

**LEMONT TOWNSHIP
AUGUST 2021
BOARD PACKET**

Lemont Township Board of Trustees Meeting

August 10th, 2021, 7:00pm @ 1115 Warner Avenue, Lemont, IL 60439

AGENDA

- I Call to Order/Pledge of Allegiance
- II Roll Call
- III Approval of Regular Township Board Meeting Minutes of July 13rd, 2021
- IV Matters from the Public:
Public Comment:

"We have come to the point in the meeting that is set aside for public comment. Members of the public are invited to address the Board on any matter during this time. There is a 3-minute time limit for your remarks. At the beginning of your comments, please state and spell your name. Please be aware that this is an opportunity for you to provide your input, but the public comment is not intended to be a question-and-answer exchange with the members of the Board. Responses to questions asked during the public comment portion of this meeting will be provided in writing following the meeting. If you would like responses to your questions, please provide your e-mail address on the speaker's list at the back of the room."

- V **Staff Reports:**
 - A. Administrator – July Bills
 - B. Supervisor
 - C. Highway Commissioner
 - D. Clerk
 - E. Assessor
 - F. Human Services Director
 - G. Open Space/Facilities Director
- VII Unfinished Business
- VIII New Business
 - A. Review and approval of employee paid sick leave policy
- IX Executive Session:
Personnel Matter
- X Motion to Adjourn

Lemont Township Board Meeting -July 13, 2021

The Lemont Township board meeting was held on July 13, 2021 at the Township offices at 1115 Warner Avenue, Lemont, IL 60439.

Supervisor Shackel called the meeting to order at 7:00 p.m. The Pledge of Allegiance was said and Clerk Buschman called the roll: Molitor, Nathan, Virgilio and Shackel - present. Blatzer-absent.

Motion was made by Nathan, 2nd by Virgilio, to approve the previous meetings minutes. On roll call: Molitor, Nathan, Virgilio and Shackel-ayes, Blatzer absent. Motion passed.

Supervisor Shackel then read the following paragraph which was attached to the agenda. "We have come to the point in the meeting that is set aside for public comment. Members of the audience are invited to address the Board during this time. There is a 3-minute time limit for your remarks. At the beginning of your comments, please state and spell your name. Please be aware that this is an opportunity for you to provide your input, but public comment is not intended to be a question and answer exchange with the members of the Board. Responses to questions asked during the public comment portion of this meeting will be provided in writing following the meeting. If you would like responses to your questions, please provide your email address on the speakers list at the back of the room."

MATTERS FROM THE PUBLIC: Jeanette Daubarus commented on having the matters from the public at the beginning of the meeting; thinks they should be at the end. Also, there is no American flag at the Community center. Ken Chelbicki questioned about the stop sign on 118th Street and also asked about tree roots showing and wondered who was responsible for them.

Township Administrator Pasiewicz thanked all for their concern and attending services for his late wife, Mary. It was very much appreciated.

Treasurer's Report and Payment of Bills:

General Fund	\$16,328.96
Road & Bridge	\$12,540.72
Riccio Construction	\$ 22,421.26
General Assistance	\$660.00

Motion made by Molitor, 2nd by Virgilio to approve. On roll call: Molitor, Nathan, Virgilio and Shackel - ayes; Blatzer, absent. Motion passed.

REPORTS: Supervisor Shackel introduced our new Human Services Director, Stephenie Covarrubinas. She went to Eastern Illinois College and now lives in Lockport. She has worked in the human services field. recently the last 5 years with CEDA. Looking forward to working with the Township program.

Shackel also mentioned that he received a TY from Bethany and the Township contributed to the Mayors Drive for Charity. Looking at putting up security cameras at the Township buildings He attended the senior "picnic", Red, White and Blue affair at the Community Center. He encouraged all newly elected officials to read the Perspective (the township magazine) and sign up for the "Boot Camp" being offered.. Township is also looking at virtual digitizing of records.

Highway Commissioner: Mark Labno reported that there was some flooding on 133rd Street. The crew has been doing regular maintenance in the Township. He is looking at possible security system at the

township garage. Waiting on a decision from the township attorney in regards to a paving matter. Also working on the drainage plan.

