

**Aurora Township**

**Board of Trustees Meeting**

**Main Offices, 80 North Broadway**

**Aurora, IL.**

**Date: Thursday, January 23, 2014**

**Time: 4:00 P.M.**

**Minutes**

- I. **Call To Order**  
**Pledge of Allegiance**  
**Invocation**  
**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, IL, at 4 p.m. on Thursday, January 23, 2014. Notice was sent to all members of the Board as required by statute.

Aurora Township Supervisor Bill Catching called the meeting to order at 4:00 p.m. Supervisor Catching led the group in the Pledge of Allegiance. Trustee Hicks gave the invocation.

Aurora Township Deputy Clerk Jason Owens called the roll with the following Board of Trustees members present: Bill Catching – Supervisor; Trustees: Delores Hicks, David Moore, Juan Reyna and Juanita Wells.

Clerk Ken Christy – Excused Absence

Assessor Davis Offutt – Excused Absence.

Highway Commissioner John Shoemaker – Present.

Staff and Public present – see attached attendance sheet.

- II. Motion to approve the minutes of the special Board meeting held on May 28, 2013 made by Supervisor Catching, seconded by Trustee Wells. Motion carried by unanimous voice vote.

III. Motion to approve the minutes of the regular Board meeting held on January 9, 2014 made by Supervisor Catching, seconded by Trustee Moore. Motion carried by unanimous voice vote.

**IV. Approval and/or Audit of Township and Road District Bills.**

- a. Motion made by Supervisor Catching and seconded by Trustee Hicks to approve the Town bills in the amount of **\$72,822.37**. Motion passed by unanimous voice vote.
- b. Motion made by Supervisor Catching and seconded by Trustee Reyna to approve the Road & Bridge bills in the amount of **\$24,598.28**. Motion passed by unanimous voice vote.
- c. Motion made by Supervisor Catching and seconded by Trustee Wells to approve the General Assistance bills in the amount of **\$5,666.24**. Motion passed by unanimous voice vote.
- d. Motion made by Supervisor Catching and seconded by Trustee Hicks to approve the combined IMRF and Road & Bridge IMRF bills in the amount of **\$14,297.33**. Motion passed by unanimous voice vote.
- e. Motion made by Supervisor Catching and seconded by Trustee Reyna to approve the combined Social Security and Road & Bridge Social Security bills in the amount of **\$6,597.53**. Motion passed by unanimous voice vote.

**V. Reports**

- a. **Assessor's Report** – Davis Offutt. Report attached. Summary: Assessor Offutt was unavailable as he was attending Board of Review hearings.
- b. **Highway Commissioner's Report** – John Shoemaker: The new driver has accepted the job offer and is set to begin work on February 3, 2014. Shoemaker reported that it seems that every snow event has happened during overtime hours and with the team being a driver down, there have been some delays in service. The drivers have been doing great work and putting in long hours. The salt supply is running a little low (certainly enough to get through another two or three large snow events), but the first delivery of salt is expected in the next couple of weeks.
- c. **Supervisor's Report** – Bill Catching. Supervisor Catching presented an email from Kevin Ream (attached) to the Board regarding the condensation issues at the Youth Center. Current recommendation is for a tiled vapor barrier to be installed which will prevent future condensation issues. A sample of the material was offered to the Board for examination. Material is damage resistant, will increase the roof's "R" (insulation) value and will not cause any load issues for the structure. A cost estimate and plan for installation will be provided to the Supervisor soon. Mark Semmler started his new job as the Township's Director of Transportation. PACE expedited Semmler's Trapeze log-in credentials quickly, so he has been able to begin work right away. Catching also

commended Melissa Franks on her hard work and initiative in her new role as Manager of the Ride-in-Kane Program.

- d. **Code Enforcement Officer's Report** – Hector Benavides. Report attached. Summary: Much of his time has, necessarily, been spent plowing rather than addressing Code Enforcement issues. Mr. Benavides commended his Youth Center crew for their hard work in cleaning out the former sheriff's department substation. South Union Street right-of-way enforcement issues remain, though many of the obstructions were removed with cooperation from the sheriff's department and the Village of Montgomery. Mr. Benavides recommended that all of the stakeholders in the area meet to discuss the issue and address enforcement moving forward.
- e. **General Assistance Report** – Suely Cabral. Report attached. Summary: December had 19 active cases. Ms. Cabral announced that the Interfaith Food Pantry has agreed to work with the Township on the newly reinstated GA workfare project. She also announced that the next Senior Citizens Service Committee meeting will be at 9 a.m. January 24. Ms. Cabral also announced that Menish Patel will be taking over for the retiring Carolyn Bracken from the VNA. Trustee Hicks asked Ms. Cabral about the request from Sunnymere Retirement Center for funds for the repair of their grandfather clock. Trustee Hicks said that for all that Sunnymere does for the Township that a donation should be made to help offset some of the repair's expense. Supervisor Catching said he would look into the request. Ms. Cabral also mentioned that the City of Aurora had sent over an Emergency Assistance request to the Township.
- f. **Financial Report** – Patty Richardson. Report Attached. Summary: Moving forward, the quarterly reports will come more frequently (monthly). With no additional revenues expected, the focus switches to finding cost savings. Trustee Wells suggested looking in to saving money on the garbage costs. She will look in to the new garbage hauler in the Township.

