

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

**AURORA, ILLINOIS**

**Date: December 16, 2010**

**Time: 4:00 p.m.**

**AMENDED MINUTES**

**I. CALL TO ORDER**

PLEDGE OF ALLEGENCE

ROLL CALL AND ESTABLISH QUORUM:

A meeting of the Aurora Township Board of Trustees was held at the Aurora Township office, 80 North Broadway, Aurora, Illinois at 4:00 p.m. on Thursday December 16, 2010. Notice was sent to all members of the Board as required by statute.

Aurora Township Supervisor Christina Campos called the meeting to order. Supervisor Campos led the group in the Pledge of Allegiance.

Aurora Township Clerk Herbert Hill did the roll call with the following members present: Bill Catching, Delores Hicks, Christina Campos, David Moore, and John Shoemaker, Highway Commissioner.

**Public Present:** Please see attached.

**II. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF  
November 23, 2010 was tabled until January 13, 2011**

A motion to approve the Minutes of the regular meeting held on Thursday November 23, 2010 was made by Christina Campos and seconded by David Moore. Tabled until January 13, 2011. Motion carried. (Voice Vote)

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

A motion to approve **the Town Bills** in the amount of \$73, 187.89 was made by Delores Hicks with a second by Bill Catching. Motion carried. (Voice Vote)

A motion to audit the **Road and Bridge Bills** in the amount of \$73, 630.50 was made by David Moore with a second by Delores Hicks. Motion carried. (Voice Vote)

A motion to audit the **General Assistance Bills** in the amount of \$18, 806.58 was made by Delores Hicks with a second by David Moore. Motion carried. (Voice Vote)

A motion to approve **Mental Health Bills** in the amount of \$439.74 was made by David Moore with a second by Delores Hicks. Motion carried. (Voice Vote)

A combined motion to approve **the IMRF BILL** and the **R&B IMRF Bill** in the amount of \$7, 533.83 was made by Delores Hicks and seconded by David Moore. Motion carried. (Voice Vote)

A combined motion to approve **the SOCIAL SECURITY BILL** and the **ROAD & BRIDGE SOCIAL SECURITY Bill** in the amount of \$5, 524.83 was made by David Moore and seconded by Delores Hicks. Motion carried. (Voice Vote)

A motion to audit the **Equipment and Building Bills** in the amount of \$39, 522.00 was made by Bill Catching with a second by David Moore. Motion carried. (Voice Vote)

#### **IV. REPORTS**

##### **1. Assessor's Report**

See Report: Davis Offutt explained the levy rates in connection with the tax levy. D. Moore expressed the necessity of transparency in the tax levy, and that its' explanation to the public was crucial.

##### **2. Roads & Bridges**

###### **Highway Commissioner, John Shoemaker**

Commissioner John Shoemaker reported that although one driver was out, there was no drop-off in the delivery of services to the public.

Snow season is coming and expected that the dept. would be ahead of the potential problems. Presently, we have enough drivers to deliver services, but if a "big event" occurs, we may struggle.

Commissioner Shoemaker expressed that the commission was still waiting on the Ogden Garden project which had been stopped by problems involving an abandoned gas line. Expressing that engineering must be redone and that two homes were affected and needed replumbing.

##### **3. Supervisor's Report**

Supervisor Campos reported that over 100 attended Aerobics / Report and survey on 68 responses. Attached.

“Ride in Survey” – Customer survey – See attached showing results and areas of interest. The majority of clients were dialysis patients, and results show client input. Supervisor Campos recognized various comments of riders showing interest and appreciation.  
See extensive survey report. Attached

Supervisor Campos also attended classes for job workshop which was well received and attended. See also news reports attached.

Supervisor Campos also reported the Township’s collaboration in “Toy’s for Tots” 3-4 years olds were involved. Over 200 families attended.

B. Catching explained that the people were very appreciative and expressed happiness in receiving gifts.

Supervisor Campos also announced - Sat. 12/18/20 Christmas Dinner at 3<sup>rd</sup> Ward Club and explained the roll of the Townships involvement.

Discussion was had on the confusion of the prior Special meeting and the necessity for compliance with notice requirements to Trustees as well as the public.

B. Catching recognized procedures to be employed and the nature of the openness requirement of meetings / agendas and proper notice to insure transparency.

D. Moore recognized the notice requirement to the media but expressed great interest in the requirement of proper notice to the public to make them aware of any meeting in order to comply with the transparency requirement of public meeting, especially involving issues relating to public monies.

Even though Supervisor Campos suggested that special notice was given to the public at least 48 hrs prior to the meeting being held, B. Catching questioned whether “legal Notice” was followed, distinguishing “moral and ethical notice” from the requirements of “Legal Notice”.

D. Moore raised questions regarding the 1<sup>st</sup> and 2<sup>nd</sup> options on the budgets and notice to the Township.

