

## Minutes of the Oswego Township

REGULAR MEETING  
March 10, 2020

Approved 4/14/20

The meeting of the Oswego Township was called to order at 6:30 P.M by Supervisor Brian LeClercq. The meeting was held at 99 Boulder Hill Pass, Montgomery, Illinois. 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 Assessor Brian Hauser were also present. Attorney Ottosen was present. There were 13 Oswego Township residents in attendance including staff member Donna Stanley, Enforcement officer Rob Delong was excused. Deputy Sheriff Briars was present to present the sheriff's report.

Supervisor LeClercq opened the meeting with a "State of the Township" address. He gave a brief history of the Township since the current board has been in office. He explained how the Township got to purchase the current Township office building at 99 Boulder Hill Pass. He explained that the building at 84 Templeton is currently listed for sale. He introduced the Board to the audience. He discussed the Township's part in the Inter-Governmental Agreement.

Supervisor LeClercq opened up public comment on the Budget and Appropriations Ordinance for the Township and Highway Department. Todd Milliron discussed the engineering line item for the detention pond in the Highway Department Budget and the construction of a storage shed line item.

Trustee Small spoke on a line item on ground radar in the Cemetery Budget.

No one else wished to speak on the Budget, so Supervisor LeClercq closed the public Comment session. He asked the Board for discussion and a motion to approve the Ordinance 2020-01 and 2020-02. Discussion followed. Assessor Hauser requested a line item for future purchase of an assessor car. The item required will be \$5000. Selmer asked about the Cemetery budget and asked for an increase in the Scatter Garden to \$50,000. Trustee Selmer motioned to approve the Ordinance 2020-02 with the changes the assessor asked for and the Cemetery scatter garden raised to \$50,000. Trustee Bidegain seconded the motion. Trustee Small asked if the board will see the plans for the scatter garden. Supervisor LeClercq said that the cemetery scatter garden will go to an advisory committee before it is presented to the board. Trustee's Bidegain, Jacobsen, Selmer, Small and Supervisor LeClercq all voted in favor of the motion.

Supervisor LeClercq asked for a motion on Ordinance 2020-01. Trustee Selmer stated, "In the spirit of wanting to make sure that our community is safe and assessable, I want

to accelerate ADA compliance for sidewalks, therefore I motion to approve the Road District Budget Ordinance with moving \$180,000 to the Permanent Road Maintenance Service Road Line Item from the General Road Building and Land Line Item". Trustee Bidegain seconded the motion. Highway Commissioner questioned the move of these funds. Highway Commissioner said if the funds are moved for this purpose; then the Pond maintenance would not take place. Trustee Bidegain, Selmer and Supervisor LeClercq voted yes. Trustee Jacobsen and Small voted no. Motion carried.

Supervisor LeClercq asked to move the Sheriff report up on the agenda because the Deputy Sheriff had another engagement. A copy of his report is attached to these minutes.

Supervisor LeClercq opened up public comment session:

Pat Stiles addressed the board on vacation pay within the Highway Department. He researched this and two employees had approved vacation when they did not have time coming. He said the tracking of vacation time is not accurate. The sheets are signed by the Highway Commissioner.

Todd Milliron spoke on the Highway Department and the political signs that are placed around asking for the "no" vote on the referendum on the abolishment of the Highway Commissioner position. He said that Highway Commissioner Rogerson is handing out those signs. He also discussed the time sheets and approval within the Highway Department.

Leah Philpot spoke on the detention pond that needs to be fixed. She said there is no movement forward on this in 3 years.

Tim Pelletier spoke on the political signs and said he paid for the signs.

Donna Stanley addressed the Board on a letter that she wrote to the paper on her disappointment in a letter that was sent to citizens and Board members on calling out a specific person. This letter was not proper and did not state the facts. The letter also did not list any of the accomplishments of the current board.

Supervisor LeClercq closed public comment since no one else wished to speak.

