



**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

MINUTES OF THE REGULAR MEETING June 8, 2022

1. CALL TO ORDER: The Regular Meeting of the Board of Township Trustees was called to order by Supervisor Hewitt at 7:30 p.m. The board utilized the Zoom platform to remotely include attendees to the meeting. Following the meeting it will be available to the public via YouTube. Lisle Township residents were able to provide public comment via Google form on the internet prior to the meeting.

Pledge of Allegiance

2. Roll Call:

Physically Present: Supervisor Diane Hewitt
Trustee Christy McGovern
Trustee Jean Page
Trustee Lisa Rose
Assessor John Trowbridge
Highway Commissioner Ed Young
Clerk Debbie Pawlowicz

Present Electronically: Trustee Autumn Geist, Deputy Clerk/Finance Director Bill Green, Attorney Ed Mullen, Tiye Robinson, Jo Magliocco, Lew Wilson, Mindy Schneiderman, Jim Larouere, Sandra Teague

Others Present: Patrick Callahan, Bill Palm, Ronald Ben, Charlie and Patty Souhrada

3. Public Comments: Lew Wilson, Ronald Ben, Charlie Souhrada and Bill Palm spoke to DuPage County's conditional use for a daycare on Chicago Ave., the vacation of right of way and traffic. A resident residing at 6S364 Newcastle Rd. submitted digital public comment regarding the same topic.

4. Approval of the May 11, 2022 Minutes:

Trustee Rose made a motion to table the minutes of May 11, 2022.

Motion was seconded by Trustee Page 4-1 Motion passed.

5. Approval of the Agenda for the Special Town Hall

It was requested to move the public comment up directly after the election of a moderator/parliamentarian.

Trustee Rose made the motion to approve the agenda for the Special Town Hall Meeting.

Motion was seconded by Trustee McGovern 5-0 Motion passed.

6. Presentation from Pat Callahan of Studio GC Architecture and discussion of first round of Community Center Discussions

Architectural plans for a two story, 13,000 square foot building were presented. Senior programming is dedicated to the 1st floor that would accommodate 230 people. A ramp will be used to the lower level that would potentially house the food pantry and offices. Pat Callahan is working on reverse engineering a structure based on our needs. It is possible to make the project near net zero.

7. Presentation from Dr. Mindy Schneiderman and Approval of Proposal for Long Term Strategizing, with community surveys from the Northern Illinois Strategic Management, Policy and Community Development Center for Governmental Studies

A three-year Strategic Planning Proposal was presented. It will include input from our stakeholders. Mail Survey: Cost of \$12,500 to reach 1800/120,000 households in the township. Consultation on Questionnaire Design: Cost of \$450. Conduct Focus Groups: Cost of \$1,000 per group with additional \$150 for Spanish speaking facilitator. All to be completed by December 31, 2022.

**Trustee Page made a motion to approve the proposal for Long Term Strategizing.
Motion was seconded by Trustee Rose 5-0 Motion passed.**

8. Proposal from Sandra Teague and Approval for hiring Connor and Gallagher as consultants for Human Resources best practices, recruiting and implementation

Advisory Services can be purchased in blocks of 5, 10 or 20 hours to use as needed. A 20-hour block at \$110.00/hour is being chosen to start the relationship.

**Trustee McGovern made a motion to approve hiring Connor and Gallagher as consultants for Human Resources best practices, recruiting and implementation.
Motion was seconded by Trustee Page 5-0 Motion passed.**

9. Approval of Contract for services for translation when needed by the DuPage Federation on Human Services Reform

This is an on-demand service with cost of \$74.00 per hour or \$1.65 per minute.

**Trustee Page made to approve contract for services for translation when needed by the DuPage Federation on Human Services Reform
Motion was seconded by Trustee McGovern 5-0 Motion passed.**

10. Discussion and Approval of hiring Thompson Coburn LLP for real estate attorney to help determine viability of offer.

A 30% discounted fee of \$495/hour will be charged. Expecting to purchase one to two hours at a time.

11. Trash and Recycling Update from Lake Shore Recycling

Trash stickers are sold at Jewel and Wannemakers. Total Tons year to date is 1373.00 Stickers Sold year to date equals 4000.

12. DEI Audit and Training Discussion from Tiye Robinson

Based off Illinois percentages of residents, it is recommended that the leadership of the organization create and implement a plan to recruit more diverse candidates. Lisle Township has 12 employees. Tiye Robinson held a two-day DE&I training for staff and was very helpful in the writing of the DE&I section of the handbook and reviewed the upcoming website to make sure it was reflective of our township.

13. Pride Proclamation

Supervisor Hewitt proclaimed that June 2022 is LGBTQIA+ Pride Month in the Township of Lisle.

14. Update on Mosquito Abatement Program

A detailed list of basins is being created for the placement of larvicide. Supervisor Hewitt and Karen Peck have received training from the Department of Public Health. The traps will signify if West Nile Virus has been detected to then increase adulticide.

