

**Plainfield Township Board of Trustees Minutes from March 10, 2010**

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

**THE BOARD OF TRUSTEES** met at the Office of the Town Clerk at 6:00 p.m. on March 10, 2010.

**PRESENT:**

John Argoudelis	Supervisor
Ken McCafferty	Town Trustee
Tony Fremarek	Town Trustee
Steve Cammack	Town Trustee
Chuck Willard	Town Trustee

**OTHER OFFICIALS PRESENT:**

Matthew Starr	Tax Collector
Anita Gerardy	Town Clerk
Erin Kljaich	Assessor

**ABSENT:**

Sam Reichert	Highway Commissioner
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**OTHERS PRESENT:**

Monika McMillen	Admin. Assistant
Mary Domanus	Hwy. Administrator

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

- I. Meeting March 10, 2010** was called to order at **6:06 p.m.**
- II. Pledge of Allegiance and Prayer**  
Pledge of Allegiance and prayer were said.
- III. Roll Call for Quorum:** Ken McCafferty –Present; Chuck Willard –Present; Steve Cammack – Present; Tony Fremarek-Present; John Argoudelis –Present.
- IV. Approval of Agenda:** A motion to approve the agenda was made by Tony Fremarek, seconded by Ken McCafferty. Voice vote taken. Motion carries.
- V. Approval of Minutes:** A motion to approve the minutes, with an amendment, from the meeting February 10, 2010 was made by Ken McCafferty, seconded by Steve Cammack. Voice vote taken. Motion carries.
- VI. Supervisor’s Report:**
  - A. Senior Services Center of Will County, Patricia Hensley-Donation Request:** Tabled to April meeting.
  - B. Joliet Area Community Hospice Corporation, Rich Kasper-Donation Request:** Tabled to April meeting.

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**C. Budget Work Shop:** The Budget Work shop is scheduled for April 28, 2010, 6:00 P.M.

**D. Highway and Food Pantry Leases:** Mr. McCafferty made a motion to table the Highway and Food Pantry leases to the April meeting, seconded by Chuck Willard. Voice vote taken. Motion carries.

**E. Meeting Room Policy:** Mr. Argoudelis stated there are questions regarding the renting of the meeting room for private parties. Mr. Fremarek stated he feels the meeting room should be made open to the public. He stated when residents are in the building they would have more opportunities to see what services the Township offers, such as the food pantry and the medical closet. Mr. Argoudelis stated he has reservations in regards to private parties. He is concerned with damage to the property and renters not accepting their responsibility. Damage would have to be absorbed by the Township. Ms. McMillen asked whether or not the meeting room would be open to residents outside of Plainfield Township. Mr. Fremarek stated it would only be rented to residents of Plainfield Township. A motion to table the meeting room policy to the April meeting was made by Mr. McCafferty. Voice vote taken. Motion carries.

**F. Informational Packet:** Mr. Cammack stated he received two bids, for printing and mailing the informational brochures. Bearden and Son presented two options, one is mailed to each resident, the other option is to hand deliver the brochure. Premier Mailing Service bid at \$9,939.08 for printing folding and mailing. His recommendation is to accept option number one from Bearden and Son Printing. The total price for printing, folding and mailing to 24,074 residents of Plainfield Township is \$10,657.46.

A motion was made by Mr. McCafferty to accept the bid from Bearden and Son option number one in the amount of \$10,657.46, seconded by Chuck Willard. Roll call: Ken McCafferty-Aye, Tony Fremarek-Nay, Chuck Willard-Aye, Steve Cammack-Aye, John Argoudelis-Aye. Motion carries.

**G. E-Mail Policy:** Mr. Argoudelis advised the board that everything that is done in the office is subject to FOIA request. The law allows certain items to be destroyed if there is a written policy. The agenda and minutes may not be destroyed. At this time we do not have an e-mail written policy. If a policy "to destroy" e-mail messages is not written, legally they can not be destroyed. Mr. Fremarek asked if there is a full document of retention and destruction policy which the e-mail would be a component. Mr. Argoudelis suggested contacting TOIRMA (Bryan Smith) for guidance in this matter. Mr. Fremarek noted not all board members have a Township e-mail address. Mr. Willard, Mr. McCafferty and Mr. Starr opted to use their personal e-mail addresses. Mr. Fremarek suggested that all elected officials have a Plainfield e-mail address and have messages forwarded to their home addresses. Mr. Argoudelis suggested Ms. French contact RWK to add Plainfield Township e-mail addresses for all elected officials. A question was asked regarding the Highway Department and their e-mail address. At this time, the Highway Department has chosen not to have an e-mail address. The board members stated they feel it is necessary for them to have their own e-mail address. Mr. Argoudelis stated he will contact Mr. Reichert regarding this issue. He will report back to the board at the April meeting.

