

MEETING MINUTES
BOARD OF TRUSTEES - WINFIELD TOWNSHIP
HELD March 14, 2016
7:00 P.M.

The regular meeting of the Board of Trustees of Winfield Township, DuPage County, Illinois was held in the Township Office in West Chicago, March 14, 2016.

Supervisor Smith called the meeting to order at 7:00 p.m. The clerk called the roll and the following members of the Board were physically present, Trustees: Don Voelz, Mary Ann Manna, Dave Tornnga, Jerry Ruzicka and Supervisor Dona Smith.

Also present were Assessor Mark Malay, Highway Commissioner John Dusza and Clerk Clifford Brown. Present in the audience was Highway Department employee, Mary Gould.

Supervisor Smith led the Pledge of Allegiance to the Flag.

The minutes of the February 8, 2016 meeting of the Board of Trustees had been distributed to the Board. A motion was made by Trustee Voelz seconded by Trustee Manna to approve the minutes. By roll call vote: Trustee Voelz "aye", Trustee Manna "aye", Trustee Tornnga "aye", Trustee Ruzicka "aye" and Supervisor Smith "aye". The motion carried unanimously.

AUDIENCE PARTICIPATION

None.

CORRESPONDENCE RECEIVED

None.

BOARD AUDIT REPORT

Copies of the final listing of bills for the period 02/09/16 to 03/14/16 had been distributed to the Board. A motion was made by Trustee Voelz seconded by Trustee Tornnga to approve payment of the bills on the report that included:

Town Fund	\$ 101,604.52
General Assistance Fund	9,496.98
General Road Fund	25,943.22
Permanent Road Fund	65,446.87
Equipment & Building Fund	0.00
IMRF Road District Fund	2,987.58
Social Security Road Fund	2,441.02
Liability Insurance Road Fund	<u>0.00</u>
Total All Funds	\$207,920.19

By roll call vote: Trustee Voelz “aye”, Trustee Manna “aye”, Trustee Tornga “aye”, Trustee Ruzicka “aye” and Supervisor Smith “aye”. The motion carried unanimously.

ELECTED OFFICIALS MONTHLY SALARIES

A motion was made by Trustee Ruzicka seconded by Trustee Voelz that elected officials wages shall be paid the end of March 2016 for the month of March 2016. By roll call vote: Trustee Voelz “aye”, Trustee Manna “aye”, Trustee Tornga “aye”, Trustee Ruzicka “aye” and Supervisor Smith “aye”. The motion carried unanimously.

OLD BUSINESS

Resolution 2016-1 Local Government Week and Open House
Approved at the February 2016 Board Meeting.

Financial Audit Proposals
Proposal by Mueller accepted at the February 2016 Board Meeting.

NEW BUSINESS

Monthly Financial and Investment Reports
Information only, no action required.

Annual Town Meeting Agenda
The Agenda for the Annual Town Meeting had been distributed to the Board. A motion was made by Trustee Manna and seconded by Trustee Tornga to approve the Agenda. By roll call vote: Trustee Voelz “aye”, Trustee Manna “aye”, Trustee Tornga “aye”, Trustee Ruzicka “aye” and Supervisor Smith “aye”. The motion carried unanimously.

Renewal of contract for Sitarz Landscape and Maintenance
The Sitarz Landscape and Maintenance contract had been distributed to the Board. Supervisor Smith discussed the contract with the Board. A motion was made by Trustee Tornga and seconded by Trustee Manna to approve the contract. By roll call vote: Trustee Voelz “aye”, Trustee Manna “aye”, Trustee Tornga “aye”, Trustee Ruzicka “aye” and Supervisor Smith “aye”. The motion carried unanimously.

Township Perspective Magazine 75th Anniversary Ad
Supervisor Smith had distributed a letter from TOI and a copy of our previous ad commemorating 100 years of TOI. A motion was made by Trustee Tornga and seconded by Trustee Manna to approve the expenditure. By roll call vote: Trustee Voelz “aye”, Trustee Manna “aye”, Trustee Tornga “aye”, Trustee Ruzicka “aye” and Supervisor Smith “aye”. The motion carried unanimously.

Transfer of Appropriation 16-001 (General Road Fund)

The Transfer of Appropriation (moving a portion of a budget line item to another line item within the same fund) had been distributed to the Board. Highway Commissioner Dusza discussed the proposed transfer with the Board. A motion was made by Trustee Tornga and seconded by Trustee Manna to approve the transfer. By roll call vote: Trustee Voelz “aye”, Trustee Manna “aye”, Trustee Tornga “aye”, Trustee Ruzicka “aye” and Supervisor Smith “aye”. The motion carried unanimously.

Transfer of Appropriation 16-002 (General Road Fund)

The Transfer of Appropriation (moving a portion of a budget line item to another line item within the same fund) had been distributed to the Board. Highway Commissioner Dusza discussed the proposed transfer with the Board. A motion was made by Trustee Ruzicka and seconded by Trustee Voelz to approve the transfer. By roll call vote: Trustee Voelz “aye”, Trustee Manna “aye”, Trustee Tornga “aye”, Trustee Ruzicka “aye” and Supervisor Smith “aye”. The motion carried unanimously.

ON-GOING BUSINESS

Citizen Corps Report

Supervisor Smith had distributed a flyer for a CERT full-scale hazmat training exercise including Elmhurst Memorial Hospital on April 5th. She discussed CERT plans to incorporate Northwestern Medical employees and DuPage Animal Control employees. She said there were 80 new volunteers enrolled in basic CERT training beginning on March 17th

Big Woods Cemetery Report

Supervisor Smith reported that a Boy Scout from Winfield Township was interested in working on an Eagle Scout project at the cemetery. Also, Dave Bailey and the Sons of the Union Veterans of the Civil War will provide a new head stone for Civil War veteran, Frank Hodges.

COMMENTS FROM ELECTED OFFICIALS

All of the elected officials joined Trustee Voelz who thanked all the volunteers who made the March 12th Open House a great success. Special thanks to Highway Commissioner Dusza and his crew for hosting the event.

Highway Commissioner Dusza commented on the following items:

Brush Removal – begins April 4

Chips – deliveries start in April

Equipment – ordering new Ford F550 to replace a 2003 vehicle

Forest Preserve District – several projects that impact the Road District

Salt – 2016 requisitions are submitted

Trees – tree removal and trimming are continuing

Supervisor Smith commented on the following items:

Statement of Economic Interest – notices have been sent. Deadline is May 2nd
Annual Town Meeting – Tuesday, April 12th, 7:00 pm at the Highway Department.
Township email addresses – technical points were discussed

There being no further business, a motion was made by Trustee Voelz seconded by Trustee Ruzicka to adjourn. By roll call vote: Trustee Voelz “aye”, Trustee Manna “aye”, Trustee Tornga “aye” Trustee Ruzicka “aye” and Supervisor Smith “aye”. The motion carried unanimously.

The meeting was adjourned at 7:39 p.m.

Respectfully submitted,

Approved by:



Clifford A. Brown, Clerk



Dona L. Smith, Supervisor