

LOCKPORT, ILLINOIS

AUGUST 23, 2018

SPECIAL MEETING

TOWN CLERK'S RECORD BOOK

TOWN FUND

A special meeting was held on Thursday, August 23, 2018, 2:00 PM at Lockport Township Government, 1463 S. Farrell Road, Lockport, IL 60441, in the Multi-Purpose Room #127. Supervisor Ron Alberico presiding.

Present were Trustees Gregg Bickus, Barb Boyce, and Dean Morelli and Deputy Clerk Jessica Strickland. Also present was Grant Spooner filming the meeting. Absent were Clerk Denise Rumchak, Assessor Debbi Mason and Trustee Barb Delaney. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, on the Township website (Clerk's section), and the calendar and also on the Multi-Purpose door.

The meeting was held to answer any questions or concerns with Meals on Wheels utilizing the kitchen and Community Center/ Multi-Purpose Room Monday through Friday from 9 AM to 1 PM at the Lockport Township Government building. The Board will be voting on the approval of the Memorandum of Agreement (Non-Financial) Between Lockport Township Government and Kankakee County Community Services, Inc. of Will County (Meals on Wheels).

Supervisor Alberico asked the Board if anyone has any questions. Supervisor Alberico stated that the contract contains the same exact wording as the previous contract. He also mentioned that at the last meeting there was confusion with the Board in regards to the 504-compliance agreement in the contract. Supervisor Alberico handed out a Section 504- Rehabilitation Act of 1973 Program Accessibility Guide document. The 504 compliance addresses the broader topic of accommodating those who have a disability. The Board received the current certificate of liability insurance form as well.

Trustee Bickus inquired about section 6 (maintenance, repairs, utilities, and adherence to safety and health codes) of the contract. Trustee Bickus disclosed that it states that the Township is responsible for all maintenance cost and janitorial services which includes: pest control, waste disposal, utility costs, and cost of repairs both structural and non-structural. Supervisor Alberico stated yes, it is the Township's responsibility and disclosed that the waste disposal monthly invoice is paid by the Food Pantry. Supervisor Alberico mentioned that the Food Pantry pays for pest control on their side and the Township will pay for the other side. Trustee Morelli assumed that Meals on Wheels will be bringing their own ovens and refrigerator and then asked Supervisor Alberico if Meals on Wheels will be responsible for their own equipment. Supervisor Alberico stated that Meals on Wheels will be responsible for all of their equipment. Trustee Morelli believes that Meals on Wheels will not need to use the Township's equipment besides the sinks, but suggested having a discussion with them beforehand.

Supervisor Alberico reminded the Board that if things do not work out with Meals on Wheels being in the building, there is a termination of agreement in the contract that states a thirty-day notice can be submitted with out cause.

Trustee Bickus asked if Meals on Wheels provides their service to residents outside of the Lockport Township area. Trustee Morelli believes that they do provide meals to some Homer Glen residents. Supervisor Alberico mentioned that the Township only pays for Lockport Township resident's meals.

Trustee Bickus disclosed that he has a concern about the building smelling like food all day. Trustee Morelli communicated that when he has visited the Meals on Wheels facility, there was no aroma that he could smell. Trustee Morelli explained that the meals come off the truck, go into the warming oven and then are placed into an insulated carrier.

Trustee Bickus asked if the Township would have to deny any other organizations use of the building because of the congregated dining. Supervisor Alberico commented that Meals on Wheels will have to use the rooms that are available or cancel their service for the day. There was additional discussion with the Board.

Trustee Morelli inquired if the Township needs to have an employee licensed to operate the kitchen. Supervisor Alberico stated he does not believe the Township needs to, but still would like to have a couple employees take the online training.

On a Motion of Boyce, seconded by Morelli to approve the Memorandum of Agreement (Non-Financial) Between Lockport Township Government and Kankakee County Community Services, Inc. of Will County (Meals on Wheels). Roll call vote resulted in Alberico Aye, Bickus Aye, Boyce Aye and Morelli Aye.

On a Motion of Boyce, seconded by Bickus to adjourn at 2:15 PM.

MOTION CARRIED

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DENISE MUSHRO RUMCHAK, TOWN CLERK