



STATE OF ILLINOIS)
WILL COUNTY) S.S.
TOWN OF PLAINFIELD)

Approved Minutes

THE BOARD OF TRUSTEES met at 6:00 p.m. on June 14th, 2023, for a Regular Board Meeting at the Plainfield Township Building

With Al Tinsley acting as Chairman and the following official business was transacted:

- I. Regular Board Meeting was called to order at 6:00 p.m.**
- II. Supervisor Tinsley led the Pledge.**
- III. Roll Call for Quorum** – Present were Trustee Starr, Knight, Van Buskirk and Supervisor Tinsley. Also attending was Clerk Michelle Smith, Highway Commissioner Doug Shreve, Tax Collector Rob Enright and Administrator Willard.
- IV. Approval of the Agenda** –Motion made to approve the agenda by Trustee Starr, seconded by Trustee Van Buskirk to approve the agenda. Voice vote taken. All ayes. Motion carried.
- V. Approval of the Minutes**
 - a.** A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to approve the Regular Township Meeting from May 10th, 2023. Voice vote taken. All ayes. Motion carried.
- VI. Public Comments:** NONE
- VII. Old Business:** NONE
- VIII. Unfinished Business:** NONE
- IX. Public Hearing**
 - A.** Motion was made by Trustee Starr and seconded by Trustee Van Buskirk to recess the regular meeting and enter the Public Meeting to Adopt Ordinance #23-03 Budget and Appropriation Town Fund 2023-2024 at 6:22pm. No Public Comments. Motion was made by Trustee Star and seconded by Trustee Knight to adopt Ordinance #23-03. Roll Call Vote, All Ayes. A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to close the Public Hearing for Ordinance #23-03 and immediately open the next public hearing at 6:24pm. Voice vote, All Ayes.
 - B.** Motion was made by Trustee Starr and seconded by Trustee Van Buskirk to Adopt Ordinance #23-04 Budget and Appropriation Road and Bridge Fund 2023-2024 at 6:24pm. No Public Comments. Roll Call Vote, All Ayes. A motion was made by Trustee Starr and seconded by Trustee

Van Buskirk to close the Public Hearing for Ordinance #23-04 at 6:27pm and immediately reconvene the June 14th, 2023 Plainfield Township Regular Meeting. Voice vote, All Ayes.

X New Business:

- a. A motion was made by Trustee Knight and seconded by Trustee Starr to review, accept and award bid on Township 2023 Highway Roofing Work Project No. 11-2311-101 to R.B. Crowther Co. for the base bid of \$195,760.00. Roll Call Vote: Trustee Knight; Aye, Trustee Starr; Aye, Trustee Van Buskirk; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
- b. A motion was made by Trustee Knight and seconded by Trustee Starr to review, accept and award bid on Township 2023 Mechanical Work Project No. 8-2622-60 to Yendor Inc. dba Gene May Heating and Cooling for the base bid of \$129,425.00. Roll Call Vote: Trustee Van Buskirk; Aye, Trustee Knight; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
- c. A motion was made by Trustee Knight, seconded by Trustee Van Buskirk to review, accept and award bid on Township 2023 Community Center Roofing Work Project No. 11-2322-100 to J.L. Alder Roofing and Sheet Metal, Inc. for the base bid of \$59,400. Roll Call Vote: Trustee Knight; Aye, Trustee Van Buskirk; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
- d. A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to approve the expense of \$1200.00 for Abilities Summer Picnic on July 29th, 2023. Roll Call Vote: Trustee Knight; Aye, Trustee Starr; Aye, Trustee Van Buskirk; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
- e. A motion was made by Trustee Knight and seconded by Trustee Van Buskirk to Approve Quote #JR000793 from RKW for two new computers and installation service for \$6857.32. Roll Call Vote: Trustee Van Buskirk; Aye, Trustee Knight; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
- f. A motion was made by Trustee Starr and seconded by Trustee Knight to approve a service request from the Plainfield Area Community Chorus and Spectrum Youth singers for the amount of \$1500. Roll Call Vote: Trustee Knight; Aye, Trustee Starr; Aye, Trustee Van Buskirk; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
- g. A motion was made by Trustee Starr and seconded by Trustee Van Buskirk; Aye, to Approve Quote from L Marshall for canopy project at the community center for \$3220.00 Roll Call Vote: Trustee Knight; Aye, Trustee Van Buskirk; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
- h. Review and approve township administration and employee compensation-Closed Session
- i. Des Plaines Street Property Discussion-Closed Session. No action on this item.

XI. Elected Officials:

- a. Assessor- Written Report.
- b. Clerk-None
- c. Highway Commissioner: Written Report. 1st road project is completed.
- d. Tax Collector: NONE
- e. Trustees:
 1. Trustee Knight- discussion regarding purchasing an ad in the St. Mary's Directory.
 2. Trustee Van Buskirk-None
 3. Trustee Nelson-Absent
 4. Trustee Starr-None

- f. Supervisor: Asked Administrator Willard to review the grants we have received. In total the Township has received \$544,000 in grants due to the hard work of Administrator Willard.

XII. Reports:

- a. **Abilities Team:** Picnic will be held on July 29th from 1-3pm
- b. **Administrator:** Written Report. Administrator Willard reported on the emergency repair needed on the Administration Building and an accident with our shuttle bus. Claims have been filed. The LED light replacement at the Community Center is going well and our Audit will be completed on time.
- c. **Cemetery:** Written report presented.
- d. **Capital Improvement:**
- e. **Emergency:** NONE
- f. **Public Safety:** NONE
- g. **Youth and Senior Services:** Update on the Senior Expo and the Township's Bag Sponsorship. Township received a thank you card from one of our scholarship recipients.

XIII. Authorizations of Bills:

- a. A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to Approve the Town Fund bills from 5/10/2023-6/14/2023 in the amount of \$151,703.32 Roll Call Vote: Trustee Knight; Aye, Trustee Van Buskirk; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
- b. A motion was made by Trustee Starr and seconded by Trustee Knight to Approve the Road and Bridge bills from 5/10/2023-6/14/2023 in the amount of \$110,424.27 Roll Call Vote: Trustee Van Buskirk, Trustee Knight; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.

XIV. Announcements:

- a. Next Township Monthly Board Meeting is July 12th, 2023.
- b. Township offices closed June 19th for Juneteenth

XV. Closed Session:

A motion was made by Trustee Van Buskirk and seconded by Trustee Starr at 6:59pm to go into closed session for the purposes of

- a. Personnel: Appointment, employment, compensation, discipline, performance, or dismissal of specific Township employees (5ILCS 5/120/2(c)(1))
- b. the setting of a price for sale or lease of a property owned by the public body. (5 ILCS 5/120/2(c)(6))

A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to go back into open session at 8:21pm.

- a. A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to approve a 4% raise for Administrator Willard, all administration staff, cemetery employees and the Sexton. *All elected officials, the Assessor's Office and the Highway Department employees are not included in the 4% raise.*

- XVI. **Adjournment:** A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to adjourn the meeting at 8:24pm Meeting was adjourned.

Submitted By:



Michelle Smith-Clerk

Date:

6-14-23

