

Aurora Township

Board of Trustees Meeting

Main Offices, 80 North Broadway

Aurora, IL.

Date: Thursday, November 10, 2016

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, November 10, 2016. 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 Clerk Jason Owens called the roll with the following Board of Trustees members present: Bill Catching – Supervisor; Trustees: Dolores Hicks, David Moore, Juan Reyna, Juanita Wells.

Clerk Jason Owens – Present.

Assessor Davis Offutt – Present.

Highway Commissioner John Shoemaker – Present.

Staff and Public present – see attached.

- II. Motion to approve the minutes of the regular Board meeting held on October 27, 2016 made by Supervisor Catching, seconded by Trustee Reyna. Motion carried by unanimous voice vote.**

III. 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 Fund bills in the amount of **\$24,922.91**. Motion passed by unanimous voice vote.
- b. Motion made by Supervisor Catching and seconded by Trustee Moore to approve the Road & Bridge Fund bills in the amount of **\$15,231.72**. Motion passed by unanimous voice vote.
- c. Motion made by Supervisor Catching and seconded by Trustee Wells to approve the General Assistance Fund bills in the amount of **\$5,113.41**. Motion passed by unanimous voice vote.
- d. Motion made by Supervisor Catching and seconded by Trustee Reyna to approve the Equipment & Building Fund bills in the amount of **\$129.00**. Motion passed by unanimous voice vote.
- e. Motion made by Supervisor Catching and seconded by Trustee Hicks to approve the combined IMRF and Road & Bridge IMRF Funds bills in the amount of **\$22,608.90**. Motion passed by unanimous voice vote.
- f. Motion made by Supervisor Catching and seconded by Trustee Moore to approve the combined Social Security and Road & Bridge Social Security bills in the amount of **\$10,838.81**. Motion passed by unanimous voice vote.

IV. Reports

- a. **Assessor's Report** – Davis Offutt. Summary: Assessor Offutt stated that the preparation for the Board of Review cases is complete except for the cases he is preparing, which tend to be more difficult to handle. First date for the hearings is December 13, 2016.
- b. **Highway Commissioner's Report** – John Shoemaker. Summary: Shoemaker reported that the ATHD finished a large asphalt patch project on Mettel Rd. Shoemaker also reported that the landscaping work has started on the Thanksgiving Farm drainage project. He said taking on the landscaping work reduced the ATHD's monetary participation. Finally, Shoemaker said that the ATHD will be recycling over 200 tires on Monday, November 14, as part of the new Kane County Recycling initiative. He said that approximately 60 of the tires were pulled from the flooded area of Summit Ave during a drainage project completed this past summer.
- c. **Supervisor's Report** – Bill Catching. Summary: Supervisor Catching reported that he met with the executive director of Senior Services Associates, who wanted to discuss a potential referendum to enact a senior services tax levy. They have not decided on a proposed levy but suggested that it would be no more than \$20 for a home assessed at \$100,000. Elgin Township is also considering a similar referendum. Catching said he will ask the Elgin Township Supervisor to share some of their legal research with Aurora Township. Catching said he has reservations about placing the referendum on the

upcoming ballot, but the executive team for Senior Services believes the timing is good. Catching also reported that an architect and consultant inspected the roof for the Township offices at 80 N. Broadway recently. Long- and short-term repair options were suggested. Estimates for cost (\$150,000 to \$165,000 for long-term and \$50,000 to \$60,000 for short-term) were also provided. In light of the expense, Catching said he would approach the City of Aurora again to gauge their interest in purchasing the building. Trustee Wells asked about the senior snow removal and Supervisor Catching said he spoke with Ken Maurice at the City of Aurora. Mr. Maurice said he would speak to Mayor O'Connor next week and get back to Catching.

- d. **Ride in Kane Manager's Report** – Melissa Wilmot. Summary: Ms. Wilmot reported that a drug and alcohol audit was recently completed with only a few minor problems discovered which involved the testing clinic and not employees. Ms. Wilmot also reported that PACE bus inspections were completed and the list of issues was thankfully short. Finally, Ms. Wilmot expressed enthusiasm that the Board would approve the candidate for the open fleet manager position.
- e. **Youth Services Manager's Report** – Scot Thurman. Summary: Mr. Thurman reported that the indoor soccer season would begin soon. Mr. Thurman said he is applying for a grant from the Carson Family Foundation that would help pay for upgraded equipment for the soccer and basketball programs. Mr. Thurman reported that the Youth Center would have a field trip to McCormick Place in Chicago to attend a taping of an "America's Got Talent" episode. Mr. Thurman also thanked the ATHD for leveling out the parking lot at the Youth Center with new gravel.

V. Unfinished Business

- a. **Selection of Candidate for Position of Aurora Township's Ride in Kane Fleet Manager.**

Motion made by Supervisor Catching and seconded by Trustee Reyna to approve Gloria Yepiz as the Aurora Township's Ride in Kane Fleet Manager.

Discussion: Supervisor Catching asked Laurie Stone, Human Resources Coordinator, to explain the hiring process. Ms. Stone said the position was advertised extensively and generated six applicants. Ms. Stone conducted phone interviews with all six candidates and narrowed the potential candidate list to four. The four candidates were brought in for face-to-face interviews with Ms. Stone, Ms. Richardson and Ms. Wilmot. After the face-to-face interviews, Ms. Stone recommended Ms. Yepiz as the best candidate to Supervisor Catching. An offer of full-time employment at \$17 per hour was extended to Ms. Yepiz after the Board was notified at the October 27th meeting of his intention to do so. The motion today is to formalize the offer.

