

MINUTES-BOARD OF TOWNSHIP TRUSTEES

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STATE OF ILLINOIS

DuPage County,           SS.

Township of Naperville,

THE BOARD OF TOWNSHIP TRUSTEES met at the office of the Township Clerk at 139 Water Street on November 9, 2010. Clerk Bertulis called the meeting to order at 7:55 p.m. The Pledge of Allegiance was said. Clerk Bertulis called the roll. Quorum was established.

PRESENT:	Gary Vician	Township Supervisor
	Carol L. Bertulis	Township Clerk
	Esin Busche	Township Trustee
	May Yurgaitis	Township Trustee
	David Wentz	Township Trustee

ABSENT:	Fred Spitzzeri	Township Trustee
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GUESTS:	Jack Flowers	5 South 220 Eagle Street, Naperville
	Janice Anderson	1527 Wedgefield Circle, Naperville
	Kurt Dorr	1505 Wedgefield Circle, Naperville
	Warren Dixon, Jr.	Naperville Township Assessor
	Kathleen Dixon	325 Cottonwood Lane, Naperville
	Harlan Dahlstrom	Aero Drive

**PUBLIC COMMENT:**

A welcome to the press and public was extended, with an invitation to speak to any issue on the agenda regarding township business. Resident Anderson inquired whether the Township Meetings could be changed to another date since they were in conflict with Naperville's City Council Meetings. Supervisor Vician indicated that they will proceed with a discussion on the matter under the New Business section of the agenda.

**APPROVAL OF MINUTES:**

Motion was made by Trustee Busche to approve the minutes of the regular meeting of October 12, 2010. Second by Trustee Wentz. There were a few typo corrections that needed to be made under the Highway Commissioner, Clerk, and Supervisor reports. The roll was called:

Ayes:	Busche, Wentz , Yurgaitis, Vician
Nays:	None
Absent:	Spitzzeri

**APPROVAL OF BILLS AND CLAIMS:**

Motion was made by Trustee Busche to approve the bills and claims against the Town Fund. Second by Trustee Yurgaitis. Trustee Busche read for the record the total Town Fund bills and claims before the Board which is \$216,770.60. The roll was called for the Town Fund:

Ayes: Busche, Yurgaitis, Wentz, Vician  
Nays: None  
Absent: Spitzzeri

Motion was made by Trustee Wentz to approve the bills and claims against the Road District Fund. Second by Trustee Busche. Trustee Wentz read for the record the total Road District bills and claims before the Board which is \$207,811.93. The roll was called for the Road Fund:

Ayes: Wentz, Busche, Yurgaitis, Vician  
Nays: None  
Absent: Spitzzeri

Motion was made by Trustee Yurgaitis to approve the bill and claims for Brooks, Adams & Tarulis. Second by Trustee Busche. Trustee Yurgaitis read for the record the total Tarulis Fund bills and claims before the Board which was \$536.25. Trustee Wentz recues himself from Check # 35610 in the amount of \$48.75 and Check # 35740 in the amount of \$487.50. There were no questions. The roll was called:

Ayes: Yurgaitis, Busche, Vician  
Nays: None  
Absent: Spitzzeri  
Recues: Wentz

**OLD BUSINESS:** None

**NEW BUSINESS:**

Resolution T-10-1109 to determine estimated taxes for FY 2011-12. Motion was made by Trustee Yurgaitis to approve the estimated taxes of \$1,958,270 for FY 2011-12. Second by Trustee Wentz. Roll was called:

Ayes: Yurgaitis, Wentz, Busche, Vician  
Nays: None  
Absent: Spitzzeri

Resolution R-10-1109 to determine estimated taxes for FY 2011-12. Motion was made by Trustee Busche to approve the estimated taxes of \$1,722,417 for FY 2011-12. Second by Trustee Yurgaitis. Roll was called:

Ayes: Busche, Yurgaitis, Wentz, Vician  
Nays: None  
Absent: Spitzzeri

Meeting Dates for 2011-12. Trustee Yurgaitis made a motion to hold the Meeting of the Township Board on the third (3<sup>rd</sup>) Tuesday of each month beginning in January 2011. Second by Trustee Busche.