Clerk: Barbara Buschman also mentioned she had attended the Senior "red,white and blue" picnic. Food was donated by Corner Stone Tavern.

Assessor. Supervisor Shackel reported that Appeals are not open yet. Cook County staff is still working remotely. Tax bills should be coming out late July or early August.

Human Services; Have not received a final report yet from Debbie Schmitt. Reaching out to the human services representative from Orland Township next week..

Open Space: Supervisor Shackel reported in Kathy Henriksen's absence, that there is increased activity at The Alba Community Center. She has also been involved in annual inspections. Urged all to attend the Bloom and Blues affair on Saturday, July 23. Also needs volunteers. The township is partnering with the Village at the car show. Trustee Nathan asked about security. Discussion was had; no decision has been made yet.,

New Business: None

Unfinished Business: Karen Liset reported that we have three new Med Van drivers. Have to pass many requirements before they start.

Motion made by Jeanette, 2nd by Molitor to go into executive session for the purpose of discussing personel On roll call: Molitor, Nathan, Virgilio and Shackel - ayes. Blatzer-absent. Motion passed.

Back into regular session at 8:22. P.m. Motion to adjourn at 8:24 p.m.made by Molitor, 2ndy by Virgilio. On roll call: Molitor, Nathan, Virgilio and Shackel - ayes. Blatzer absent. Motion passed.

Barbara A. Buschman

Township Clerk.

LEMONT TOWNSHIP

STATE OF ILLINOIS

COOK COUNTY

GENERAL FUND

JULY 2021 EXPENDITURES

This is to certify that the following sums will be paid by the Supervisor of the Lemont Township to the following vendor/person which amounts were audited by the Board of Auditors on the 10th day of August, 2021, on the account for the listed purposes (*See separate attachment*)

LEMONT TOWNSHIP

STATE OF ILLINOIS

COOK COUNTY

ROAD & BRIDGE FUND

JULY 2021 EXPENDITURES

This is to certify that the following sums will be paid by the Supervisor of the Lemont Township to the following vendor/person which amounts were audited by the Board of Auditors on the 10th day of August, 2021, on the account for the listed purposes (*See separate attachment*)

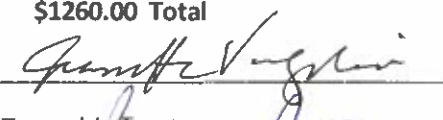
General Assistance FY2021-22

June-July 2021

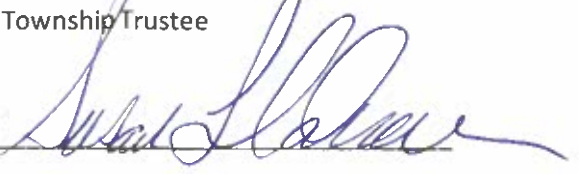
21-FA18	\$300.00
21-EALEM11	\$240.00
21-FA17 (Vehicle Sticker)	\$ 60.00
21-FA15 (Vehicle Sticker)	\$ 60.00
21-EALEM10	\$300.00
21-FA16	<u>\$300.00</u>

