

AURORA TOWNSHIP
BOARD OF TRUSTEES' MEETING
80 N. Broadway
Aurora, IL 60505

Date: January 9, 2020
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 December 26, 2019
- 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
 - f. Kane County Sheriff's Department Report
- VIII. UNFINISHED BUSINESS
- IX. NEW BUSINESS
 - a. Resolution 2020-01 Transfer of Appropriations – Town Fund
 - b. Resolution 2020-02 Transfer of Appropriations – Road Fund
- X. BOARD MEMBER COMMENTS
- XI. PUBLIC COMMENTS
- XII. ANNOUNCEMENTS
- XIII. EXECUTIVE CLOSED SESSION – Personnel – Hiring of Full-time Driver for VNA Shuttle Service
- XIV. RECONVENE TO OPEN SESSION
- XV. ACTION RESULTING FROM EXECUTIVE CLOSED SESSION
- XVI. ADJOURNMENT

NEXT REGULAR BOARD MEETING:
THURSDAY, January 23, 2020 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.

December 26, 2019 BOARD OF TRUSTEES MINUTES

Aurora Township, Board of Trustees Meeting held at 4 p.m. at 80 N. Broadway Aurora, IL 60505

- I. **Call to Order** by Supervisor Catching at 4:00 p.m.
- II. **Pledge of Allegiance** led by Supervisor Catching
- III. **Invocation** led by Trustee Hicks
- IV. **Roll Call** by Township Clerk, Reginald N. Campbell with a Quorum established, with the Following Officials and Board of Trustee members present: William Catching, Supervisor; Juan Reyna, Highway Commissioner; Davis Offutt, Assessor; Reginald Campbell, Clerk; Trustees Dolores Hicks, David Moore, Juanita Wells, and Brenda Hernandez. Staff and Public also present- See attached Attendance Sign in Sheet.
- V. Motion to approve the minutes of the regular Board Meeting held on December 12, 2019, made by Supervisor Catching, seconded by Trustee Hicks, and carried by unanimous voice vote.
- VI. **Approval and /or audit of Township and Road District Bills**
 - a. Motion made by Supervisor Catching and seconded by Trustee Moore to approve the Town Fund bills in the amount of \$43,748.38. Motion passed by unanimous voice vote.
 - b. Motion made by Supervisor Catching and seconded by Trustee Wells to approve the Road & Bridge Fund bills in the amount of \$8,885.37. Motion passed by unanimous voice vote.
 - c. Motion made by Supervisor Catching and seconded by Trustee Hicks to approve the General Assistance Fund bills in the amount of \$3,341.19. Motion passed by unanimous voice vote.
 - d. Motion made by Supervisor Catching and seconded by Trustee Moore to approve the Equipment and Building Fund bills in the amount of \$1,197.46. Motion passed by unanimous voice vote.
 - e. Motion made by Supervisor Catching and seconded by Trustee Wells to approve the Combined IMRF Fund and Road & Bridge IMRF Fund bills in the amount of \$4,593.18. Motion passed by unanimous voice vote.
 - f. Motion made by Supervisor Catching and seconded by Trustee Hicks to approve the Combined Social Security Fund and Road & Bridge Social Security Fund bills in the amount of \$5,597.83. Motion passed by unanimous voice vote.
- VII. **Reports**
 - a. **Assessor's Report.** See Written Report
 - b. **Highway Commissioner's Report** See Written Report
 - c. **Supervisor's Report-** Township delivered over 400 meals for the annual Senior Services Luncheon. Jason Owens volunteered in the Third Ward Kitchen; One of the RIK Drivers is going on medical leave, but because ridership is slightly down, it will not require a

replacement driver during his absence; The VNA Shuttle program is scheduled to begin in January with a soft opening.

