

Minutes of the Oswego Township

REGULAR MEETING

August 21, 2018

The meeting of the Oswego Township was called to order at 6:30 P.M by Supervisor Brian LeClercq. The pledge of allegiance to the U.S flag was given by all in attendance.

Township officials in attendance were: Supervisor Brian LeClercq, Trustees: Diane Selmer, Bill Small, and Donna Stanley. Clerk Ken Holmstrom was present as well as Highway Commissioner Robert Rogerson. Assessor Hauser was also present. In addition, Nick Weis the realtor handling the possible sale/lease of Township properties was present. Mike Novak from the Kendall County Sheriff's department was also in attendance. Trustee Jacobsen was absent from the meeting.

Supervisor LeClercq opened the meeting with public comments.

A resident spoke of a rule that was being enforced upon him regarding how his boat is stored on his property. Supervisor LeClercq explained that the ordinance is under the jurisdiction of the County and not the Township.

Supervisor LeClercq closed the public comment section of the meeting.

Supervisor LeClercq presented the following bills for approval:

General Road	\$7,556.86
Permanent Road	\$237,752.95
Building & Equipment	\$26.24
General Fund	\$82, 336.70

Motion to approve the bills was made by Trustee Stanley, second by Trustee Selmer. A roll call vote was held by Clerk Holmstrom and all trustees present voted to approve the payment of the bills.

Motion to approve the minutes for the July Meeting was made by Trustee Small, second by Trustee Selmer. A roll call vote was held by Clerk Holmstrom and all trustees present voted to approve the minutes for the July Meeting.

Motion to approve the July special meeting minutes made by Trustee Small; second by Trustee Stanley. Trustee Small, Stanley and Selmer voted to approve the minutes,

Supervisor LeClercq voted no. The special meeting minutes was not listed on the agenda and will be on the agenda for approval in September.

Trustee Initiatives:

Mentioned in the July Meeting, Trustee Selmer touched based on the employees of Direct Energy. She relayed that a public announcement did go up on the Township website to warn residents of their presence.

Next Selmer stated that a resident from Boulder Hill started a neighborhood picnic in Boulder Hill and it was held on August 5th. Trustee Selmer attended this picnic and distributed 28 more light bulbs to Boulder Hill residents.

On August 1st, Trustee Selmer attended a Senior Service Rules of the Road class in Yorkville and provided Trustee Jacobsen with information from the class.

At the August 8th Neighborhood Watch meeting, Brian Holdimon from Kendall County Building & Zoning was present and answering questions. He covered questions regarding fencing and the appropriate paperwork to do so. Trustee Selmer found a discrepancy on their website regarding the paperwork needed for fencing versus what Holdimon said at the meeting. The topic of boats, campers, and trucks being stored on the property was also mentioned. Those items must be parked on a concrete surface as per the ordinance the county has in place. Backyards are to only have 40% of it covered in concrete. Residents with this issue can take it up with the Kendall County Building & Zoning department.

Lastly, Trustee Selmer responded to three emails sent from residents regarding fencing, signage, and if hosting garage sales required permits.

Trustee Selmer also made a request that the warrant listing by bank accounts for the Township be posted on the website.

Trustee Small chose to speak later in the meeting.

Trustee Stanley did not have a report to give.

Senior Report:

Trustee Selmer read the senior report on behalf of Trustee Jacobsen. Based on what Trustee Jacobsen has done, Trustee Selmer motioned to approve funding for Meals on Wheels in the amount of \$2,400.00 and Senior Service Associates in the amount of \$8,300.00 and the Oswego Senior Center in the amount of \$10,000.00 of which \$5,000.00 is to be paid currently for the first and second quarter of our fiscal year and two payments of \$2,500.00 to be held and released in quarters three and four after Oswego Senior Center provide status updates regarding their progress of a permanent

facility as well as \$2,300.00 to be retained in contingency until needed or at the end of the fiscal year to be distributed as the Board sees fit. Seconded by Trustee Stanley. A roll call vote was held by Clerk Holmstrom and the following trustees voted in favor of this motion; Trustee Selmer, Trustee Small, Trustee Stanley. Supervisor LeClercq voted 'no'. Motion passed.

Sheriff's Report:

A copy of the report is attached and made a part of these minutes.

Highway Commissioner's Report:

A copy of the report is attached and made a part of these minutes.

Assessor's Report:

Assessor Hauser said that the Assessor office turned in their assessments to the county four days early. Assessment notices will go out sometime in September.

Supervisor's Report:

Supervisor LeClercq updated us on the Route 25 property saying that he had a meeting with Rod Zenner and Jay Hoover to see if building anything would be possible.

Supervisor LeClercq and Highway Commissioner Rogerson collectively put together a plan for the property and are awaiting a response from Zenner and Hoover.

For the 84 Templeton property, the township is focusing on leasing out the empty units. Through all of our efforts, we have possible tenants for units 101, 102, and 103 and the Township is currently doing maintenance work. Sealcoating will also be done to the 84 Templeton property over Labor Day weekend. Lastly, the new LED street lights in the parking lot have been completed.

Regarding the Route 71 property, it was recently reappraised and we have the new appraisal. The Township is also seeking offers now.

Next, the Township is looking to integrate Quickbooks between the 84 Templeton Township office and the Highway Department on Route 25. We are also working with Metro-net to get high speed internet accomplished.

Then, the new employee manual is still set to be presented at the October meeting.

Finally, the Cemetery is currently looking for a new superintendent to fill the vacancy. The job description is getting finalized soon and will be posted on the township website as well as other venues. In addition, Supervisor LeClercq mentioned that a huge records update is underway.

