

Plainfield Township Board of Trustees Minutes from March 12, 2008

STATE OF ILLINOIS)
WILL COUNTY) **S.S. Approved Minutes**
TOWN OF PLAINFIELD)

THE BOARD OF TRUSTEES met at the Office of Town Clerk at 6:00 p.m. on March 12, 2008

PRESENT:

John Argoudelis	Supervisor
Ken McCafferty	Town Trustee
Paul Pesavento	Town Trustee
Chuck Willard	Town Trustee
Kim Sandstrom	Absent

OTHER OFFICIALS PRESENT:

Sam Reichert	Highway Commissioner
Richard Martin	Assessor
Anita Gerardy	Clerk
Steve Cammack	Tax Collector

OTHERS PRESENT:

Andi French	Administrator
Monika McMillen	Administrative Assistant
Erin Kljaich	Deputy Assessor
Mary Domanus	Highway Admin. Assistant

John Argoudelis acting as chairman and Anita Gerardy acting as clerk, the following official business was transacted:

- I. Meeting March 12, 2008 was called to order at 6:00 p.m.**
- II. Pledge of Allegiance and Prayer**
Pledge of Allegiance and prayer were said.
- III. Roll Call for Quorum:** John Argoudelis – Present, Paul Pesavento –Present, Chuck Willard – Present, Ken McCafferty – Present, Kim Sandstrom, Absent.
- IV. Approval of Agenda**
A motion to approve the agenda was made by Ken McCafferty, seconded by Paul Pesavento. Voice vote taken. Motion carries.
- V. Approval of minutes from previous meeting February 13, 2008**

A motion to approve the minutes from the regular board meeting with corrections was made by Chuck Willard, seconded by Paul Pesavento. Voice vote taken. Motion carries.

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VI SUPERVISOR'S REPORT

- A. New computer for Administrative Assistant:** Discussion was held regarding a proposal from Mr. Jeff Reiter, RWK Design, for a new and installed computer. Motion to approve a new computer in the amount of \$1,447.00 with installation was made by Chuck Willard, seconded by Paul Pesavento. Roll call taken: Ken McCafferty - Aye, Chuck Willard - Aye, Paul Pesavento - Aye, John Argoudelis - Aye. Motion carries.
- B. Maintenance Agreement Hwy. Garage Door:** Monika McMillen stated that she has not had sufficient time to get all information together. Ms. McMillen asked to have this request tabled until the April meeting, Motion to table request until the April meeting was made by Chuck Willard, seconded by Paul Pesavento. Voice vote taken. Motion carries.
- C. New Building Issues:**
- 1. Principal Payment:** Andi French presented the board with a report regarding the projected amount that will be carried over to the next fiscal year. John Argoudelis was complimentary to the board and the township on the frugality and caution with the budget Ms. French explained that the monthly bills average approximately \$80,000.00. In her estimation, she determined that we will have approximately \$365,000.00 by the end of March. Ms. French outlined the following proposal: if we carry over four months worth of bills, (\$320,000.00) we can add \$35,000.00 toward the principal, or we can carry over three months worth of bills (\$240,000.00) and pay an additional \$125,000.00 toward the principal. She advised the board that there are no pre payment penalties. Current interest rate in the money market is .97% and the interest rate on the loan is 4%. If the board would rather invest the money instead of paying toward the principal, the bank has 14 day and 30 day public CD's that are collateralized, purchased in increments of \$100,000.00 earning 2.6% interest. Mr. Argoudelis suggested that the board consider any anticipated cause we may want to incur in the next fiscal year. Ken McCafferty directed Ms. French to investigate putting money in an interest bearing, short term CD and bring the information to the next board meeting. A motion to approve making an additional \$125,000.00 payment toward the principal was by Ken McCafferty, Seconded by Chuck Willard. Roll call taken: Ken McCafferty - Aye, Chuck Willard - Aye, Paul Pesavento - Aye, John Argoudelis - Aye. Motion carries.
 - 2. Township Flag:** Mr. Argoudelis presented several design options for a Plainfield Township flag. He will bring other examples to the next meeting.
- D. Will County Historical Society:** After a brief discussion, the board made the decision not to join the Will County Historical Society at this time.
- E. Donation to Food Panty for Easter Hams:** A motion to donate \$500.00 for Easter Hams was made by Paul Pesavento and seconded by Chuck Willard. Roll call taken: Ken McCafferty - Aye, Chuck Willard - Aye, Paul Pesavento - Aye, John Argoudelis - Aye. Motion carries.
- F. Executive Session (taken out of order):** A motion to enter into Executive Session, 7:41P.M. was made by Paul Pesavento, seconded by Chuck Willard. Voice vote taken. All Ayes, motion carries. A motion to come out of Executive Session 8:10 P.M. was made by Ken McCafferty, seconded by Paul Pesavento. Voice vote taken. All Ayes, motion carries. A motion to approve a 5% (.80) raise for the Administrative Assistant was made by Paul Pesavento, seconded by Chuck Willard. Roll