- d. **Code Enforcement Officer's Report-** NONE
- e. **General Assistance Manager's Report-** See written report
- f. **Presentation of November 2019 Financial Statements**

VIII. Unfinished Business

- a. Motion made by Supervisor Catching and seconded by Trustee Hicks regarding Resolution 2019-35 Authorizing Supervisor Catching to Execute the Ride In Kane Pace Subsidy Agreement. The VNA Shuttle Service was added and PACE will provide funding of up to \$50,000.00. The shuttle buses will be equipped with fare boxes; PACE has contracted with a new cab provider and the cost will increase significantly. PACE will absorb this cost for the remainder of 2019, but the Township will pick up this additional cost in 2020. Township could go back to the Dial A Ride program, but Township would lose its Federal and PACE subsidies, so that option would not be cost effective. Trustee Hicks commented on the importance of the RIK program for our seniors and disabled, and that the Township Chief of Staff has done an excellent job in budgeting for the RIK Program. Motion passed by majority voice vote, with Trustee Hernandez voting against the Resolution.

IX. New Business

Motion made by Supervisor Catching and seconded by Trustee Moore regarding Resolution 2019-39 Appointment of Aurora Township Community Mental Health Board. Motion passed by unanimous voice vote.

X. Board Member comments

Supervisor Catching wished everyone a Happy Holiday Season. Trustee Hicks stated that operations with the Senior Services Drop In Center has been going well. Trustee Moore visited the Center and stated there was a good turn -out. Trustee Wells wished everyone a happy and blessed new year in 2020.

XI. Public Comments

Resident Peggy Hicks announced about the KWANZA Celebration at the Prisco Center on 12-27-19.

XII. Announcements

NONE

- XIII. **Adjournment** Motion made by Supervisor Catching and seconded by Trustee Wells to adjourn the meeting at 4:50. p.m. Motion passed by unanimous voice vote.

Respectfully submitted,

Reginald N. Campbell
Aurora Township Clerk

Aurora Township
Bills Payable Report
January 9, 2020

Vendor#	Vendor	Invoice	Department	Description	Amount
TOWN FUND					
020412	Administrative Information Management	32119	Supervisor's Division	Employee Health Insurance	7.00
Total 020412	Administrative Information Management				7.00
012800	Aurora Postmaster	Postage122319	Assessor's Division	Office Supplies	440.00
Total 012800	Aurora Postmaster				440.00
018709	Blue Cross Blue Shield of Illinois	BCBS0120		Blue Cross/Blue Shield Withheld	4,857.99
	Blue Cross Blue Shield of Illinois	BCBS0120	Supervisor's Division	Employee Health Insurance	5,421.62
	Blue Cross Blue Shield of Illinois	BCBS0120	Assessor's Division	Employee Health Insurance	10,685.00
	Blue Cross Blue Shield of Illinois	BCBS0120	Youth Department	YTH - Health Insurance	3,764.68
	Blue Cross Blue Shield of Illinois	BCBS0120	Ride-In-Kane Department	R-I-K Health Insurance	4,457.30
Total 018709	Blue Cross Blue Shield of Illinois				29,186.59
023400	CareerBuilder Employment Screening, LLC	1158964	Ride-In-Kane Department	R-I-K Employee Relations	66.00
Total 023400	CareerBuilder Employment Screening, LLC				66.00
030140	Charles J. Zine., Jr.	CZ122719	Assessor's Division	Travel Expense	77.72
Total 030140	Charles J. Zine., Jr.				77.72
027900	CIT	34562814	Supervisor's Division	Professional Fees & Publications	1,500.00
Total 027900	CIT				1,500.00
028600	Coffman Truck Sales Inc.	117818	Youth Department	YTH - Vehicle Maintenance	21.50
	Coffman Truck Sales Inc.	1001333080	Ride-In-Kane Department	R-I-K Mtce. To Vehicles	21.50
	Coffman Truck Sales Inc.	1001333092	Ride-In-Kane Department	R-I-K Mtce. To Vehicles	21.50
	Coffman Truck Sales Inc.	1001333148	Ride-In-Kane Department	R-I-K Mtce. To Vehicles	21.50
	Coffman Truck Sales Inc.	1001333166	Ride-In-Kane Department	R-I-K Mtce. To Vehicles	21.50
	Coffman Truck Sales Inc.	100333190	Ride-In-Kane Department	R-I-K Mtce. To Vehicles	21.50
	Coffman Truck Sales Inc.	1001333426	Ride-In-Kane Department	R-I-K Mtce. To Vehicles	21.50
	Coffman Truck Sales Inc.	1001333528	Ride-In-Kane Department	R-I-K Mtce. To Vehicles	21.50
	Coffman Truck Sales Inc.	1001333540	Ride-In-Kane Department	R-I-K Mtce. To Vehicles	21.50
Total 028600	Coffman Truck Sales Inc.				193.50
028620	Colonial Life	4475604-1205582		Colonial Life Payroll Deductions	652.16
Total 028620	Colonial Life				652.16
086600	Davis Offutt	DO122019	Assessor's Division	Vehicle Maintenance	619.98
Total 086600	Davis Offutt				619.98
042450	ExxonMobil	Exxon010220	Assessor's Division	Vehicle Maintenance	88.50
Total 042450	ExxonMobil				88.50
061500	First Communication, LLC	118812595	Supervisor's Division	Telephone	169.76
	First Communication, LLC	118812595	Assessor's Division	Telephone	169.75
Total 061500	First Communication, LLC				339.51
048563	Guardian Life Insurance	Guardian0120		Guardian Dental Withheld	499.21
	Guardian Life Insurance	Guardian0120		Guardian Vision	254.88
	Guardian Life Insurance	Guardian0120	Supervisor's Division	Employee Health Insurance	396.02
	Guardian Life Insurance	Guardian0120	Assessor's Division	Employee Health Insurance	738.68