Supervisor LeClercq presented the following bills for approval:

General Road Fund	\$	15,868.34
Permanent Road Fund	\$	92,943.62
Building & Equipment	\$	<u>42.48</u>
Total Road Fund	\$	108,854.44
General Town Fund	\$	7,498.09

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

Supervisor LeClercq asked for approval of the February 4, 2020 meeting minutes. Motion by Trustee Selmer to approve the minutes. Second by Trustee Bidegain. Trustees Bidegain, Jacobsen, Selmer, Small and Supervisor LeClercq voted to approve the minutes of 2-4-2020 as reported. Motion carried.

Trustee Initiative:

Trustee Bidegain – No Report.

Trustee Jacobsen – Upset about unjust charges against the board.

Trustee Selmer – She completed the bank reconciliation of all 7 accounts through February. She stated that she attended the “State of the Village” put on by Village President Parlier.

Trustee Small – No Report

Senior report – No Report

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

Township Assessor’s report – Copy of the report is attached.

Ordinance Officer Report – Donna Stanley gave the report in Rob’s absence. Copy of the report is attached.

Supervisor Report –

- An electrician has been called on the blinking light
- Rob DeLong is working on a recycling event on April 27<sup>th</sup>.
- He said that the board will have a chance to vote on an Ethics Advisor.
- He stated that there is audit performed on the payroll. He asked the Highway Commissioner about the charges against the Highway Commissioner. Rogerson could not comment because it is under investigation. Supervisor LeClercq stated that all department heads will be required to sign off on their payroll.
- He asked the attorney to speak on the Coronavirus Pandemic. Attorney Ottosen discussed the “Declaration of Emergency” by the Governor. He talked about working on contingency plans in the event that this area is hit hard by the virus.

Old Business:

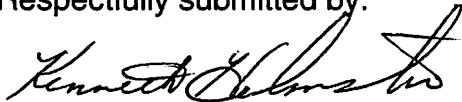
New Business:

- Acknowledge receipt of Elector Petition for the Annual Town meeting.
- Discussion and approval of the 4-14-2020 Annual Town meeting agenda. Motion by Trustee Bidegain to approve the agenda, second by Trustee Small. Supervisor LeClercq asked the attorney that we may have more people attend the meeting than the building is allowed to hold. Attorney said it should be approved with location to be determined. Trustees Bidegain, Jacobsen, Selmer, Small and Supervisor LeClercq voted to approve the Annual Town Meeting Agenda.
- Discussion and vote to adopt the Smoke Free Illinois Act Policy. Trustee Jacobsen motion to adopt the policy, second by Trustee Small. Trustees Bidegain, Jacobsen, Selmer, Small and Supervisor LeClercq motioned to approve the adoption.
- Discussion and vote to adopt ordinance 2020-03 Oswego Township Ethics Ordinance and appoint an Ethics Advisor at a later date. Selmer motioned to adopt the Ordinance and appoint an Ethics Advisor. Second by Trustee Bidegain. Trustees Bidegain, Jacobsen, Selmer, Small and Supervisor LeClercq voted in favor of the adoption.

There was not a reason to go into closed session tonight.

Trustee Jacobsen motioned to adjourn the meeting, second by Trustee Small. Meeting adjourned at 7:55pm.

Respectfully submitted by:



