

AURORA TOWNSHIP
BOARD OF TRUSTEES' MEETING
80 N. Broadway
Aurora, Illinois

Date: February 9, 2017

Time: 4:00 P.M.

AGENDA

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. INVOCATION
- IV. ROLL CALL AND ESTABLISH QUORUM
- V. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 26, 2017
- VI. APPROVAL AND/OR AUDIT OF TOWNSHIP AND ROAD DISTRICT BILLS
- VII. REPORTS
 - a. Assessor's Report
 - b. Highway Commissioner's Report
 - c. Supervisor's Report
 - d. Ride In Kane Manager's Report
 - e. Youth Services Director's Report
- VIII. UNFINISHED BUSINESS
 - a. Proclamation – Jo Fredell Higgins Retirement from Aurora Township Youth Commission
 - b. Resolution 2017-02 Intergovernmental Agreement – Aurora Township Road District Senior Mowing Program 2017
- IX. NEW BUSINESS
 - a. Authorization for Township Supervisor to Hire a Full-time Ride In Kane Driver
 - b. Approval of CDAP Loan Application – Douglas Floor Covering, Inc.
- X. BOARD MEMBER COMMENTS
- XI. PUBLIC COMMENTS
- XII. ANNOUNCEMENTS
- XIII. ADJOURNMENT

NEXT REGULAR BOARD MEETING:
THURSDAY, FEBRUARY 23, 2017 at 4:00 P.M.

Public Participation at Board Meetings

Public participation shall be permitted during the "Public Comments" section of the Board Meeting. Participants must be recognized by the Chairman before speaking. Please state your name, address and group affiliation for the Clerk before making your comments. Each statement shall be limited to three (3) minutes duration. Please be brief and limit your comments to one topic. The Board reserves the right to interrupt, warn or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene or irrelevant.

Aurora Township
Bills Payable Report
February 9, 2017

Vendor#	Vendor	Invoice	Department	Description	Amount
Town Fund					
012800	Aurora Postmaster	POSTMASTER020917	Assessor's Division	Office Supplies	63.00
Total 012800 Aurora Postmaster					63.00
023521	Cardmember Service	CS020217	Supervisor's Division	Conference & Meeting Expense	30.00
	Cardmember Service	CS020217	Supervisor's Division	Office Supplies	70.88
	Cardmember Service	CS020217	Supervisor's Division	Postage	6.47
	Cardmember Service	CS020217	Supervisor's Division	Code Enforcement Property Abatement	1.00
	Cardmember Service	CS020217	Youth Department	Soccer-Tables & goals	486.40
	Cardmember Service	CS020217	Youth Department	Nutrition Program	1,284.27
	Cardmember Service	CS020217	Youth Department	Program Expenses	176.68
	Cardmember Service	CS020217	Youth Department	Office Supplies	521.39
	Cardmember Service	CS020217	Youth Department	CFMA Breakfast	82.80
	Cardmember Service	CS020217	Ride-In-Kane Department	Employee Relations	39.78
Total 023521 Cardmember Service					2,699.67
117800	Carolyn M. VanHooser	VANHOOSER020917	Assessor's Division	Travel Expense	17.66
Total 117800 Carolyn M. VanHooser					17.66
028275	CDW Government Inc.	CDWGL020917	Assessor's Division	Virus Protection Program	499.80
Total 028275 CDW Government Inc.					499.80
030140	Charles J. Zine., Jr.	ZINE020917	Assessor's Division	Office Supplies	32.44
	Charles J. Zine., Jr.	ZINE020917.1	Assessor's Division	Travel Expense	98.98
Total 030140 Charles J. Zine., Jr.					131.42
027375	Cirone Computer Consulting Inc.	5135	Assessor's Division	Visual PAMS License	1,500.00
Total 027375 Cirone Computer Consulting Inc.					1,500.00
027900	CIT	29769736	Supervisor's Division	Equipment Mtce. & Rental	302.47
	CIT	29769736	Assessor's Division	Equipment Mtce. & Rental	302.47
	CIT	29769736	Youth Department	Equipment Mtce. & Rental	302.46
Total 027900 CIT					907.40
042450	ExxonMobil	4742701	Assessor's Division	Vehicle Maintenance	600.23
Total 042450 ExxonMobil					600.23
048563	Guardian Life Insurance	GUARDIAN020917		Payroll Deductions	323.00
	Guardian Life Insurance	GUARDIAN020917		Payroll Deductions	173.32
	Guardian Life Insurance	GUARDIAN020917	Supervisor's Division	Employee Health Insurance	392.27
	Guardian Life Insurance	GUARDIAN020917	Assessor's Division	Employee Health Insurance	675.92
	Guardian Life Insurance	GUARDIAN020917	Youth Department	Employee Health Insurance	136.72
	Guardian Life Insurance	GUARDIAN020917	Ride-In-Kane Department	Employee Health Insurance	415.51
Total 048563 Guardian Life Insurance					2,116.74
058600	Illinois Property Assessment Institute	IPAI020917	Assessor's Division	Training-Beukelman	340.00
	Illinois Property Assessment Institute	IPAI020917.1	Assessor's Division	Training-Stumreiter	675.00
	Illinois Property Assessment Institute	IPAI020917.2	Assessor's Division	Training-Salazar	340.00
	Illinois Property Assessment Institute	IPAI020917.3	Assessor's Division	Training-Offutt	680.00
Total 058600 Illinois Property Assessment Institute					2,035.00

