

Trustee Morelli asked what the protocol is for mileage/gas prices. Supervisor Alberico commented he did speak with the attorney and the mileage calculation starts from the Lockport Township Government Building to the hotel and back. Supervisor Alberico mentioned for this conference it was a total of 204 miles.

On the Motion of Lewandowski, seconded by Boyce to approve travel reimbursement for four employees. Roll call vote resulted in Boyce Aye, Lewandowski Aye, and Morelli Aye.

MOTION CARRIED

Assessor Mason informed residents that starting Wednesday there will be field staff in certain areas of the community checking properties. The local police departments will be notified. The field staff consists of two males and two females who have picture IDs. If anyone has any questions, please call the Assessor's Office.

Clerk's Report- Clerk Rumchak was absent.

New Business- Supervisor Alberico stated we need to approve the 2017/2018 Township budget.

On the Motion of Batusich, seconded by Boyce to approve 2017/2018 Township budget. Roll call vote resulted in Boyce Aye, Lewandowski Aye, and Morelli Aye.

MOTION CARRIED

Supervisor Alberico indicated landscaping needs to be added to the entrance sign in front of the building, per the City of Lockport Ordinance/Code. He explained he accepted Seasons Landscaping quote in the amount of \$1,345.00, which is included in the packet. Supervisor Alberico stated the entrance sign also needs lights and he received a quote for approximately \$1200. Trustee Batusich asked Supervisor Alberico if he has looked into street lighting for the entrance way. Supervisor Alberico expressed he would love to go ahead with the lighting, but he is not sure if it can be done with the current budget. Supervisor Alberico mentioned he will need to receive bids to see how expensive the lighting project would be first.

Supervisor Alberico communicated the parking lot needs to be resealed and striped per the annexation to the City of Lockport. He stated only one bid has been received, but when more are received there will be a workshop meeting schedule to make a decision.

There was additional discussion in regards to the projects that still need to be done per the annexation.

Supervisor Alberico proposed renting a bobcat to level the landscaping in the back of the building because the lawn mower cannot currently cut the grass. He revealed neighbors have been complaining the grass is getting to long.

Supervisor Alberico presented Trustee Batusich and Trustee Lewandowski with plaques for their years of hard work to the Township. Trustee Lewandowski expressed his gratitude and honor to the community for having the opportunity to serve them. Trustee Batusich expressed his appreciation and thankfulness to the residents of Lockport Township.

Meeting and Correspondence- Supervisor Alberico received a letter from Chevron Environmental Management Company. The CEMC gave notice of minor modifications to the Resource Conservation and Recovery Act (RCRA). The RCRA permit is for post-closure care of a properly closed hazardous waste landfill and properly-closed corrective action management unit at the former Texaco refinery property in Lockport, Illinois. Any person may request the agency to review any modification to a RCRA permit. Contact information for the agency is 815-838-0770, Ext 11 or 217-524-3288 for the ADC.

Supervisor Alberico received a thank you letter for the newsletter the Township sends out to inform the residents about programs that are available.

Supervisor Alberico receive a thank you letter from “The Club”, who uses the building every Wednesday morning.

On the Motion of Batusich, seconded by Lewandowski to adjourn the meeting at 8:46 PM.

MOTION CARRIED

DENISE MUSHRO RUMCHAK, TOWN CLERK

LOCKPORT, ILLINOIS

MAY 22, 2017

WORKSHOP MEETING

TOWN CLERK'S RECORD BOOK

TOWN FUND

A workshop meeting was held on Monday, May 22, 2017, 7:22 PM at Lockport Township Government, 1463 S. Farrell Road, Lockport, IL 60441, in the Community Center. Supervisor Ron Alberico presiding.

Present were Trustees Gregg Bickus, Barb Boyce, Barbara Delaney and Dean Morelli, Clerk Denise Rumchak, Attorney Gary Mueller and Deputy Clerk Jessica Strickland. Also presents were Residents Karen Johnson, Ron Comolo, Robert Hoffmeyer, William Bremmer and Grant Spooner filming the meeting. Absent were Assessor Debbi Mason, Highway Commissioner John Cielenski and Collector Lance McCalla. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, on the Township website (Clerk's section) and also on the Community Center door.