Kenneth Holmstrom, Township Clerk

# Highway Commissioners Report 3/10/2020.

1. So, last month I reported on yet another price increase from Exxon Mobil and other providers that are following suite. Effective February 24th, lubricants were to increase up to 12%. This is due to recent factors of the current geopolitical climate coupled with increases in freight and other operational expenses. So, we topped off our lubricants and I made a decision to start buying our Diesel exhaust fluid in bulk since our new trucks will now require it as well as some of our other trucks. This decision has created another savings of over 55% on our DEF fluid. It used to be purchased in a 2.5-gal box at \$3.16 a gallon and now buying a 320-gallon bulk container at \$1.40 a gallon.
2. The Crew has started on the 40 Marnel project in between snow events, that is twice as big as the Garden drive project It will be completed this week.
3. The two 6-Wheeler trucks have been sold to another Township in Cherry, Illinois last February 4th. We had a trade in value for both trucks of \$20K. I made the decision of selling the trucks outright rather than trading them. So, with some extra work we have sold these two trucks that have been maintained well to hold their value, for \$65k for both. That is an additional \$45K the Road District saved to offset the cost of the new trucks.
4. EEI for the School Study. The agreement is completed and the work will commence soon.
5. We have ordered the Reservation road bridge study for 2020 that will include weight limits for the first time to have the data for our oversized and overweight ordinance. This will be done at a cost of \$525.00
6. Rob Delong had called me on 2/13/2020 approximately - 4:30 am before the snow was at 2" and said that he overheard on the Road District two-way radio, that Kendall Co. was looking for a missing and endangered elderly male. Rob was near the stated address and asked if he could assist the Deputies to locate this man and they found him. He then proceeded to enforce the parking ordinance as it was a busy snow event. I think this is a good thing that the Road District can work with the Sheriff in other ways.
7. We did apply for a grant through IPWMAN (Illinois Public Works Mutual Aid Network) and Homeland Security along with Urban Area Security, that may help us with some possible cyber security issues in the future.
8. I met with Jennifer Hughes and Mark Runyon early in February, to discuss options and potential use of the Road Districts proposed storage facility. See attached documents for further information.
9. Our new Newsletter is in the mail with a lot of good information on it.
10. Please check our website at [oswegotownship.org](http://oswegotownship.org) for any updates.

## Bob Rogerson

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**From:** Jennifer Hughes <JHughes@oswegoil.org>  
**Sent:** Thursday, February 13, 2020 10:02 AM  
**To:** Bob Rogerson  
**Cc:** Mark Runyon; Dan Di Santo  
**Subject:** Oswego Township Storage Facility

Bob,

Thank you for inviting Mark and I to meet on Monday to discuss potential use of the township's proposed storage facility. As we understand it, the facility will be 40'x70' and located adjacent to the salt dome on the Highway Commission's property. For comparison, the Public Works Facility truck storage area on the east side of the building is about 111'x 77'. One half of your proposed building equates to approximately two bays in our shop.

If this space were available, Oswego could store seasonal equipment such as snowplows, leaf boxes, mowers, holiday lights, etc. The size and configuration of the structure would not likely be conducive to storing vehicles or trailers as we could not park perpendicular to the 70' wall. While this building will partially help solve some of Oswego's storage issues, it would do little to get all of our equipment under cover.

Mark and I looked at the east end of the property and think that you may be able to place a structure there although there will be some impact to yard operations. We understand from you that the soil conditions may be bad in this area based upon your knowledge of the site. We recommend that if the building is to be considered for this location, a soils survey be conducted to ensure the building is constructed on a suitable base.

We briefly spoke about the township's desire for the Village to contribute to the cost of building the structure or paying rent, but no specific numbers were discussed. Please note that currently we have not budgeted for this project in either FY21 or any of the out years.

The Village is interested in continuing discussions but would also want to look at whether the building could be made larger or moved to the Public Works Facility where we have more room.

Sincerely,

**Jennifer Hughes, P.E., CFM**  
Public Works Director/Village Engineer



PH: 630.551.2366

Email: [jhughes@oswegoil.org](mailto:jhughes@oswegoil.org)

## Bob Rogerson

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**From:** Bob Rogerson  
**Sent:** Friday, February 14, 2020 12:17 PM  
**To:** Jennifer Hughes  
**Cc:** Mark Runyon; Dan Di Santo; Brian LeClercq  
**Subject:** RE: Oswego Township Storage Facility

Jennifer and Mark,

Thank you for the meeting on this issue. I would say that with our future 40'x70' building, after we move all of our equipment that is outside and free up space in our existing tarp shed into the new space, that we probably wouldn't have any room left. That being said, we can talk about the additional building space on the east end of the property. We were wanting to move forward on our phase 1 of our special use permit this summer/ fall consisting of the pond upgrades, material storage bins on a concrete slab, fencing upgrades and curb/ storm sewer improvements to keep water out of our salt dome. We then need to resurface our back lot.

