

LOCKPORT, ILLINOIS

FEBRUARY 8, 2016

TOWN CLERK'S RECORD BOOK

TOWN FUND

The Lockport Township Board of Trustees met in the Central Square Board Room 318, 222 East Ninth Street, Lockport, Illinois on Monday February 8, 2016, at 7:14 PM with Supervisor Ron Alberico conducting the meeting.

Present were Trustees John Batusich, Barb Boyce, Michael Lewandowski and Dean Morelli, Collector Lance McCalla, Highway Commissioner John Cielenski, Attorney Gary Mueller and Deputy Clerk Michele Rutter. Also present were residents Grant Spooner, filming the meeting, George Rudnicki, and Therese Sundberg and Jim Valtman with Southwest Community Christian Band (SWCCB). Clerk Denise Mushro Rumchak and Assessor Debbi Mason were absent. The meeting notice and agenda were posted at the Lockport & Crest Hill Libraries, at the Central Square Building, and also on the Township website (Clerk's section) and Board Room door.

On a Motion of Batusich, seconded by Lewandowski to approve the minutes from the previous meetings as presented for the Workshop and regular monthly meeting on January 11, 2016.

MOTION CARRIED

On a Motion of Boyce, seconded by Morelli, that all bills and payroll in the amount of \$121,202.24 be allowed and paid. Roll call vote resulted in Alberico Aye, Boyce Aye, Batusich Aye, Lewandowski Aye and Morelli Aye.

MOTION CARRIED

Collector McCalla asked if the bill listed for the defibulator was for one unit. Supervisor Alberico responded it was for one unit. McCalla said in the future we may research getting a discount if we order more units. Supervisor Alberico was not sure if additional units would be ordered soon but we could look into it.

Clerk's Report - Deputy Clerk Michele Rutter reminded residents that the Clerk's Office will offer Early Voting hours for the upcoming March 15, 2016 General Primary Election. Beginning February 29, 2016 through March 12, 2016. Hours Monday through Friday will be from 9:00 AM to 4:00 PM and Saturday March 5<sup>th</sup> and 12<sup>th</sup> hours will be 9:00 AM to 12:00 PM. Residents are encouraged to come to the office to Vote Early. The staff looks forward to greeting everyone.

Central Square Report - Supervisor Alberico provided a copy of the IGA (Intergovernmental Agreement) dissolution agreement with Central Square. Since the Township is moving out of the building it is a dissolution of the Partnership. Supervisor Alberico explained this was a draft provided by the City of Lockport attorney. Township Attorney Mueller reviewed the draft and said the only issue he thought needed to be addressed was a balance that remains in the budget at the end of the fiscal year and how those funds would be distributed. He advised Supervisor Alberico to request splitting the balance 3 ways between the entities. Attorney Mueller said since it is not in the draft, it needs to be made clear that it

be included. Attorney Mueller went on to say that the document sent back to Supervisor Alberico will be very similar to the draft with the addition of language addressing the budget balance distribution.

Since the document is still in draft form it will be tabled for approval until next month.

On a Motion of Morelli, seconded by Lewandowski to approve registration for up to 8 attendee's registration for a TOI Workshop in Lisle on March 18, 2016. Roll call vote resulted in Alberico Aye, Boyce Aye, Batusich Aye, Lewandowski Aye and Morelli Aye.

MOTION CARRIED

Supervisor Alberico asked the Board and Officials if they were interested in attending a TOI Topics Day seminar, April 6, 2016 in Springfield. It was listed on the Agenda for approval, but since it's not until April, Supervisor Alberico is not asking for approval until March. Then he will have a better idea of who wants to attend.

New Business: There will be a Budget Workshop Meeting on Tuesday, February 23, 2016 in the Supervisor's Office Room 310. Officials will meet with Dave Meyers, accountant to discuss their budgets. The Trustees budget discussion will begin at 6:30 PM, Assessor at 7:00 PM, Highway Commissioner at 7:15 PM, Clerk at 7:30 PM and Supervisor at 8:00 PM.

Supervisor asked if he could have a copy of the budgets a couple of days before the meeting for review.

Supervisor Alberico said the Newsletter will be put together within the next few weeks and will be sent to residents in March or April.

On a Motion of Alberico, seconded by Lewandowski to recommend employee Chris Vershay Hall and Trustee Dean Morelli become the Townships OMA (Open Meetings Act) designees. Roll call vote resulted in Alberico Aye, Boyce Aye, Batusich Aye, Lewandowski Aye and Morelli Aye.

MOTION CARRIED

Jim Valtman and Therese Sundberg with SWCCB addressed the Board with a request to use the newly purchased Township building on Farrell Road for their band practice and for concerts. They passed out information on their organization and gave a description of what they do. They are structured to be an educational performing organization. They have 60-70 members and perform indoor and outdoor concerts. Supervisor Alberico is in favor of hosting the band. Trustee Batusich expressed his concerns last month and again at this time with having anyone in the building before the Township takes occupancy. Valtman said they are open to any ideas where they can rehearse in the interim. Alberico agreed to work with them to try and help out. Trustee Batusich reiterated we are in the early stages of getting the building ready for occupancy. Trustee Morelli asked if they considered practicing at the High School. Valtman responded they are not for profit and can't afford any rental fees. Alberico agreed to continue working with the band to seek a place for practice.