Aurora Township
Bills Payable Report
January 9, 2020

Vendor#	Vendor	Invoice	Department	Description	Amount
	Guardian Life Insurance	Guardian0120	Youth Department	YTH - Health Insurance	209.52
	Guardian Life Insurance	Guardian0120	Ride-In-Kane Department	R-I-K Health Insurance	448.91
Total 048563	Guardian Life Insurance				2,547.22
057002	Illinois Coalition of Appraisal Professionals	ICAP122019	Assessor's Division	Professional Organizations	85.00
Total 057002	Illinois Coalition of Appraisal Professionals				85.00
069148	Lani Espejel	LE121719	Youth Department	YTH - Program Expense	37.87
	Lani Espejel	LE122619	Youth Department	YTH - Program Expense	38.89
Total 069148	Lani Espejel				76.76
084200	NICOR (TWP)	NICOR121019	Supervisor's Division	Utilities	241.27
	NICOR (TWP)	NICOR121119	Youth Department	YTH - Utilities	494.23
	NICOR (TWP)	NICOR120919	Youth Department	YTH - Utilities	247.85
Total 084200	NICOR (TWP)				983.35
085575	Office Depot	417217817001	Supervisor's Division	Office Supplies	178.73
	Office Depot	417589664001	Supervisor's Division	Office Supplies	15.49
	Office Depot	417214515001	Youth Department	YTH - Office Supplies	32.62
Total 085575	Office Depot				226.84
083036	ORKIN Inc.	189329891	Supervisor's Division	Maintenance to Building	65.92
	ORKIN Inc.	192437771	Youth Department	YTH - Mtce. To Bldg	100.00
Total 083036	ORKIN Inc.				165.92
094700	Quench USA, Inc.	2233812	Supervisor's Division	Office Supplies	120.00
Total 094700	Quench USA, Inc.				120.00
Total Town Fund					37,376.05
ROAD & BRIDGE FUND					
020412	Administrative Information Management	32119	Road & Bridge Department	Employee Welfare	7.00
Total 020412	Administrative Information Management				7.00
018709	Blue Cross Blue Shield of Illinois	BCBS0120	Road & Bridge Department	Employee Welfare	5,101.23
Total 018709	Blue Cross Blue Shield of Illinois				5,101.23
028620	Colonial Life	4475604-1205582		Colonial Life Payroll Deductions	65.84
Total 028620	Colonial Life				65.84
048563	Guardian Life Insurance	Guardian0120	Road & Bridge Department	Employee Welfare	337.00
Total 048563	Guardian Life Insurance				337.00
Total Road & Bridge Fund					5,511.07