**H. Executive Session:** Scheduled to the end of the General Meeting.

## VII. Reports

### A. Building Issues:

### Written Report

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**B. Community Garden Plots:** Mr. Fremarek asked the board for their opinion on marking the plots permanently. The gardener would be responsible for his or her own plot and would have this space each year. Mr. Fremarek suggested using stone, wood chips or garden mix, which is a combination; one third dirt, one third mushroom compost and one third sand.

Mr. Argoudelis suggested putting a notice in the Enterprise advising residents that now is the time to reserve their garden plots.

**C. Disabilities Committee:** Mr. Cammack reported on the success of the bowling party held for disabled residents of the township. There were 52 disabled bowlers, parents and siblings joined the bowlers resulting in approximately 110 participants. The cost for the party was \$807.00, which included food, lane rental and medals for each participant.

Mr. Cammack reported he will hold a Disabilities meeting on the first Wednesday of the month at 6:00 p.m. in the Township meeting room. He informed the board that RWK was able to set up an e-mail address for the Disabilities Committee which will be used for registrations and general information. The address is [disabilitiescommittee@plainfield-township.com](mailto:disabilitiescommittee@plainfield-township.com). Mr. Cammack stated RKW gave him a code which will enable him to do an administration audit on the disability committee website.

**D. Emergency Management:** Mr. Willard advised the board that March is severe weather month. Mr. Willard stated he will do another class on emergency operations.

**E. Flooding:** Mr. Argoudelis reported he continues to work with Judy Biggert’s office. He is also working with Howard Hamilton of Will County on local issues.

**F. Food Pantry:** Mary Dickerson and Pat Cork questioned the progress of the expansion of the food pantry. Mr. Argoudelis explained he had a meeting with the then President of the Food Pantry, Mr. Waldorf, and reviewed the drawing with him. He explained the plans are not finalized and suggested they meet with Michael Lambert to review the plans for their expansion. A suggestion was made to have a meeting with the Food Pantry Board at the April meeting to discuss several issues regarding stacking of pallets and cleanliness of their space.

**G. Plainfield Presents:**

**No Report**

**H. Senior Coordinator:**

**Written Report**

**I. Senior Shuttle Bus:**

**Written Report**

**J. Youth:**

**Written Report**

**VIII. Elected Officials Report:**

**A. Assessor’s Office:** Ms. Kljaich is working on a number of informational brochures on assessments. She will first target the senior population in the Township. She received information from Tom Cross’s office on seniors who are 65 and older and have not received their exemptions. Seniors are coming in to the Township and receiving exemptions they are due. The response has been very positive.

**B. Clerk:** Ms. Gerardy presented the board with the possibility of hosting an electronic recycling program for Will County. The 8 x 20 container would have to be monitored daily for equipment dropped off and left unattended. The board agreed with Ms. Gerardy that the program will not work for the Township as we do not have staff to monitor the recycling program. Ms. Gerardy stated the Township might offer a one day a year electronic drop off. The board agreed this would be acceptable. Ms. Gerardy will report back to the board at the April meeting if this is an acceptable alternative.

**C. Highway Commissioner:**

**Written Report**

**D. Trustee Reports:**

**Mr. McCafferty** advised the board he received two e-mails from DerekVersteegen regarding the changes made to our website service. He explained he did not get feed back as to his

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performance and felt he was doing a good job. The second issue is in regard to the Plainfield Assessor’s website, which is in direct violation of Federal Copy Right laws. He stated the original design he did for Plainfield Township.com, is the same art work RWK is using for the same header. Mr. McCafferty stated his (Derek Versteegen’s) point is at the bottom of the Assessor’s website it states copy right not designed by. Mr. Argoudelis stated he does not think the board needs to take any action at this time. The first step in a copy right violation is to present a cease and assist letter, then action would be taken.

**Mr. Cammack** questioned whether or not scholarships were given out to High School Seniors. Mr. McCafferty stated the due date for students to file their applications is March 1<sup>st</sup>. None were given out this year. Mr. Argoudelis suggested the Scholarship program be placed on the Township Website advising students that the deadline for filing applications is March 1<sup>st</sup>.