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call taken: Ken McCafferty – Aye, Chuck Willard – Aye, Paul Pesavento – Aye, John Argoudelis – Aye. Motion carries.

VII. Reports:

A. Disabilities: Mr. Pesavento reported that the bowling party was a nice outing for the kids. He suggested to the board that we have the lift on the shuttle bus checked out periodically by a specialist in this field. Monika McMillen will check with Rod Baker and if they are unable to assist us with this issue, Mr. Pesavento suggested contacting Mobility Works. Mr. Argoudelis complimented Andi French and Monika McMillen on the outstanding job they did on organizing the medical loan closet in the Assistance Center.

B. Emergency Management Coordinator

Chuck Willard stated that he has been working with the county regarding issues with the tornado siren for the community of Carillon and has it worked out.

He secured 4,000 sand bags, and will speak with Sam Reichert regarding delivery of the bags. Mr. Willard informed the Supervisor that he held an emergency training session on Saturday, the 8th of March with the township officials and Administrative Assistant.

C. Plainfield Presents: Ken McCafferty advised the board that there are 10 proposed programs that will be presented to the township between now and June. Some of the programs are multi day programs, such as the Alzheimer program and some of the medical programs. He advised the board that the date of the Life Line Screening has been rescheduled to June 14th 2008. Mr. McCafferty presented each board member a copy of the News and Views.

He interviewed two candidates for the Townships of Illinois Scholarship program. The senior tax preparation program has been a success. The feed back he has received from Lois Richmond has been positive. Kathy Whalen reported that the four sessions she had at Rivers Edge were filled. There are three more sessions scheduled. Mr. McCafferty has worked closely with JJC, but this year they are unable to help us with the garden plots. He spoke with Allied Nursery and Tri County Stockdale about enhancing the soil. He will get soil samples to them for an analysis. We have several options in getting the gardens ready: we can add mushroom compost at \$5,000.00 or Gypsum at \$500.00 or multipurpose fertilizer at \$500.00 (plus spreading). John Argoudelis suggested that we might be able to use horse manure. Mr. McCafferty stated that he can get the manure, the issue is getting it to and spread in the gardens. Regardless of which plan we use, we are looking toward mid to late April to get the garden ready for the residents. Mr. McCafferty will wait until he gets the soil sample report to determine what amendments are needed. Mr. Argoudelis suggested saw dust as an alternative and asked Mr. McCafferty to contact Arbor Tech Tree Company, for saw dust, not chips. Mr. McCafferty would like to offer a portable rest room for the gardeners this year. He will talk to Sam Reichert about an available location close to the gardens. He received a quote from Drop Zone Portable Services for \$75.00 a month for cleaning, delivery, pick up and chemicals from May thru September. An additional cost would be damage waiver insurance. A motion to retain Drop Zone Portable Services was made by Chuck Willard seconded by Paul Pesavento. Voice vote taken: Ken McCafferty - Aye, Chuck Willard - Aye, Paul Pesavento - Aye, John Argoudelis - Aye. Motion carries. A motion to expend up to \$1,000.00 on soil amendments was made by Paul Pesavento, seconded by Chuck Willard. Voice vote taken: Ken McCafferty – Aye, Chuck Willard – Aye, Paul Pesavento – Aye, John Argoudelis – Aye. Motion carries.