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Vendor#	Vendor	Invoice	Department	Description	Amount
059020	Imagetec	466258	Supervisor's Division	Copier Usage Charges	58.91
	Imagetec	466258	Assessor's Division	Copier Usage Charges	41.97
	Imagetec	466258	Youth Department	Copier Usage Charges	40.00
Total 059020 Imagetec					140.88
082235	Jean-Marie Nazareth	JNAZARETH020917	Youth Department	Soccer Referee Fees	150.00
Total 082235 Jean-Marie Nazareth					150.00
082240	Jesse A. Moreno	JMORENO020917	Youth Department	Soccer Referee Fees	100.00
Total 082240 Jesse A. Moreno					100.00
071505	Living Daylight Corporation	LDO020917	Supervisor's Division	Black History Program	1,000.00
Total 071505 Living Daylight Corporation					1,000.00
074175	Marty's Automotive	032739	Youth Department	Vehicle Maintenance	1,269.70
Total 074175 Marty's Automotive					1,269.70
022213	NCPERS - IL IMRF	31340217		Payroll Deductions	208.00
Total 022213 NCPERS - IL IMRF					208.00
084200	NICOR (TWP)	NICOR020917	Supervisor's Division	Utilities	384.76
	NICOR (TWP)	NICORYTH020917	Youth Department	Utilities	309.73
	NICOR (TWP)	NICORYTH020917.1	Youth Department	Utilities	404.17
Total 084200 NICOR (TWP)					1,098.66
092003	Postage Purchase Power	012217	Supervisor's Division	Postage	220.98
Total 092003 Postage Purchase Power					220.98
096290	Republic Services #480	013233462	Supervisor's Division	Garbage Disposal	320.39
	Republic Services #480	013233462	Youth Department	Garbage Disposal-YC	352.48
	Republic Services #480	013233462	Youth Department	Garbage Disposal-Soccer Park	277.05
Total 096290 Republic Services #480					949.92
100400	Rotary Club of Aurora	ROTARY020917	Youth Department	Employee Relations	406.00
Total 100400 Rotary Club of Aurora					406.00
101619	Schindler Elevator Corporation	8104456841	Supervisor's Division	Elevator maintenance	286.99
Total 101619 Schindler Elevator Corporation					286.99
017405	The Flower Basket	141706	Ride-In-Kane Department	Employee Relations	77.94
Total 017405 The Flower Basket					77.94
096730	Total Fire & Safety Inc.	101337	Youth Department	Exit & Emergency Lighting/Fire Extinguish	745.50
Total 096730 Total Fire & Safety Inc.					745.50

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Vendor#	Vendor	Invoice	Department	Description	Amount
Verizon-TWP	Verizon Wireless	9779310637	Supervisor's Division	Telephone	47.60
	Verizon Wireless	9779310637	Youth Department	Telephone	147.72
	Verizon Wireless	9779310637	Ride-In-Kane Department	Telephone	597.12
Total Verizon- Verizon Wireless					792.44
120030	Warehouse Direct	3348654	Supervisor's Division	Office Supplies	295.79
Total 120030 Warehouse Direct					295.79
Total Town Fund					18,313.72
 Road & Bridge Fund					
018400	Bill's Repair Service	13693		Maintenance to Equipment	10.50
Total 018400 Bill's Repair Service					10.50
027800	City of Aurora	010130		Maintenance of Roads-Materials	650.00
Total 027800 City of Aurora					650.00
COMED-RB	Comed	COMEDHW020917		Utilities	504.97
Total COMED- Comed					504.97
048563	Guardian Life Insurance	GUARDIAN020917		Employee Welfare	344.24
Total 048563 Guardian Life Insurance					344.24
053918	Home Depot Credit Services	3054123		Maintenance of Roads-Materials	8.19
Total 053918 Home Depot Credit Services					8.19
078021	Midwest Occupational Health M.S.	206647		Maintenance of Roads-Materials	150.00
Total 078021 Midwest Occupational Health M.S.					150.00
044433	Motion Industries	743390		Maintenance to Equipment	18.48
	Motion Industries	743520		Maintenance to Equipment	72.53
Total 044433 Motion Industries					91.01
022213	NCPERS - IL IMRF	31340217		Payroll Deductions	16.00
Total 022213 NCPERS - IL IMRF					16.00
084200RB	NICOR (RB)	NICORHW020917		Utilities	1,408.56
Total 084200I NICOR (RB)					1,408.56
085575	Office Depot	2029833493		Office Supplies	22.73
Total 085575 Office Depot					22.73
096290	Republic Services #480	7026190		Maintenance of Roads-Materials	528.72
Total 096290 Republic Services #480					528.72

