

Minutes of the Troy Township Board Meeting
Monday, January 23, 2017
7:00 p.m.

Meeting of the Troy Township Board of Trustees held at the Troy Township Community Center, 25448 Seil Road, Shorewood, Illinois.

Supervisor Joseph D. Baltz called the meeting to order.

The Pledge of Allegiance was led by Trustee John Theobald.

Roll call:

Present were:	Supervisor Joseph D. Baltz	Trustee Larry Ryan
	Trustee John Theobald	Trustee Brett Wheeler
	Highway Commissioner Tom Ward	Assessor Kimberly Anderson
	Collector Bryan Kopman	Clerk Kristin Dawn Cross

Absent were:	Trustee Donald Walden - EA	EA = Excused Absence
		A = Absent; L = Late Arrival

Also in Attendance: Administrator Jennifer Dylik

Quorum is established.

Supervisor Baltz opened the meeting for citizen comment. Mr. Barry Damon from the Camelot Subdivision thanked the Highway Department for taking care of their subdivision with leaf pickups and road maintenance including plowing and salting.

After asking two more times Supervisor Baltz closed the meeting for citizen comment.

Motion made by Trustee Theobald; seconded by Trustee Wheeler to accept the **MINUTES** of the December 19, 2016, **Regular Board Meeting**. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

The **TREASURER'S REPORT** was placed on file by Supervisor Baltz. Motion made by Trustee Theobald; seconded by Trustee Ryan to accept the **Treasurer's Report** for the month ending **December 31, 2016**. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

CORRESPONDENCE

Supervisor Joseph D. Baltz reviewed the following correspondence with the Board:

- Notice of tax exempt status application for New Covenant Worship Center at 2423 Glenwood Ave., Joliet. The current assessed value on this property is 125,000.
- Will County Center for Economic Development 2016 Annual Report
- Joliet Township High School District Annual Report 2015-2016
- The Timber of Shorewood Newsletter, January 2017
- IMRF Fundamentals, Winter 2016
- Illinois Municipal Review, January 2017

GADGET GURUS REPORT: -- Jim Lynch reported that the Gadget Gurus participated in the Android & iPhone class at the Shorewood Troy Library which was part of the collaboration project. The Gurus

will be hosting a File and Folder Management Class here at the Township on Tuesday, February 7th. Rolland is still in Arizona until early April. Rich Schmitt is no longer able to volunteer. Frank Zimmerle is a new volunteer who has been helping. Ray Chapman is home and recovering.

REPORTS OF TRUSTEES / COMMITTEES:

TRUSTEE LARRY RYAN – No report.

TRUSTEE BRETT WHEELER – No report.

TRUSTEE JOHN THEOBALD – No report.

TRUSTEE DONALD WALDEN – Excused absence. No report.

HIGHWAY DEPARTMENT REPORT: Highway Commissioner Ward reported that the recent ice storms have been costly in terms of the amount of salt being used to treat the roads. Highway Commissioner Ward gave an update on some truck repair work.

ASSESSOR'S REPORT: Assessor Anderson distributed her tentative budget for the 2017-2018 fiscal year along with an explanation sheet. Any questions on such should be directed to her.

Assessor Anderson also reported that the board packets contained a copy of the \$100,000+ appeals spreadsheet. There were 14 appeals that fit into this category. The total requested reduction amount was \$21,046,386. Following the appeals process either through agreements or Board of Review decision, the total reduction in AV was \$1,221,974, a difference of \$19,824,412 in AV that was retained. Overall the Assessor's office prevailed in all Board of Review hearings that were attended except for one vacant land appeal which ended with a change in AV of \$7,852. The Troy Township Assessor's office prevailed in all residential appeals which included all the American Homes 4-Rent appeals.

Assessor Anderson complimented her staff and expressed how very proud she is of all their hard work on these appeals, it really paid off.

Staff is working on getting information onto the website. The information that is being added includes photos, sketches, and lot sizes. With over 22,000 parcels this will take some time. Currently almost 5,000 parcels are complete.

Now that the Board of Review decisions are in and the system has been updated to reflect those numbers, the 2017 reassessment process will begin. It will take about four months to complete.

Supervisor Baltz commented that the First Midwest Processing Center reduction of \$634,700 accounts for just over half of the \$1,221,974 total reduction. Assessor Anderson responded that it was a PTAB stipulation as to avoid the taxing bodies having to give a refund.

Supervisor Baltz requested that the Board members contact Assessor Anderson if they have any questions about her 2017-2018 budget tentative budget.

TOWNSHIP COLLECTOR'S REPORT: Collector Kopman commented on the \$100,000+ appeal spreadsheet noting that of the four appeals that went to the Board of Review collectively requesting \$14.5 million dollars in reductions, only one appeal was actually lowered. The other three remained the same. Collector Kopman complimented Assessor Anderson on a job well done.

TOWNSHIP CLERK REPORT: No report.

SUPERVISOR'S REPORT: Supervisor Baltz thanked Administrator Dylik and staff for their work on the office Christmas party and commented on how much the staff appreciated the party.

