

Minutes of the Troy Township Board Meeting

Monday, August 20, 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:

Supervisor Joseph D. Baltz – Present	Trustee Bryan W. Kopman – Present
Trustee Larry Ryan – Present	Trustee John Theobald – Present Electronically at 7:06 PM
Trustee Brett Wheeler – Present	

Quorum is established buy those Board members who are physically present at the meeting.

Also, in Attendance:

Clerk Kristin Cross	Highway Commissioner Thomas R. Ward
Collector George Muentnich	Administrator Jennifer Dylík

Supervisor Baltz opened the meeting for guest and citizen comment.

Carey Brown, board member of the Camelot Homeowners Association introduced himself. He thanked Highway Commissioner Ward for his assistance with regards to the utility work being done by the water company.

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

Trustee Theobald began participating electronically at 7:06 p.m. Trustee Theobald is unable to attend the meeting in person due to his work and submitted a request to participate electronically.

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

- a) Louis M. Kline III – E6 Machinist Mate, United States Navy

Motion made by Trustee Ryan; seconded by Trustee Theobald to accept the **MINUTES** of the July 16, 2018, **Regular Board Meeting**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

The **TREASURER'S REPORT** was placed on file by Supervisor Baltz. Motion made by Trustee Wheeler; seconded by Trustee Kopman to accept the **Treasurer's Report** for the month ending **July 31, 2018**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 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 \$149.07 for the period of July 1, 2018 to July 31, 2018.
- Clarke Mosquito June 2018 Report
- Clarke Mosquito July 2018 Report
- USAgain Sustainability Report 2016
- USAgain Sustainability Report 2017
- City of Joliet and Houbolt Road Extension JV, LLC Public Open House Informational Flyer
- Timbers of Shorewood Times, August 2018
- Will County Green Fall Recycling Dates
- Illinois Municipal League Review August 2018

REPORTS OF TRUSTEES / COMMITTEES:

TRUSTEE LARRY RYAN – No report.

TRUSTEE BRETT WHEELER – No report.

TRUSTEE JOHN THEOBALD – No report.

TRUSTEE BRYAN W. KOPMAN – No report.

HIGHWAY DEPARTMENT REPORT: Highway Commissioner Ward reported that the overlay and chip seal projects are complete. Shoulder work is being completed with the help of a reclaimer that was borrowed from Seward Township. Shoulder work is being done is Rooney Heights and in Camelot; backing up some of the roads with dirt followed by seeding. Crews are busy with culverts and ditches. Approximately 15 culverts have been replaced this year. The road salt contributes to the deterioration of the culvert. Some culvert work requires blacktop to be cut on resident's driveways. Crews have been repairing the blacktop in those instances.

Administrator Dylík reported on behalf of Highway Commissioner Ward stating that Ordinance 18-19-13, an amended 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. The ordinance includes a clarification that the permit must be submitted to the Highway Commissioner and that the Highway Commissioner is responsible for approving the permit.

In addition, Ordinance 18-19-15, an Ordinance Providing for the Design Standards of Small Wireless Facilities within Troy Township Road District 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. Dylík further reported that this ordinance, along with the same ordinance for the Township, is to provide design standards and landscaping standards for these entities wishing to install the small wireless devices.

ASSESSOR'S REPORT: In her absence, Administrator Dylík reported for Assessor Anderson: to date staff and Assessor Anderson have assisted 692 taxpayers with exemptions.

The assessment notices were mailed the end of July and printed in the Herald News on August 4th.

The Assessor's office will have extended office hours on Thursday nights until 7:00 p.m. The extended hours began on August 9th. Thus far just a few people have taken advantage of these extended hours. Next year we may consider closing at 6:00 p.m.

The Assessor's office has been busy but no more and no less than the previous years.

The first Board of Review appeal through the Will County portal was received today.

On August 7th Rhonda Novak, Supervisor of Assessments for Will County, held a tax forum at Shorewood Glen. Assessor Anderson and her staff all attended. There were approximately 120 people present. The program went very well. Everyone in attendance was very appreciative for the time taken to talk with them regarding their values and how the property tax system works. A few residents of Shorewood Glen came in following this forum for specific information regarding their homes.

TOWNSHIP CLERK REPORT: No report.

TOWNSHIP COLLECTOR'S REPORT: No report.

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

ADMINISTRATOR'S REPORT: Administrator Dylík reported that she along with Supervisor Baltz and Assessor Anderson attend the City of Joliet and Houbolt Road Extension JV, LLC Public Open House on August 14th. Administrator Dylík has an informational flyer if anyone is interested.