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Vendor#	Vendor	Invoice	Department	Description	Amount
100233	Roscoe	1464812		Personal Protective Equipment	35.00
	Roscoe	1465899		Personal Protective Equipment	66.90
Total 100233 Roscoe					101.90
123190	Russo Power Equipment	3728360		Personal Protective Equipment	29.99
Total 123190 Russo Power Equipment					29.99
108600	Suburban Teamsters Welfare Fund	TEAMSTERS020917		Employee Welfare	8,112.00
Total 108600 Suburban Teamsters Welfare Fund					8,112.00
109168	Superior Asphalt Materials, LLC	20170047		Maintenance of Roads-Materials	202.65
Total 109168 Superior Asphalt Materials, LLC					202.65
118100	Verizon Wireless	9778886451		Utilities	103.42
Total 118100 Verizon Wireless					103.42
121800	Weldstar Company	01570236		Maintenance to Equipment	32.60
Total 121800 Weldstar Company					32.60
Total Road & Bridge Fund					12,317.48
 General Assistance					
052827	ANN 461 LLC	22541	General Assistance Departm	Rentals	364.00
Total 052827 ANN 461 LLC					364.00
012050	Aurora Housing Authority	22546	General Assistance Departm	Rentals	9.00
Total 012050 Aurora Housing Authority					9.00
023521	Cardmember Service	CS020217	General Assistance Departm	Basic Needs	284.48
	Cardmember Service	CS020217	General Assistance Departm	Office Supplies	79.02
Total 023521 Cardmember Service					363.50
029251GA	Comed	22534	General Assistance Departm	Pauper Utilities	51.00
	Comed	22547	General Assistance Departm	Pauper Utilities	22.07
	Comed	22552	General Assistance Departm	Pauper Utilities	51.00
Total 029251(Comed					124.07
122180	Craig A. Wetter	22542	General Assistance Departm	Rentals	364.00
Total 122180 Craig A. Wetter					364.00
079710	Eulalia Rodriguez	22543	General Assistance Departm	Rentals	364.00
Total 079710 Eulalia Rodriguez					364.00