Aurora Township
Bills Payable Report
January 9, 2020

Vendor#	Vendor	Invoice	Department	Description	Amount
GENERAL ASSISTANCE					
012050	Aurora Housing Authority	23554	General Assistance Department	Rentals	29.00
Total 012050	Aurora Housing Authority				29.00
018709	Blue Cross Blue Shield of Illinois	BCBS0120		Blue Cross/Blue Shield Withheld	143.90
	Blue Cross Blue Shield of Illinois	BCBS0120	General Assistance Department	Employee Health Insurance	1,064.33
Total 018709	Blue Cross Blue Shield of Illinois				1,208.23
028620	Colonial Life	4475604-1205582		Colonial Life Payroll Deductions	158.68
Total 028620	Colonial Life				158.68
029251GA	Comed	23547	General Assistance Department	Pauper Utilities	35.27
	Comed	23555	General Assistance Department	Pauper Utilities	25.77
Total 029251GA	Comed				61.04
048563	Guardian Life Insurance	Guardian0120		Guardian Dental Withheld	9.32
	Guardian Life Insurance	Guardian0120		Guardian Vision	14.48
	Guardian Life Insurance	Guardian0120	General Assistance Department	Employee Health Insurance	50.49
Total 048563	Guardian Life Insurance				74.29
		Total General Assistance			1,531.24
I.M.R.F. Fund					
058200	Illinois Municipal Retirement Fund	Payroll 1/3/2020		Employer Portion IMRF	4,972.10
		Total TOWN IMRF FUND			4,972.10
SOCIAL SECURITY FUND					
087200	Internal Revenue Service	Payroll 1/3/2020		Employer Portion Soc Sec	3,563.62
	Internal Revenue Service	Payroll 1/3/2020		Employer Portion Medicare	833.42
	Internal Revenue Service				4,397.04
Total 087200		Total TOWN SOCIAL SECURITY FUND			4,397.04
ROAD & BRIDGE SOCIAL SECURITY FUND					
087200	Internal Revenue Service	Payroll 1/3/2020		Employer Portion Soc Sec	1,028.47
	Internal Revenue Service	Payroll 1/3/2020		Employer Portion Medicare	240.52
Total 087200	Internal Revenue Service				1,268.99
		Total ROAD & BRIDGE SECURITY FUND			1,268.99
ROAD & BRIDGE IMRF FUND					
058200	Illinois Municipal Retirement Fund	Payroll 1/3/2020		Employer Portion IMRF	1,645.76
Total 058200	Illinois Municipal Retirement Fund	Total ROAD & BRIDGE IMRF FUND			1,645.76

**Aurora Township
Bills Payable Report
January 9, 2020**

<u>Bank Account</u>	<u>Fund</u>	<u>Amount</u>
01-10501	Town Fund	\$ 37,376.05
02-10500	Road & Bridge Fund	5,511.07
03-10503	General Assistance Fund	1,531.24
05-10506	Town IMRF Fund	4,972.10
10-10508	Social Security Fund	4,397.04
14-11518	R&B Social Security Fund	1,268.99
15-11519	R&B IMRF Fund	1,645.76
Total All Funds		<u><u>\$ 56,702.25</u></u>

_____	_____
Township Supervisor	Date
_____	_____
Township Clerk	Date
_____	_____
Trustee	Date
_____	_____
Trustee	Date
_____	_____
Trustee	Date
_____	_____
Trustee	Date

AURORA TOWNSHIP
TRANSFER OF APPROPRIATION – TOWN FUND
RESOLUTION 2020-01

WHEREAS there was adopted on the 9th day of April 2019 by the Board of Trustees of Aurora Township, Kane County, Illinois, a Budget & Appropriation Ordinance for the fiscal year beginning April 1, 2019 and ending March 31, 2020, and

WHEREAS it now appears that certain adjustments between appropriated line items in the Town Fund in said ordinance are desirable and necessary, and

WHEREAS Section 3 of the Illinois Municipal Budget Law (50 ILCS 330/3), as approved July 12, 1937, as amended, authorizes transfers between various line items within any fund in such Appropriation Ordinance not to exceed 10% of the total amount appropriated in such fund by such ordinance, now therefore

