

# ANNUAL MEETING OF THE TOWN ELECTORS

April 14, 2015  
7:00 p.m.

The Town Clerk Kristin Dawn Cross called the meeting to order and the pledge to the flag was led by Joseph D. Baltz.

Clerk Cross announced that Legal Notification of the Annual Town Meeting was published in the March 25, 2015, edition of the Shorewood Sentinel Newspaper and was also posted at three public locations around the township. The Annual Town Meeting notice was published on the Township website at [www.troytownship.com](http://www.troytownship.com). Information about the Annual Town Meeting was published in the Troy Township Communicator Spring 2015 edition that was mailed to Township residents.

Clerk Cross announced that the first item of business was the election of a Town Moderator and called for nominations.

A motion was made by Nancy Baltz that George Muentnich act as Moderator. Jim Lynch seconded the motion. There were no further nominations. Nominations were closed and a vote was taken. Motion carried.

The following oath was administered to the Moderator. "I do solemnly swear that I will faithfully and impartially discharge the duties of Moderator at this Town Meeting to the best of my ability, so help me God."

Moderator Muentnich instructed that the minutes from the April 8, 2014, Annual Town Meeting be approved. He asked for a motion to approve the minutes. Tom Ward made a motion to approve the minutes; seconded by Kim Anderson. Motion carried.

Moderator Muentnich then announced that the following items of business would be acted upon at this meeting.

- a. Accounts of the Supervisor
- b. Financial statements of the Supervisor
- c. Accounts of the Highway Commissioner
- d. Financial Reports
- e. Disposition of Surplus Items
- f. Town Meeting Announcement

Supervisor Baltz announced that he would be covering items a, b, c and d and with that placed the Preliminary Supervisor's Annual Financial Statement as of March 31, 2015, the vendor list and the inventory/equipment list for the Highway Department, Assessor's Department and Town Administration on file with the Clerk. Clerk Cross announced that due to the length of these reports the preliminary annual financial statements are placed at the head of the table and available for all of the electors to take a copy.

Supervisor Baltz gave a brief summary of the past year for the Township (attached) noting that this was the 166<sup>th</sup> annual meeting of Troy Township.

Motion made by Kim Anderson to declare the following items as surplus and for the items to be sent to electronic recycling or donated to a worthwhile charitable organization.

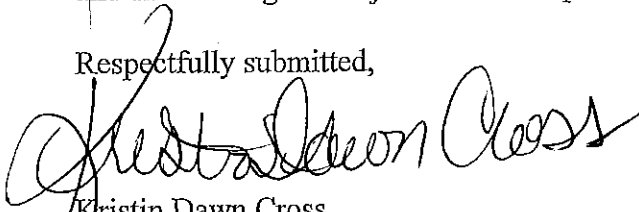
- Supervisor's Office – 2 Coffee Urns
- Supervisor's Office – Konica Minolta Desk Top Printer
- Assessor's Office – View Sonic Monitor
- Assessor's Office – Optiplex Dell 380 Computer
- Assessor's Office – Dell PE Server 1900
- Assessor's Office – Brother Multi-Function Scanner/Printer/Fax Machine


The motion for surplus items was seconded by Jim Lynch. Motion carried.

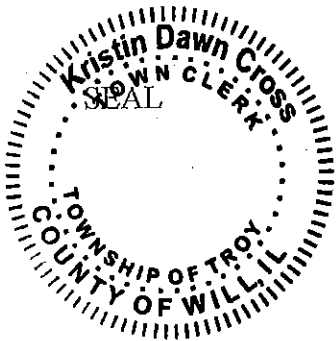
Moderator Muentnich announced that the next Annual Town Meeting would be Tuesday, April 12, 2016.

Jim Lynch made a motion for adjournment; seconded by Kim Anderson. Motion carried and the meeting was adjourned at 7:13pm.

Respectfully submitted,

  
Kristin Dawn Cross  
Town Clerk

  
George Muentnich  
Moderator



Troy Township Year in Review  
166<sup>h</sup> Annual Town Meeting  
April 14, 2015  
Report from Supervisor Joseph D. Baltz

**Financially:**

All three funds came in over budget on revenue and under budget on expenses.

R&B – Revenue was 105.5% of budget. Expenses were 57.7% of budget.

Town – Revenue was 105.3% of budget. Expenses were 98% of budget.

Assessor – Expenses were 81.3% of budget.

GA – Revenue was 101.7% of budget. Expenses were 64% of budget.