Mr. Cammack questioned why checks cannot be direct deposited in the accounta for elected officials and employees of the Township. Mr. Argoudelis stated he will speak to Andi French and have her set up a direct deposit for any Township Elected Officials and employee who want this service.

Mr. Cammack advised the board that a meeting was held for families of disabled youth. A member of **LAMC (Illinois Association of Microboard and Cooperatives)** presented a program to help disabled youth find rewarding and encouraging jobs.

**Mr. Fremarek** stated he would like to publicly thank Erin Kljaich and her team for the outstanding work they have done in his subdivision. Mr. Fremarek questioned the payment for Joseph Oldani in the amount of \$1,911.00. Mr. Oldani is the creator of the Assessor’s data base and he comes in periodically to update it.

**F Tax Collector:** Mr. Starr stated that he also attended the Disabilities meeting and was impressed with the opportunities that are available for the disabled.

**IX. Approval of Bills:**

**General Town Fund:** A motion to approve the *General Town Fund* in the amount of **\$66,281.88** by Tony Fremarek, (subject to deletion of payroll check number 17774 in the amount of \$109.00 for Monika McMillen under the Assessor’s expenditures) seconded by Chuck Willard. Roll call taken: Tony Fremarek– Aye, Steve Cammack-Aye, Ken McCafferty-Aye-Chuck Willard-Aye, John Argoudelis-Aye. Motion carries.

**Road and Bridge:** A motion to approve the *Road and Bridge Fund* in the amount of **\$61,584.54** was made by Tony Fremarek, seconded by Chuck Willard. Roll call taken: Tony Fremarek-Aye, Steve Cammack-Aye, Ken McCafferty-Aye, Chuck Willard-Aye, John Argoudelis-Aye. Motion carries.

**County Joint Bridge:** Mr. McCafferty questioned a charge of \$3,006.00 for letter writing and phone calls. Mr.Argoudelis stated it was related to attorney calls regarding the County Joint Bridge. A motion to approve the *County Joint Bridge Fund* in the amount of **\$4,835.00** was made by Ken McCafferty, seconded by Steve Cammack. Roll call taken: Steve Cammack-Aye, Tony Fremarek-Aye, Ken McCafferty-Aye, Chuck Willard-Aye, John Argoudelis,-Aye. Motion carries. John Argoudelis advised the board the County Joint Bridge account will be closing and the money transferred into the General Road and Bridge Fund.

**X. Public Comments:** **None**

**XI. Announcements:** **None**

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- XII. Adjournment:** A motion to adjourn the Plainfield Township General Meeting at 8:52 P.M. was made by Ken McCafferty, seconded by Tony Fremarek. Voice vote taken: Motion carries.
- XIII. Executive Session:** A motion to go into Executive Session at 8:53 P.M. was made by Ken McCafferty, seconded by Chuck Willard. Voice Vote taken. Motion carries. Executive board members present: John Argoudelis-Supervisor, Anita Gerardy-Clerk, Ken McCafferty-Trustee, Chuck Willard-Trusted, Tony Fremarek- Trustee, Steve Cammack-Trustee.

A motion to come out of Executive Session and go into the General Town Session at 9:15 P.M. was made by Ken McCafferty, seconded by Chuck Willard. Voice Vote taken. Motion carries. Executive board members present at the General Town Meeting: John Argoudelis- Supervisor, Anita Gerardy –Clerk, Ken McCafferty- Trustee, Tony Fremarek- Trustee, Chuck Willard - Trustee, Steve Cammack- Trustee. A motion to increase the salary for Monika McMillen, Administrative Assistant by fifty cents an hour retroactive to her anniversary date, was made by Tony Fremarek, seconded by Steve Cammack. Roll call taken: Tony Fremarek-Aye, Ken McCafferty-Aye, Chuck Willard-Aye, Steve Cammack-Aye, John Argoudelis-Aye. Motion carries.

**Adjournment:** A motion to adjourn the Plainfield Township General Meeting at 9:16 P.M. was made by Chuck Willard, seconded by Ken McCafferty. Motion carries.

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**Anita Gerardy Town Clerk**

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Residents in attendance:

Alyssa Caron - Lewis University Student

Pat Cork - Food Pantry Volunteer

Mary Dickerson - Food Pantry Volunteer