

MEETING MINUTES
BOARD OF TRUSTEES - WINFIELD TOWNSHIP
HELD November 16, 2015
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, November 16, 2015.

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 present, Trustees: Don Voelz, Dave Tornnga, Jerry Ruzicka and Supervisor Dona Smith. Trustee Mary Ann Manna was not present.

Also present were Assessor Mark Malay, Highway Commissioner John Dusza and Clerk Clifford Brown.

Supervisor Smith led the Pledge of Allegiance to the Flag.

The minutes of the October 12, 2015 meeting of the Board of Trustees had been distributed to the Board. A motion was made by Trustee Tornnga seconded by Trustee Volez to approve the minutes as corrected. By roll call vote: Trustee Voelz, Trustee Tornnga "aye", Trustee Ruzicka "aye" and Supervisor Smith "aye". The motion carried unanimously.

AUDIENCE PARTICIPATION

None.

CORRESPONDENCE RECEIVED

Supervisor Smith passed around a 'thank you' card from the Highway Department employees in appreciation for the recent Employee Appreciation Dinner. Highway Commissioner Dusza had distributed two items: a 'thank you' letter from Township residents, Renee Caputo and Family, for special care in taking down their ancient Burr Oak tree; a 'thank you' email from Township resident Joan Forsberg for excellent leaf pickup service.

BOARD AUDIT REPORT

Copies of the final listing of bills for the period 10/13/15 to 11/16/15 had been distributed to the Board. A motion was made by Trustee Voelz seconded by Trustee Ruzicka to approve payment of the bills on the report that included:

Town Fund	\$ 111,799.40
General Assistance Fund	17,098.70
General Road Fund	29,714.47
Permanent Road Fund	97,560.99
Equipment & Building Fund	4,882.46
IMRF Road District Fund	3,078.79
Social Security Road Fund	3,867.86
Liability Insurance Road Fund	<u>0.00</u>
Total All Funds	\$268,002.67

By roll call vote: Trustee Voelz “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 November 2015 for the month of November 2015. By roll call vote: Trustee Voelz “aye”, Trustee Tornga “aye”, Trustee Ruzicka “aye” and Supervisor Smith “aye”. The motion carried unanimously.

OLD BUSINESS

Blue Cross Blue Shield Health Insurance Policy Renewal

Approved at the October 2015 Board Meeting. Supervisor Smith noted she had met with employees to discuss various changes and they seemed pleased with the new policy provisions.

NEW BUSINESS

Monthly Financial and Investment Reports

Information only, no action required.

Ordinance #2015-05, Proposed Township Tax Levy

The Tentative Township Tax Levy had been distributed to the Board. Supervisor Smith discussed the Levy and asked for questions from the Board. The Township Tax Levy is scheduled for vote at the December 2015 Board Meeting.

Ordinance #2015-06, Proposed Road District Tax Levy

The Tentative Road District Tax Levy had been distributed to the Board. Highway Commissioner Dusza discussed the Levy and asked for questions from the Board. The Road District Tax Levy is scheduled for vote at the December 2015 Board Meeting.

Resolution #2015-2 Holiday Schedule for 2016

The Holiday Schedule for 2016 had been distributed to the Board. A motion was made by Trustee Tornga seconded by Trustee Voelz to approve the Holiday Schedule for 2016. By roll call vote: Trustee Voelz “aye”, Trustee Tornga “aye”, Trustee Ruzicka “aye” and Supervisor Smith “aye.” The motion carried unanimously.

Board Meeting Dates for 2016

The Board Meeting Dates for 2016 had been distributed to the Board. A motion was made by Trustee Tornga seconded by Trustee Ruzicka to approve the Board Meeting Dates for 2016. By roll call vote: Trustee Voelz “aye”, Trustee Tornga “aye”, Trustee Ruzicka “aye” and Supervisor Smith “aye.” The motion carried unanimously.

ON-GOING BUSINESS

Citizen Corps

Supervisor Smith had distributed the November 2015 CERT Newsletter to the Board.

Big Woods Cemetery Project

Supervisor Smith discussed plans to register the cemetery as a national historic place. She commented on a contact she made with the Aurora Historical Society.

COMMENTS FROM ELECTED OFFICIALS

All the elected officials joined Trustee Tornga who thanked Supervisor Smith for an outstanding job on the Annual Employee Appreciation Dinner. Assessor Malay commented on the TOI Annual Educational Conference, noting the conference was a worthwhile experience.

Highway Commissioner Dusza commented on the following items:

Annexation of Road District Property – Highway Dept property to be annexed into City of West

Chicago. Nothing should change for the property.

Equipment – waiting for invoice for John Deere Skid Steer.

Fuel Agreement – City of West Chicago is using our tank while theirs is down

Handbooks – going to every other year publication to save money

Homeowners Associations Meetings – High Lake 11/12/15, Northwoods 11/17/15

Leaf Removal – started 11/9/15 as scheduled

Paving/Patching 2015 – met with contractor on quantities, will pay invoice upon receipt

MFT Funds – State will not disburse these funds (even though they are not part of the budget)

No Parking Tickets – speed limit reduced to 25 mph in River Glen area and on Forestview Av

Recycle Event – scheduled for October 1, 2016

Road Inspection – thank you for participating

Shouldering – delayed start due to leaf pickup

Trees – beginning trimming and removal

Williams Road Bridge Project – grand opening held November 14th, damage to Williams Road to be repaired

Supervisor Smith commented on the following items:

TOI Conference – November 8-10. This was very good and we learned a lot.

TOI Mighty Message awards – we won Best Township Program: Recycling Extravaganza and Best Newsletter

Quick Books – we will be switching over and will start Quick Books with the new fiscal year.

High Lake Homeowners' Association Newsletter, autumn 2015, was distributed.

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 Tornga “aye” Trustee Ruzicka “aye” and Supervisor Smith “aye”. The motion carried unanimously.

The meeting was adjourned at 7:34 p.m.

Respectfully submitted,



Clifford A. Brown, Clerk

Approved by:



Dona L. Smith, Supervisor