

**AURORA TOWNSHIP**  
**BOARD OF TRUSTEES MEETING**  
**MAIN OFFICE: 80 N. BROADWAY**

**AURORA, ILLINOIS**

**DATE: MAY 10, 2012**

**TIME: 4:00 P.M.**

**MINUTES**

**I. CALL TO ORDER**  
**PLEDGE OF ALLEGIANCE**  
**ROLL CALL AND ESTABLISH QUORUM**

A meeting of the Aurora Township Board of Trustees was held at the Aurora Township office, 80 N. Broadway, Aurora, Illinois at 4:00 p.m. on Thursday, May 10, 2012. Notice was sent to all members of the Board as required by statute.

Supervisor Christina Campos called the meeting to order at 4:02 p.m. and led the group in the Pledge of Allegiance.

A motion was made by Supervisor Campos to appoint Patricia Richardson as Clerk Pro Tem. Seconded by Trustee Bill Catching. Motion passed by voice vote.

Roll Call was taken by Clerk Pro Tem Richardson. Present were Trustee Bill Catching, Trustee Dolores Hicks, Supervisor Christina Campos, Trustee David Moore, Trustee Mark Semmler. Also present were Aurora Township Highway Commissioner John Shoemaker and Aurora Township staff members: Hector Benavides, Justine Kopytov, Vicki Marques, Norma DeLeon, Leticia DeLeon and Patricia Richardson. Absent was Clerk Herbert Hill.

Public present: See attached Attendance Sheet

**II. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF APRIL 26, 2012**

The approval of the minutes from the April 26, 2012 Board Meeting was tabled until the May 24, 2012 meeting.

**III. APPROVAL AND/OR AUDIT OF TOWNSHIP AND ROAD DISTRICT BILLS**

A motion was made by Supervisor Campos to approve the **Town Bills** in the amount of \$66,658.08. Motion seconded by Trustee Moore.

Discussion regarding the following Town bills:

- Marty's Automotive was for routine maintenance and monthly repairs to the Ride In Kane vehicles.
- Coffman Brothers was for repairs to Ride In Kane vehicles in preparation for safety lane inspections.
- 4 Imprint was for promotional balloons for Township events.
- A check was included to Aurora Township Highway Department for the purchase of the used pick-up truck.
- Trustee Catching asked Attorney Trinta when we could expect an invoice from Gil & Cruz for legal services. Attorney Trinta responded that a bill will be delivered on Monday of next week.

Motion to approve Town bills passed by voice vote.

A motion was made by Trustee Hicks to approve **Road & Bridge Bills** in the amount of \$13,454.91. Motion seconded by Trustee Catching.

Discussion regarding the following bills:

- Reimbursement to Commissioner Shoemaker was for luncheon meeting with Road District staff and new Human Resource Coordinator and another luncheon at the end of brush pick-up week.
- American Legion payment was for sponsorship of the 4<sup>th</sup> of July festivities.

Motion to approve Road and Bridge Bills passed by voice vote.

A motion was made by Supervisor Campos to approve the **General Assistance Bills** in the amount of \$11,618.07. Motion seconded by Trustee Moore.

- The NJS Enterprises invoice is for the renewal of the GA software contract.

Motion to approve General Assistance bills passed by voice vote.

A combined motion was made by Supervisor Campos to approve the **IMRF and Road & Bridge IMRF Bills** in the amount of \$9,687.02. Motion seconded by Trustee Moore.

Motion to approve IMRF and Road & Bridge IMRF bills passed by voice vote.

A combined motion was made by Supervisor Campos to approve the **Social Security and the Road & Bridge Social Security Bills** in the amount of \$5,564.47. Motion seconded by Trustee Hicks. Motion to approve Social Security and Road & Bridge Social Security bills passed by voice vote.

#### IV. REPORTS

##### A. Assessor's Report

Assessor Davis Offutt prepared a written report for the Board.

##### B. Highway Commissioner's Report

Commissioner Shoemaker reported the Austin Avenue Bridge repairs began on Monday. The deck should be off by mid-May, and construction of the new bridge should begin on June 4<sup>th</sup>. The process of replacing this bridge began almost 10 years

ago. Commissioner Shoemaker will be posting photos on the ATHD website to show the progress of construction.

Bids are in for the township's resurfacing project, and the work has been awarded to Hardin Paving. KDOT has given good reviews to Hardin Paving for jobs they have completed in the past.

The Highway Department crew is now working on road patching and tree trimming. The next project will be stump grinding.

### **C. Youth Services Director's Report**

Director Kopytov reported that youth center staff has participated in many events over the past few weeks including the Kiwanis River Clean-up, El Dia de Los Niños, and the ribbon cutting ceremony at the Aurora Township Soccer Park. The children's choir performed at a local retirement home.

