

Minutes of the Troy Township Board Meeting

Monday, July 16, 2018

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 Larry Ryan
	Trustee Brett Wheeler	Trustee Bryan W. Kopman
	Clerk Kristin Cross	Collector George Muentnich
Absent were:	Trustee John Theobald - EA	EA = Excused Absence
	Highway Commissioner Thomas R. Ward - EA	A = Absent; L = Late Arrival
	Assessor Kimberly Anderson - EA	

Also in Attendance: Administrator Jennifer Dylik

Quorum is established.

Supervisor Baltz opened the meeting for guest and citizen comment.

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

Supervisor Baltz presented the Donald D Walden Veteran's Honor Roll certificate of appreciation to the following Honor Roll Inductee:

- a) Scott B. O'Connor - Specialist 5th Class, United States Army

Supervisor Baltz introduced Mr. John Greuling, President & CEO, Will County Center for Economic Development. Mr. Greuling gave a presentation summarizing the past year of activity of the CED, reviewing local warehouse projects, I80 improvement needs, unemployment statistics, and more.

Motion made by Trustee Ryan; seconded by Trustee Wheeler to accept the **MINUTES** of the June 18, 2018, **Regular Board Meeting** with a correction to list Trustee Bryan W. Kopman as excused absence under the roll call attendance section of the minutes. 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 Kopman; seconded by Trustee Wheeler to accept the **Treasurer's Report** for the month ending **June 30, 2018**. 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:

- Notice from the Will County Circuit Clerk of fine money totaling \$59.72 for the period of June 1, 2018 to June 30, 2018.
- PTAB Notice for Reduction over 100,000:
 - Menards, 2524 W. Jefferson St., Joliet
 - First Midwest Bank, 970 Brook Forest Ave., Shorewood
- Annual update letter from the Will County CED.
- Will County Center for Community Concerns 2017 Annual Report
- Local Officials Day at the Illinois State Fair
- IMRF Fundamentals
- Illinois Municipal League Review July 2018

REPORTS OF TRUSTEES / COMMITTEES:

TRUSTEE LARRY RYAN – No report.

TRUSTEE BRETT WHEELER – No report.

TRUSTEE JOHN THEOBALD – Excused Absence. No report.

TRUSTEE BRYAN W. KOPMAN – No report.

HIGHWAY DEPARTMENT REPORT: In his absence, Administrator Dylik reported for Highway Commissioner Ward: Ordinance 18-19-11 an ordinance providing for the regulation of an application for small wireless facilities in the Road District of Troy Township was executed and adopted by Highway Commissioner Ward and attested to by Clerk Cross. The ordinance will be presented under new business for ratification by the Troy Township Board.

Gallagher Asphalt finished paving Rollingwood Dr. and Westridge in the Timberline Subdivision. Level binder blacktop was completed on Ingolsby. Quantities did go over, so the bill will be a little more than the original bid estimates. Steffens 3D Construction was the low bidder on chip seal. They completed chip seal on Shepley from Countyline to River Road and on Canal Road from Shepley to 100' past Althea Ct. Now that these projects are complete crews will continue with ditch work, culvert replacement, and mowing.

ASSESSOR'S REPORT: In her absence, Administrator Dylik reported for Assessor Anderson: to date Assessor Anderson and her staff have assisted 683 taxpayers with exemption paperwork; 469 of these exemptions were for the senior freeze. They have assisted just over 80 more seniors than the previous year.

Reassessment notices will be mailed out the end of July by Will County. Troy Township's revised assessments are scheduled to be posted in the Herald News on Wednesday, August 1st. Just a reminder total township assessment increase was 5.12%. The appeal season begins with these notices being sent and published. As always, anyone who is unhappy with their value is encouraged to speak with our Assessor's office prior to filing an official appeal. Sometimes they can work together for a resolution.

Under the assessor tab on our website there is a complete set of instructions on "how to appeal your assessment". The 2018 appeal forms are on the Will County SOA website. Troy Township Assessor's office will have extended hours on Thursday, August 9th, 16th, 23rd, and 30th until 7:00 p.m. The filing

deadline with the Will County Board of Review is September 4th. Anyone that wishes to work directly with the Assessor's office is encouraged to do so as soon as possible after receiving their notice. If a resolution cannot be reached, we want them to still have time to file with the Board of Review.

TOWNSHIP CLERK REPORT: No report.

TOWNSHIP COLLECTOR'S REPORT: No report.