**VI. Unfinished Business** – None

**VII. New Business** – None

**VIII. Public Comments** - Peggy Hicks offered thanks to the Township for the efforts made to help the family who lost their home. Ms. Hicks mentioned that a new home was recently found for the family.

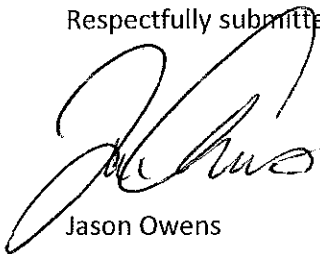
**IX. Announcements**

- a. Supervisor Catching offered his apologies to Trustee Hicks for missing her 75<sup>th</sup> birthday party due to illness. Catching lauded Trustee Hicks' efforts on behalf of the residents of the Township and respectfully suggested that no one does more for her constituents. Trustee Moore agreed with the sentiment and also said that both Trustee Hicks and her daughter Peggy Hicks are tireless workers for the residents and appreciates the efforts of both.

- b. Trustee Wells described the roundtable event hosted by State Rep. Stephanie Kifowit that she attended. Wells spoke with Kifowit about possible state grants for the Ride-in-Kane program. Trustee Wells also discussed presenting a seminar on water safety/well inspection for Township residents. Wells concluded her remarks by lamenting the cost of a GED (\$150) and wondered if there was a way to bring that cost down.
  - c. Trustee Hicks announced that Trustee Moore will receive the Harry S. Truman Award at the Kane County Democrats' Harry S. Truman Dinner held on February 24, 2014 at Pipers Banquets in Aurora.
- X. **Adjournment to Executive Session** – Motion to convene an Executive Session to discuss personnel matters made by Supervisor Catching and seconded by Trustee Moore. Motion passed unanimously by voice vote at 4:45 p.m. Board room was cleared before meeting commenced.
- XI. **Reconvene to Open Session** – Board reconvened to open session at 5:06pm. Deputy Clerk Owens called roll. No Board members absent.
- XII. **Action Resulting from Executive Session for Personnel** – Motion to increase salary of Youth Services Director to \$65,000 made by Supervisor Catching and seconded by Trustee Reyna. Motion passed unanimously (no abstentions) by voice vote.
- XIII. **Adjournment** – Motion for adjournment made by Supervisor Catching and seconded by Trustee Wells. Motion passed unanimously by voice vote at 5:08 p.m.

**Next meeting is scheduled for Thursday, February 13, 2014 at 4:00 p.m. at Aurora Township Office, 80 N. Broadway, Aurora, IL.**

Respectfully submitted,



Jason Owens  
Aurora Township Deputy Clerk

AURORA TOWNSHIP  
BOARD OF TRUSTEES' MEETING  
ATTENDANCE - SIGN-IN

MEETING DATE: Jan 23, 2014

NAME	ORGANIZATION	ADDRESS	PHONE
Jason Orews	ATHD		
Peggy Hicks			
Hector Benavides	AT Staff		
Patty Richardson	AT Staff		



Aurora Township Assessor

**Davis R. Offutt**

Certified Illinois Assessing Officer - Master #20  
State Certified General Real Estate Appraiser #553.000892



TO: Aurora Township Board

RE: Assessor Report

DATE: January 23, 2014

Jan 09-Jan 22, 2014

Permits processed: 51

Sales processed: 102

Divisions: 0

Parcel Count: 39,382

I will be attending the Board of Review hearings on the afternoon of January 23<sup>rd</sup> and unable to attend the Town Board meeting. If you have a question on any of the Assessor bills please call me on my cell at 630-258-1112.

The bills presented for approval represent the typical expenses incurred during the general operations of the Assessor's Office.

As always, I will make myself available to answer any questions you may have.

Respectfully submitted,

Davis Offutt  
Aurora Township Assessor