Ayes: Yurgaitis, Busche, Wentz, Vician

Nays: None

Absent: Spitzzeri

Holidays for 2011. Assessor Dixon stated that Holidays do not need to be approved by the Board of Trustees but rather be set by the Assessor and Supervisor for their employees. It was noted that the Holiday Schedule as listed is correct.

**REPORTS:**

ASSESSOR DIXON: None

**HIGHWAY COMMISSIONER WOJASIAK:**

Salt Dome construction is complete, lights are in and it passed county inspection.

Protective concrete slabs for the pipelines are installed and will be filled in on Monday, Nov. 8<sup>th</sup>.

The Enbridge pipeline required 3” of foam, 1 ton of steel rebar, 11” of concrete and 30” of gravel for protection.

Doors for salt domes are not mandatory but soon will be. Ours will be installed shortly as our dome faces west and weather could cause run-off into the wetlands to our south and would generate an EPA violation.

I will be attending the TOI conference in Springfield.

We will finish leaf pick up on Nov. 19<sup>th</sup> and get the trucks ready for snow.

Stan Wojtasiak

Naperville Township Highway Commissioner

**TOWN CLERK BERTULIS:**

Just returned tonight from the TOI 2010 Annual Educational Conference and commented that there were about 900 township officials and staff (including walk-ins) that attended the meetings.

**SUPERVISOR VICIAN:**

Supervisor’s Report for November 9, 2010.

2010 Levy Proposal: Supervisor’s 3<sup>rd</sup> Proposal for the 2010 Town Levy-\$1,835,000.

The 2009 Levy proposal amount was \$1,842,390 and we carried over additional excess funds due to reductions in expenditures last year. We will be increasing the General Assistance Levy back to the 2003 levels due to expected continuation of requests for assistance.

Proposal to Payoff Naperville Township Debt: The Supervisor proposes to use a portion of our invested carry over funds to pay off the Township Bonded Debt of \$325,000. Over the next six years this will have a net amount saved by the Township of \$22,793 in interest payments. At the current and projected interest rates we will collect \$45,500 interest in the next seven years. Over those years we will pay out \$68,293 in interest payments. We will

have a net gain of \$22,793 by paying off our debt. Each year after the payoff we will be investing the \$56,000 that is currently budgeted for paying down our bonds.

Referendum Passed: The Homeowner leadership is being contacted about setting up a committee to establish bids for the refuse haulers.

<b>NAPER TWP PROP REFUSE COLLECTION</b>		Total
Number of Precincts		31
Precincts Reporting		31 100.0 %
Vote For		1
Times Counted	1304/2528	51.6 %
Total Votes		1239
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Yes		801 64.65%
No		438 35.35%

Building: New signage on the building and A/C roof unit replaced.

DuPage County Supervisors met in October. The Downers Grove referendum passed to advise consolidating "Special Districts." The Downer Grove mayor calls for the elimination of Township government.

We have sent out payments to our service agencies: \$119,111.38

#### **General Assistance Director Millie Rodriguez:**

##### **Casework Update**

- October had 8 Emergency Assistance applicants, 7 of those were approved, totaling \$2,150.00 in assistance with rent, utilities and food.
- October had 5 new General Assistance applicants, 4 of which were approved.
- There are currently 18 active General Assistance clients (at \$245 per month is \$4,410 for the month **not** including medical expenses) and 1 pending approval.
- 26 Access DuPage applications were taken in October.
- \$1,075 of our Salvation Army allocation was used in October to help 11 Naperville residents with utilities, rent and prescriptions.

##### **Our Adopt-A-Family/Child program is underway**

1. Families will be invited to register.
2. Only families that have received Emergency Assistance through the Township within the last 12 months will be invited to register.
3. Invitation letters mailed out the week of October 4, 2010.
4. Registration will be October 12 – November 12, 2010. (**Copy of current lease/mortgage and birth certificates for children are required to register**)
5. Families will be notified by December 1<sup>st</sup> on the status of their application.
6. Pick up will be December 13-17, 2010.