Items discussed were as follows:

- Approval of Open House on June 15, 2017
- Long and Short Term Contracts
- Building Committee (Township Building)
- Employee Handbook

Supervisor Alberico announced that residents have been wondering if an open house will be held for the new Township Building. Supervisor Alberico stated he would like to have the open house on June 15, 2017, which is the Thursday before Canal Days in Lockport. There was discussion with the Board about activities, free services for residents, raffles, entertainment, catering and rental of a tent for outside. Trustee Bickus suggested approving the open house with a budget amount. Trustee Delaney asked what line item the monies would come out of. Supervisor Alberico commented from line item labeled projects.

On a Motion of Bickus, seconded by Boyce to approve the Open House on June 15, 2017 with a budget not exceeding \$4,000.00. Roll call vote resulted in Alberico Aye, Bickus Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Supervisor Alberico stated the new Trustees have received their computers and email/passwords to be able to receive information that pertains to the Township meetings.

Supervisor Alberico announced Lockport Township always marches in the parade for Canal Days. Supervisor Alberico would like to purchase new shirts for this event.

Supervisor Alberico informed the Board that the current building that the Food Pantry occupies has sold. The Food Pantry has 45 days to relocate. Supervisor Alberico stated the contracts are on the agenda to review and discuss, so we can make any changes or adjustments as necessary. Supervisor Alberico also mentioned that Attorney Mueller is here tonight to answer any questions or concerns. Attorney Mueller stated the one page lease is for an organization to use the building for a couple hours and the six page lease is for an organization to have an extended lease with the Township.

There was discussion with the Board and Attorney Mueller in regards to the Food Pantry utilizing space in the building. There were many questions about the extended lease, paragraph 3: reconfiguration of a room and bathroom, replacement of a bathroom, removal and install of doors, installation of a key lock security system and waste/recycling fee to be paid by the Food Pantry. The Board informed Attorney Mueller about matters that needed to be added and revised with more detailed information. There was additional discussion in relation to hours of operation. fees/permits for construction. accessibility. the time length of the contract, extermination cost if necessary, a reduction in the Township's monthly contributions to assist with the cost of the electric bill, parking at the building and the provision information in the contract. Attorney Mueller read the proposed changes to section 12 and 15 of the Township lease. Supervisor Alberico stated Attorney Mueller and the attorney for the Food Pantry can communicate to be able to have this lease on the agenda for approval at the June meeting if both parties are in agreement.

Supervisor Alberico announced there is a one page lease for an organization that would like to utilize the building for a couple hours. There was discussion with the Board about certification of insurance, no insurance, the \$50.00 deposit. employees working after hours and sending email notification to the Trustees when a room is going to be occupied.

Clerk Rumchak suggested that a building committee be assembled for the new building. Supervisor Alberico stated there are many projects that still need to be completed. There was discussion with the Board on how many people should be on the committee. The Board decided to have Supervisor Alberico, Trustee Morelli, one of the maintenance employees, and two citizens on the committee. The two citizens will be placed on the building committee by a voting process.

Clerk Rumchak stated the existing personnel manual has not been amended since 2007. Clerk Rumchak mentioned Assessor Mason has put a lot of work into the new personnel manual. Supervisor Alberico would like the Board and Attorney Mueller to review the manual. Clerk Rumchak said additions and deletions can be made to this manual.

Supervisor Alberico handed out scholarships and the students will be attending the next meeting to receive their awards and recognition. There was discussion with the Board about how many students are involved in the program and how they are chosen for the scholarships.

Clerk Rumchak handed out a flyer from The Lockport Legend/Lockport Chamber of Commerce to see if the Board would be interested in publishing an ad in the Lockport Community Guide. Supervisor Alberico said he would have it placed on the agenda for approval.

Supervisor Alberico would like to have the oath of office re-administer for all Board members for ceremonial purposes at the June meeting.

On a Motion of Delaney, seconded by Boyce to adjourn at 8:25 PM.

MOTION CARRIED

June 12, 2017

CHECKS WRITTEN TO BE APPROVED:

