

LOCKPORT, ILLINOIS

JUNE 12, 2018

TOWN CLERK'S RECORD BOOK

TOWN FUND

The Lockport Township Board of Trustees met at the Lockport Township Government Building, Community Center, 1463 S. Farrell Road, Lockport, Illinois on Tuesday June 12, 2018 at 6:30 PM with Supervisor Ron Alberico presiding.

Present were Clerk Denise Mushro Rumchak, Assessor Debbi Mason, Highway Commissioner John Cielenski, Trustees Barb Boyce, Barb Delaney and Dean Morelli, Collector Karen Johnson, Attorney Gary Mueller and Deputy Clerk Jessica Strickland. Also present were Delinda Herod, Bob Loewe, William Drew, Margaret Drew, Jim Spatz, Amy Spatz, Daniel Spatz, Kathy Lipkin, Benjamin Lipkin and Grant Spooner filming the meeting. Absent was Trustee Gregg Bickus. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, the Lockport Township website (Clerk's section), the calendar and also on the Community Center door.

Supervisor Alberico commenced the meeting with awarding the winners of the 15th Annual Scholarship Program. There were a total of 4 students who won the \$1,000 scholarships (3 students from Lockport Township High School and 1 student from Romeoville High School). Supervisor Alberico presented each student with a certificate.

- Margaret Drew who will be attending Western Michigan to study investigating journalism.
- Benjamin Lipkin who will be attending Beckley College to study music.
- Daniel Spatz who will be attending the University of Illinois to study computer science.
- Allison Hankins could not attend the ceremony.

On a Motion of Delaney, seconded by Boyce to approve the minutes from the previous regular monthly meeting held on May 8, 2018.

MOTION CARRIED

On a Motion of Delaney, seconded by Boyce to approve the minutes from the Public Hearing meeting held on May 8, 2018 and the Workshop meeting minutes held on May 22, 2018. Trustee Delaney wanted the Workshop meeting minutes to include her discussion with Supervisor Alberico about the probability of the current person cutting the Township's grass needing insurance. Clerk Rumcahk noted that the Workshop meeting minutes would be amended to include Delaney's request.

MOTION CARRIED

On a Motion of Boyce, seconded by Morelli to approve the total bills and payroll in the amount of \$252,684.09, Trustee Delaney had a question about an expense for a Trustee in the amount of \$1,032.64. Supervisor Alberico explained that this is a reimbursement payment for their health insurance. The Township ordinance states that hospitalization and insurance shall be provided, as needed, at a 10% cost to the Township Officials, excluding the Collector. Trustee Delaney will speak with the Bookkeeper for more information. Roll call vote resulted in Alberico Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Assessor's Report- Assessor Mason did not have a report.

Clerk's Report- Clerk Rumchak mentioned that the next Baby/Youth Wellness Clinic will be held on Thursday July 12, 2018 from 10AM to 1:00 PM at Advance Pediatric Care in Lockport. Clerk Rumchak, Dr. Longi and Diane Capela (Superintendent at the Fairmont School District) discussed having the pediatricians come to the Fairmont school to provide students with wellness checks and possible immunizations.

Clerk Rumchak announced that the color, branding, layout, style, feel and homepage elements have been chosen for the website provided by Revize. She also mentioned that the Supervisor and Highway Departments were invited to help with the initial phase of the website, no one from these departments attended. Please note that Commissioner Cielenski was present, but could not stay for the initial phase due to other obligations.

Clerk Rumchak stated she received an email in regards to a Will County Zoning Case for the construction of a security fence for children located on a vacant parcel on the Southeast corner of Bruce Road & Briggs.

Clerk Rumchak mentioned that during the month of June, the Illinois Department of Labor will be conducting an electronic survey of rates that were paid for various categories of work performed and as a result the Illinois Department of Labor has not created a current prevailing wage rate list for 2018.

Clerk Rumchak relayed information she received in an email stating that Illinois OSHA will require all State and Local Government employers to electronically report OSHA 300A injury and illness logs. This information does not pertain to the Township.

The Community Baby Shower will be held at the Lockport Township Government Building on Sunday September 16, 2018 from 1:00 PM to 4:00 PM. The Township Building will be a drop off location for donated items such as diapers, wipes, diaper cream, baby wash, baby lotion, bottles, infant thermometers, etc. There will be additional dates and locations for donations to be dropped off.

Clerk Rumchak stated that the Share Fest event held on Saturday was a great success and resident Delinda Herod did a good job organizing the event.

Trustee Comments and Suggestions- Trustee Delaney asked Clerk Rumchak if there will be multiple drop off locations for the Community Baby Shower event. Clerk Rumchak commented yes and she will inform the Board with that information once she receives it.

Building Report- Supervisor Alberico thanked Assessor Mason and her husband for their hard work to complete the community library stand that was installed in the front of the Township building.

The Board received the June calendar showing what organizations are occupying the building. The document also included the username and password to allow the Board members full access to the calendar.

Supervisor Alberico stated that he has reached out to the Food Pantry to see if they would be interested in putting in and maintaining the community garden at the Township. The Food Pantry felt that they could not spare any more volunteers.