**Pete Dixon** Meade Electric was here for second time to replace outside lighting on building; Elevator inspection done; LIHEAP appointments for October: (56)

Call Log:  
**INCOMING  
 CALLS  
 OCTOBER 2010**

	<b>Grand Total</b>
	<b>All Weeks</b>
	<b>(Individuals)</b>
City	25
Assessor	46
Road Dist	6
Misc	35
Gary	12
Cindy	12
Carol	20
Gianno	1
Millie	289
Jan/Mike	14
Jenny	31
Pete	76
RTA	27
Adopt-A-Family	28
<b>Total Daily Calls (All)</b>	<b>622</b>

**Jenny Dawley-Senior Services**

It's been a busy, but productive month. The Senior & Veteran Health & Wellness Fair was an overwhelming success with 57 vendors present. There were 7 vendors that called the day before the event that wanted to be included and had to be turned away for this year due to lack of space. We put them first on next year's list☺ Out of 57 vendors, 40 returned their feedback forms and all 40 requested to be invited back next year.

There were approximately 30 flu shots given to Township employees and spouses. We haven't gotten the exact number as yet because we have not received the billing. Over 75 flu shots were given to the public at large, using Medicare or private pay.

Over 50 thank you e-mails were sent to vendors, 10 were sent via post, over 60 pictures were taken and exchanged.

Next year's event has been posted a little earlier (from feedback) on 28 September 2011.

The Scout Leaf Raking Event is being done this Saturday, 6 Nov 2010. We have 18 seniors from the Township benefiting from the Scouts efforts.

Along with 4 parishioners from Hope United Church of Christ, 180 pink tulip bulbs were planted at the Township Building in support of the American Cancer Society's awareness of breast cancer.

Brian Crotty collected 719 bags of clothing to be distributed to the homeless vets in Chicago as part of his Community Service project. The Township Building was used as a drop-off point.

Work done by the numbers this month:

121 telephone calls  
15 Ride DuPage applications  
59 RTA SR Ride Free Applications taken & mailed to RTA  
3 RTA renewals processed  
4 Ride DuPage Complaints handled  
11 Loan Closet transactions & 2 thank you notes for donations received  
1 Ride-To-Work application  
2 RTA Disabilities Cards processed  
8 Medicare Part D questions  
8 Circuit Breaker applications  
1 Handicap Parking Placard issued  
2 Office Appointments averaging 30-35 minutes each

2 Absentee voter applications processed

Meetings attended:

TRIAD organizational meeting 1 hour

Radio interview- Kevin Dolan -1 hour

IAPCC meeting 2 hours

The Thanksgiving Luncheon for Township employees will be on Nov 19<sup>th</sup>, Friday, from 1130-1300 hours in the Board Room, 1<sup>st</sup> Floor. Signup sheet is on the board below calendars in hallway, First Floor of Township building. All Township employees are invited to attend.

Upcoming events:

The Township TRIAD is sponsoring a Medicare panel presentation & discussion in the City Council Chambers on Nov. 10<sup>th</sup> @ 1000 hours. The public is invited and encouraged to attend. Medicare, especially Part D, open enrollment season starts on Nov 15<sup>th</sup>. Calls have already started so we were hoping to get out as much info as we could prior to open enrollment season. Please help us pass the word.

### **Veterans and Senior Assistance: Jan Barbour**

- Continue to update the Ride DuPage client list to add new and remove deceased clients. Total 1082 at this time
- Reviewed Loan Closet inventory, contacted people who have not returned or renewed equipment loaned to them
- Researched the original Naperville and Lisle Township TRIAD agreement signed in 1998. Application to the Attorney General's Office to change the name to Southwest DuPage Triad will be made when the new by-laws are approved. New by-laws will list Naperville and Lisle Townships as charter members of the Southwest DuPage TRIAD. We are trying for a July 1<sup>st</sup> installation of officers. Moving the Township from total ownership of TRIAD will enable the organization to maintain a treasury and apply for 501 (c)3 status

- Assembled copies of applications, rental requests, vendors' letters, photos, and response cards etc. from the Senior and Veterans Health and Wellness Fair in binder for future reference.
- Gathered resources and strategies for dealing with the Medicare Part D open enrollment beginning November 15.