White Oak Library	Library Replacement Tax May 2017	000-3422	40,996.76
Flores, Stephanie	Remi for food & mileage for March 2017 Training	001-5630	144.79
McMillin, Susan	Remi for food & mileage for March 2017 Training	001-5630	228.80
Mary Ann Williamson	Remi for food & mileage for March 2017 Training	001-5630	229.89
Mutz, Amber	Remi for food & mileage for March 2017 Training	001-5630	86.20
National Pens	Miscellaneous - Assessor	001-6900	393.35
Ready Refresh by Nestle	Miscellaneous - Assessor water	001-6900	50.90
U.S. Bank Equipment Finance	Equip. Maint - Clerk	001-8300	532.74
Martin Whalen	Equip. Maint - Clerk	002-5120	63.26
Gary Meueller	Legal - Clerk	002-5330	480.00
Shaw Media	Publishing - Clerk	002-5530	82.60
PNC Bank	Printing Subscription on line - Clerk	002-5540	79.99
Illinois Office Supply	Office Supplies - Clerk	002-6510	175.79
Ready Refresh by Nestle	Miscellaneous - Clerk water	002-6900	12.57
Euclid Manager	Health Insurance - Delta Dental June 2017	004-4510	640.32
Reliance Standard Life Ins	Life Insurance June 2017	004-4510	278.40
Health Care Service Corp	Hospital June 2017	004-4510	15,070.02
Blue Cross / Blue Shield	Hospitalization - June 2017	004-4510	800.99
Fidelity Security Life	Vision June 2017	004-4510	70.15
IMRF	IMRF - May 2017	004-4620	3,492.40
Gary Meueller	Legal - Town	004-5330	1,296.00
Comcast Cable	Data Communications - Town	004-5520	297.48
AT&T Mobility	Data Communications - Town	004-5520	75.93
City of Lockport Water	Utilities	004-5710	50.92
Waste Management	Utilities	004-5710	102.33
Nicor	Utilities	004-5710	155.45
Com Ed	Utilities	004-5710	567.80
Pace	Pace Bus -1/2 Feb 2017	004-5740	352.76
Pace	Pace Bus - 1/2 Feb 2017	004-5740	352.76
Crest Hill Comm. TV	Cable TV - Crest Hill 2017-2018	004-5746	500.00
Joliet Area Community Hospice	Hospice	004-5997	2,000.00
Bridges to a New Day	Bridges to a New Day	004-6005	100.00
Lockport TWP. Park Dist	Fairmont Food Pantry 2017	004-6006	3,000.00
Lockport FISH Food Pantry	FISH Pantry - May 2017	004-6007	1,600.00
Romeoville Chamber	Miscellaneous - Dues 2017	004-6900	110.00
Warehouse Direct Workplace	Custodial Supplies	004-8925	159.16
Kin-Ko Ace Central Office	Custodial Supplies	004-8925	3.98
Business Card	Custodial Supplies	004-8925	953.65
Business Card	Passport fee & Gift basket	004-8935	61.32
Car Show/Summer Concert	Projects - Car Show Summer Concert - 2017	004-8935	5,500.00
Payroll Account	FICA Retro 3/1/17 - 4/28/17	004-4610	229.57
Payroll Account	FICA 5/1/17 - 5/12/17	004-4610	835.45
Payroll Account	FICA 5/15/17 - 5/31/17	004-4610	51.00
Payroll Account	FICA 5/15/17 - 5/26/17	004-4610	873.24
Payroll Account	FICA 6/9/17	004-4610	815.03
Payroll Account	FICA Officials 6/1/17	004-4610	1,529.00
Payroll Account	Medicare Retro 3/1/17 - 4/28/17	004-4615	53.69

Payroll Account	Medicare 5/1/17 - 5/12/17	004-4615	195.38
Payroll Account	Medicare 5/15/17 - 5/31/17	004-4615	11.92
Payroll Account	Medicare 5/15/17 - 5/26/17	004-4615	204.21
Payroll Account	Medicare 6/9/17	004-4615	190.64
Payroll Account	Medicare Officials 6/1/17	004-4615	357.61

Salaries - Payroll Account

Dean Morelli	Salary 5/1/2017 through 5/31/2017	004-4316	411.23
Barb Delaney	Salary 5/1/2017 through 5/31/2017	004-4316	411.23

Salaries - Payroll Account

Debbi Mason	Travel 5/1/2017 through 5/31/2017	001-5620	350.00
Ron Alberico	Salary 5/1/2017 through 5/31/2017	004-4311	5,959.17
Denise Rumchak	Salary 5/1/2017 through 5/31/2017	004-4312	4,600.17
Debbi Mason	Salary 5/1/2017 through 5/31/2017	004-4313	4,992.33
John Cielenski	Salary 5/1/2017 through 5/31/2017	004-4314	5,484.67
Ron Alberico	R & B Treas. 5/1/2017 through 5/31/2017	004-4315	83.33
Barb Boyce	Salary 5/1/2017 through 5/31/2017	004-4316	750.00
Dean Morelli	Salary 5/1/2017 through 5/31/2017	004-4316	750.00
Barb Delaney	Salary 5/1/2017 through 5/31/2017	004-4316	750.00
Gregg Bickus	Salary 5/1/2017 through 5/31/2017	004-4316	750.00

