

**Minutes of the Troy Township Board Meeting**  
**Monday, December 18, 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 Larry Ryan.

Roll call:

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

Absent were: Trustee John Theobald - EA EA = Excused Absence  
A = Absent; L = Late Arrival

Also in Attendance: Administrator Jennifer Dylak

Quorum is established.

Supervisor Baltz opened the meeting for guest and **citizen comment**. No comments were made.

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

Supervisor Baltz presented the Donald D Walden Veteran's Honor Roll certificates of appreciation to the following **Honor Roll Inductees**:

- a) Specialist Mario J. Cornelio, United States Army
- b) Sergeant Keith D. Cullick; United States Army
- c) Corporal Robert J. Hovorka; United States Army
- d) Sergeant Thomas E. Mara; United States Army
- e) Corporal Edmund V. Sroczynski; United States Army

Motion made by Trustee Kopman; seconded by Trustee Wheeler to accept the **MINUTES** of the November 20, 2017, **Regular Board Meeting**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-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 Wheeler; seconded by Trustee Ryan to accept the **Treasurer's Report** for the month ending **November 30, 2017**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-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:

- Thank you post from Mike Palya for the Highway Department and Administrative Staff
- Notice from the City of Joliet for annexation of property on Mound Road.

- Clarke Mosquito 2017 Mosquito Management Program Annual Service Report
- The Timbers of Shorewood Newsletter December 2017
- Illinois Municipal League Review December 2017
- IMRF Fundamentals Winter 2017
- Township Officials of Illinois Perspectives Magazine, December 2017

**GADGET GURUS REPORT:** – Mr. Jim Lynch reported that the Gadget Gurus have not had a lot of requests for assistance. They did meet a few people at the open house. The group will try to reevaluate over the next few months.

**REPORTS OF TRUSTEES / COMMITTEES:**

**TRUSTEE LARRY RYAN** – Trustee Ryan thanked the Board for their kind cards, calls, texts, and messages over the past few months. It's good to be back.

**TRUSTEE BRETT WHEELER** – Trustee Wheeler welcomed Trustee Ryan back and wished everyone a merry Christmas.

**TRUSTEE JOHN THEOBALD** – Excused absence. No report.

**TRUSTEE BRYAN W. KOPMAN** – Trustee Kopman welcomed Trustee Ryan back and wished everyone a merry Christmas.

**HIGHWAY DEPARTMENT REPORT:** Highway Commissioner Ward reported that crews finished leaf vacuuming services today and are now getting the plows ready for snow. Highway Commissioner Ward wished everyone a merry Christmas.

**ASSESSOR'S REPORT:** Assessor Anderson reported that she attended the annual Supervisor of Assessments meeting on December 13<sup>th</sup> along with her Deputy Assessors. Attendees were informed of a few changes with regards to the county computer systems, PTAB's, Board of Review, and legislative changes. At this meeting we received the TENTATIVE factor for revised 2018 assessments. This factor is provided based on three years of sales ratio studies that are conducted at the state level. 2017 sales are included in this study but only through October which is why the factor is TENTATIVE at this time. The tentative increase for Troy for 2018 is an increase in value of 4.97%.

Assessor Anderson and her staff will begin the assessment process for 2018 in February after the final factor is received.

A legislative change was made that will affect tax year 2018 for the Senior Freeze. The total household income was increased from \$55,000 to \$65,000. The County will be mailing this information out to all seniors that are currently signed up for the General Senior Exemption. There are currently approximately 40,000 seniors that are receiving the general senior homestead exemption. There are currently approximately 10,400 seniors in Will County that are on the senior assessment freeze. It is forecasted that with this increase in income, the number of seniors receiving the freeze will climb to between 28,000 and 30,000.

Assessor Anderson wished everyone a merry Christmas and happy new year.

Supervisor Baltz congratulated Assessor Anderson on having been named Assessor of the Year at the recent Supervisor of Assessment's meeting on December 13<sup>th</sup>.

**TOWNSHIP CLERK REPORT:** Clerk Cross welcomed Trustee Ryan back and wished everyone a merry Christmas.

**TOWNSHIP COLLECTOR'S REPORT:** Supervisor Baltz thanks Collector Muentnich for his help in designing and coordinating the donation of the signage for the Donald D. Walden Veterans Honor Roll of Troy Township wall. Collector Muentnich suggested that a thank you be sent to Express Signs for their donation.