ADMINISTRATOR'S REPORT: Administrator Dylik reported:

- It's time again to start working on the next edition of the Troy Township Communicator. The Spring 2017 edition will be delivered to residents during the last week of March/first week of April. Articles/topics for this next edition are due to Administrator Dylik by Friday, February 10th.
- Appointments opened up today for the Township being a site for Senior Services and the AARP tax prep program. Appointments are on Tuesdays and run from February 7th to April 18th. As of 4:00 p.m. today, 42% or 37 of the 88 available appointments were already booked.
- The 2017-2018 budget process is starting and it is expected that Supervisor Baltz will deliver a budget proposal to the Board at our February 27th board meeting. Once the budget proposal is delivered to the Board, the Finance Committee will work on scheduling a committee meeting(s) for review and discussion. The plan will be to have the budget hearing and approval at the April board meeting.
- The Township will again be an early voting site for the April election. Early voting will be held here Monday-Friday 8:30 a.m. to 3:30 p.m. March 20th thru March 31st.
- The Township offices and Community Center will be closed Monday, February 13th for Lincoln's Birthday.
- The Township offices, Community Center, and Highway Department will be closed Monday, February 20th for President's Day.
- Reminder that due to the holidays, the February meeting will be the 4th Monday of the month; February 27th.

Supervisor Baltz asked that the Board please provide ideas and suggestions for the newsletter. Camelot resident Barry Damon asked if the newsletter could contain information about the mosquito abatement program.

OLD BUSINESS:

Supervisor Baltz asked twice for any old business. No old business.

NEW BUSINESS:

- A. Supervisor Baltz presented the **Travel Request for Janée Roedel, Commercial Assessment Coordinator for Travel dates of April 10, 2017 to April 13, 2017; Illinois Property Assessment Institute Training** for approval. Assessor Anderson noted that mileage and meals are within the approved amounts in Ordinance 16-17-17 but that available hotel was above the approved \$90/night pre-tax amount. The actual hotel cost will be \$125/night pre-tax. **Motion made by Trustee Ryan; seconded by Trustee Theobald to approve the travel request. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.**

Trustee Ryan asked if the Ordinance 16-17-17 should be modified to increase the allowable limit for the hotel per night fee. Administrator Dylik suggested the Board wait, give the new process

some time, and if it turns out the travel requests are regularly going over the allowable limit then yes, consider modifying the ordinance. At a minimum the established limits are reviewed annually.

Supervisor Baltz asked what the procedure would be when an approval is needed for a Board Member's expense. Collector Kopman suggested that the Board member who is or will be incurring the expense abstain from voting on that request.

- B.** Supervisor Baltz presented the **Troy Township Employee Handbook Dated January 1, 2017 for approval.** Administrator Dylik stated that The Illinois Employee Sick Leave Act (Public Act 99-0841) requires Illinois employers who provide personal sick leave benefits to their employees to allow employees to take such leave for absences due to the illness, injury, or medical appointment of the employee's child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or stepparent. The leave must be granted on the same terms under which the employee is able to use sick leave benefits for his or her own illness or injury. The act goes into effect on January 1, 2017. The Township consulted with Mahoney, Silverman, & Cross, LLC and has modified the Employee Handbook accordingly. The new language has been added on page 19 of the handbook under the section "Sick Leave with Pay". No other changes have been made to the manual. **Motion made by Trustee Theobald; seconded by Trustee Wheeler to approve the travel request. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.**

APPROVAL OF BILLS:

Motion made by Trustee Ryan; seconded by Trustee Wheeler to accept the **TOWN FUND & ASSESSOR'S BILLS for January 23, 2017**, as presented totaling **\$93,730.69**. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Motion made by Trustee Theobald; seconded by Trustee Ryan to accept the **GENERAL ASSISTANCE BILLS for January 23, 2017**, as presented totaling **\$537.01**. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Motion made by Trustee Ryan; seconded by Trustee Theobald to accept the **ROAD AND BRIDGE BILLS for January 23, 2017**, as presented totaling **\$30,982.91**. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

CLOSED SESSION

No items for closed session.

ANNOUNCEMENTS:

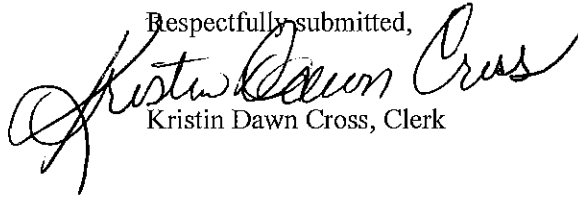
Supervisor Baltz commented on how open and transparent Troy Township is with the way it conducts business. He believes Troy Township is top notch in transparency. The following announcements were made:

- a) The Township Offices, Highway Department, and Community Center will be closed as follows:
 - i. Monday, February 13, 2017 – Lincoln's Birthday (Highway Department not closed this day)
 - ii. Monday, February 20, 2017 – President's Day
- b) Next Board Meeting – Monday, February 27th at 7:00 p.m.

ADJOURNMENT:

Motion made by Trustee Ryan; seconded by Trustee Theobald to adjourn the meeting. Roll call vote: Ryan-Aye; Theobald-Aye; Walden-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried. Meeting adjourned at 7:41 p.m.

Respectfully submitted,



Kristin Dawn Cross, Clerk