15. Approval of Adulticide as Needed Spray Contract

The contract is with VDCI at \$45.50 a square mile that covers 50 square miles. This is a pay per spray per area needed.

**Trustee Page made a motion to approve the adulticide as needed spray contract.
Motion was seconded by Trustee Rose 5-0 Motion passed.**

16. Preview of the Website before it goes live

Website developer Jo Magliocco presented the new website. It was noted that the website needed more work and should be live next week.

17. Update on the Food Pantry:

For May 2022, the Food Pantry has served 790 households; 2172 individuals; 328 households with children under the age of 18; 686 children under the age of 18; 156 households responding yes to receiving food stamps.

18. Update on General Assistance and Emergency Assistance:

For May 2022, there were 15 General Assistance Cases with \$9,711.43 being granted. Food/Sundries totaled \$2,292.00; Rent totaled \$5,547.17. Further granted – Fuel totaled \$870.00; Water totaled \$952.26; Clothing totaled \$50.00. Assistance granted through the Salvation Army for a total of \$600.00 for rent. Passport services saw 9 applications. Also noted were 183 Caseworker calls; 9 LiHeap applications; 3 new RTA Registrations.

19. Update from Youth & Family Services Director:

Counseling and Career Counseling numbers for May 2022 - General Counseling support was provided to 29; General/Career Support Contacts (Calls/Emails, etc.) totaled 31 while the Total clients served equaled 60. The Job Clubs facilitated 4; Job Landings Celebrated 5. The total attendance equaled 32. Community Outreach: Prevention Leadership Team Communications Committee, Authored Mental Health Month article published in the Chicago Tribune about adverse childhood experiences, Postings to social media: Ongoing—Promoting LT services, distributing job leads, promoting community resources for residents

20. Update on Grants:

Lisle Township Community Center: Requesting \$1,000,000 Lisle Township committed to match \$1,000,000 Grant by: IL 11 CommunityFunding@mail.house.gov FY2023 Transportation, Housing and Urban Development Appropriations Community Project Funding Request – DECLINED

Lisle Township Community Center Option 1 (to be reimbursed for cost related to Covid-19; includes VOIP upgrade, computer upgrade & firewall protection, PPE, sanitizing materials): Requesting \$1,000,000 Lisle Township committed to match \$1,000,000 Grant by: (LARPA) through DuPage County – LETTER OF INTENT ACCEPTED

Lisle Township Community Center Option 2 (to be reimbursed for cost related to Covid-19; includes VOIP upgrade, computer upgrade & firewall protection, PPE, sanitizing materials): Requesting \$1,000,000 Lisle Township committed to match \$1,000,000 Grant by: (LARPA) through DuPage County – LETTER OF INTENT ACCEPTED

Food Pantry and Garden Expansion: Requesting \$1,000,000 (through Friends of Lisle Township) Lisle Township committed to match \$500,000 to Friends of Lisle Food Pantry Expansion. Grant by: Edward-Elmhurst Community Investment Fund

Dock Level Refrigerated Truck: Requesting \$25,000 Lisle Township committed to match \$40,000-\$80,000 + seeking other grants to reach \$140,000. Grant by: Northern Illinois Food Bank MORE DETAILS REQUESTED

Garden Soil Remediation and Mulch: Requesting \$5,000 from Lisle Community Service Corporation
Non-Payroll Expenses due to Covid-19: Requesting \$40,000 Grant by: Local American Rescue Plan Program through DuPage County. LETTER OF INTENT ACCEPTED

21. Update on Pace/Ride DuPage/Uber

Naperville and Lisle are having issues with not enough drivers, so Uber was offered to our riders. This cost is \$3000-\$5000/month.

22. Reports of Elected Officials:

Trustee McGovern: Thanked all the volunteer tutors and has started planning towards next year.

Trustee Page: The ground at the township garden is now warm enough to plant.

Highway Commissioner Ed Young: The culvert replacement on Greene Rd. has been completed.

Supervisor Hewitt: Highlights from last year were noted-It was stated that: the township is a million dollars under budget; created infrastructural changes; renegotiated contracts; updated technological tools; cut wasteful spending; created new opportunities and financing; studied, improved relations and work with surrounding township; created better return on investment; created a new website; increased transparency and accountability.

23. Audit of Expenditures:

**Motion by Trustee Rose to move to the audit of expenditures: seconded by Trustee Page
5-0 Motion Passed**

**Motion by Trustee Rose to approve the audit of expenditures: seconded by Trustee Page
5-0 Motion Passed**

The following total expenditures in each fund were reviewed:

Town Fund	\$64,798.68
General Assistance Fund	\$ 8,398.89
Road & Bridge Fund	\$ 3,957.74

24. Adjournment at 9:12 pm:

**Motion to adjourn was made by Trustee Page: seconded by Trustee McGovern
5-0 Motion Passed**

Respectfully Submitted,

Debbie Pawlowicz
Township Clerk

A YouTube video of the meeting can be found at <https://www.youtube.com/watch?v=IOVXuBC1umg>