Salaries - Payroll Account

Sharon Hartley	Retro Pay period 3/3 - 4/28/17	003-4201	575.36
Gloria Penaherrera	Retro Pay period 3/3 - 4/28/17	001-4203	115.63
Mary Ann Williamson	Retro Pay period 3/3 - 4/28/17	001-4205	1,290.06
Susan McMillin	Retro Pay period 3/3 - 4/28/17	001-4207	249.58
Cheryl Vance	Retro Pay period 3/3 - 4/28/17	001-4220	134.80
Stephanie Flores	Retro Pay period 3/3 - 4/28/17	001-4224	863.95
Jessica Strickland	Retro Pay period 3/3 - 4/28/17	002-4201	184.66
M. Turrisi - Payroll Clerk	Retro Pay period 3/3 - 4/28/17	004-4320	288.64

DRAFT

Salaries - Payroll Account

Gloria Penaherrera	Salary 5/1/2017 through 5/12/2017	001-4203	794.38
Mary Ann Williamson	Salary 5/1/2017 through 5/12/2017	001-4205	1,307.69
Susan McMillin	Salary 5/1/2017 through 5/12/2017	001-4207	1,713.77
Assessor - Part Time - M. Flores	Salary 5/1/2017 through 5/12/2017	001-4210	312.00
Assessor - Part Time - K. McMurty	Salary 5/1/2017 through 5/12/2017	001-4210	425.50
Assessor - Part Time - M. Ivey	Salary 5/1/2017 through 5/12/2017	001-4210	253.00
Assessor - Part Time - D. Cooper	Salary 5/1/2017 through 5/12/2017	001-4210	0.00
Assessor - Part Time - N. Garreau	Salary 5/1/2017 through 5/12/2017	001-4210	0.00
Cheryl Vance	Salary 5/1/2017 through 5/12/2017	001-4220	925.50
Amber Mutz	Salary 5/1/2017 through 5/12/2017	001-4222	767.38
Stephanie Flores	Salary 5/1/2017 through 5/12/2017	001-4224	1,153.85
Jessica Strickland	Salary 5/1/2017 through 5/12/2017	002-4201	1,267.69
Extra Hours	Salary 5/1/2017 through 5/12/2017	002-4211	0.00
Clerk - Part Time - Rhonda Bebar	Salary 5/1/2017 through 5/12/2017	002-4210	0.00
Clerk - Part Time - Mary Pagano	Salary 5/1/2017 through 5/12/2017	002-4210	0.00
Clerk - Part Time - Mary Jo Sarata	Salary 5/1/2017 through 5/12/2017	002-4210	0.00
Clerk - Pt Time - Marguerite Seidel	Salary 5/1/2017 through 5/12/2017	002-4210	144.00
Sharon Hartley	Salary 5/1/2017 through 5/12/2017	003-4201	2,096.54
M. Turrisi - Payroll Clerk	Salary 5/1/2017 through 5/12/2017	004-4320	1,980.76
R. Hoffmeyer	Salary 5/1/2017 through 5/12/2017	004-8900	845.00
W. Bremmer	Salary 5/1/2017 through 5/12/2017	004-8910	218.50

Salaries - Payroll Account

Gloria Penaherrera	Salary 5/15/2017 through 5/26/2017	001-4203	794.38
Mary Ann Williamson	Salary 5/15/2017 through 5/26/2017	001-4205	1,307.69
Susan McMillin	Salary 5/15/2017 through 5/26/2017	001-4207	1,713.77
Assessor - Part Time - M. Flores	Salary 5/15/2017 through 5/26/2017	001-4210	156.00
Assessor - Part Time - K. McMurty	Salary 5/15/2017 through 5/26/2017	001-4210	0.00
Assessor - Part Time - M. Ivey	Salary 5/15/2017 through 5/26/2017	001-4210	276.00
Assessor - Part Time - N. Garreau	Salary 5/15/2017 through 5/26/2017	001-4210	463.75
Cheryl Vance	Salary 5/15/2017 through 5/26/2017	001-4220	925.50
Amber Mutz	Salary 5/15/2017 through 5/26/2017	001-4222	771.19
Dennis Cooper	Salary 5/15/2017 through 5/26/2017	001-4223	397.17
Stephanie Flores	Salary 5/15/2017 through 5/26/2017	001-4224	1,153.85
Jessica Strickland	Salary 5/15/2017 through 5/26/2017	002-4201	1,267.69
Extra Hours	Salary 5/15/2017 through 5/26/2017	002-4211	0.00
Clerk - Part Time - Rhonda Bebar	Salary 5/15/2017 through 5/26/2017	002-4210	0.00
Clerk - Part Time - Mary Pagano	Salary 5/15/2017 through 5/26/2017	002-4210	0.00
Clerk - Part Time - Mary Jo Sarata	Salary 5/15/2017 through 5/26/2017	002-4210	0.00
Clerk - Pt Time - Marguerite Seidel	Salary 5/15/2017 through 5/26/2017	002-4210	144.00
Sharon Hartley	Salary 5/15/2017 through 5/26/2017	003-4201	2,096.54
M. Turrisi - Payroll Clerk	Salary 5/15/2017 through 5/26/2017	004-4320	1,980.77
R. Hoffmeyer	Salary 5/15/2017 through 5/26/2017	004-8900	929.50
W. Bremmer	Salary 5/15/2017 through 5/26/2017	004-8910	230.00