So, as I mentioned the berms around the east upper back lot are filled with large concrete, rebar, rock, stone etc.... This lot from what I understand, was a land fill, dump and or gravel pit/ quarry that Don L. Dise used as a dumping grounds while Boulder Hill was being built. I actually was told there may be an old bridge of some sort buried around the lot possibly just N. of our salt dome where the proposed 40'x70' building would go. So we may not even be able to build our extra building there and would need the space on the east end for our equipment. I will move forward this spring with some research as to what might be buried and get back to you. I have included our Supervisor Mr. LeClercq in this email as he was wanting to be included in the discussions and options of this matter.

Sincerely,

*Bob Rogerson*

*Highway Commissioner  
Oswego Township Road District  
1150 Rt. 25  
Oswego, IL 60543  
Phone: (630) 264-4587  
Fax: (630) 264-6695*

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**From:** Jennifer Hughes <JHughes@oswegoil.org>  
**Sent:** Thursday, February 13, 2020 10:02 AM  
**To:** Bob Rogerson <brogerson@oswegotownship.org>  
**Cc:** Mark Runyon <MRunyon@oswegoil.org>; Dan Di Santo <DDiSanto@oswegoil.org>  
**Subject:** Oswego Township Storage Facility

**Bob Rogerson**

**From:** Illinois Public Works Mutual Aid Network <info@ipwman.org>  
**Sent:** Thursday, February 27, 2020 8:51 AM  
**To:** Bob Rogerson  
**Subject:** ITTF Cybersecurity Survey

[View as Webpage](#)



# eAlert

TRAINING

EVENTS

FAQS

JOIN

CONTACT

FEBRUARY 27, 2020

## IPWMAN members:

The Notice of Funding Opportunities for the Homeland Security and Urban Area Security Grants for Federal FY20 has recently been released. As was the case for FFY19, funds must be allocated towards certain activities. One of those priorities is the enhancement of cybersecurity. To that end, the Illinois Terrorism Task Force (ITTF) has established a standing Cybersecurity Committee to examine the most effective strategies, priorities and use of federal funds. The Committee is going to start a series of surveys to gauge the status of a variety of cyber vulnerabilities. **Funding will most likely be apportioned based on the responses to these surveys. The audience for these surveys are county and local governments and agencies.** The first survey can be found at <https://www.surveymonkey.com/r/ittfcyber>. Please help us out and take a couple minutes to complete this initial survey. This same survey is going out to fire, emergency management and other public safety agencies. If you have any follow-up questions or issues, please contact [Jennifer Rominger](#) at the Illinois Department of Innovation and Technology (DOIT) or you can direct them to me at [jrpage@ileas.org](mailto:jrpage@ileas.org).

ILLINOIS PUBLIC WORKS MUTUAL AID NETWORK  
P.O. Box 898 | St. Charles, IL 60174 | [info@ipwman.org](mailto:info@ipwman.org) | 844-479-6269  
[www.ipwman.org](http://www.ipwman.org)





## March Assessor's Report

The Supervisor of Assessments has updated our tentative factor (increase in assessments) at 3.38%, a little lower than originally estimated. This is great news for Oswego Township residents that have been seeing on average of 5-6% per year. Some subdivisions will see a greater increase and some may even see a decrease, depending on the sales in each specific subdivision.

We will continue to update our records with new photos of each property this year. We are also continuing to update our VPAMS (system for assessing properties) with all documents we have being attached to each parcel.