SUPERVISOR'S REPORT: Supervisor Baltz deferred to Administrator Dylik's report.

ADMINISTRATOR'S REPORT: Administrator Dylik complimented Community Services Director, Angela Scaggs, on bringing the Micro Pantry to the township. On July 9th the pantry was installed and can be found near the entrance to the office. The pantry is a "leave what you can, take what you need" pantry for anyone in need. The pantry has been adopted by the Shorewood Hugs group who will take care of monitoring the food, stocking it when needed, removing any perishable or out of date food. Thank you to Angela for bringing this idea to us. Administrator Dylik further reported:

- It is time to start working on the fall edition of the Troy Township Communicator. If you would like to submit an article, please have it to Angela by August 6th.
- Registration is now open for TOI's local district training in Naperville on Thursday, August 9th and for TOI's Annual Education Conference in Springfield, November 11th to the 13th. Please let Administrator Dylik know if you are thinking about attending either program.
- The fall shredding event will be on Saturday, October 13th from 9:00 a.m. to 11:00 a.m.

OLD BUSINESS:

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

NEW BUSINESS:

- a) Supervisor Baltz presented the **Audit Report performed by Gassensmith & Michalesko, Ltd., dated May 24, 2018, for the fiscal year ending March 31, 2018 for acceptance** by the Board. Lisa Lukasevich, bookkeeper for Troy Township, complimented that there were no correcting entries needed for this audit. Motion made by Trustee Ryan; seconded by Trustee Wheeler to accept the audit report. 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 **Supervisor's Annual Treasurer's Reports for Town, R&B, and GA for the fiscal year ending March 31, 2018 for acceptance** by the Board. Motion made by Trustee Kopman; seconded by Trustee Ryan to accept the Supervisor's Annual Treasurer's Reports. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.
- c) Supervisor Baltz presented **Resolution 18-19R-09 - a resolution establishing criteria for an excused absence by the Supervisor or a Trustee from regularly scheduled Troy Township Board meetings for approval** by the Board. Administrator Dylik reminded that at the June meeting she was asked to prepare rules for the electronic participation. In turn, she and Supervisor Baltz reviewed the current resolution for excused absences and found some conflicting information. Resolution 18-19R-09 states that an absence can be for excused for one of the following three reasons:

- the member is unable to attend because of personal illness or disability; or
- the member is unable to attend because of employment purposes or the business of the Township; or
- the member is unable to attend because of a family or other emergency.

Trustee Ryan asked what was conflicting with the prior resolution. Administrator Dylik reported that the previous attendance resolution (12-13R-10) read in part:

Absences may be excused for reasons such as illness, work or family obligations so long as notice is given to the Supervisor, Clerk or Township Administrator at least 96 hours in advance of a regularly scheduled board meeting. In the case of a sudden illness or emergency, notification to one of the above-mentioned individuals will be accepted prior to the actual start of the regularly scheduled meeting.

Absences for any other reason may be excused by a majority vote of the board.

According to 60 ILCS 1-80-10, you must have 5 or more consecutive unexcused absences from regularly scheduled township board meetings before the township board may declare a vacancy in the office of township supervisor or trustee.

A brief discussion was had about Resolution 18-19R-09 and the upcoming Resolution 18-19R-10 including vacations no longer being an excused absence, if 96 hours was an adequate time for notice, how notice should be given and to whom, and if with an unexcused absence could a Trustee or Supervisor call in and listen to the meeting. Administrator Dylik and Clerk Cross reminded that the rules adopted with the resolution govern what can and can't be done however, it can be modified in the future if problems arise.

Motion made by Trustee Kopman; seconded by Trustee Wheeler to approve Resolution 18-19R-09. 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 **Resolution 18-19R-10 a resolution adopting rules for electronic attendance at Troy Township Board Meetings for approval** by the Board.

Supervisor Baltz asked for a motion to approve Resolution 18-19R-10. After asking two times no motion was made.

Supervisor Baltz asked for a motion to table Resolution 18-19R-10. No motion was made.

Supervisor Baltz asked for some feedback from the Board.

A discussion was had about being able to call in and listen if a Trustee or Supervisor were absent for a reason other than those listed in section 2b on Exhibit A to Resolution 18-19R-10 as reasons to be allowed to participate electronically. The rules as they are currently written do not allow for calling and “listening in”. Trustee Wheeler felt the item should be tabled until clarified. Trustee Kopman does not feel you should be able to call and listen in. Supervisor Baltz reminded that the purpose of this resolution was to help facilitate participation in a Board meeting for someone who has an excused absence. Supervisor Baltz supports the rules as currently written and asked again for a motion to approve.