In the 2014-2015 FY the Town Fund received \$30,000.00 in grant funding which reimbursed the township for some infrastructure improvements from prior years. This is grant funding that had been approved by the State of Illinois back in July of 2009. The receipt of these grant funds directly impacted the positive net income of the Town Fund.

In the summer of 2014 the Township Road District was informed that its grant application to the Local Agency Railway-Highway Grade Crossing Improvement Program for crossing gates at the Shepley Road crossing was approved. All paperwork was filed and approved by the Illinois Commerce Commission in October of 2014. Work on the crossing improvements will be done by CSX Transportation and is expected to begin this spring or early summer. This project is 100% federally funded and there is no cost to the Township for these improvements.

During the 2014-2015 FY the Township took on several efficiency improvement projects which were all successfully completed; and completed under budget.

**Server and Networking:** The Assessor's property server was upgraded to be capable of handling all property data and to include networking the entire office building (Supervisor's office and Assessor's office) together. All computers are networked to the server and the data on the computers and server is backed up locally and also to a cloud site daily to ensure the safety and integrity of our data. All computers are now equipped with Microsoft Office and all office employees of the Township now have email.

Along with the networking project came the updating of equipment. All local desk top printers were eliminated and each office (Supervisor and Assessor) now has one unit each that is capable of printing, scanning to email and faxing. The elimination of all local desk top printers will prove to be a cost savings for the Township as all ink/toner is included in the service contract of the new equipment eliminating the need for multiple types of ink cartridges.

**Employee Handbook:** The Supervisor's office, Assessor's office and Highway Department all worked together along with guidance from the law offices of Mahoney, Silverman & Cross to update the Troy Township Policies and Procedures Handbook. The Handbook was updated with all current laws and policies necessary to protect not only the Township but the employee as well.

**Township Financial Reporting Software** – For years, the Township used the services of an off-site bookkeeper for the financial reporting of the Township. The software was called American

Fundware and was housed on the bookkeeper's home computer. During the 2014-2015 FY the Township did a successful conversion to QuickBooks which is now housed on the Township's server; protecting the security of our data. This also gives staff real-time access to the Township's financials. The services of the outside bookkeeper will still be used for a monthly review of the Township staff's work, all general journal entries for payroll, IMRF, FICA, etc. and also to perform all monthly bank reconciliations.

#### Events:

The Township continues to host the bi-annual shredding evening including the medication disposal with the Shorewood Police. The event continues to be a huge success with our residents.

In June of 2014 the Township was a site for the Illinois Secretary of State Mobile Driver's Services Unit. Many seniors in the community took advantage of the Rules of Road review course and services offered on-site at Troy Township as opposed to going to the driver's services facility in Joliet or Morris. The event was so successful that the Township has been approved to host this event two times per year. The next event will be on April 21<sup>st</sup> and then will be held again in October of 2015.

The Township's recycling programs continue to flourish and the partnership with the Village of Shorewood for a Community Garden is in its 4<sup>th</sup> successful year.

In March of 2014, Troy Township launched the Troy Township Medical Closet. Durable Medical Equipment including canes, crutches, walker and wheel chairs are available for a short term loan for Township residents. The program has really taken off and proven to be very successful. To enhance this program, as of April 1, 2015 the Township has started issuing temporary handicapped placards for residents in need. These two programs pair nicely together and offer the Township the ability to provide additional services to residents at very little cost.

#### Program Changes:

As of April 1, 2015, the Township is no longer a congregate meal site for Senior Services Center of Will County's Meals on Wheels program. The grant program was taken over by another agency and unfortunately, to continue to make the program work some cuts were needed. Rest assured, the Troy Township senior program that gathers on Wednesday's and Friday's is still as strong as ever. Township staff is currently working with the Township Seniors and with some local businesses to offer a few select special lunch days for our group.

#### Conclusion:

In conclusion, I'd like to thank each and every one for our elected officials for their contributions and service. Assessor Anderson continues to do a great job and will have a very busy year with the quadrennial assessments. Highway Commissioner Ward went through another winter that came in slow but went out strong and did an excellent job taking care of our roadways. Thank you to Clerk Cross who has done an excellent job taking care of our township records and who started working on documentation preservation of our oldest and most fragile township records. Thank you to our Trustees and Collector for your service and dedication to the Township. And most of all, thank you to each and every one of our staff members who work diligently every day on behalf of our residents to make Troy Township a great place to live.