



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

**Approved Minutes**

**THE BOARD OF TRUSTEES** met at 6:00 p.m. on November 8th, 2023, for a Regular Board Meeting at the Plainfield Township Building following the Township Levy Workshop Meeting which was held at 5:30

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

- I. The Regular Board Meeting was called to order at 6:00 p.m.**
- II. Trustee Nelson led the Pledge and Trustee Starr led the prayer.**
- III. Roll Call for Quorum** – Present were Trustee Starr, Nelson and Van Buskirk. Also attending was Clerk Michelle Smith, Tax Assessor Erin Kljaich, Highway Commissioner Doug Shreve and Administrator Willard.
- IV. Approval of the Agenda** –Motion made to approve the agenda by Trustee Van Buskirk, seconded by Trustee Starr to approve the agenda. Voice vote taken. All ayes. Motion carried.
- V. Approval of the Minutes**
  - a. A motion was made by Trustee Nelson and seconded by Trustee Van Buskirk to approve the Regular Township Meeting from October 11<sup>th</sup>, 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 Van Buskirk and seconded by Trustee Nelson to approve for posting Resolution #23-05 Town Levy Estimate for Fiscal Year beginning April 1<sup>st</sup>, 2024 and ending March 31<sup>st</sup>, 2025 Voice Vote All Ayes, Motion Carried.
  - b. A motion was made by Trustee Nelson and seconded by Trustee Van Buskirk to approve for Posting Resolution #23-06 Road and Bridge Levy Estimate for Fiscal Year beginning April 1<sup>st</sup>, 2024 and ending March 31<sup>st</sup>, 2025. Voice vote: All Ayes, Motion Carried.
  - c. A motion was made by Trustee Van Buskirk and seconded by Trustee Nelson to approve the 2024 Holiday Schedule. Voice Vote. All Ayes, Motion Carried.

- d. A motion was made by Trustee Van Buskirk and seconded by Trustee Nelson to approve the 2024 Board Meeting Schedule. Voice Vote: All Ayes, Motion Carried.
- e. A motion was made by Trustee Nelson and seconded by Trustee Van Buskirk to Approve the Abilities Christmas Dance expense of \$700.00 Roll Call Vote: Trustee Starr; Aye. Trustee Van Buskirk; Aye, Trustee Nelson, Aye. Aye. All Ayes, Motion Carried.
- f. A motion was made by Trustee Starr and seconded by Trustee Van Buskirk to Approve the holiday donation of \$500 in the Plainfield Interfaith Food Pantry to serve Township residents in need of food. to Roll Call Vote: Trustee Starr; Aye. Trustee Nelson; Aye, and Trustee Van Buskirk; Aye. All Ayes, Motion Carried.
- g. A motion was made by Trustee Van Buskirk and seconded by Trustee Nelson to Approve the expense of \$800 for senior Holiday Lights Tour and snack on December 19<sup>th</sup>, 2023. Roll Call Vote: Trustee Starr; Aye. Trustee Nelson; Aye, and Trustee Van Buskirk; Aye. All Ayes, Motion Carried.
- h. A motion was made by Trustee Van Buskirk and seconded by Trustee Nelson to Approve a letter of engagement with Healy Bender Patton and Been for architectural service fee of \$34,800.00 for the highway floor HVAC project. Roll Call Vote: Trustee Starr; Aye. Trustee Nelson; Aye, and Trustee Van Buskirk; Aye. All Ayes, Motion Carried.
- i. A motion was made by Trustee Nelson and seconded by Trustee Van Buskirk to Approve a Cemetery purchase of 2023 John Deere 17G mini excavator form state bid Sourcewell for \$37,395.26 Roll Call Vote: Trustee Starr; Aye. Trustee Nelson; Aye, and Trustee Van Buskirk; Aye. All Ayes, Motion Carried.
- j. A motion was made by Trustee Nelson and seconded by Trustee Van Buskirk to approve the annual employee insurance benefit from quotes received from One Digital. Quotes per month per employee. Roll Call Vote: Trustee Starr; Aye. Trustee Nelson; Aye, and Trustee Van Buskirk; Aye. All Ayes, Motion Carried.

**XI. Elected Officials:**

- a. Assessor- Written Report. Assessor Kljaich gave an update on hearing at the County.
- b. Clerk-None
- c. Highway Commissioner: Written Report. Leaf pickup is underway, and the department is preparing for snow removal. Garage doors are being painted at the highway department building. Discussion was had regarding Brining the roads prior to snow to help cut costs on salt purchases.
- d. Tax Collector: Absent
- e. Trustees:
  - 1. Trustee Knight- ABSENT
  - 2. Trustee Van Buskirk-NONE
  - 3. Trustee Nelson-NONE
  - 4. Trustee Starr- Trustee Starr gave an update on the Veterans Appreciation Breakfast and that many were in attendance. The Senior fraud event was also very well attended. High School scholarships toll be posted on the website beginning Jan 1<sup>st</sup>, 2024.
- f. Supervisor: Absent

**XII. Reports:**

- a. **Abilities Team:** NONE
- b. **Administrator:** Administrator Willard gave a brief update on the roof project and Thriveworks.
- c. **Cemetery:** Written report
- d. **Capital Improvement:**

- e. **Emergency:** NONE
- f. **Public Safety:** NONE
- g. **Youth and Senior Services:** Senior Services; written report.

**XIII. Authorizations of Bills:**

- a. A motion was made by Trustee Nelson and seconded by Trustee Van Buskirk to Approve the Town Fund bills from 10/11/2023-11/8/2023 in the amount of \$326,951.40 Roll Call Vote: Trustee Starr; Aye, Trustee Van Buskirk; Aye and Trustee Nelson; Aye. All Ayes, Motion Carried.
- b. A motion was made by Trustee Van Buskirk and seconded by Trustee Nelson to Approve the Road and Bridge bills from 10/11/23-11/8/23 in the amount of \$317,380.25 Roll Call Vote: Trustee Nelson; Aye, Trustee Starr; Aye and Trustee Van Buskirk; Aye. All Ayes, Motion Carried.

**XIV. Announcements:**

- a. Next Township monthly board meeting will be held on December 13<sup>th</sup>, 2023
- b. The Township offices will be closed Friday, November 10<sup>th</sup>, 2023 for Veteran's Day.
- c. The Township offices will be closed Thursday, November 23<sup>rd</sup>, 2023 for Thanksgiving.
- d. The Township offices will be closed Friday November 24<sup>th</sup>, 2023 for Thanksgiving Friday.

**XV. Adjournment:** A motion was made by Trustee Van Buskirk and seconded by Trustee Nelson to adjourn the meeting at 6:32 pm Meeting was adjourned.

Submitted By:

  
Michelle Smith-Clerk

Date:

12/18/23