Dylík further reported the following:

- Clarke Mosquito performed an extra spraying for mosquitoes and Clarke will cover the cost of the extra spraying. The extra spraying was needed due to a positive case of West Nile in Shorewood.
- The Highway Department has officially submitted a petition to Will County to request financial assistance via County Aid to Road and Bridge with regards to the Shepley Road Bridge Rehabilitation/Replacement Project. We submitted for grant funding through the Surface Transportation Bridge Program and Phase 1 Engineering has been approved for the State's July 1, 2018 to June 30, 2019 fiscal year. The grant funding will cover 80% of the projected \$150,000 phase 1 cost. The remaining 20% of the cost will be split 50/50 with Troy Highway covering 10% using MFT funds and then Will County paying the remaining 10%. The petition for County Aid to Road and Bridge will go before the Will County Board on Thursday, September 20th.
- The Troy Township Highway Department, Offices, and Community Center will be closed for the Labor Day holiday on Monday, September 3, 2018.
- Save the Date! 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 Ordinance 18-19-13 – An Amended Ordinance Providing for the Regulation of and Application for Small Wireless Facilities in the Road District of Troy Township for ratification. Administrator Dylík reminded that the amended ordinance for the Road District and the Town Fund were to clarify who the permit should be submitted to and who is responsible for approving the permit. Motion made by Trustee Kopman; seconded by Trustee Ryan to ratify Ordinance 18-19-13. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.
- b) Supervisor Baltz presented Ordinance 18-19-14 – An Amended Ordinance Providing for the Regulation of and Application for Small Wireless Facilities within Troy Township for adoption. Motion made by Trustee Theobald; seconded by Trustee Wheeler to approve Ordinance 18-19-14. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.
- c) Supervisor Baltz presented Ordinance 18-19-15 – An Ordinance Providing for the Design Standards of Small Wireless Facilities within Troy Township Road District for ratification. Motion made by Trustee Wheeler; seconded by Trustee Kopman to ratify Ordinance 18-19-15. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.
- d) Supervisor Baltz presented Ordinance 18-19-16 – An Ordinance Providing for the Design Standards of Small Wireless Facilities within Troy Township for adoption. Motion made by Trustee Ryan; seconded by Trustee Kopman to ratify Ordinance 18-19-16. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Present, No Answer; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 0 Absent, 1 No Answer. Motion carried.
- e) Supervisor Baltz presented the travel approval for Assessor Kimberly Anderson at Illinois Department of Revenue Class in Geneva, IL; August 28, 2018, to August 30, 2018 for Hotel Cost at \$94.99 (pre-tax) per Night for Two Nights, and Meal Per Diem totaling \$90.00. Motion made by Trustee Theobald; seconded by Trustee Kopman to approve the travel request. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

At this point in the meeting, Supervisor Baltz asked Trustee Theobald if he wished to amend his vote on new business item d above since, when Clerk Cross called for Trustee Theobald's vote on the item, he did not answer and was counted as only present. Trustee Theobald did wish to change his vote from present to aye. After the meeting, Clerk Cross reviewed the matter with the Township Officials of Illinois who advised that given the fact that Trustee Theobald was participating electronically, and given the fact that Trustee Theobald must have left the meeting for a period of time therefore missing the initial roll call for vote on new business item d, and given the fact the Trustee Theobald left the meeting without giving proper notice of his leaving nor his return, the request to amend the vote is invalid and the amended aye vote does not count.

- f) Supervisor Baltz presented the travel approval for Assessor Kimberly Anderson at Illinois Property Assessment Seminar in East Peoria, IL; September 9, 2018, to September 11, 2018 for Hotel Cost at \$114.00 (pre-tax) per Night for Two Nights, and Meal Per Diem totaling \$110.00. Motion made by Trustee Theobald; seconded by Trustee Wheeler to approve the travel request. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

- g) Supervisor Baltz presented the travel approval for employee Janée Roedel at Illinois Property Assessment Seminar in East Peoria, IL; September 9, 2018, to September 11, 2018 for Hotel Cost at \$114.00 (pre-tax) per Night for Two Nights. Motion made by Trustee Wheeler; seconded by Trustee Kopman to approve the travel request. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

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

APPROVAL OF BILLS:

Supervisor Baltz presented the Town Fund bills totaling \$22,432.32 for approval.

