

**Aurora Township  
Board of Trustees Meeting  
Youth and Community Center, 313 Gale Street  
Aurora, IL.**

**Date: Thursday, August 27, 2020  
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 Youth and Community Center, 313 Gale Street, Aurora, IL, at 4 p.m. on Thursday, August 27, 2020. Notice was sent to all members of the Board as required by statute.

Aurora Township Supervisor, Bill Catching, called the meeting to order at 4:04 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: Dolores Hicks, David Moore, Juanita Wells and Brenda Hernandez.

Township Clerk – Vacant.

Assessor Davis Offutt – Present.

Highway Commissioner Juan Reyna – Present.

Staff and Public present – see attached.

- II. Motion to approve the minutes of the regular Board meeting held on August 13, 2020 made by Supervisor Catching, seconded by Trustee Wells. 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 combined Township and Road District Bills in the following amounts:
  - i. Town Fund bills in the amount of **\$54,641.95;**
  - ii. Road & Bridge Fund bills in the amount of **\$23,717.83;**
  - iii. General Assistance Fund bills in the amount of **\$2894.28;**
  - iv. Combined IMRF and Road & Bridge IMRF Funds bills in the amount of **\$6,510.58;**
  - v. Combined Social Security and Road & Bridge Social Security bills in the amount of **\$5,479.76.**

Motion passed by unanimous voice vote.

**IV. Reports**

- a. **Assessor's Report** –Written report submitted. Assessor Offutt reported 24 Board of Review applicants with a deadline of September 9, 2020 for any additional Board of Review filings.
- b. **Highway Commissioner's Report** – Juan Reyna. Summary: Written Report submitted. Commissioner Reyna stated that brush pick up compliance has improved since monthly pick up sessions started this season. Trustee Hernandez asked if more piles were being placed out for the program. Commissioner Reyna said there was definitely more participation.
- c. **Supervisor's Report** – Bill Catching. Summary: Supervisor Catching reported a renewed census push with City of Aurora. Catching said the response rate was approximately 70% and Suely Cabral was the Township's representative to the Census Counts Committee. Supervisor Catching stated that Kane County was beginning to release funds from the Federal CARES Act which could bring approximately \$20,000 in reimbursements for eligible pandemic related expenses (PPE, new filtration for HVAC systems etc). Catching said employee salaries were not eligible for reimbursement.
- d. **Presentation of July 2020 Financial Statements – Patricia Richardson.** Summary: Ms. Richardson stated the second large property tax distribution would arrive at the beginning of September and, despite declines in revenue from the Ride-In-Kane program and the Youth Center, the Township was in good shape financially. Trustee Hernandez asked what impact the reduced PPRT revenues have had. Ms. Richardson stated that these revenues did not comprise a significant portion of annual budget and the decreases had not been very large to this point in the year.

**V. Unfinished Business**

**None.**

## VI. New Business

- a. Interviews of Aurora Township Clerk Applicants. The Township staff reviewed the applications and determined that each applicant met minimum qualifications for filling the vacancy (Aurora Township resident and a registered Democrat). Each applicant was given up to five minutes to present a brief summation of his/her qualifications for the position to the Board of Trustees. Applicants for the vacant Township Clerk position were received from the following individuals (in order of presentation):
  - i. Bonnie Kunkel – Attorney in Aurora. WASD graduate. Cited her extensive experience as an attorney and involvement with local organizations, including volunteering with Aurora Township. Stated she has experience taking minutes for other organizations and has flexibility to attend all Board meetings and other functions required of Township Clerk. Trustee Hernandez asked if Ms. Kunkel had ever held the Township Clerk position prior to today and Ms. Kunkel said she had not. Trustee Wells asked if Ms. Kunkel would run for Township Clerk in 2021 if appointed to the vacant seat and Ms. Kunkel replied she would run.
  - ii. Stephanie Lazcano - Account manager in insurance industry. EASD graduate. Cited her involvement as an election judge, education centered on political science, law and economics. Stated she served as student board member during her East Aurora High School tenure and that her current job would allow her the flexibility to attend all Board meetings and other functions required of the Township Clerk. Trustee Wells asked if Ms. Lazcano would run for Township Clerk in 2021 if appointed to the vacant seat and Ms. Lazcano replied she would run. Trustee Hernandez asked if Ms. Lazcano had ever held the Township Clerk position prior to today and Ms. Lazcano stated she had not.
  - iii. Marcus McGowan – Adjunct professor at Aurora University and senior youth counselor for Kane County. EASD graduate. Cited his attention to detail, personal high standards, breadth of experience and commitment to accuracy. Stated he served as a case manager at the Youth Center under a previous administration. Stated his current job would not prevent him from attending all Board meetings and completing other functions required of Township Clerk. Trustee Wells asked if Mr. McGowan would run for Township Clerk in 2021 if appointed to the vacant seat and Mr. McGowan replied he would run if he felt he could do the job well.
  - iv. Juan Thomas – Attorney in Aurora. Cited his previous work as first Democrat to hold Township Clerk position, community involvement (desire to promote voting rights and voter registration) and background in local, state and national positions. Trustee Wells asked if Mr. Thomas would run for Township Clerk in 2021 if appointed to the vacant seat and Mr. Thomas replied he would consider it. Trustee Hernandez asked what improvements he would make and Mr. Thomas suggested a township mobile app and a consistent resident newsletter.

- v. Durrell Williams – Mr. Williams was not present, but submitted his cover letter and resume for consideration. Supervisor Catching solicited a motion from the Board to delay the consideration of the applicants until after Mr. Williams appeared before the Board. No motion was offered.

VII. **Adjournment to Executive Closed Session – Personnel.** Motion to adjourn to executive closed session to discuss personnel made by Supervisor Catching and seconded by Trustee Hicks. Motion passed by unanimous voice vote at 4:50 p.m.

VIII. **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 5:27 p.m.

IX. **Roll Call and Establish Quorum** - Aurora Township Deputy Clerk, Jason Owens, called the roll with the following Board of Trustees members present: Bill Catching – Supervisor; Trustees: Dolores Hicks, David Moore, Juanita Wells and Brenda Hernandez.

X. **Action Resulting from Executive Closed Session**

- a. Motion to appoint Juan Thomas to the vacant position of Aurora Township Clerk made by Supervisor Catching and seconded by Trustee Wells.

Discussion: Supervisor Catching thanked all of the applicants for their interest and time. Catching stated the upcoming national and local elections made the experience factor very important and Mr. Thomas' previous experience as Township Clerk won out.

Motion passed with four "aye" voice votes (Catching, Hicks, Moore, Wells) and one "no" vote (Hernandez).

- b. The oath of office was administered to Juan Thomas by Supervisor Catching. Deputy Clerk Owens continued taking minutes through the end of the meeting.

XI. **Board Member Comments**

- a. Trustee Moore thanked all of the applicants and said it was not an easy decision to make.

XII. **Public Comments**

None.

**XIII. Announcements**

- a. Ms. Richardson stated the annual TOI conference would be held virtually and asked the Board to reach out to her before the registration deadline in October if interested.
- b. Supervisor Catching announced a drive through shredding event on September 17, 2020 which will be co-sponsored by TRIAD.

**XIV. Adjournment** – Motion for adjournment made by Supervisor Catching and seconded by Trustee Hicks. Motion passed by unanimous voice vote at 5:36 p.m.

**The next Regular Board meeting is scheduled for Thursday, September 10, 2020 at 4:00 p.m. at 313 Gale Street, Aurora, IL.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jason Owens', is written over the printed name.

Jason Owens

Aurora Township Deputy Clerk