Attorney Mueller told the Board to consider that they have to go to the Electors for approval to rent out any part of the Building. A standardized agreement can be used, but the board will have to ask the permission of the Electors.

Alberico agreed to continue working with the band to seek a place for them to practice. Alberico felt once we were in the building the Township could possibly house the band.

Alberico said it is too early to predict a timeline of when the Township will move into the building. Supervisor Alberico thanked Jim and Therese for coming to the meeting.

New Building Update –

\*Supervisor Alberico hired a part time maintenance person (hire previously approved by the board) who will begin working next week.

\*The security system has been hooked up through wireless internet. It is set up to notify the police if needed. The alarm works with a faab.

\*All keys/locks will be changed.

\*The paperwork for the annexation into the City of Lockport has been submitted

\*Temporary signs have been ordered

Supervisor Alberico said the Board of the Food Pantry want to take a look at the Building and Julie from Meals on Wheels may also want to look at the space.

Trustee Batusich suggested a Workshop be set up in March to discuss organizations who may want to rent/lease space. Alberico said he would set that up.

Citizen George Rudnicki addressed the Board with concerns he has with distributions made through the General Assistance program. He would like a more detailed report.

Mr. Rudnicki also suggested that all records be digitalized to save storage space. Supervisor Alberico stated that there are laws concerning keeping hard copies of records and they are kept in a vault.

Supervisor Alberico thanked Mr. Rudnicki for his comments.

Correspondence – The Township received a letters from the Army Corps Engineers notifying the Township that an architectural survey is being done that runs through the Township.

On a Motion of Batusich, seconded by Boyce to recess the meeting until February 22, 2016, 7:00 PM in the Supervisor's Office, Room 310. The meeting recessed at 7:57 PM.

**MOTION CARRIED**

The Lockport Township Board of Trustees reconvened the regular meeting from February 8, 2016 on Monday, February 22, 2016 in the office of the Supervisor, room 310 at 7:17 PM. Present were Supervisor Ron Alberico, Trustees Barb Boyce, Michael Lewandowski and Dean Morelli, Highway Commissioner John Cielenski, Clerk Denise Mushro Rumchak, Assessor Debbi Mason, residents Grant Spooner, filming the meeting and Tom Kelly. Trustee Batusich was absent.

On a Motion of Boyce, seconded by Morelli, that all bills and payroll in the amount of \$51,407.96 be allowed and paid. Roll call vote resulted in Alberico Aye, Boyce Aye, Lewandowski Aye and Morelli Aye.

MOTION CARRIED

Clerk Rumchak reminded the Board that they did not receive

packets prior to this meeting because when closing for the Fiscal Year, each department pays bills up to the day of the final Year End meeting.

Clerk Rumchak also announced all future meeting packets will be emailed to Officials instead of being sent regular mail. A hard copy will also be passed out at each meeting. She asked that Officials check their email for the next meeting.

On a Motion of Boyce seconded by Lewandowski to approve a transfer of funds as presented which include:

- Assessor's - \$1,103.01 from 001-5495 (Consultant) to 001-4210 (Part Time employees)
- \$2,250.00 from 001-6990 (Contingency) to 001-5630 (Training)
- Total            \$3,353.01
- Clerk's -        \$108.00 from 002-6990 (Contingency) to 002-5330 (Legal Services)
- \$15.00 from 002-6990 (Contingency) to 002-5540 (Town Clerk Printing)
- \$135.00 from 002-6990 (Contingency) to 002-5610 (Town Clerk Dues)
- Total            \$258.00
- Town Fund     \$0.04 from 004-6990 (Contingency) to 004-4312 (Town Clerk)
- \$0.04 from 004-6990 (Contingency) to 004-4314 (Highway Comm.)
- \$5,508.00 from 004-6990 (Contingency) to 004-5490 (Grant Application)
- \$718.83 from 004-6990 (Contingency) to 004-5740 (PACE)
- \$360.00 from 004-6990 (Contingency) to 004-5980 (E. M. A.)
- \$219.97 from 004-6990 (Contingency) to 004-6900 (Miscellaneous)
- Total            \$6,806.88

Roll call vote resulted in Alberico Aye, Lewandowski Aye, Boyce Aye and Morelli Aye.

MOTION CARRIED

Trustee Morelli asked Assessor Mason what the training was for. Assessor Mason said it was for all the schools her staff attended. Two employees completed the CIAO this year and that put them over the amount budgeted.

On a Motion of Boyce, seconded by Lewandowski to adjourn the meeting at 7:25 PM

MOTION CARRIED

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DENISE MUSHRO RUMCHAK, TOWN CLERK