### **October Veterans Community Relations Recap - Mike Barber**

- Veterans Report for the Health Fair
  1. According to the Veterans Administration team they talked to 150+ Veterans. They signed up 62 for VA healthcare and took care of a myriad of problems that the Veterans had with the VA. They are currently doing follow up with all the applications and taking care of problems for the Veterans.
  2. The DuPage Veterans Assistance Commission talked to and saw a large number of Veterans. They actually were working with the VA that day sending people over to their area.
  3. Eric Salcedo from the Illinois Attorney General's Office was next to the VA and he said he saw and answered questions for well over 200 people. There were a lot of questions about the VA benefit called Aid and Attendance.
  4. Jan and I did a tremendous amount of networking with the various Veterans agencies as well as exhibitors who can help the Veterans with their problems
- Jan and I attended the Veterans Fair that was sponsored by the College of DuPage Student Veterans Association and the Illinois Dept. of Veterans Affairs. Saw many young Veterans who live in the area and we were able to network with many government agencies
- Vacation from 10/20 to 10/27
- Attended a Life Transition Seminar that was sponsored by Linden Oaks. Got great information and networked with the VA, IDVA and several attendees that will be of help in the future to help alleviate Veterans problems
- I fielded phone calls from 10 Veterans this month and was able to point them in the right direction to get problems solved
- I met with Donna Fagan, the Chief of Administrative Services for the VA at Hines. She wants to continue outreach in our area. She is extremely pleased with the cooperation of Naperville Township. Donna said she would like to have a representative at the Township for a half day each month. She would also like to have someone from the VA talk to the local Service Clubs, etc. We will be putting these visits and programs together over the next few months.
- I submitted a grant request to the City of Naperville for SECA funds to help defray the cost of the Senior and Veterans Health Fair.

- I have coordinated a Veterans program with Jefferson Junior High to be held on 11/16
- Jan and I will be attending a Veterans Day breakfast to be held by District 203
- I am giving a Keynote address at Kennedy Junior High on Veterans Day.
- I will be attending a luncheon to honor Veterans that is being hosted by the DuPage County Bar Association
- We coordinated a program with Brian Crotty of Kennedy Junior High to collect clothing items for homeless Veterans in the Chicago area. The drop off point was Naperville Township. Several newspaper articles highlighted the fact that the township offices were the drop off point

The one thing that has happened over the past several months is that even though everyone knows that Jan and I are affiliated with the VFW, now they view us as the Veterans Community Relations Team for Naperville Township. They know what we do and the passion that we have brought to the position. As some of this networking and programs we are talking about come to fruition over the first half of 2011 it will definitely put Naperville Township in a positive light to the public.

**Gianno Caldwell:**

During the month of October I have added value to the township in many areas here are the most notable.

- 1) Enhanced the design of the township website
- 2) Created PowerPoint presentations for the Health & Wellness Fair
- 3) Designed feedback forms for the Health & Wellness Fair in order to obtain valuable information from the vendors that attended the event
- 4) Worked the Health & Wellness Fair and also brought in additional volunteers
- 5) Drafted the monthly meeting minutes along with Carol
- 6) Applied for and received grants from Target and Wal-Mart corporations
- 7) Created and implemented the first electronic General Assistance online application. This put Naperville Township ahead of over 1,400 townships in regards to customer service and technology surrounding the General Assistant application. According to Township Officials of Illinois, this is the first electronic Pre-Screen application in their history to be on-line.

**TRUSTEES:**

Trustee Busche: No report.

Trustee Yurgaitis:

Reported that she learned at the Township Officials of Illinois (TOI) Meeting that there are IMRF forms that the Townships are using that we may be able to use.

Trustee Wentz:

Reported that in one of the Township Officials of Illinois (TOI) sessions he attended there was a discussion on the different types of projects the Townships were working on that were examples of collaborating with other organizations. Trustee Wentz told the group about Naperville Township's Senior Fair that was organized and held in September 2010. He told them there were about 50 vendors there to answer questions to the seniors and presented them with informative materials. Also, Trustee Wentz mentioned there were many Veterans that signed up on that day as well for Veteran services.

Trustee Spitzzeri: No report

**EXECUIVE SESSION:**

Motion to go into Executive Session by Trustee Wentz and seconded by Trustee Yurgaitis. A voice vote taken, all ayes. Adjourned to Executive Meeting at 8:31 p.m. Returned to regular session at 8:31 p.m.

**OTHER BUSINESS:** None.

Supervisor Vician asked for a motion to adjourn, which was so moved by Trustee Spitzzeri and seconded by Trustee Busche. A voice vote was taken: all ayes. The meeting adjourned at 8:32 p.m.

Date: November 9, 2010

Township Clerk: \_\_\_\_\_

Supervisor: \_\_\_\_\_