

Minutes of the Oswego Township

REGULAR MEETING

February 12, 2019

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: Michael Bidegain, Allyson Jacobsen, Diane Selmer and Bill Small. Clerk Ken Holmstrom, Highway Commissioner Robert Rogerson and Township Assessor Brian Hauser were also present. Officer Riffell from the Kendall County Sheriff's Department was present. There were 6 Oswego Township residents in attendance.

Supervisor LeClercq opened the public comment section of the meeting:

Dave Demiduk from Emerson Creek spoke on the process of getting a liquor license for their facility because they are hosting weddings. He stated that they held 56 weddings in 2018. Oswego Township is currently a dry township. Emerson Creek is trying to get the Township to change to wet. Supervisor LeClercq commented that this change would require a referendum at the county level. He stated that there would not be time to get this on the April ballot. Leclercq stated he would add this to an agenda item at a future meeting.

No one else wished to speak, so Supervisor LeClercq closed the public comment section of the meeting.

Supervisor LeClercq presented the following bills for approval:

General Road Fund	\$ 34,574.89
Permanent Road Fund	\$ 182,824.55
Building & Equipment	<u>31.80</u>
Total Road Fund	\$ 217,431.24
General Town Fund	\$ 65,631.14

Motion to approve the bills made by Trustee Bidegain, second by Trustee Selmer. A roll call vote was held by Clerk Holmstrom. Trustee Small, Bidegain, Selmer, Jacobsen and LeClercq voted yes. Motion passed.

Supervisor LeClercq asked to move the approval of the minutes until the end of the meeting.

Trustee Initiative:

Trustee Bidegain reported that he has had time to review and become familiar with software used by the township. He also thanked everyone that helped him to understand his first budget review. He was impressed in the due diligence from everyone in keeping expenses to a minimum.

Trustee Jacobsen asked on future agendas to have items on the agenda that have not been completed. Supervisor LeClercq stated that he has those item on a separate list and will make that list available to the trustees at each meeting but does not want to list them on each meeting agenda, because those are action items and would need to be motioned to table at each meeting. By keeping them on a separate list, the Trustees will not lose sight of these items

Trustee Selmer reported that she and Trustee Small presented the framed articles to Weblinx on January 24, 2019 for the web design work that they have done for the township. She stated that she had completed the review of the checking account reconciliation. Trustee Selmer asked for the status of the used equipment that was put out for bid. Trustee Selmer stated that it is her goal to reduce the levy by 3% next year.

Trustee Small had no report.

Trustee Jacobsen gave the Senior report. She received a letter from the senior center that they are aware we are working on our budget and to keep them and their programs in mind.

The Sheriff's Department report was given by Deputy Sheriff Riffell. He reported on arrests and activities within the county. His report will be attached and become part of the minutes.

Highway Commissioner Rogerson gave his report. A copy of the report is attached to and becomes part of these minutes.

Township Assessor's report – The assessor reported that the Board of Review is officially closed for 2018. Decreases were mainly due to purchase price being less than assessed value. They are now looking at assessments for 2019. He reported that his staff is taking courses to increase knowledge and get more staff certified.

Supervisor Report – Supervisor LeClercq reported that Kendall County would like a trustee from the township to serve on a solid waste plan committee. The committee will meet 4 times per year. Trustee Selmer was appointed to serve on this committee. Supervisor LeClercq reported that the scanning process is near completion, however there is still some work to complete. Supervisor LeClercq stated that the township budget has not had a levy increase in 11 years. The total valuation has increased and the township has not had an increase, which means that the township is doing more with less.

Old Business: None

New Business:

Budget discussion took place. Highway commissioner Rogerson explained several of the line items under his area. He discussed a new software that would help keep track of all calls and concerns from township residents. This information will be extremely helpful in helping the residents of the township. This will create a history report on residents over time. Discussion took place on highway department budget line items. Some adjustments were made during these discussions.

Assessor Hauser discussed his line items on the budget. Trustees had a few questions on the assessor's office. Discussion followed.