Trustee Hicks asked why the Board was not more involved with the hiring process. She said the hiring procedures in place called for the Board to have more involvement (interviewing the candidates, for example) in the process. Trustee Moore said he agreed with Trustee Hicks. Moore said he wants to ascertain if the hiring procedures were followed and asked what criteria were used to choose the candidates. Ms. Stone said the hiring team valued experience over education and that a candidate must be Spanish-speaking. Supervisor Catching stated that he did not involve the board in the hiring because it was not a position that would have much interaction at all with the board but said he would do so for higher level positions.

Trustee Moore asked if Ms. Wilmot was satisfied with the candidate. Ms. Wilmot said she was satisfied and very excited to have her start.

Trustee Hicks reiterated that she felt it important that the Board be allowed to meet with the candidates before an offer of employment was extended, but conceded that it wasn't possible at this point.

Trustee Reyna said he felt the Board was involved with the hiring process through Supervisor Catching's updates and reports during Board meetings. Reyna also agreed with the premise that the Board should only be involved with the hiring of department heads and that, once hired, the Board should trust the decision-making of these leaders.

Clerk Owens called the roll with the following Board of Trustees members voting "Yes": Supervisor Bill Catching, Trustee Delores Hicks, Trustee David Moore, Trustee Juan Reyna and Trustee Juanita Wells. Motion passed by unanimous voice vote.

VI. New Business

a. Resolution 2016-29 Intergovernmental Agreement with Aurora Township Road District for 2017 Senior Mowing Services.

Motion made by Supervisor Catching and seconded by Trustee Reyna to table Resolution 2016-29.

Discussion: Supervisor Catching advised the Board that he and Commissioner Shoemaker had been unable to meet to discuss the parameters of an agreement prior to the meeting and asked that the consideration of the resolution be tabled until a future meeting.

Clerk Owens called the roll with the following Board of Trustees members voting "Yes": Supervisor Bill Catching, Trustee Delores Hicks, Trustee David Moore, Trustee Juan Reyna and Trustee Juanita Wells. Motion passed by unanimous voice vote.

b. Resolution 2016-30 Aurora Township Tax Levy 2016.

Discussion: Ms. Richardson handed out a copy of the preliminary 2016 tax levy proposal. The proposed Town Fund and General Assistance levies are flat other than capturing new construction. Ms. Richardson said a formal resolution would be presented to the Board at an upcoming meeting.

c. Resolution 2016-31 Aurora Township Road District Tax Levy 2016.

Discussion: Commissioner Shoemaker handed out a copy of the Road District's 2016 tax levy proposal. Shoemaker said the levy for the Joint Bridge Fund is being increased due to the upcoming Rural Street bridge reconstruction project in 2018. Supervisor Catching asked about rolling over funds ahead of the project and if that will result in a tax challenge. Clerk Owens said a challenge would be denied as long as the Road District states the reason for rolling the funds over. Shoemaker said the Social Security and IMRF fund levies are increasing as a result of hiring more employees at the ATHD. Ms. Richardson said the Board would vote the resolution on after the statutorily required 20 day public notification period has elapsed.

VII. Board Member Comments

- a. Trustee Wells said she is happy that the Ohio Street bridge is finally open.
- b. Trustee Reyna said that the Veterans' Day parade will begin at 10:00 am and he hoped to see everyone there.
- c. Trustee Wells said she would be attending a Mulligan Stew event at Constitution Hall that will be sponsored by the Fox Valley American Legion Auxiliary.

VIII. Public Comments

Peggy Hicks - Ms. Hicks asked that the Board continue to be involved in all full-time hiring decisions, department head or not. She said such involvement keeps transparency alive.

IX. Announcements

Suely Cabral reminded the Board that the Senior Services Annual Pie Auction would be held on Friday, November 18, 2016 at the Fox Valley Country Club. Tickets are \$42.00 each. Supervisor Catching added that the Township has a table at the event.

Chief of Staff Richardson thanked Brian Pippenger from the Road District for bringing traffic cones to the main office to help deter Cub fans attending the parade in Chicago from parking in the Township lot.

Chief of Staff Richardson announced that the Township Holiday luncheon would be held at noon on December 9, 2016 in the Township offices.

- X. **Adjournment to Executive Session** – Motion to adjourn to executive closed session to discuss personnel was made by Supervisor Catching and seconded by Trustee Moore.

Clerk Owens called the roll with the following Board of Trustees members voting "Yes": Supervisor Bill Catching, Trustee Delores Hicks, Trustee David Moore, Trustee Juan Reyna and Trustee Juanita Wells. Board adjourned to Executive Session at 4:48 p.m.

- XI. **Reconvene to Open Session** – Motion to reconvene to open session made by Supervisor Catching and seconded by Trustee Wells. Motion passed by unanimous voice vote at 5:08 p.m.

- XII. **Roll Call and Establish Quorum** – Clerk Owens called the roll with the following Board of Trustees members present: Bill Catching – Supervisor; Trustees: Dolores Hicks, David Moore, Juan Reyna and Juanita Wells.

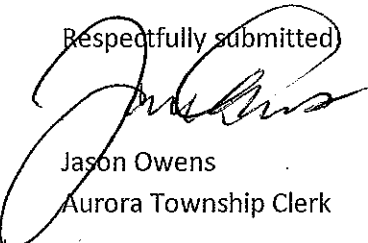
- XIII. **Action Resulting from Executive Session for personnel**

No action resulted from the executive session for personnel.

- XIV. **Adjournment** – Motion for adjournment made by Supervisor Catching and seconded by Trustee Wells. Motion passed by unanimous voice vote at 5:09 p.m.

Next regular Board meeting is scheduled for Tuesday, November 22, 2016 at 4:00 p.m. at Aurora Township Office, 80 N. Broadway, Aurora, IL.

Respectfully submitted)


Jason Owens
Aurora Township Clerk