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Vendor#	Vendor	Invoice	Department	Description	Amount
046980	Future Savings LLC	22544	General Assistance Departm	Rentals	313.00
Total 046980 Future Savings LLC					313.00
048563	Guardian Life Insurance	GUARDIAN020917		Guardian Dental Withheld	7.84
	Guardian Life Insurance	GUARDIAN020917		Guardian Vision	12.88
	Guardian Life Insurance	GUARDIAN020917	General Assistance Departm	Employee Health Insurance	44.53
Total 048563 Guardian Life Insurance					65.25
022213	NCPERS - IL IMRF	31340217		NCPERS-IL IMRF	16.00
Total 022213 NCPERS - IL IMRF					16.00
092003	Postage Purchase Power	012217	General Assistance Departm	Postage	200.00
Total 092003 Postage Purchase Power					200.00
096200	Rafael G. Martinez	22551	General Assistance Departm	Rentals	313.00
Total 096200 Rafael G. Martinez					313.00
120180	Roberta Williams	22549	General Assistance Departm	Rentals	319.00
Total 120180 Roberta Williams					319.00
Total General Assistance					2,814.82
Equipment Building Fund					
016276	Bonnell Industries, Inc.	0172875	Equipment & Building	Equip. Purch/Bldg Improvements	125.25
	Bonnell Industries, Inc.	0173232	Equipment & Building	Equip. Purch/Bldg Improvements	553.82
	Bonnell Industries, Inc.	0173296	Equipment & Building	Equip. Purch/Bldg Improvements	377.98
	Bonnell Industries, Inc.	0173034	Equipment & Building	Equip. Purch/Bldg Improvements	189.22
Total 016276 Bonnell Industries, Inc.					1,246.27
099275	Elburn NAPA, Inc.	91245025	Equipment & Building	Equip. Purch/Bldg Improvements	241.20
Total 099275 Elburn NAPA, Inc.					241.20
079100	Monroe Truck Equipment, Inc.	74372	Equipment & Building	Equip. Purch/Bldg Improvements	5,090.91
	Monroe Truck Equipment, Inc.	316065	Equipment & Building	Equip. Purch/Bldg Improvements	26.24
Total 079100 Monroe Truck Equipment, Inc.					5,117.15
044433	Motion Industries	743221	Equipment & Building	Equip. Purch/Bldg Improvements	225.71
Total 044433 Motion Industries					225.71
099255	Northern Contracting, Inc.	6710	Equipment & Building	Equip. Purch/Bldg Improvements	4,928.19
	Northern Contracting, Inc.	6711	Equipment & Building	Equip. Purch/Bldg Improvements	986.56
Total 099255 Northern Contracting, Inc.					5,914.75
121800	Weldstar Company	01570726	Equipment & Building	Equip. Purch/Bldg Improvements	140.45
Total 121800 Weldstar Company					140.45
Total Equipment Building Fund					12,885.53

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Vendor#	Vendor	Invoice	Department	Description	Amount
CDAP Fund					
010590	Vanessa Aguirre	102	CDAP	Professional / Legal Fees	200.00
Total 010590 Vanessa Aguirre					<u>200.00</u>
Total CDAP Fund					<u><u>200.00</u></u>
IMRF FUND					
58200	Illinois Municipal Retirement Fund	Payroll 02/03/2017		Employer Portion IMRF	6,570.66
Total IMRF FUND					<u><u>6,570.66</u></u>
SOCIAL SECURITY FUND					
087200	Internal Revenue Service	Payroll 02/03/2017		Employer Portion Soc Sec	3,363.59
	Internal Revenue Service	Payroll 02/03/2017		Employer Portion Medicare	786.67
Internal Revenue Service					<u>4,150.26</u>
Total 087200	Total SOCIAL SECURITY FUND				<u><u>4,150.26</u></u>
ROAD & BRIDGE SOCIAL SECURITY FUND					
087200	Internal Revenue Service	Payroll 02/03/2017		Employer Portion Soc Sec	1,089.64
	Internal Revenue Service	Payroll 02/03/2017		Employer Portion Medicare	254.84
Internal Revenue Service					<u>1,344.48</u>
Total 087200	Total ROAD & BRIDGE SOCIAL SECURITY FUND				<u><u>1,344.48</u></u>
ROAD & BRIDGE IMRF FUND					
058200	Illinois Municipal Retirement Fund	Payroll 02/03/2017		Employer Portion IMRF	2,237.18
Total ROAD & BRIDGE IMRF FUND					<u><u>2,237.18</u></u>

**Aurora Township
Bills Payable Report
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<u>Bank Account</u>	<u>Fund</u>	<u>Amount</u>
01-10501	Town Fund	\$18,313.72
02-10500	Road & Bridge Fund	12,317.48
03-10503	General Assistance Fund	2,814.82
07-11515	Equipment & Building Fund	12,885.53
11-11500	CDAP Fund	200.00
05-10506	Town IMRF Fund	6,570.66
10-10508	Social Security Fund	4,150.26
14-11518	R&B Social Security Fund	1,344.48
15-11519	R&B IMRF Fund	2,237.18
Total All Funds		<u><u>\$60,834.13</u></u>

_____ Township Supervisor _____ Date

_____ Township Clerk _____ Date

_____ Trustee _____ Date

_____ Trustee _____ Date

_____ Trustee _____ Date

_____ Trustee _____ Date

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Resolution No. _____

RESOLUTION APPROVING THE
APPLICATION OF DOUGLAS FLOOR COVERING INC.
FOR A \$250,000 COMMUNITY DEVELOPMENT ASSISTANCE PROGRAM LOAN

WHEREAS, Aurora Township administers a Community Development Assistance Program (CDAP) pursuant to which application is made by businesses located within the Township for loans, and

WHEREAS, Douglas Floor Covering Inc. has submitted to Aurora Township an RFL Project Fact Sheet and delivered other documents in support of an application for a CDAP loan in the amount of \$250,000, and