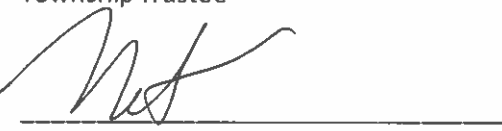
\$1260.00 Total



Township Trustee


Township Trustee


Township Trustee


Township Trustee


Supervisor


Clerk-Attest

Lemont Township Vendor Balance Detail

As of August 3, 2021

	Date	Transaction Type	Num	Due Date	Amount	Open Balance	Balance
Bank of American-GA/FA							
	05/27/2021	Bill Payment (Check)		05/27/2021			
	1			1	-2,335.17	-2,335.17	-2,335.17
Total for Bank of American-GA/FA					-\$ 2,335.17	-\$ 2,335.17	
Commonwealth Edison							
	07/30/2021	Bill Payment (Check)	40164	07/30/2021			
	1			1	-1,863.69	-1,863.69	-1,863.69
Total for Commonwealth Edison					-\$ 1,863.69	-\$ 1,863.69	
Dearborn National Life Insurance Company							
	07/01/2021	Bill		07/01/2021			
	1			1	270.40	270.40	270.40
Total for Dearborn National Life Insurance Company					\$ 270.40	\$ 270.40	
GTSAC							
	07/13/2021	Bill		08/12/2021			
	1			1	115.00	115.00	115.00
Total for GTSAC					\$ 115.00	\$ 115.00	
Johnson Controls Security Solutions							
	05/19/2021	Bill Payment (Check)	40049	05/19/2021			
	1			1	-245.53	-133.72	-133.72
	05/20/2021	Bill Payment (Check)	40069	05/20/2021			
	1			1	-133.72	-133.72	-267.44
	8/1/2021	Bill					
					\$ 111.81	\$ 111.81	111.81
Total for Johnson Controls Security Solutions					\$ 379.25	\$ 379.25	
Medworks							
	07/23/2021	Bill	267547-001	08/22/2021			
	1			1	140.00	140.00	140.00
Total for Medworks					\$ 140.00	\$ 140.00	
Michael Tverdek							

Total for Michael Tverdek								
Nicor Gas FAF								
05/26/202	1	Bill Payment (Check)	40074					
						-250.00	-250.00	-250.00
						<u>-250.00</u>	<u>-250.00</u>	
						-\$ 250.00	-\$ 250.00	
07/23/202	1	Bill	2987			240.00	240.00	240.00
07/23/202	1	Bill Payment (Check)				-240.00	-240.00	0.00
07/23/202	1	Bill Payment (Check)	1925			-300.00	-300.00	-300.00
						<u>-300.00</u>	<u>-300.00</u>	
						-\$ 300.00	-\$ 300.00	
08/01/202	1	Bill				60.00	60.00	60.00
						<u>60.00</u>	<u>60.00</u>	
						\$ 60.00	\$ 60.00	
						-\$ 4,542.71	\$ 4,542.71	

Wednesday, Aug 04, 2021 10:50:17 AM GMT-7

Attested by:

Barbara A. Buschman, Lemont Township Clerk

Lemont Township Road and Bridge Vendor Balance Detail

All Dates

	Date	Transacti on Type	Num	Due Date	Amount	Open Balance
Bank of America	08/10/2021	Bill	June 20-July 19	08/10/2021	2,184.34	2,184.34
Total for Bank of America					\$ 2,184.34	\$ 2,184.34
Black Dirt, Inc.	08/10/2021	Bill	672	08/10/2021	360.00	360.00
	08/10/2021	Bill	749 & 770	08/10/2021	360.00	720.00
Total for Black Dirt, Inc.					\$ 720.00	\$ 720.00
CCP Industries	08/10/2021	Bill	IN02804206	08/10/2021	187.95	187.95
Total for CCP Industries					\$ 187.95	\$ 187.95
Comcast	08/10/2021	Bill	7/15/ to 8/14	08/10/2021	316.22	316.22
Total for Comcast					\$ 316.22	\$ 316.22
Johnson Controls Security Solutions	08/10/2021	Bill	Garage Security	09/09/2021	111.81	111.81
Total for Johnson Controls Security Solutions					\$ 111.81	\$ 111.81
Landscap and Construction Supplies	06/22/2021	Bill	15512	06/22/2021	1,417.00	1,417.00
Total for Landscap and Construction Supplies					\$ 1,417.00	\$ 1,417.00
Lemont, Village of -Fuel	08/10/2021	Bill	2022-00050004	08/10/2021	744.23	744.23
Total for Lemont, Village of -Fuel					\$ 744.23	\$ 744.23
Menards	08/10/2021	Bill	318920721105811	08/10/2021	83.74	83.74
	08/10/2021	Bill	318919421080523	08/10/2021	41.92	41.92
	08/10/2021	Bill	318919621021035	08/10/2021	31.33	31.33
						125.66
						156.99

