



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

**Approved Minutes**

**THE BOARD OF TRUSTEES** met at 6:00 p.m. on July 12th, 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, Tax Assessor Erin Kljaich, Highway Commissioner Doug Shreve, Tax Collector Rob Enright and Administrator Willard.
- IV. Approval of the Agenda** –Motion made to approve the agenda by Trustee Knight, 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 June 14th, 2023. Voice vote taken. All ayes. Motion carried.
- VI. Public Comments: NONE**
- VII. Old Business: NONE**
- VIII. Unfinished Business: NONE**
- X New Business:**
  - a. A motion was made by Trustee Knight and seconded by Trustee Van Buskirk to approve quote from RWK #JR000819 for replacement laptop and docking station for administrator for \$4,287.22 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 Van Buskirk and seconded by Trustee Knight to approve quote from RWK #JR000814 for docking station for finance laptop for \$597.78. Roll Call Vote: Trustee Van Buskirk; Aye, Trustee Knight; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
  - c. No action regarding the local Diocese newsletter.

- d. A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to approve the service agreement for Will County Center for Community Concerns to serve the residents of Plainfield Township in need for \$1500. 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 Starr and seconded by Trustee Van Buskirk to Approve expense of \$500 for the Eagle Scout fence project for the bee boxes at the community garden plot area. 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 Van Buskirk to approve advertising expense of \$500 for the Plainfield YMCA Color Run/Walk event on August 18<sup>th</sup>, 2023. 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 Van Buskirk and seconded by Trustee Starr to Approve quote from Gilkerson Masonry of \$13,820.00 for the repair of the damaged brick walls at the administration building. Roll Call Vote: Trustee Knight; Aye, Trustee Van Buskirk; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
- h. A motion was made by Trustee Van Buskirk and seconded by Trustee Starr to approve food expenses of up to \$3000 for the senior fair in August. Roll Call Vote: Trustee Knight; Aye, Trustee Van Buskirk; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.
- i. Item I was a closed session item.

**XI. Elected Officials:**

- a. Assessor- Written Report. Assessments are completed. New services are coming soon to the Township website.
- b. Clerk-None
- c. Highway Commissioner: Written Report. Paving continues throughout the Township. Update was given regarding the 143<sup>rd</sup> bridge.
- d. Tax Collector: NONE
- e. Trustees:
  - 1. Trustee Knight- None
  - 2. Trustee Van Buskirk-None
  - 3. Trustee Nelson-Upsent
  - 4. Trustee Starr-None
- f. Supervisor: Update was given on the Des Plaines project; both the Township and the Village boards are working on a joint meeting.

**XII. Reports:**

- a. **Abilities Team:** The senior picnic is soon.
- b. **Administrator:** Written Report. Medical tags have been added to all Township medical devices. The Hunger Coalition meeting is soon. A meeting was had regarding a mental health organization that would like to provide services to out Township residents. Administrator Willard will be in jury duty the week of July 24th.
- c. **Cemetery:** Written report
- d. **Capital Improvement:** None
- e. **Emergency:** Dangerous storms for the next few days.
- f. **Public Safety:** None
- g. **Youth and Senior Services:** None

**XIII. Authorizations of Bills:**

- a. A motion was made by Trustee Van Buskirk and seconded by Trustee Starr to Approve the Town Fund bills from 6/14/2023-7/12/2023 in the amount of \$134,785.20 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 Van Buskirk to Approve the Road and Bridge bills from 6/14/2023-7/12/2023 in the amount of \$95,518.55 Roll Call Vote: Trustee Van Buskirk, Trustee Knight; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.

**XIII. Announcements:**

- c. Next Township Monthly Board Meeting is August 9<sup>th</sup>,2023.

**XIV.**

A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to move into Closed Session at 7:07pm for the purposes of Personnel: Appointment, employment, compensation, discipline, performance or dismissal of specific Township employees (5 ILCS 5/120/2( c )(1))

A motion was made by Trustee Van Buskirk and seconded by Trustee Starr to go back into open session at 7:51pm. Voice vote; All ayes.

I. A motion was made by Trustee Knight and seconded by Trustee Starr to adjust the starting hourly wage for Grounds Keeper to \$15 per hour and to adjust employee Roger's hourly rate to \$15.56 per hour due to the starting hourly wage change starting immediately. Administrator Willard will be given one-time compensation for the following: \$1000 FOIA Officer stipend and a \$7500 Grant Writing stipend during the next pay period. Roll Call Vote: Trustee Van Buskirk, Trustee Knight; Aye, Trustee Starr; Aye, and Supervisor Tinsley; Aye. All Ayes, Motion Carried.

**Adjournment:** A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to adjourn the meeting at 7:54 pm. All Ayes. The meeting was adjourned.

Submitted By:

  
Michelle Smith-Clerk



Date:

8/9/23