Old Business:

Supervisor LeClercq believes it is more fruitful to engage with an architectural company (Ethos Workshop) the township already has a relationship with versus going through the formal bidding process.

Further discussion is held between Supervisor LeClercq and Nick Weis the realtor in regards to not exceeding the budget for construction for unit 101.

Trustee Stanley and Nick Weis exchanged dialogue regarding the security deposit for the other units and what we could expect for a unit of 101's size. Weis says it's important to find a tenant with a good track record and is already established in terms of their business.

Weis went on to mention that we have had a potential prospect interested in unit 101 for some time. Weis met with them again earlier this month and they gave him sketches, those same sketches were sent to a contractor. The contractor was also sent the existing conditions in the space as well as what the potential prospect wants done. Weis is trying to avoid having more modifications done to help keep the Township's budget on track. Weis also sent additional notes of what the space needs and also things that the tenant would like to keep.

The general consensus of the Board was that it's okay to engage with using Ethos Workshop and asking them to write up a proposal for the Township.

Trustee Small motioned to not exceed \$70,000 for a construction budget for unit 101 that includes architectural, broker and the actual engineering. Motion did not receive a second. Motion dies.

To amend the previous motion;

Trustee Stanley motioned to approve \$70,000 to include the architectural, broker, construction, and engineering with the stipulation that it still comes before the Board for approval. Second by Trustee Selmer. A roll call vote was held by Clerk Holmstrom and everyone present voted in favor of the motion.

Trustee Stanley made a motion to table the contract lease for unit 101 and to table the plans for unit 101 at the 84 Templeton property. This motion was seconded by Trustee Selmer. A roll call vote was held by Clerk Holmstrom and everyone present voted in favor of this motion.

New Business:

Supervisor LeClercq opened discussion on the possible creation and the possible approval of a part time Township Ordinance Enforcement Officer.

Supervisor LeClercq explained how the Township doesn't write many ordinances because the Township isn't afforded many opportunities to do so. In conjunction, many ordinances that are in place were done through the county.

Trustee Selmer's concerns were if the recently passed snow ordinance can still stand given the current circumstances and how getting an enforcement officer can fit into a budget that was already approved. Trustee Selmer communicated that she would like to table the creation/approval of such position until more research has been done in terms of feasibility and budgeting.

Looking at one of the reasons why this ordinance was created, Supervisor LeClercq went on to explain that the snow ordinance is to help the highway department do their job efficiently by removing vehicular obstacles from the road. Supervisor LeClercq urged those present to think logically and ask themselves how often would it snow over 2" and when? For being minorly inconvenienced a few times out of the winter season, it would make a significant impact to the snow paving quality that the highway department is doing for the residents. Supervisor LeClercq also encouraged neighbors to talk to one another and possibly come to an agreement or a compromise so that both parties could have a win-win situation during a snow event. Ultimately, safety comes first and this ordinance was put in place to assist with the safety of the residents.

The current hold up on the snow ordinance is where the money to fund an enforcement position will come from.

Highway Commissioner Rogerson asked Deputy Sheriff Novak what his vision is in terms of this ordinance. Deputy Sheriff Novak explained the process that they perform and also their staffing ability. He also went on to lightly explain pay rates and what else goes into the cost of a position like that in the Sheriff Department.

Supervisor LeClercq and Deputy Sheriff Novak then exchanged dialogue on Ways to proceed with the snow ordinance.

Supervisor LeClercq offered to bring in a report next meeting regarding hiring externally.

Finally, the Board narrowed it down to 3 possible plans as to how to handle the creation of the Township Ordinance Enforcement Officer:

Plan A) Supervisor LeClercq will talk to the Kendall County code enforcement team for insight on hiring externally.

Plan B) Repeal the snow ordinance.

Plan C) Internally map out some sort of enforcement.

Supervisor LeClercq urged the Board to send him any questions they would like answered as he embarks on conversing with those at the County.

Highway Commissioner Rogerson explained that he was going to possibly volunteer to be the enforcement officer for the snow ordinance. However, due to being an elected

official he is not legally able to do so. He insisted that he would like to speak more with the sheriff's department and possibly form an intergovernmental agreement.

The conversation then shifted onto the weed ordinance/enforcement.


Supervisor LeClerc mentioned that he's been receiving questions as to why the Deputy Clerk is handling the enforcement of the weed ordinance. The understanding was the primary job of the Deputy Clerk is to assist the Clerk's office and then secondarily be cross-trained for support in the other departments. Clerk Holmstrom stated that he's been sharing the Deputy Clerk with the highway department to assist them and he believed that the Deputy Clerk was fit to enforce the weed ordinance.

Highway Commissioner Rogerson explained that the weed ordinance is a time sensitive ordinance and that the Deputy Clerk is a part-time position. It would help to have an enforcement officer that's available seven days a week to perform the duties. Trustee Stanley suggested that when Supervisor LeClerc speaks with the county that he asks if there is a chance someone can come in and assist with the summer days when the Deputy Clerk is out.

Trustee Stanley stressed that the weed ordinance is a Township responsibility and not a Highway Department responsibility.

On the behalf of the Township, Highway Commissioner Rogerson said that it would help if the Deputy Clerk position was full-time. Clerk Holmstrom said he does not oppose.

With no further discussion to be held, Trustee Small motioned to adjourn the meeting. Seconded by Trustee Stanley. The meeting adjourned at 8:15PM.


Clerk