DRAFT

Gloria Penaherrera	Salary 5/29/2017 through 6/9/2017	001-4203	794.38
Mary Ann Williamson	Salary 5/29/2017 through 6/9/2017	001-4205	1,307.69
Stephanie Flores	Salary 5/29/2017 through 6/9/2017	001-4207	1,346.15
Assessor - Part Time - K. McMurty	Salary 5/29/2017 through 6/9/2017	001-4210	310.50
Assessor - Part Time - M. Ivey	Salary 5/29/2017 through 6/9/2017	001-4210	264.50
Assessor - Part Time - M. Flores	Salary 5/29/2017 through 6/9/2017	001-4210	312.00
Assessor - Part Time - N. Garreau	Salary 5/29/2017 through 6/9/2017	001-4210	344.50
Cheryl Vance	Salary 5/29/2017 through 6/9/2017	001-4220	925.50
Amber Mutz	Salary 5/29/2017 through 6/9/2017	001-4222	767.38
Dennis Cooper	Salary 5/15/2017 through 5/26/2017	001-4223	794.38
Anthony Pacilli	Salary 5/29/2017 through 6/9/2017	001-4224	961.54
Jessica Strickland	Salary 5/29/2017 through 6/9/2017	002-4201	1,267.69
Clerk - Part Time - Rhonda Bebar	Salary 5/29/2017 through 6/9/2017	002-4210	0.00
Clerk - Part Time - Mary Pagano	Salary 5/29/2017 through 6/9/2017	002-4210	67.50
Clerk - Part Time - Mary Jo Sarata	Salary 5/29/2017 through 6/9/2017	002-4210	0.00
Clerk - Part Time - Margy Seidel	Salary 5/29/2017 through 6/9/2017	002-4210	144.00
Sharon Hartley	Salary 5/29/2017 through 6/9/2017	003-4201	2,096.54
M. Turrisi - Payroll Clerk	Salary 5/29/2017 through 6/9/2017	004-4320	1,980.77
R. Hoffmeyer	Salary 5/29/2017 through 6/9/2017	004-8900	897.00
W. Bremmer	Salary 5/29/2017 through 6/9/2017	004-8910	207.00

CHECKS WRITTEN TO BE APPROVED 159,093.39

BILLS TO BE APPROVED

US Bank	Equip. Purchase - Assessor	001-8300	444.90
Velocita	Equip. Purchase - Assessor	001-8300	1,774.30
Rotary Club of Lockport	Clerk dues	002-5610	250.00
Quill	Office Supplies - Clerk	002-6510	311.93
Minarich Graphic & Supplies	Printing - Supervisor	003-5540	112.85
Allegra	Printing - Supervisor	003-5540	62.51
ESI Hosted Services	Data Communications	004-5520	267.79
Gary Mueller	Legal - Town	004-5330	2,208.00
Clarke	Mosquito Control	004-5950	9,644.00
Mark Klement	Yard Maint.	004-8922	700.00
Kin-Ko Ace Central Office	Custodial Supplies	004-8925	17.82
Indiquoise	Projects - website April - June	004-8935	330.00
Warehouse Direct	Projects	004-8935	500.78

BILLS TO BE APPROVED 16,624.88

CHECKS WRITTEN TO BE APPROVED 159,093.39

BILLS TO BE APPROVED 16,624.88

TOTAL TO BE APPROVED 175,718.27

June 12, 2017

DRAFT