**SUPERVISOR'S REPORT:** Supervisor Baltz deferred to Administrator Dylík.

**ADMINISTRATOR'S REPORT:** Administrator Dylík reported:

- The Troy Township office and Highway Department employee holiday lunch is Thursday, December 21<sup>st</sup> at noon.
- On December 14<sup>th</sup> Troy Township received the last installment of general real estate taxes. While we received slightly less than what was extended, we did receive more than what we budgeted for in all three funds. An annual summary was distributed.
- The Troy Township Offices, Highway Department, and Community Center will be closed as follows for the upcoming holidays:
  - Monday, December 25<sup>th</sup> for Christmas
  - Monday, January 1<sup>st</sup> for New Year's Day
  - Monday, January 15<sup>th</sup> for Martin Luther King Day

Supervisor Baltz reminded that due to the Martin Luther King holiday, the Board meeting for January will be on the 4th Monday of January.

**OLD BUSINESS:**

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

**NEW BUSINESS:**

- a) Supervisor Baltz presented the **Troy Township Parking Lot Improvement Contract to P.T. Ferro Construction Co., at \$67,674.74** for approval. Administrator Dylík reminded that the Board performed the bid opening at the November board meeting. P.T. Ferro Construction Co. was the lowest bidder. The engineering firm of Willett Hoffman reviewed all bids and has provided a memo recommending that the Troy Township Board award the bid to P.T. Ferro Construction Co. Motion made by Trustee Ryan; seconded by Trustee Wheeler to approve the Troy Township Parking Lot Improvement contract to P.T. Ferro Co., at \$67,674.74. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- b) Supervisor Baltz presented the **travel approval request for Supervisor Joseph D. Baltz at Township Officials of Illinois Educational Conference. Meal on November 13, 2017; payable to Cardmember Services for \$34.47.** Motion made by Trustee Ryan; seconded by Trustee Kopman to approve the travel approval request for Supervisor Joseph D. Baltz at Township Officials of Illinois Educational Conference. Meal on November 13, 2017; payable to Cardmember Services for \$34.47. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Abstain. 3 Ayes, 0 Nays, 1 Absent, 1 Abstain. Motion carried.

- c) Supervisor Baltz presented the **travel approval request for Clerk Kristin Cross at Township Officials of Illinois Educational Conference. Meal on November 13, 2017; payable to Cardmember Services for \$21.84.** Motion made by Trustee Ryan; seconded by Trustee Wheeler to approve the travel approval request for Clerk Kristin Cross at Township Officials of Illinois Educational Conference. Meal on November 13, 2017; payable to Cardmember Services for \$21.84. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried
- d) Supervisor Baltz presented the **travel approval request for Administrator Jennifer Dylík at Township Officials of Illinois Educational Conference. Meal on November 13, 2017; payable to Cardmember Services for \$24.37.** Motion made by Trustee Kopman; seconded by Trustee Ryan to approve the travel approval request for Administrator Dylík at Township Officials of Illinois Educational Conference. Meal on November 13, 2017; payable to Cardmember Services for \$24.37. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried
- e) Supervisor Baltz presented the **travel approval request for Trustee Bryan W. Kopman at Township Officials of Illinois Educational Conference. Meal on November 13, 2017; payable to Cardmember Services for \$34.47.** Motion made by Trustee Wheeler; seconded by Trustee Ryan to approve the travel approval request for Trustee Bryan W. Kopman at Township Officials of Illinois Educational Conference. Meal on November 13, 2017; payable to Cardmember Services for \$34.47. Roll call vote: Kopman – Abstain; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 3 Ayes, 0 Nays, 1 Absent, 1 Abstain. Motion carried
- f) Supervisor Baltz presented the **travel approval request for Trustee John Theobald at Township Officials of Illinois Educational Conference. Meal on November 13, 2017; payable to Cardmember Services for \$29.41.** Motion made by Trustee Ryan; seconded by Trustee Kopman, to approve the travel approval request for Trustee John Theobald at Township Officials of Illinois Educational Conference. Meal on November 13, 2017; payable to Cardmember Services for \$29.41. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried
- g) Supervisor Baltz presented **Resolution 17-18R-16; a resolution adopting a policy prohibiting sexual harassment contained for Troy Township, Will County, Illinois** for approval. Administrator Dylík explained that Public Act 100-0554 was recently passed by the State of Illinois that requires government entities to adopt said police via an ordinance or resolution that meets minimum requirements stated in this new act. Mahoney, Silverman, and Cross reviewed the Township’s current policy within the Troy Township Policy and Procedures Handbook, made any necessary changes, and drafted Resolution 17-18R-16 to comply with PA 100-0554. Motion made by Trustee Wheeler; seconded by Trustee Kopman to approve Resolution 17-18R-16. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- h) Supervisor Baltz presented **Resolution 17-18R-17; a resolution to adopt the annual 1,000 hour standard for IMRF participation.** Administrator Dylík explained that during the July 2017 IMRF Ad-Hoc Committee meeting, the committee discussed increasing the Township’s IMRF hourly standard from 600 to 1000. No change to the hourly standard was made at that time. Subsequently the State of Illinois passed HB

