

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

**Date: May 26, 2011**

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

**AMENDED MINUTES**

**I. CALL TO ORDER**

PLEDGE OF ALLEGEANCE

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, May 26, 2011. 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, Mark Semmler, and Highway Commissioner, John Shoemaker.

**Public Present:** Please see attached.

**II. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF April 28, 2011 and May 12, 2011; Also APPROVAL OF THE MINUTES OF THE SPECIAL BOARD MEETING of MAY 12, 2011.**

A motion to approve the Minutes of the **regular meeting** held on Thursday **April 28, 2011** was made by Supervisor Christina Campos and seconded by David Moore. Motion carried. (Voice Vote)

A motion was made to approve the Minutes of the **regular meeting** held **May 12, 2011** was made by David Moore and seconded by Delores Hicks.. Motion **carried, subject to amendment**.  
(Voice vote)

A motion to approve the minutes of the **Special Board Meeting** held on **May 12, 2011** was made by Delores Hicks and seconded by Bill Catching. 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 \$98, 334.70 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 \$10, 132.06 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 \$8, 011.38 was made by Delores Hicks with a second by David Moore. Motion carried. (Voice Vote)

A motion to approve **the COMBINED IMRF BILL** and the **R&B IMRF Bill** in the amount of \$8, 785.22 was made by Delores Hicks and seconded by Bill Catching. Motion carried. (Voice Vote)

A motion to approve **the COMBINED SOCIAL SECURITY BILL** and the **ROAD & BRIDGE SOCIAL SECURITY Bill** in the amount of \$5, 661.68 was made by Delores Hicks and seconded by Bill Catching. Motion carried. (Voice Vote)

A motion to approve **the LIABILITY INSURANCE FUND EXPENDITURES** in the amount of \$41, 297.00 was made by Delores Hicks and seconded by Bill Catching. Motion carried. (Voice vote).

### IV. REPORTS

#### 1. Assessor's Report

Mr. Offutt submitted a written report. Please see attachments.

Mr. Offutt also reported that the Assessor's office revalued approximately 21% of the Township parcels for 2011 taxes payable in 2012.

#### 2. Highway Commissioner's Report

Commissioner, John Shoemaker

John Shoemaker reported that "Parkside" was almost complete, and that "Liberty Lake" was drained and almost completely finished.

Mr. Shoemaker reported that Grass in the area was creating a problem because of the inconsistent rainy and dry spells.

Mr. Shoemaker also explained that he was looking for the County Board to get on the Exposition View area commitments, and that they were finally caught up to where they should be.

Additionally, Mr. Shoemaker explained that he had met with various Lighting Companies to upgrade lighting in the Township.

### **3. Code enforcement Officer's Report**

Hector Benavidez Code Enforcement officer introduced Justin Shoberlein a retired Aurora police officer as a new assistant providing tremendous help.

Mr. Benavidez reported that the properties at 911 W. Marywood and 1212 Rural were sent Notices of Violations, (5/5/11), with a response only from 911 W. Marywood.

Mr. Benavidez sent 18 "Tall Grass" violations out by certified mailing, and other properties targeted were being handled by both County (Kane County Zoning Dept.) and the Township. Those properties involving numerous garbage bags presented issues with the County.

Mr. Benavidez reported that the property located at 1100 Pleasant was in foreclosure. The Health Department obtained the file to abate the nuisance. Tall grass exceeded the 8" limitation.

There is an issue with the Township resolving property questions after involving other departments.

Mr. Benavidez noted 1230 Bender, a parcel with just a garage. Neighbors complained in March, 2001. Notice was sent to owners. It takes a period for the County to act.

Mr. Moore raised a question relating to 1100 Pleasant and whether a citation was issued against the owners.

Mr. Benavidez related that the properties where citations issued including 1212 Rural (no Response) and 1100 Pleasant were properties also involving the (County) Health Dept. because (on 1100 Pleasant) a garage door was missing or opened, and the County was to take care of that from the Township.

Mr. Moore questioned how is responsibility memorialized in / or by the County? By a case Number opened to refer to the property? How do you refer to it for follow up?

Delores Hicks questioned Mr. Benevidas as to what his job description was, to which Mr. Benevidas responded that his responsibilities included, but were not limited to the following:       maintainence of the main office,

maintainence of the Youth Center,  
Maintenance of all vacant lots,  
responsibility to hire contractors to maintain properties in need of repair,  
Plow in the winter (Township property and Youth Center),  
Multi tasking responsibilities,  
Lawn mowing program (involving 90 Senior's properties),

Delores Hicks interjected that "you are doing everyone's job).

