



**LISLE TOWNSHIP
DUPAGE COUNTY, ILLINOIS**

MINUTES OF THE REGULAR MEETING October 12, 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. 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, Attorney Ed Mullen, Bernadette Adler (showing as William Green on screen)

Present: Rob Urgo, Pat Callahan

3. Public Comments:

Rob Urgo spoke regarding the stop signs at Primrose and South. Videos were sent of people ignoring the stop sign and noted that is consistent with 75% of the drivers he has witnessed. He suggests installing a speed bump at this intersection. Commissioner Young replied that speed bumps are not placed at stop signs and have not been typical because of plows. The Highway Department will be able to have the lines striped. Also suggested is that if there is a pattern to this problem to call Commissioner Young or the Sheriff's office.

4. Update about HR from Becky Shreer:

Supervisor Hewitt reported that offer letters are being extended. The Tuesday/Thursday receptionist position is being filled starting October 24. The Director of Youth & Family Services position has not been filled yet. The successful candidate will need licenses to be able to counsel in the State of Illinois. Bernadette Adler's role will be the Executive Assistant; the Operation Manager who will be responsible for financing has not yet accepted the position.

5. Presentation from Pat from Studio GC:

Site utilities and site survey to the building has been received. The general floor plan has been adjusted. There is an overlay for structural, plumbing, and mechanical. 3D elevations will be presented next month with stone and metal panels in the preliminary drawings to be attractive yet cost effective. Construction is approximately 9.8% higher today than the previous year. The cost at this point is around \$2,000,000. The Clerk is the only office that is shown to be shared in the rendering. It was noted that

this design is in the preliminary stages. The intent is to have all operations of current Township building move to the new building. The current Assessor's office lease with nine years remaining may be broken to accommodate the Assessor moving to the existing Township building.

The building currently being rented was put up for sale by the owner the day after the June 15th Special Town Hall meeting because the resolution was voted down. The Township did receive a letter prior to the meeting stating they had a buyer and was giving the Township the obligatory Right of First Refusal. It was stated that the Electors did not want to build or buy property because they were fed misinformation and didn't know what they were voting on. The community stakeholder survey will be the avenue that this project will be put before the public. There will be the specific question to the stakeholders asking if they would like a building to be built.

6. Appointment of Attorney to Develop a Township Foundation:

Three Trustees attended the Metropolitan Township Association educational seminar regarding foundations. The existing 501C3 for the Food Pantry (Friends of Lisle Township) was created because the Northern Illinois Food Bank required it to do so to receive food donations. The increase of the services required from our Food Pantry is creating a need for more funding. The intent to replace the existing foundation with a new one is to be sustainable and strengthen its ability to generate more income. In past meetings it was noted that a new foundation would be created so that funds can be used for other reasons beyond the Food Pantry. It was clarified that the time the Food Pantry ran out of supplies was not for a lack of funding but for a lack of space to store more donations. Plus, other townships are having the same problem with not having enough food. The attorneys will advise if it is possible and cost effective to create a new 501C3 or revise the existing one. It should take between three and six months to create.

Trustee Rose made a motion to hire Airdo Werwas, LLC.

Motion was seconded by Trustee McGovern.

5-0 Motion passed.

7. Approval of the 2021-2022 Audit:

The operating expenses were down approximately \$948,000 and should be noted in the financial statement.

Trustee Page made a motion to table the 2021-2022 Audit.

Motion was seconded by Trustee McGovern

5-0 Motion passed.

8. Approval of the September 14, 2022 Minutes:

Trustee McGovern made a motion to approve the minutes of the September 14, 2022, Regular Meeting. Motion was seconded by Trustee Page

5-0 Motion passed.

9. Public Notice to Amend the Fiscal Year 2022-2023 Budget:

To follow next month.

10. Approval of Hiring Staff Members Advertised:

As mentioned prior, a part time receptionist has been hired. The code gives the Supervisor the right to hire and fire employees. The part of the statute that gives the Board authority is that the Trustees can set compensation if determined as necessary. The Board adopted the Employee Manual in April that says the Supervisor sets the salary. That section would need to be overwritten.

11. Update on the Food Pantry:

For September 2022, the Food Pantry has served 943 households; 2829 individuals; 303 households with children under the age of 18; 782 children under the age of 18; 166 households responding yes to

receiving food stamps. There is a growing need due to the economy changing. Illinois does not have a specific qualification to receive. It is a self-attestation.

12. Update on General Assistance and Emergency Assistance:

For September 2022, there were 17 General Assistance Cases (12 EA-5 GA) with \$14,554 being granted. Clothing totaled \$100.00; Food/Sundries totaled \$2,142; Rent totaled \$11,492; Gasoline totaled \$820. One Salvation Army grant totaling \$600; Passport services saw 9 applications. Also noted were 208 Caseworker calls; 6 new RTA Registrations; 26 Liheap Applications. The Supervisor raised the amount of renal assistance distributed from \$750 to \$1500 per recipient per month for this year. Amounts will be revisited at next budget.

13. Reports of Elected Officials:

Highway Commissioner Young: The Highway Department hosted the Car Care Clinic the past Saturday and had a record number of cars at 78. All the summer work is done except for the striping discussed previously. Reclamite is scheduled for next Thursday and Friday. Animals usually stay away from the reclamite.

Trustee Geist: Attended Dancing with the Celebrities. It was a great experience and benefits the Job Club.

Trustee McGovern: Tutoring with the Township will be held on October 18 at 5:00 pm-6:00 pm at the Lisle Park District Door 5. RSVP through links on newsletter or website.

Trustee Page: October 29 at 9:00 am will be the official cleanup of the garden. Harvest adds up to 20-30 pounds three times a week.

Supervisor Hewitt: Human Resource programs and procedures are being updated.

14. Audit of Expenditures:

Motion by Trustee Rose to move to the audit of expenditures: seconded by Trustee McGovern.

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	\$ 34,841.13
General Assistance Fund	\$ 24,117.08
Road & Bridge Fund	\$ 19,404.28

15. Executive Session

None

16. Adjournment: 8:30 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=6-phQifGIM&t=91s>