3122/Public Act 100-274 which sets the hourly standard for all governing body members, whether elected or appointed, at 1,000 hours. This law applies only to members who begin participation as a governing body member after the effective date of the bill which is effective January 1, 2018. For a township a governing body member is defined as a Trustee or a Supervisor. Dylik reminded that all currently participating employees and/or elected officials are grandfathered at 600 hours. Raising the hourly standard from 600 to 1000 will then match the requirements of PA 100-274 for the governing body members and will afford the township consistency when enforcing the IMRF hourly standard rules. Administrator Dylik stated that the office takes the hourly standard very seriously. Hours of part-time or seasonal employees are tracked bi-weekly when payroll is submitted and monitored very closely. Trustee Ryan commented that if an employee was not enrolled and likely should have been, it would be his opinion not to argue the retro-active enrollment. Motion made by Trustee Wheeler; seconded by Trustee Ryan to approve Resolution 17-18R-17. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

- i) Supervisor Baltz presented the **Pace Paratransit Local Share Agreement for the term beginning January 1, 2018 and ending December 31, 2018** for approval. Administrator Dylik distributed a revised contract received the morning of December 18, 2017, to the Board. A summary memo of prior year costs was distributed to the Board. Motion made by Trustee Kopman; seconded by Trustee Wheeler to approve the Pace Paratransit Local Share Agreement for the term beginning January 1, 2018. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- j) Supervisor Baltz presented **Ordinance 17-18-18; an ordinance levying taxes for all Road Purposes for Troy Road District, Will County, Illinois, for the tax year 2017, collectable in 2018 in the amount of \$1,323,666.00** for adoption. Motion made by Trustee Wheeler; seconded by Trustee Kopman to adopt Ordinance 17-18-18. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- k) Supervisor Baltz presented **Ordinance 17-18-19; an ordinance levying taxes for all Town Purposes for Troy Township, Will County, Illinois, for the tax year 2017, collectable in 2018 in the amount of \$1,121,964.00** for adoption. Motion made by Trustee Wheeler; seconded by Trustee Ryan to adopt Ordinance 17-18-19. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- l) Supervisor Baltz presented the notice of **resignation from Bryan W. Kopman for the Office of Collector for the term beginning January 1, 2018**, for acceptance. Motion made by Trustee Ryan; seconded by Trustee Wheeler to accept the resignation of Bryan W. Kopman for the Office of Collector for the term beginning January 1, 2018. Roll call vote: Kopman – Abstain; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 3 Ayes, 0 Nays, 1 Absent, 1 Abstain. Motion carried.
- m) Supervisor Baltz asked the Board to **declare a vacancy in the Office of Collector for the four-year term beginning January 1, 2018**. Motion made by Trustee Wheeler; seconded by Trustee Kopman to declare a vacancy in the Office of Collector for the four-year term beginning January 1, 2018. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

- n) Supervisor Baltz presented the **appointment of George Muentnich as Collector for the Four-Year Term Beginning January 1, 2018** for approval. Motion made by Trustee Wheeler; seconded by Trustee Kopman to appoint George Muentnich as Collector for the Four-Year Term Beginning January 1, 2018. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- o) **Clerk Cross performed the swearing in of George Muentnich as Collector** for the Four-Year Term Beginning January 1, 2018.

Supervisor Baltz asked twice for any other new business. No other new business was presented.

**APPROVAL OF BILLS:**

Motion made by Trustee Wheeler; seconded by Trustee Ryan to accept the **TOWN FUND & ASSESSOR'S BILLS for December 18, 2017**, as presented totaling **\$99,643.29**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Motion made by Trustee Kopman; seconded by Trustee Wheeler to accept the **GENERAL ASSISTANCE BILLS for December 18, 2017**, as presented totaling **\$644.53**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Motion made by Trustee Ryan; seconded by Trustee Wheeler to accept the **ROAD AND BRIDGE BILLS for December 18, 2017**, as presented totaling **\$11,059.52**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

**CLOSED SESSION**

No items for closed session.

**ANNOUNCEMENTS:**

The following announcements were made:

- a) Offices, Highway Department, and Community Center closed for Christmas on Monday, December 25<sup>th</sup>.
- b) Offices, Highway Department, and Community Center closed for the New Year holiday on Monday, January 1<sup>st</sup>.
- c) Next Board Meeting – Monday, January 22, 2018, at 7:00 p.m. (4<sup>th</sup> Monday of the month).

Supervisor Baltz asked for any other announcements.

No other announcements were made.

**ADJOURNMENT:**

Motion made by Trustee Kopman; seconded by Trustee Ryan to adjourn the meeting at approximately 8:00 p.m. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.



Respectfully submitted,

Kristin Cross, Clerk