Total for Menards					\$ 156.99	\$ 156.99
Mid-American Water, Inc.						
	08/10/2021	Bill	189758A	08/10/2021	3,304.00	3,304.00
Total for Mid-American Water, Inc.					\$ 3,304.00	\$ 3,304.00
O'Hare Towing Service						
	08/10/2021	Bill	235872-1	08/10/2021	513.43	513.43
Total for O'Hare Towing Service					\$ 513.43	\$ 513.43
Quill LLC						
	06/22/2021	Bill	16540591	06/22/2021	80.13	80.13
Total for Quill LLC					\$ 80.13	\$ 80.13
Site One Landscape Supply, LLC						
	08/10/2021	Bill	111357036-001	08/10/2021	203.41	203.41
Total for Site One Landscape Supply, LLC					\$ 203.41	\$ 203.41
Strand Associates, Inc.						
	08/10/2021	Bill	173567	09/09/2021	6,188.27	6,188.27
Total for Strand Associates, Inc.					\$ 6,188.27	\$ 6,188.27
Surefire Auto Parts						
	08/10/2021	Bill	July 2021	08/10/2021	71.98	71.98
Total for Surefire Auto Parts					\$ 71.98	\$ 71.98
Verizon						
	07/13/2021	Bill		08/12/2021	208.80	208.80
Total for Verizon					\$ 208.80	\$ 208.80
TOTAL					\$ 16,408.56	\$ 16,408.56

Tuesday, Aug 03, 2021 01:10:37 PM GMT-7

Attested by:

Barabara A. Buschman, Lemont Township Clerk

Lemont Township

Prepaid Bills

June/July 2021

General Fund

Jeanette Virgilio	April, May June Board Stipend	\$600.00
David Molitor	April, May, June Board Stipend	\$600.00
Susan Nathan	April, May June Board Stipend	\$600.00
Kathy Henrikson	May, June, July Cell Phone Allowa	\$180.00
Mike Shackel	May, June, July Cell Phone Allowa	\$180.00
David Molitor	Township Apparel Reimbursement	\$100.00
Lemont Junior Women's Club	B&B Festival -Metropolitan Donatic	\$350.00
Mervyn Harmonica Hinds	B&B Festival -Music Act	\$250.00
Lemont Keepataw Parade Sponsorship		\$2,000.00
Commonwealth Edison	June General Service (Alba)	\$1,863.69
2021-22 Township Official of Illinois Dues Membership		\$1,009.69
2021-22 Township Supervisors of Illinois		\$35.00
2021-22 Township Association of Caseworkers Dues		\$25.00
United States Postal Service	Postage	\$165.00
Dearborn Life Insurance Company	BC/BS Health Insuranc	\$459.90
Klein, Thorpe and Jenkins	Tax Rate Objections Review	\$168.00
Klein, Thorpe and Jenkins	Tax Rate Objections -Intergov. Agr	\$44.52
Community Center Event Deposit Refunds:		
Elezovski Event		\$250.00
Merchant Event		\$250.00
Shoup Event		\$250.00
Scribano Event		\$250.00
Eich's Sports	(Service Award for Steve R.)	\$82.00
		\$8,702.21 Total

Road & Bridge

SureFire Auto Parts	June Garage Supplies	\$476.94
Dearborn Life Insurance Company	BC/BS Health Insurance	\$189.00
Strand Associates	Engineering Services	\$1,304.35
Riccio Construction	Silver Fox & Artic Lane Project	\$11,270.10
Riccio Construction	Silver Fox, Artic Lane & Gray Lane	\$11,151.16
		\$24,391.55 Total

Salaries

June/July 2021

General Fund

June 29th Pay Period	\$12,210.83
July 2nd -(Schmidt Final Payout) Pay Period	\$8,442.20
July 13th Pay Period	\$15,875.64
July 30th Pay Period	\$12,597.28

Road & Bridge

June 29th Pay Period	\$5,722.00
July 2nd Pay Period (Ganta Final Payout)	\$15,225.00
July 13th Pay Period	\$6,691.66
July 30th Pay Period	\$5,400.00

Open Space
June/July 2021

<u>Class</u>	<u>Inv No</u>	<u>Description</u>	<u>Vendor</u>	
50-525	Jul/2021	Dog Waste P/U	Berner, Daniel	\$260.00
5060160 (Dog Park Maint)				
	2021 B&B			
50-535 (Misc)	Festival	Sponsorship	LJWC	\$350.00
5060180	2021 B&B			
(Misc)	Festival	Entertainment	Hinds	\$250.00
				\$860.00 Total