Trustee Ryan stated that he believed a partial payment should be included on the Town Fund bills for PT Ferro for the work they performed on the parking lot noting that there are some outstanding issues with the parking lot but he believed the Township should show goodwill to PT Ferro and payout 70% of the bill. Supervisor Baltz requested Administrator Dylík to comment on the issue. Administrator Dylík reported the PT Ferro performed the parking lot work at the end of May, early June. The parking lot, as it currently sits, has deficiencies including standing water in the center of the lot as it was not completed per the plans and specifications. The deficiencies were pointed out to PT Ferro shortly after completion and no progress has been made with PT Ferro regarding a proposed solution or corrective action. Additionally, PT Ferro provided an invoice to the Township around August 1st. The invoice as provided is billed incorrectly and includes 90.2 extra tons of binder course. Our records and calculations show that number should be closer to 20 tons, possibly 30 tons on the high side. Numerous attempts have been made to contact PT Ferro which have not been responded to. Willett Hoffman was hired to take over the issue of correcting the standing water and work with PT Ferro for a solution. PT Ferro has not responded to Willett Hoffman's July 25th letter. Administrator Dylík reviewed the possibility of a partial payout with Dan Malinowski of Willett Hoffman who advised that retaining even 30% of the total bill was not enough leverage to get PT Ferro to fix the parking lot this construction season especially since PT Ferro hasn't been responsive. Administrator Dylík reported that she currently has a tentative meeting scheduled with Matt Marketti, President of PT Ferro, and Dan Malinowski of Willett Hoffman for Thursday, August 23rd or possibly Friday, August 24th to review the invoice situation and discuss a possible fix for the parking lot. Administrator Dylík and Supervisor Baltz took Mr. Malinowski's recommendation under consideration and decided that once some movement has been made with PT Ferro for correcting the invoice and the parking lot, then partial payment of the invoice would be reconsidered.

Trustee Ryan questioned who is paying the bill to Willett Hoffman for their assistance post-construction. Administrator Dylík confirmed that the Township will be paying Willett Hoffman's bill. Trustee Ryan and Highway Commissioner Ward are very confident that PT Ferro will come through and take care of the work that needs to be done. Supervisor Baltz noted that it is good that the meeting is scheduled and that the President of PT Ferro is attending. Supervisor Baltz further commented that he believes it is good to retain the leverage and that it will not hurt to give it one more month to square away the details with PT Ferro before paying the bill. Trustee Ryan commented that, coming from a contractor's standpoint, he believes PT Ferro should be get a partial payment and that the Board should be considering the fact that PT Ferro may do future work for the Highway Department. Trustee Ryan suggests that the Board consider adopting a responsible bidder ordinance. Trustee Wheeler commented that there are two issues that still need to be addressed with one being the deficiencies in the parking lot and one being the inaccurate invoice. A discussion continued regarding when the invoice was received, who is included in email communications between the Township and PT Ferro, who is handling the invoicing issues with PT Ferro, that Willett Hoffman is asking for PT Ferro to propose a design solution, etc.

Supervisor Baltz stated that everyone involved is committed to getting this resolved before the next Board meeting.

Motion made by Trustee Wheeler; seconded by Trustee Theobald to accept the **TOWN FUND & ASSESSOR'S BILLS** for **August 20, 2018**, as presented totaling **\$22,432.32**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

Motion made by Trustee Kopman; seconded by Trustee Ryan to accept the **GENERAL ASSISTANCE BILLS** for **August 20, 2018**, as presented totaling **\$700.04**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

Motion made by Trustee Ryan; seconded by Trustee Wheeler to accept the **ROAD AND BRIDGE BILLS** for **August 20, 2018**, as presented totaling **\$239,813.72**. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 5 Ayes, 0 Nays, 0 Absent. Motion carried.

CLOSED SESSION

No items for closed session.

ANNOUNCEMENTS:

The following announcements were made:

- a) Next Meeting – Monday, September 17, 2018, 7:00 p.m.
- b) Shredding Event – Saturday, October 13, 2018, 9:00 a.m. to 11:00 a.m.

Supervisor Baltz asked for any other announcements.

No other announcements were made.

ADJOURNMENT:

Motion made by Trustee Theobald; seconded by Trustee Kopman to adjourn the meeting at approximately 7:53 p.m. Roll call vote: Kopman – Aye; Ryan-Aye; Theobald-Aye; Wheeler-Aye; Baltz-Aye. 4 Ayes, 0 Nays, 0 Absent. Motion carried.

Respectfully submitted,

Kristin Cross, Clerk