Supervisor LeClercq answered questions on the Township budget and the cemetery budget.

Motion by Trustee Small to approve the proposed budget subject to the changes made during discussion; seconded by Trustee Jacobsen. Roll call; Bidegain, Jacobsen, Selmer, Small and LeClercq all voted in favor of the budget. Motion carried.

Next item is the New Check signing and Attestation Policy (2019-01). This went into effect on January 1st, 2019. Supervisor LeClercq discussed our current procedure and what the current new law is. The Township procedure required two signatures on each check; the Supervisor, Clerk, Highway Commissioner or Assessor were authorized to sign the checks. Under the new law, all checks need to be signed by the Supervisor and attested to by the Clerk or Deputy Clerk. Our policy will allow for the Highway Commissioner or Assessor to sign the check only in the absence of the Supervisor, but must still be attested to by the Clerk or Deputy Clerk. Trustee Selmer motioned to approve the new Attestation policy (2019-1), seconded by Trustee Bidegain. All Trustees present voted to approve. Motion carried.

Next item was for the county planning commission regarding special use permit #19-06. This is a parking issue for semi's parking on lots 1-5 of Light Road Industrial Park. This property is Zoned M-1. Supervisor LeClercq explained that the Township has to decide to file a legal objection or not to file an objection. Trustee Jacobsen motioned to not file a Legal objection, seconded by Trustee Small. Roll Call Jacobsen, Small, Bidegain and LeClercq voted yes. Trustee Selmer voted no. Motion carried and the township will not be filing an objection to Special use permit #19-06.

Ottosen Britz Kelly Cooper Gilbert & DiNolfo, Ltd. Retainer for legal services for the township. Trustee Selmer questioned the end date of the contract. Trustee Bidegain motioned to approve the retainer contract with a correct date of March 1, 2019 to March 1, 2020. Motion second by Trustee Selmer. All Trustee's present voted in favor of the motion. Motion carried.

Motion to move to closed session for the sale, Lease, and /or Acquisition of Property and the discussion and review of closed session minutes by Trustee Small, second by Trustee Bidegain. All trustees present voted to move into closed session. The meeting went into Closed session at 8:16PM.

The regular open session reconvened at 8:56 with the following members present: Trustees Bidegain, Jacobsen, Selmer, Small and Supervisor LeClercq. Clerk Holmstrom was also present.

The minutes of the regular meeting of January 15, 2019 were reviewed. A few spelling errors were brought up. Motion by Jacobsen to approve the minutes of the regular meeting of January 15, 2019 with the corrections mentioned. Second by Trustee Selmer. All Trustees present voted to approve the minutes. Motion carried.

Six month Review of closed session minutes for 9-11-2018, 10-9-2018, 11-10-2018 and 1-15-2019.

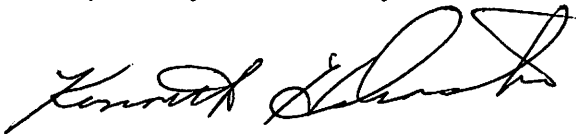
Motion by Trustee Small to approve and not release closed session minutes from 11-10-2018 and 1-15-2019. Jacobsen seconded the motion. All Trustees present voted to approve the motion. Motion carried.

Trustee Jacobsen motioned to release the closed session minutes of 9-11-2018. Trustee Selmer seconded this motion. All Trustees present voted to approve the motion. Motion carried.

Trustee Selmer motioned to approve and release the closed session minutes from 10-9-2018. Second by Trustee Small. All Trustees present voted to approve the motion. Motion carried.

Trustee Jacobsen motioned to adjourn the meeting, second by Trustee Selmer. Meeting adjourned at 9:01pm.

Respectfully submitted by:



Kenneth Holmstrom, Township Clerk

Highway Commissioners Report 2/12/2019.