The first Building Committee meeting will be held on Tuesday June 19, 2018. This Committee will met quarterly throughout the year.

Supervisor Alberico received three proposals for a lawn tractor for the building: Deere & Company \$15,071.60 (John Deere), Martin Implement \$15,601.28 (Kubota), and Martin Implement \$20,495.00 (New Holland Boomer). Supervisor asked the Board to approve the proposal for Deere & Company in the amount of \$15,071.60. Trustee Morelli expressed his disagreement with a purchase of a tractor. Trustee Morelli stated that since the Township already has someone cutting the grass and the Highway Department is helping with the back property, he believes there is not a need for a tractor at this time. Supervisor Alberico commented that with the purchase of a tractor, the maintenance men will be able to cut the whole property and also load salt in the truck for the winter season. Trustee Morelli asked Commissioner Cielenski if he could supply salt for the Township parking lot. Commissioner Cielenski commented he would be happy to help. There was additional discussion

with the Board. Supervisor Alberico believes the tractor will pay for its self, due to the Township paying \$150.00 per cut. Trustee Delaney stated Supervisor Alberico asking for approval for a piece of machinery instead of a lawn mower. Trustee Delaney expressed other concerns in regards to cost, insurance, maintenance and repairs. There was discussion with the Board.

On a Motion of Delaney, seconded by Boyce to approval the proposal from Deere & Company in the amount of \$15,071.60. Roll call vote resulted in Alberico Aye, Boyce Aye, Delaney Nay and Morelli Nay.

MOTION FAILED

Supervisor Alberico received four proposals for constructing a garbage enclosure: Do-All Fence, Inc. \$5,875.00, Marchio Fence Co., Inc. \$6,875.00, The Fence Store, Inc. \$13,810.00 and J & M Fence \$9,849.00. A garbage enclosure needs to be constructed due to the annexation agreement with the City of Lockport. The dimension of the enclosure will be 14x26. Supervisor Alberico asked the Board to approve the proposal from Do-All Fence, Inc. for \$5,875.00. There was discussion about the material, dimensions of the structure and warranties. Trustee Delaney asked if the proposal for Do-All Fence, Inc. included prevailing wage rates. Supervisor Alberico stated he instructed the maintenance men to ask about prevailing wage rates and certified payroll before receiving a proposal.

On a Motion of Boyce, seconded by Delaney to approve the proposal from Do-All Fence, Inc in the amount of \$5,875 as long as prevailing wage rates are indicated. Roll call vote resulted in Alberico Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

New Business- The Board needs to approve a Prevailing Wage Ordinance No. 2018-4 which states the Township ascertains the prevailing rate of wages workmen and mechanics employed on public works projects.

On a Motion of Delaney, seconded by Boyce to approve Ordinance No. 2018-4. Roll call vote resulted in Alberico Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Supervisor Alberico informed the Board that the current employee handbook has been changed. The changes that have been made were: classification of employees, hours of operation and the phrasing of the meal break policy.

On a Motion of Boyce, seconded by Delaney to approve the amended employee handbook. Roll call vote resulted in Alberico Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Supervisor Alberico stated that a resolution has been created to recognize the Township's new hours of operation.

On a Motion of Delaney, seconded by Boyce to approve Resolution No. 2018-1 (Hours of Operation). Roll call vote resulted in Alberico Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Supervisor Alberico informed the Board that Resolution No. 2018-2 states that Lockport Township will be placing a referendum on the November 6, 2018 election ballot. This resolution reflects a majority vote by the electors who attend the 2018 Annual Town Meeting and states: Shall Lockport Township be authorized to contract, administer or license a refuse collection, disposal, and recycling program on behalf of the residents of the unincorporated areas of the Township, pursuant to Section 85-13(f) and Article 210 of the Township Code? Clerk Rumchak will submit the resolution to the Will County Clerk after approval from the Board.

On a Motion of Boyce, seconded by Delaney to approve Resolution No. 2018-2. Roll call vote resulted in Alberico Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Supervisor Alberico would like approval to attend the Township Supervisors of Illinois Zone III Educational Workshop on Friday July 30, 2018 in Bloomington.

On a Motion of Delaney, seconded by Boyce to approve one person to attend the Township Supervisors of Illinois Zone III Educational Workshop on July 30, 2018. Roll call vote resulted in Alberico Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

The Old Canal Days Parade is scheduled for Friday June 15, 2018 at 6:00 PM. The parade will start at 2nd and Canal Street due to the downtown construction on State Street. Supervisor Alberico stated that the Township will be participating in the parade. The Board discussed the arrangements for pick up, drop off and parking locations.

The City of Lockport sent out a notice that on June 20, 2018 at 7:00 PM at the Central Square Building, the Mayor and City Council of the City of Lockport will be considering and hearing testimony on the annexation of the real property located at 1920 Lawrence Avenue in Lockport.

On a Motion of Boyce, seconded by Delaney to adjourn the meeting at 7:12 PM.

MOTION CARRIED

DENISE MUSHRO RUMCHAK, TOWN CLERK