Mr. Benavidez continued. . . That he was also responsible for repairs to Township vehicles.

Mr. Moore inquired. How many employees do you have? Benavidez answered 5.  
Mr. Moore, and you are responsible for 90 senior's yards, without complaints?

Mr. Moore questioned how can these many tasks be professionally handled with a budget of approximately \$36, 000.00.

When Mr. Moore questioned how many hours Mr. Benavidez (and his lawn crew) worked per day. Mr. Benavidez stated 5 hrs per day.

Mr. Semmler stated that it was impossible to accommodate 90 yards working just 5 hrs per day.

Mr. Benavidez continued. . . that his job description included code enforcement as well as lawn maintenance, soccer fields and cemeteries. Yard cutting was previously every 7-10 days; it is now every 2 weeks. Total of about 25 hrs per week.

Delores Hicks stated that this is basically part time work. Benavidez responded yes.

Mr. Semmler stated that it took 2 weeks to get to 90 yards.

Mr. Moore stated that maybe we should address the issues of citizens needs at a special meeting?

Mr. Catching asked if there was an additional need to re-cite a property after one citation before we can go back and mow.

Mr. Semmler stated that once certified letters issue, can we post the property instead of waiting 30 days, say 10 days after posting?

Mr. Trinta responded yes.

Mr. Semmler question what the % of code enforcement was per day. Mr. Benavidez explained 40%.

## **V. UNFINISHED BUSINESS**

### **A. Resolution 2011-02 Financial Review Procedures.**

A motion to approve Res. 2011-12 by Supervisor Campos was seconded by Delores Hicks. Motion carried. Roll Call: all Trustees's voting Yes

Mr. Moore expressed that the Trustee's received a good report from the Finance Chairman, Leticia DeLeon (5/20/11).

Ms. DeLeon stated that her door was opened for the Trustee's to seek her explanation of her report.

Mr. Semmler asked that Ms. DeLeon's Memo be attached to Res. 2011-12. Motion carried. (Voice vote)

## **VI. NEW BUSINESS**

Supervisor Campos stated that presentation by Kane County representatives will be here at a later date.

A motion to approve Resolution 2011-10 Road District Budget for 2011-12 was made by Supervisor Campos seconded by David Moore. Roll Call Vote: all Trustees's voting Yes

## **VII. PUBLIC COMMENTS**

Hector Benavidez expressed the view that the Board should seriously look at the repairs necessary to the existing Township building, the Youth Center, and further stated that Vehicles for employees are in drastic need.

Mr. Moore stated that if this building needs painting, who should do it, an outside contractor or employees?

Mr. Benavidez, it was suggested by Mr. Moore, would see to it.

Mr. Moore acknowledged the presence of Betty Lambert Human Resources in the Board Meeting, and asked for the best Insurance package available for the employees.

Mr. Moore also expressing concern for compliance with fed. And state law in hiring policies.

Ms. Lambert explained the Ins. Program and renewal rates. She explained the broker system to negotiate programs and the need to change brokers. She stated that she does not believe the current broker has the resources to meet the needs of the Township, as it was a small group.

#### **VIII. ANNOUNCEMENTS**

Supervisor Campos stated that there was a flag display at the Youth Center. The Township and Youth Center was participating in the Memorial Day Parade.

- A. Public Hearing on 2011-2012 Town Budget 3:30 p.m. June 9, 2011.
- B. Foundation for Aurora Township Senior & Youth Services Fay's Bar-B-Que Dinner Fundraiser on June 27, 2011 at the Youth Center.
- C. The Youth Center is hosting a blood drive on June 30, 2011.

#### **IX. EXECUTIVE CLOSED SESSION – PERSONNEL ISSUES**

A motion was made by Supervisor Christina Campos and seconded by David More to adjourn to Executive Session to discuss personnel issues. Motion carried. Roll Call Vote: all Trustees are voting Yes. Adjournment to Executive Session: 5:15 p.m.

#### **X. RECONVENE TO OPEN SESSION.**

Motion by Supervisor Christina Campos to reconvene to open session at 5:30 p.m., seconded by Delores Hicks. Roll Call Vote: All Trustees's voting Yes. Open session reconvened 5:30 p.m.

#### **XI. ADJOURNMENT**

A motion to adjourn was made by Supervisor Campos and seconded by David Moore. Motion carried (Voice vote), and the Meeting adjourned at 5:30 p.m.

#### **XII. NEXT MEETING THURSDAY, June 9, 2011 at 4:00 p.m.**

Respectfully Submitted.

  
Herbert Hill  
Aurora Township Clerk