John Argoudelis suggested that Mr. McCafferty place a notice in the Enterprise informing the residents of the available garden plots

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D. Senior Coordinator: Kathy Whalen presented a written report regarding the senior programs. The tax program has been very popular. Bingo was offered for the first time this year and was attended by 26 participants. They said they are looking forward to more in the future. A program on Rules of the Road was presented by the Secretary of State office. Edward Hospital sponsored a seminar regarding medications at the Cedar Lake Village and 18 people participated. Bunco was held on February 21st, a good time was had by all. There are many things planned for the seniors for the upcoming summer season.

E. Senior Shuttle Bus: Ms. McMillen presented a written reported to the board. Rider ship was down slightly from February probably due to the cold weather. Cost of fuel has gone up. Ms. McMillen has not had the opportunity to continue to work on the advertising signs but brochures have been sent to medical offices in the area. She states she will make every attempt to follow up on the advertising signs.

F. Youth: Mr. Argoudelis stated that Ms. McMillen has been assisting him with organizing programs for the teens in the township. He advised the board that Monika has contacted the three high schools in the area, and has requested they each pick two students to sit on a committee discuss programs that would benefit the teens. Mr. Argoudelis and Monika McMillen also discussed the possibility of introducing programs for women.

VIII. Approval of Bills: A question was raised regarding a reimbursement check for Monika McMillen which should be for \$200.00, was erroneously written for \$675.00. Ms. French will correct this error and will update the **Town Fund** bill sheet for the April meeting. A motion to approve the Town Fund in the amount of \$ the Town 59,338.76 with corrections was made by Chuck Willard, seconded by Ken McCafferty. Roll call: Ken McCafferty - Aye, Chuck Willard – Aye, Paul Pesavento –Aye, John Argoudelis – Aye. Motion carries.

Total Road and Bridge: A motion to approve the Road and Bridge expenditure in the amount \$48,847.55 was made by Ken McCafferty, seconded by Paul Pesavento. Roll call: Ken McCafferty – Aye, Chuck Willard – Aye, Paul Pesavento –Aye-, John Argoudelis – Aye. Motion carries.

County Joint Bridge: A motion to approve the County Joint Bridge expenditure in the amount of \$51,781.19 was made by Ken McCafferty, seconded by Chuck Willard. Roll call: Ken McCafferty- Aye, Chuck Willard – Aye, Paul Pesavento –Aye, John Argoudelis – Aye. Motion carries. Funds from #55, Contingencies, will be transferred to the following line items: \$2,000.00 to line item #5, \$5,00.00 to line item #10, \$100.00 to line item #17, \$10,000.00 to line item 22, \$100.00 to line item #46, \$1,400.00 to line item #52, \$5,000.00 to line item #54, \$200.00 to line item #61, \$50.00 to line item #62, \$300.00 to line item #64, \$3,500.00 to line item 66, \$1,000.00 to line item #69.

IX. Elected Officials Reports:

A. Assessor: Rick Martin advised the board that he is anticipating some major changes in commercial assessments. He stated that he has been attending a number of meetings with the Chamber of Commerce and business owners. Ms. Kljaich, Chief Deputy Assessor, submitted a written report.

B. Clerk: Ms. Gerardy requested approval for attendance at a meeting in Springfield on April 2nd. The board approved. She would like to also attend a seminar for Township Clerks in June. She

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advised the board they have to set up a date for a budget workshop. It was agreed to hold the buget meeting on May 7th.

C. Highway Commissioner: Mr. Reichert presented a written report regarding snow plowing & salting, maintenance and repairs, sign maintenance and repair of equipment and sign replacement. The signs currently used will eventually be replaced and changed to a new material, prismatic diamond grade. The current signs cost approximately \$30.00, each new sign will cost approximately \$48.00. Sam Reichert is trying to purchase stickers that can be placed on the backs of the signs that state ownership and the date new sign was installed. Mr. Reichert advised the board that he has locked in a price of \$4.11 per gallon for fuel, until December 2008. Sam discussed the money sitting in the Road and Bridge money market account. He advised the board that he uses the money when needed but that he is very conservative in his spending explaining that any extra money in the money market account is needed to cover our 10% portion of the new Renwick Road Bridge that will be built in the future.

D. Trustees:

No Report

X. Public Comments:

None

XI. Announcements:

None

XII. Adjournment: A motion to adjourn at 8:20 P.M. was made by Paul Pesavento, seconded by Chuck Willard. All in favor, Aye. Meeting adjourned at 8:20PM.

Anita Gerardy

Town Clerk