Motion made by Trustee Wheeler; seconded by Trustee Kopman to approve Resolution 18-

19R-10. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Trustee Kopman asked if there was a limit to the number of times a person can call in to participate electronically. Clerk Cross said no. Administrator Dylík reminded that State Statute says that you must have 5 or more consecutive unexcused absences from regularly scheduled township board meetings before the township board may declare a vacancy in the office of township supervisor or trustee. Dylík also reminded that if electronic participation becomes an issue the resolution can be modified or repealed. Trustee Ryan requested that Administrator Dylík send out attendance records to the Board.

- e) Supervisor Baltz presented Ordinance 18-19-11 – an ordinance providing for the regulation of and application for small wireless facilities in the Road District of Troy Township for ratification.

Administrator Dylík reported that as posted on the Illinois Municipal League’s Website:

“On April 12, 2018, Governor Bruce Rauner signed Senate Bill 1451 (Public Act 100-0585), the Small Wireless Facilities Deployment Act (Act). This Act provides the regulations and process for permitting and deploying small cell wireless facilities throughout Illinois. The Act goes into effect June 1, 2018. Municipalities have two months from the effective date to either adopt fees through an ordinance or provide a fee schedule, pursuant to the Act. As a service to our member municipalities, the Illinois Municipal League (IML), along with select IML committees and other stakeholders, developed documents that will aid in the implementation of the Act.”

Subsequently, the Township was contacted by attorney, Dave Silverman of Mahoney, Silverman, and Cross, and was informed that this legislation also effects townships. Without adopting said ordinance(s) wireless providers can install facilities and install utility poles when/how they please (but still in accordance with the public act) in the township right of way. The township was advised to adopt the necessary ordinance(s) before the July 31st deadline. We requested MSC to draft the necessary ordinance(s) which was assigned to MSC Attorney Bryan Wellner. Attorney Wellner recommended that one ordinance be adopted for the Road District and one for the Township. The exact case example is referenced in the memo Administrator Dylík submitted in the board packet.

Trustee Kopman asked that both ordinances be passed today to meet the deadline but that they both be modified and presented again at the August meeting to clarify who the permit should be submitted to, who is responsible for approving the permit, etc.

Motion made by Trustee Kopman; seconded by Trustee Wheeler to ratify Ordinance 18-19-11. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

- f) Supervisor Baltz presented ordinance 18-19-12 – an ordinance providing for the regulation of and application for small wireless facilities within Troy Township for adoption. Motion made by Trustee Ryan; seconded by Trustee Wheeler to adopt Ordinance 18-19-12. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

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

APPROVAL OF BILLS:

Motion made by Trustee Ryan; seconded by Trustee Kopman to accept the **TOWN FUND & ASSESSOR'S BILLS** for **July 16, 2018**, as presented totaling **\$17,726.67**. 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 Wheeler; seconded by Trustee Kopman to accept the **GENERAL ASSISTANCE BILLS** for **July 16, 2018**, as presented totaling **\$93.94**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Absent; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 1 Absent. Motion carried.

Trustee Ryan asked for explanation on the Road District's purchase of a John Deere track skid for \$48,918.42. Administrator Dylík reported that the equipment is being purchased a new equipment through the Nation Joint Powers Alliances (now Sourcewell) which is a joint purchasing program that satisfies the requirements for bidding. The equipment was not supposed to be ready until October, however the local dealer notified Administrator Dylík late in the day on Friday, July 13th that the equipment would be ready for pick up around July 25th. Therefore, the bill was added for the July 16th Board Meeting. Additionally, Highway Commissioner Ward, Administrator Dylík, and Supervisor Baltz collectively reviewed a lease option and all felt the outright purchase was the best option.

Motion made by Trustee Ryan; seconded by Trustee Wheeler to accept the **ROAD AND BRIDGE BILLS** for **July 16, 2018**, as presented totaling **\$89,871.55** 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) Next Meeting – Monday, August 20, 2018, 7:00 p.m.

Supervisor Baltz asked for any other announcements.

No other announcements were made.

ADJOURNMENT:

Motion made by Trustee Wheeler; seconded by Trustee Ryan to adjourn the meeting at approximately 8:27 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



A handwritten signature in cursive script that reads "Kristin Cross".