1. The snow ordinance has been successful. On the Jan-12th storm I had written 31 warning tickets. The next storm on Jan-19th I went back out and only had to write 8 warnings. Out of the 8, there were 4 2nd offenders and were on the list to tow the morning of the 20th. Three had moved their cars within the 24-hour grace period and only one had been towed. Our Jan 28th storm with 7" of snow, turned out that, 9 were warned with no towing needed.
2. The Crew has been working overtime as these storms have been on weekends and nights. The rain/ snow/ ice has been a challenge and we have been using more salt than normal keeping our roads clear and safe. They have also replaced two storm drains that were overdue and clogged. One on Paddock street and Marnel. A water main broke on Paddock which had caused thick ice to form on the street, which the crew had to take one of our machines out to break up the ice. As of yesterday, we found a 42" storm sewer at 104 Fernwood that will need to be fixed. They have installed our new digital speed sign that you can see placed in front of the Church of the Brethren on Boulder Hill Pass. This sign is capable of keeping data that we can share with the sheriff on how many people are speeding at any time.
3. We have put together a new tree trimming & tree removal bid that will be going out to the public at the end of this month. This bid will include zones throughout the Township over the next four years that will include tree trimming with a certified arborist and tree removal. I have invited the Village of Montgomery and Oswego to join in on this bid. Montgomery was not interested at this time. Jennifer Hughes at the Village of Oswego Public Works Department and the Road District are collaborating to keep our costs down.
4. The first Union Meeting with Local #399 for collective bargaining was on February 6th. We had a meeting at our Attorney's office in Naperville to start the negotiations. Trustee Small and our administrative assistant attended with me.
5. This year we are on target to do more roads and concrete work than ever before. Our projected estimate is 1.6M with Asphalt and ADA concrete. Also, we are looking to remove and replace an approximate 150 thousand in additional sidewalk not including the average 10,000 s.f. of sidewalk work done in house each year.

6. So, I commend the Board in asking for a no levy increase. So once again for this next fiscal year, we have not raised the levy. In fact, in the last 11 years it has only increased 3%. I would have to guess that not too many other governmental agencies can say that. The Budget was provided on time and we have stayed with in our budget and planning for the future. The main budget item this year is our two six-wheeler dump trucks #6 & #7. Normal life span for these trucks is 12 to 15 years for the type of demand we put on this equipment. Ours are 15 & 18 years old (2004 & 2001). If ordered soon, we will be lucky to see them by the fall. On Feb 5th, I needed one to get salt from our extra storage at Kendall County because the Morton salt distributor we purchased salt from, is having problems delivering to our location with the salt shortage. Our truck #7, was fixed again at exhaust works. We just patched it for approx.- \$600.00 because a new exhaust is \$3000.00 and we needed it back as soon as possible to salt. As of today, our truck #6 blew a hydraulic line and is out of commission. I appreciate the board asking about lease options and what if we purchase two now, won't we have to replace the same two later? So, I have already worked out with our crew chief, that we will have truck A & B. We will use truck A for example, every time we need just one truck. That way we will challenge ourselves to get at least 17 years out of truck A and we should get 20 out of truck B. As far as a lease option goes, I have consulted with surrounding Township Commissioners and did some research that buying is a better option. Also, one of our other trucks is out of commission due to the wheels falling off and we had an ice storm the morning of the 6th. That 2009 truck, was in the shop and not on duty for 8 days. The vehicle I drive had a rotor break recently and the mechanic was surprised it didn't fall off, while our Assessor, Trustee and Executive assistant were with me and injectors are needing replaced as well. We are purchasing for this fiscal year another light duty plow truck. The OTWP Road District Crew, we and our equipment, are first responders. These trucks are under powered, costing too much to maintain and unreliable. We need excellent equipment to clear the way for the Fire, Ambulance's, Police, School, refuse pickup, etc. and take care of our taxpayers at all times. The other main budget item increase, that we will talk about later this meeting is the salaries increase. We have almost filled the pre-recession positions that have been vacated and are back up to speed and doing more now than ever before. We still need to hire another full-time crew member in the spring.