# ORDINANCE REPORT

On 2/13/2020 we had a snow event of greater than 2 inches. I have attached reports showing snow totals at Aurora Airport of 3.2 inches, and Oswego of 4.5 inches, both totals are correct according to the National Weather Service. Road Commissioner Bob Rogerson was a big help once again by covering the Shore Heights and Marina area while I covered Boulder Hill for enforcement. This has made enforcing the parking ban flow smoother. We issued a combined 64 tickets, 56 in Boulder Hill and 8 in Shore Heights, with 9 vehicles being removed by Grants towing. One vehicle was a 3<sup>rd</sup> offender and removed for the second time.

An update on the Complete Count Census Committee, the Committee has been awarded a \$25,000 grant from the state and has started to receive these funds. We began outreach programs in targeted hard to count areas and educational seminars with the senior citizen community as well as preschools and elementary schools to express the importance of the accuracy of the Census count. Statistics released have shown that for each uncounted individual, that is \$1800 per year over a 10 year period of lost revenue to our community. Post cards reminding residents about the Census will be arriving via mail by the middle of March.

07:00 am CST - 2 W AURORA, IL 3.2  
2/13/2020

05:00 am CST - 1 SSE  
2/13/2020 OSWEGO, IL 4.5



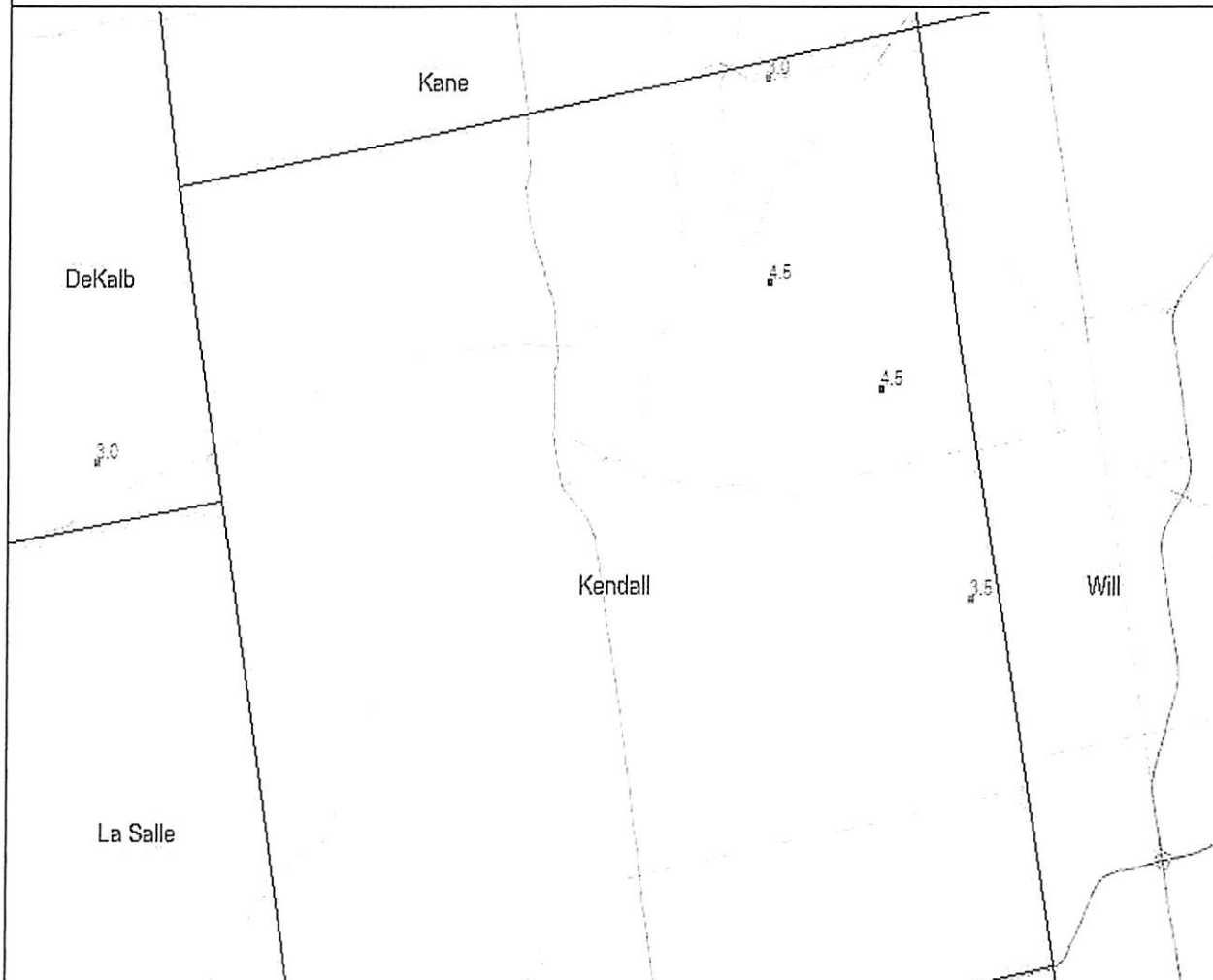
### Maps : Total Snow Depth

Map Type	Map Location	Date	Colors
Total Snow Depth ▾	Illinois ▾	KD - Kendall ▾	2/13/2020 ▾ Standard ▾ <a href="#">Get Map</a>

Total Snow Depth (inches x.x)

Kendall County, Illinois 2/13/2020

0.0 Trace 0.0-0.2 0.3-0.4 0.5-1.1 1.2-2.7 2.8-4.0 4.1-4.5





## Snowfall Reports from the Last 24 Hours

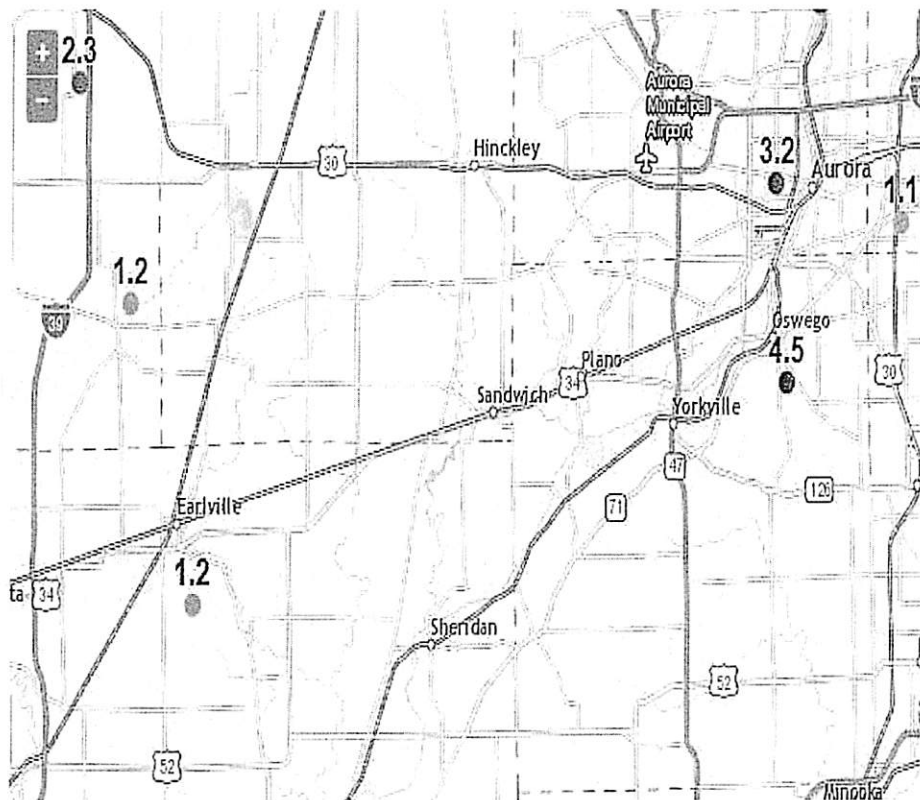
Search for a location on map:

Select the time range for the snowfall reports:

24 Hours

[Create a permalink](#)

[Hide Legend](#)



### Snowfall Legend

Measured in inches

