

NAPERVILLE TOWNSHIP BOARD OF TRUSTEES
Open Session Meeting Minutes Taken Tuesday, November 5, 2013
Naperville Township Office, 139 Water Street, Naperville, Illinois 60540

1.0 CALL TO ORDER:

Supervisor Rachel Ossyra called the meeting to order commencing at 7:30 p.m.

2.0 PLEDGE OF ALLEGIANCE:

Supervisor Ossyra led the meeting in the Pledge of Allegiance.

3.0 ROLL CALL AND ESTABLISHMENT OF A QUORUM:

Town Clerk Barry Greenberg called the Roll; the Supervisor and all Trustees being present, Greenberg announced that a quorum was present for the purpose of conducting the meeting. Present: Janice Anderson, Kerry Malm, Rachel Ossyra, Paul Santucci, and Robert Wegner. Also present are Highway Commissioner Stan Wojtasiak, Assessor employee Warren Dixon III, and Legal Counsel Steve Adams. Township residents in attendance this evening are listed on the attached Board of Trustees Regular Meeting Sign-In Sheet.

4.0 ADDENDA TO THE AGENDA:

None.

5.0 WELCOME TO THE PUBLIC AND PRESS:

Supervisor Ossyra invited community members to speak for up to 3 minutes.

6.0 APPROVAL OF MINUTES:

Upon Motion to Approve the October 22, 2013 Regular Meeting Board Minutes by Santucci and Seconded by Wegner, and there being no discussion: Greenberg called the Roll, and the Motion to Approve passed unanimously.

Ayes: Anderson, Malm, Ossyra, Santucci, and Wegner. Nays: None. Absent: None.

7.0 APPROVAL OF BILLS AND CLAIMS:

7.1 Upon Motion to Approve payment of Town Fund bills and claims in the amount of \$139,588.51 by Malm and seconded by Anderson, and there being no discussion: Greenberg called the Roll, and the Motion to Approve passed unanimously,

Ayes: Anderson, Malm, Ossyra, Santucci, and Wegner. Nays: None. Absent: None.

7.2 Upon Motion to Approve payment of Road Fund bills in the amount of \$70,943.69 by Wegner and seconded by Malm, and there being no discussion: Greenberg called the Roll, and the Motion to Approve passed unanimously.

Ayes: Anderson, Malm, Ossyra, Santucci, and Wegner. Nays: None. Absent: None.

8.0 PRESENTATIONS AND SPECIAL RECOGNITION:

None.

9.0 OLD BUSINESS:

9.1 Ossyra discussed the Social Services Grant process; wants the Board to consider its development for the January (2014) Budget. Ossyra thanked Anderson for her assistance in developing the information. Ossyra and Anderson reported Township program history and services. Ossyra commented that there had been no structured process in place by the previous administration, and indicated some options available. She also discussed the philosophy of the process, and that there will have to be cuts next year. She indicated that a Memorandum of Understanding should always be used before granting funds. Wegner supports the application process and the philosophy behind it. Malm wants accountability, as well as the specifics regarding who is being served and how the services are provided. Legal Counsel Adams suggested that it is critical to have early communication with the recipient partners who may have come to rely on the Township grants. Ossyra reiterated these points as well. Reduction and realignment are also focal points. The Trustees are going to work together to create a first draft for the next Board meeting, by December 5th (2013).

10.0 NEW BUSINESS:

10.1 Upon Motion to Approve a Resolution Adopting Naperville Township 2014 Holiday Schedule (Resolution T-13-1105-01) by Malm and Seconded by Anderson, and following discussion: Greenberg called the Roll, and the Motion to Approve passed unanimously.

Ayes: Anderson, Malm, Ossyra, Santucci and Wegner. Nays: None. Absent: None.

10.2 Ossyra reviewed the investment of Township funds. Discussion ensued regarding moving funds at the optimum times to local qualified institutions. Upon Motion to Approve by Malm and Seconded by Santucci, and there being no further discussion: Greenberg called the Roll, and the Motion to Approve passed unanimously.

Ayes: Anderson, Malm, Ossyra, Santucci and Wegner. Nays: None. Absent: None.

11.0 REPORTS:

11.1 Township Assessor Warren Dixon, Jr. reported that his Office has just finished Hearings. He thanked Warren Dixon III, who handled county level hearings. He also reported on the status of Assessor employee levels.

11.2 Highway Commissioner Stan Wojtasiak reported via packet submitted prior to the Meeting.

11.3 Town Clerk Barry Greenberg reported filing a Lien with the County Recorder for unpaid services related to grass and weed control. He had a meeting with the DuPage County Recorder, Fred Buchholz, and as a result, Greenberg suggested that an account with the Recorder's office should be established in order to receive significant recording fee discounts. Greenberg also reported consultation with Township legal counsel relating to

research and reporting of information leading to an enforcement Ordinance pertaining to weed and grass control, indicating that such an Ordinance would be helpful for the Township.

11.4 Supervisor Ossyra discussed highlights of the packet material she provided, including that she is working to migrate to a QuickBooks accounting system, and her discussions with DuPage County relating to IT services. She reported that an Identity Theft and Confidentiality training workshop is upcoming, and that Passport training for one Staff member has been completed.

11.5 Trustee Anderson had no report. Trustee Malm reported that the Township was well represented at the 360 Youth Services fundraiser recently. Trustee Santucci reported how well done the 360 event was run and that he plans to attend the TOI Conference next week. Trustee Wegner reported that the 360 Gala was lovely and recommends that the Township set up a site visit to see its housing program.

11.6 Legal Counsel Adams reported that he has worked with Ossyra on matters to come before the Board in the near future and with Greenberg on Ordinance creation.

12.0 CLOSED SESSION:

None.

13.0 RETURN TO OPEN SESSION:

Not applicable.

14.0 ADJOURNMENT:

Upon Motion to Adjourn by Malm and Seconded by Santucci, and there being no discussion: Greenberg called for a Voice Vote, and the Motion to Adjourn passed unanimously at 10:10 p.m.

Ayes: Anderson, Malm, Ossyra, Santucci and Wegner. Nays: None. Absent: None.

Respectfully submitted,



Barry Greenberg
Naperville Township Clerk



Rachel Ossyra,
Naperville Township Supervisor