#### **4. Youth Services Report**

**Justine Bennett:** See extensive report.

Ms. Bennett reported that the Youth Center Gym is “utilized to the Max”. The Girl Scouts are performing at 11:30 on Saturday 12/18/10 at the 3<sup>rd</sup> Ward Club. Vickie concurs that a multitude of activities and celebrations are taking place, with participation from people across the states.

#### **V. OLD BUSINESS**

**Brian LeFevre** of Sikich LLP presented the 2009-2010 “Financial Statements and Audit Report for the Aurora Township. See attached “Management Letter” and “Annual Financial Report” for the year ended March 31, 2010.

Mr. LeFevre gave extensive explanations for both the “Management Letter “ and Financial Report, focusing upon management discussion, assets and liabilities, and generally reporting that all Township Funds showed positive balances.

Mr. LeFevre also discussed bank deposits, investments, the IMRF Retirement Fund, and employee contributions, as well as non-major funding and the schedule of tax levy.

Bill Catching raised the concern of “other Municipalities” discussing failing pension plans.

Mr. LeFevre explained that those situations may have involved funding problems but distinguished them from the Township’s fund.

Supervisor Campos pointed out improvements from the previous Audit reflecting increases in the fund balance, and stating that all funds are accountable – cash and investments. David Moore also noted that financially we are in sound condition, which Sikich confirmed.

Mr. LeFevre also discussed the reasons for the delay in the presentation of the Audit, stating that there was a lack of information provided. However, in any event, there was no additional cost to the Township because of the time required to complete the report.

Bill Catching sought an explanation for the “significant deficiencies” set forth in the “Management Report”. Specifically paychecks advances, questioning the conduct and sought identification of the employee as well as an explanation of the employee with accumulated sick time.

Mr. Catching also pointed to the policies and procedures in place for employee advances – to the Supervisor-and suggested the inappropriateness of this activity.

Mr. Catching said he was concerned about advances and recognized it as improper – especially in the absence of discussion by the board members

Mr. Catching moved to require the Supervisor and Comptroller to co-sign all subsequent checks issued. The motion was seconded by David Moore. No vote was had upon the motion.

David Moore expressed concern for inappropriate activities by members of the board which belie the commitment we have as trustees to the tax payers of the Township. Mr. Moore stated that any outlay of money that is outside of the normal rules and regulation of trustee’s duties requires the act of the board, and since the Audit Report is available to the public we must be accountable for our actions.

Delores Hicks questioned the outlay of “funeral expenditure” as inappropriate since the board did not vote to act on, ratify or approve that expense before it was made.

Mr. Shoemaker suggested that the board table the motion by Mr. Catching (requiring co-signatures) to the 1/13/11 agenda.

Discussion was had on the proposed tax levy – option 1 or option 2, and the proposal to shift funding affecting mental health.

Supervisor Campos recommended that option 2 be adopted.

David Moore also felt that option 2 would be beneficial for the Township and provide people with necessities, especially mental health.

Supervisor Campos moved for the adoption of option 2 for the tax levy and the motion was seconded by Delores Hicks. Motion carried. (Voice vote)

A motion was made to approve the **2010-2011 tax levy –Township Ordinance # 2010-07**. Motion by Christina Campos was seconded by David Moore. Roll call vote: B. Catching voted against, Hicks, Moore and Campos all voting yes.

A motion was made to approve the **2010-2011 tax levy – Road District Ordinance # 2010-08**.

Motion by Bill Catching was seconded by David Moore. Roll call vote: B. Catching, Hicks, Moore and Campos all voting yes.

## **VI. NEW BUSINESS**

Supervisor Campos presented the “Clark-Mosquito Contract for renewal.

Motion to approve contract renewal by David Moore, seconded by Delores Hicks. Motion carried. (Voice vote)

Motion to approve Dial-A-Ride Local Share Agreement by David Moore, seconded by Delores Hicks. Motion carried. (Voice vote)

### **Public Comments:**

Peggy Hicks was pleased that the trustees were engaged in the concerns of protecting the public’s interest. Ms. Hicks also commented that the board should not vote on things before you see them. i.e. the Mosquito and Dial a Ride contracts.

Linda Viras read a letter of appreciation from Scott Norell, a recipient of the general assistance program thanking the Township for its aid. See attached.

Donna Dacko raised concern of possible double dipping in re-imburements for personal car usage by the Assessors office. A distinction should be made in mileage and gas card usage.

Patty Richardson submitted an official letter of resignation on behalf of Monica Silva, (see attached), and also advised that the date for submission of resumes is 12/30/10 at 4:00 p.m.

**VII. ADJOURNMENT**

A motion to adjourn was made by Bill Catching and seconded by David Moore. Motion carried and the Meeting adjourned at 6:15 p.m.

**VIII. NEXT MEETING DATE: THURSDAY, January 13, 2011 at 4:00 p.m.**

Respectfully Submitted.

Herbert Hill  
Aurora Township Clerk