WHEREAS, Aurora Township has engaged the services of Vanessa Aguirre, a commercial lending officer at Old Second National Bank, to provide an analysis of the loan application following her review of the various documents submitted by Douglas Floor Covering Inc., and

WHEREAS, Ms. Aguirre has submitted to the Township dated Jan. 16, 2017, her report, wherein it is recommended that Aurora Township approve the aforesaid application and grant to the applicant, Douglas Floor Covering Inc., the requested CDAP loan in the amount of \$ 250,000 for a term of up to 7 (seven) years with level monthly installments of principal and interest to be charged at the rate of 4.5% per annum, and

WHEREAS, the Township's Loan Committee - comprised of the Township Supervisor, the Township Attorney and Township Chief of Staff –met and reviewed the financial statements submitted as part of the application and concurs with the recommendation of our consultant, and

WHEREAS, the aforesaid recommendation is conditioned upon the existence of sufficient security to protect Aurora Township in the event of default by the maker of the obligation, Douglas Floor Covering Inc., and

WHEREAS, the security includes the joint and several unconditional guarantee of Douglas Floor Covering as well as the owner of the real property at 200 Alder Drive, North Aurora, Illinois, of the full repayment of the Township loan and the performance of all other obligations under the CDAP Loan Agreement.

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NOW, THEREFORE, BE IT RESOLVED by the Supervisor and Trustees of the Township of Aurora, Kane County, Illinois, as follows:

- I. That the Township Supervisor and Trustees of the Township of Aurora, Kane County, Illinois, find as facts the recitals hereinabove set forth.
- II. That Aurora Township does hereby approve application for the CDAP loan submitted by Douglas Floor Covering Inc. seeking a loan in the amount of \$250,000 subject to providing all required security as described in the report and analysis of our consultant and as may be required by the Township Attorney.
- III. That the Township Supervisor and the Township Clerk be and hereby are authorized and directed, in their respective capacities, to execute and deliver such documents as may be required to create the aforesaid Community Development Assistance Program loan.

The foregoing Resolution is duly passed this ___ day of _____, _____.

WILLIAM CATCHING, Township Supervisor

ATTEST:

JASON OWENS, Township Clerk

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Aurora Township Assessor
Davis R. Offutt

Certified Illinois Assessing Officer - Master #20
Real Estate Managing Broker - Realtor GAA GRI
State Certified General Real Estate Appraiser #553.000892



TO: Aurora Township Board

RE: Assessor Report

DATE: February 09, 2017

Jan 26-Feb 08, 2017

Permits processed: 77 / Year to Date: 174
Sales processed: 59 / Year to Date: 241
Divisions: 0 / Year to Date: 12
Parcel Count: 39,430

The Kane County Board of Review decisions have been recorded in the Visual PAMS software. The 2016 assessments will be rolled over to 2017 this Friday. The 2017 revalue process will begin around the middle of February.

I've attached a spread sheet showing the Board of Review Complaints from 1997 thru 2016.

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,

A handwritten signature in black ink, appearing to read "Davis Offutt".

Davis Offutt
Aurora Township Assessor

BOARD OF REVIEW COMPLAINTS 1997 THRU 2016

YEAR	0011 & 021 FARM	0030 VACANT RESIDENTIAL	0040 RESIDENTIAL	0050 COMMERCIAL- RESIDENTIAL	0060 COMMERCIAL	0062 COMMERCIAL 10-30	0070 COMMERCIAL OFFICE	0080 INDUSTRIAL	TOTAL
2016	0	7	278	13	52	9	5	29	393
2015	0	6	174	24	79	0	4	31	318
2014	0	1	203	11	59	2	2	14	292
2013	0	5	279	15	72	0	2	26	399
2012	1	4	371	22	84	0	3	49	534
2011	1	16	337	20	70	0	4	27	475
2010	0	7	385	15	71	0	0	39	517
2009	2	6	612	21	94	0	7	57	799
2008	0	10	382	37	98	0	3	32	562
2007	0	9	39	31	45	0	1	23	148
2006	0	3	23	34	52	0	3	19	134
2005	0	7	2	10	49	0	3	18	89
2004	0	7	10	16	48	0	2	11	94
2003	0	1	31	23	56	0	1	15	127
2002	0	2	0	5	60	0	1	34	102
2001	1	0	19	18	25	0	1	9	73
2000	0	2	7	4	10	0	1	5	29
1999	0	20	5	0	57	0	0	10	92
1998	3	6	8	2	11	0	0	27	57
1997	0	2	29	14	25	0	1	23	94