The planning for summer programs is continuing, and programs will begin on June 4<sup>th</sup>. The Youth Center will be open during the summer from 11 am to 7 pm.

Vicki Marques reported that she is still in the process of filling the open positions on her lunch program crew.

### **D. Committee Reports**

Inc Board: No report

Youth Commission: No report

## **V. UNFINISHED BUSINESS**

None

## **VI. NEW BUSINESS**

- A. Hiring Request for new Accounting Assistant position was tabled.
- B. The sale of Sundowner Drive property was discussed. The property in question is under the jurisdiction of the Highway Department. Joan Solms and Joseph Coronado, the owners of the adjacent parcels, were in attendance at the meeting. Attorney Trinta gave a summary of the Township's process to vacate the property and transfer ownership to one or both of the adjacent property owners. Any costs associated with the transfer including the survey, document preparations, and recording of transfer would be paid by the property owner(s) acquiring the parcel(s). Attorney Trinta estimated the costs to be around \$1,000.

Commissioner Shoemaker stated that upon receipt of a written request from the adjoining property owners, he could vacate the property and record the creation of one or more parcels with the Kane County Recorder's Office at which time the property would be under Township jurisdiction. The Board could then take action to transfer the property to the adjacent property owner(s). Attorney Trinta recommended that the property owners stipulate in the agreement how the property would be divided (i.e. 50/50 split), an affidavit on land use, and also include a clause that the new parcel be consolidated with their existing parcel when recording the transaction.

If an agreement between the property owners can be reached prior to the May 24<sup>th</sup> Board of Trustees meeting, the Board could take action at that time to approve the transfer of ownership.

C. Tentative Approval of 2012-2013 Town Budget

Supervisor Campos thanked Trustee Moore for his participation in the budgeting process this year.

Commissioner Shoemaker had to leave the meeting early, so the Town Budget was tabled until after the Road and Bridge Budget discussions.

D. Tentative Approval of 2012-2013 Road and Bridge Budget

Commissioner Shoemaker reported that the biggest change in his proposed budget for the 2012-2013 fiscal year was a 40% increase in the fuel costs over last year's costs. This is based on a higher vehicle usage by the department.

A motion to approve the Tentative 2012-2013 Road and Bridge Budget was made by Supervisor Campos and seconded by Trustee Catching. Motion passed by voice vote.

E. Tentative Approval of 2012-2013 Town Budget

Discussion resumed on the Town Budget:

- Trustee Catching expressed concern about the significant draw down of the fund balance from a beginning balance of \$250,000 at April 1, 2012 to \$98,000 at March 31, 2013.
- Trustee Moore explained that the excess from many line items was transferred to the Capital Outlay line item of \$300,000.
- Comptroller DeLeon said that some additional equipment was projected next year at the youth center. In the 2011-2012 budget, we did not plan for the \$100,000 expenditures for the assessor's carpeting or the new youth bus.
- Trustee Moore added that the youth center roof was another large expense that was not budgeted last year. He also asked about the contingency funds for emergencies and natural disasters.
- Trustee Catching asked if the \$10,000 in Flood Property line item was for the maintenance of Township properties. Comptroller DeLeon stated that this line is used for the mowing expenses of the properties.

- Trustee Moore suggested that we have a two to three month cushion in the ending fund balance and will revisit the line items and the capital overlay budget.

A motion was made by Supervisor Campos and seconded by Trustee Hicks to approve the tentative 2012-2013 Town Budget. Motion passed by voice vote.

## **VII. PUBLIC COMMENT**

Damien Porter is the new coordinator of the 360 Youth Services Transitional Center for homeless youth. He previously worked with homeless youth in Cicero and worked with local police to significantly reduce the number of homeless youth. He currently has 4 clients in Kane County housed in 2 apartments, but has a waiting list of over 20 young men in the area. The age group he works with is 17 to 22 year olds. He is currently seeking employment and housing for these young men and is looking for assistance from local agencies.

Supervisor Campos asked Mr. Porter to leave his contact information so we can follow-up with him on our programs and referrals to other local organizations that work with youth in this age bracket.

## **VIII. ANNOUNCEMENTS**

The Youth Center will be hosting a Blood Drive on Thursday, June 28<sup>th</sup> from 4 pm to 7 pm.

## **IX. EXECUTIVE CLOSED SESSION**

Supervisor Campos made a motion to adjourn to Executive Closed Session for the purpose of discussion of personnel issues. Motion seconded by Trustee Moore. Motion passed by voice vote.

Meeting adjourned at 4:55 p.m. to Executive Closed Session.

Respectfully Submitted,



Patricia Richardson

Aurora Township Clerk Pro-tem