Attested by:

Barbara A. Buschman, Lemont Township Clerk

Total July Expenditures:

General Fund	\$4,524.71
Road & Bridge	\$16,408.56
General Assistance	\$1,260.00
Open Space	\$860.00

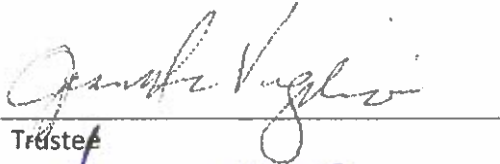
July 2021 Expenditures Summary

Township General Fund Outstanding Bills	\$ 4,542.71
Township General Fund Pre-Paid Bills	\$ 8,702.21
Township Salaries	<u>\$ 49,125.95</u>
	\$ 62,370.87 Total


Lemont Road & Bridge Outstanding Bills	\$ 16,408.56
Lemont Road & Bridge Pre-Paid Bills	\$ 24,391.55
Lemont Road & Bridge Salaries	<u>\$ 33,038.66</u>
	\$ 73,838.77 Total

Open Space	\$ 860.00
General Assistance	\$ 1,260.00


Trustee


Trustee


Trustee


Trustee


Supervisor


Clerk

ABSENCE DUE TO ILLNESS

All full-time, regular employees are provided with paid sick leave benefits. Part-time and temporary employees are not eligible to receive paid sick leave benefits. Paid sick leave may be utilized for necessary absences due to an illness, injury, or medical appointment for the employee or a member of the employee's immediate family. For the purposes of this Policy, an immediate family member is defined as the employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent.

Paid sick leave is accrued by an eligible employee at the rate of one working day per month (*i.e.*, a maximum of 12 days per year). Paid sick leave does not accrue during paid or unpaid leaves of absence. An employee may not accrue more than 35 paid sick leave days at any single period. Should an employee reach the maximum of 35 paid sick leave days, they will no longer accrue paid sick leave until utilizing their previously accrued days. Any employees who have accrued greater than 35 paid sick leave days as of the effective date of this Policy shall retain their previously accrued days but will not continue to accrue until they have less than 35 paid sick leave days available for use. Employees will not be compensated for accrued, unused paid sick leave at termination of their employment with the Township.

Employees who are unable to report to work due to an illness, injury, or medical appointment must notify the Supervisor as soon as practicable. An employee's failure to provide advance notice of absence when circumstances permit may result in non-payment of the sick leave day and/or subject the employee to disciplinary action.

The Township retains the discretion to require an employee to present a note from a physician to verify the nature of the illness or injury. An employee's failure to present a physician's note when required may result in non-payment of the sick leave day and/or subject the employee to disciplinary action.

LITTLE MOUNTAIN COMMUNITY THEATRE

EXPRESSIONS OF GRATITUDE

DJ Long Creative (Print & Web Design)
LHS District 210 Board of Ed., Superintendent
and Administration

LHS Building and Grounds Staff

LHS Drama Department

LHS International Thespian Society

Lemont Township

LMCT Board of Directors

Magical Starlight Theatre

Motion Inspired Photography Molly Hebda

Quantum Marketing

Quantum (Parable Kap Music Producer)

Suburban Family Magazine

Tap House Grill

The Forge: Lemont Quarries

And the following individuals:

Jeremiah Doeberl

Justin Doeberl

Matt Doherty

Kathy Henrikson

Emma Hutchison

Leslie Kane

Dave Nommensen

Chris Pohlman

Kiki Southern

Jenna Treanor

Alexander Vjestica

LEMONT TOWNSHIP

Lemont Township is a local service organization working to provide both senior and family programs. Along with Human Services, we also provide road maintenance and fire property assessments.

Lemont Township Government Center is situated within a beautiful 60-acre Heritage Woodland

Sanctuary and provides space for residents to hold special events. The township also supports local organizations and businesses.

Please visit our website at www.lemonttownship.org. For all species come in prepared to enjoy our 60-acre Sanctuary when the blooming birds and butterflies are waiting!

LMCT is grateful to Lemont Township for letting us call the Community Center "home" for our 2021 season.