BE IT RESOLVED by the Board of Trustees of Aurora Township, Kane County, Illinois

That there is hereby transferred from the unexpended balance the sum of Nine Thousand Five Hundred Dollars (\$9,500.00) from the following line items in the General Fund:

	<u>Transfer Out</u>	Original/ Adjusted <u>Appropriation</u>	Adjusted <u>Appropriation</u>
Supervisor Dept-Contingency (Account 58500)	\$8,500.00	\$32,400.00	\$23,900.00
Youth Dept-Summer Camp Wages (Account 59916)	<u>\$1,000.00</u>	\$40,000.00	\$39,000.00
Total Transfer Out	<u>\$9,500.00</u>		

Which transferred sum of Nine Thousand Five Hundred Dollars (\$9,500.00) is hereby added to the following line item in the same fund:

	<u>Transfer In</u>	Original/ Adjusted <u>Appropriation</u>	Adjusted <u>Appropriation</u>
Supervisor Dept-Professional Fees (Account 57000)	\$6,000.00	\$28,000.00	\$34,000.00
Supervisor Dept-Community Relations (Account 50100)	\$2,500.00	\$20,000.00	\$22,500.00
Youth Dept-Employee Relations (Account 59906)	<u>\$1,000.00</u>	\$7,500.00	\$8,500.00
Total Transfer In	<u>\$9,500.00</u>		

This transfer shall be in full force and effect from and after this date.

ADOPTED this 9th day of January 2020 by the Board of Trustees of Aurora Township, Kane County, Illinois.

Supervisor

Town Clerk

AURORA TOWNSHIP
TRANSFER OF APPROPRIATION – ROAD FUND
RESOLUTION 2020-02

WHEREAS there was adopted on the 9th day of April 2019 by the Board of Trustees of Aurora Township, Kane County, Illinois, a Budget & Appropriation Ordinance for the fiscal year beginning April 1, 2019 and ending March 31, 2020, and

WHEREAS it now appears that certain adjustments between appropriated line items in the Town Fund in said ordinance are desirable and necessary, and

WHEREAS Section 3 of the Illinois Municipal Budget Law (50 ILCS 330/3), as approved July 12, 1937, as amended, authorizes transfers between various line items within any fund in such Appropriation Ordinance not to exceed 10% of the total amount appropriated in such fund by such ordinance, now therefore

BE IT RESOLVED by the Board of Trustees of Aurora Township, Kane County, Illinois

That there is hereby transferred from the unexpended balance the sum of One Thousand Dollars (\$1,000.00) from the following line items in the General Fund:

	<u>Transfer Out</u>	<u>Original Appropriation</u>	<u>Adjusted Appropriation</u>
Contingency (Account 71000)	<u>\$1,000.00</u>	\$10,000.00	\$9,000.00
Total Transfer Out	<u>\$1,000.00</u>		

Which transferred sum One Thousand Dollars (\$1,000.00) is hereby added to the following line item in the same fund:

	<u>Transfer In</u>	<u>Original Appropriation</u>	<u>Adjusted Appropriation</u>
Replacement Tax Allocation (Account 61004)	<u>\$1,000.00</u>	\$94,380.00	\$95,380.00
Total Transfer In	<u>\$1,000.00</u>		

This transfer shall be in full force and effect from and after this date.

ADOPTED this 9th day of January 2020 by the Board of Trustees of Aurora Township, Kane County, Illinois.

Supervisor

Town Clerk

Aurora Township
Transfer of Appropriation Summary

Town Fund:

November 14, 2019 Transfer – Resolution 2019-33 \$21,100.00

January 9, 2020 Transfer – Resolution 2020-01 \$9,500.00

Total Year-to-date transfers \$30,500.00. Total allowed (10%) \$360,241.00

Road Fund:

January 9, 2020 Transfer – Resolution 2020-02 \$1,000.00

Total Year-to-date transfers \$1,000.00. Total allowed (10%) \$141,377.00

General Assistance Fund:

November 14, 2019 Transfer – Resolution 2019-34 \$250.00

Total Year-to-date transfers \$250.00. Total allowed (10%) \$37,530.00