

Lemont Township Board of Trustees Meeting

October 12th, 2022, 7:00pm @ 1115 Warner Avenue, Lemont, IL 60439

AGENDA

- I Call to Order/Pledge of Allegiance**
- II Roll Call**
- III Approval of Township Board Meeting Minutes of September 13th, 2022**
- 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. Approval of Payment of Bills
- B. Supervisor Report
- C. Highway Commissioner Report
- D. Clerk's report
- E. Assessor' Report
- F. Human Services Director Report
- G. Open Space/Facilities Director Report
- H. Transportation Report
- I. Administrator's Report

VI Unfinished Business

- A. Update on 2021 Financial Audit (Seldon Fox)
- B. Update on Alba Community Parking Lot Engineering Project
- C. Update on Security Camera Program

VII New Business

VIII Executive Session:

IX Motion to Adjourn

Lemont Township Board Meeting – September 13, 2022

The Lemont Township board meeting was called to order on September 13, 2022, by Township Supervisor Michael Shackel at 7:00 p.m. at the offices at 1115 Warner Avenue, Lemont, IL.60439

The Pledge of Allegiance was said and roll was called by Clerk Barbara Buschman., Blatzer, Molitor, Virgilio and Shackel-present, Nathan-absent.

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

Treasurer's Report and Payment of Bill:

General Fund	\$ 100,339.18
Road & Bridge	\$ 25,333.19
Open Space/Buildings	\$ 5,159.75
General Assistance	\$ 1,050.00

Motion to approve made by Blatzer, 2nd by Virgilio. On roll call;

Blatzer, Molitor, Virgilio and Shackel – ayes, Nathan-absent. Motion passed.

Supervisor's Report: Supervisor Shackel reported he and Administrator Pasiewicz attended a quarterly in-person meeting with all local taxing bodies to keep apprised of what all organizations are currently working on. Most discussed how their agencies are formulating new strategic plans for the near future and beyond. The Lemont Fire District reported their Chief was retiring. School district 113A reported that they hired over 50 teacher and staff personnel to replace teachers that have retired as well as filling vacancies for the newly opened Central School.

The Lemont Police Department is hired 3 new officers while the Lemont Park District bought 11 acres of land at 131st and Derby Road. Lemont High School Superintendent, Mary Ticknor, reported things were slowly returning to normal at the high school and that the district added approximately 200 new students. Also, Supervisor Shackel reported that the Assessor position still needs to be filled and that the Township is currently searching to backfill the position.

Highway Department: Highway Commissioner Mark Labno, reported that employee Will Pukula is leaving the department and going to work for the Village of Lemont. He is a hard worker and will be greatly missed. Things are slower right now, but the department is getting ready for the Winter Season. Grading is being done in Equestrian Estates.

Clerk: Clerk Barbara Buschman reported she had attended the Cook County Clerk meeting in Rich Township with Deputy Clerk Pasiewicz last month. She will be hosting the Cook County Clerk meeting on October 6th at Ruffled Feathers in Lemont. She invited the Board and staff members to attend and to let her know if they could make it.

Assessor: Joyce Black, Administrative Assistant reported many people have been calling and complaining about not getting their tax bills. They won't be out until November or December and then again in February.

Human Services: Stephanie Kotapodis reported that 6 families applied for assistance; 1 resident needed help with their water bill, 2 are pending. No one applied for general assistance this month. This will be the last month with visits from Pathlights. We pay a monthly fee to them and Stephanie will be trained to do this job. Flu shots will be given at the Community Center on September 16th. There will be a "homecoming dance" on the September 28th.

Transportation: Marybeth Nunzio reported that we assisted 192 seniors and 49 handicapped residents in August. The bus was in for tire repair and two new ones were installed by Will and Rodney. We also had 13 Van Pool riders which were transporting resident to their medical appointments.

Open Space/Facilities: A new refrigerator was purchased for Warner Avenue offices. The Community Center is booked on weekends until the end of the year. The sprinkler system has been inspected. December 3rd will be the Holiday Craft Fair. Supervisor Shackel reported that Goldy Locks Company has changed all the locks at Warner Avenue offices. Trustee Molitor asked about the cameras to be placed at the Alba Avenue building. Nothing yet. Scarecrow Festival will be from September 21st to October 18th.

Administrator: Glenn Pasiewicz announced that there was an additional \$12,000.00 added to the engineering for the parking lot on Alba. He is looking at resumes for the part-time Administrative Assistant position in the Warner office for Monday, Wednesday and Fridays.

Old Business; NONE

Motion made by Blatzer, 2nd by Virgilio, to adjourn at 7:53 p.m.

On roll call: Blatzer, Molitor, Nathan, Virgilio and Shackel-eyes.

Motion passed.

Barbara A. Buschman

Township Clerk.

LEMONT
TOWNSHIP STATE
OF ILLINOIS
COOK COUNTY

GENERAL FUND

September 2022 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 12th day of October 2022, on the account for the listed purposes (*See separate attachment*)

LEMONT
TOWNSHIP STATE
OF ILLINOIS
COOK COUNTY

ROAD & BRIDGE FUND

September 2022 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 12th day of October 2022, on the account for the listed purposes (*See separate attachment*)

<u>General Assistance FY2022</u>	<u>September 2022</u>
Rent Assistance (22GA00007)	\$ 400.00
Utility Assistance (22AA00076)	\$ 226.23
	\$626.23

Township Trustee

Township Trustee

Township Trustee

Township Trustee

Supervisor

Clerk-Attest

September 2022 Expenditures Summary

Township General Fund Outstanding Bills	\$ 32,932.10
Township General Fund Pre-Paid Bills	\$ 5,971.34
Township Salaries	<u>\$ 25,672.76</u>
	\$ 64,576.20

Lemont Road & Bridge Outstanding Bills	\$ 20,772.84
Lemont Road & Bridge Pre-Paid Bills	\$ 2,049.53
Lemont Road & Bridge Salaries	<u>\$ 13,921.72</u>
	\$ 36,744.09

Open Space	\$ 6,197.50
General Assistance	\$ 626.23
IMRF Payment	<u>\$ 3,196.24</u>
	\$ 10,019.97

\$ 111,340.26 Grand Total

Trustee

Trustee

Trustee

Trustee

Supervisor

Clerk

Lemont Township

Vendor Balance Detail

All Dates

(UN-PAID)

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	BALANCE
Bank of America						
09/30/2022	Bill	See Memo	10/11/2022	143.15	143.15	143.15
Total for Bank of America				\$143.15	\$143.15	
Bernardo Diaz						
09/30/2022	Bill	September Service	10/12/2022	200.00	200.00	200.00
Total for Bernardo Diaz				\$200.00	\$200.00	
Berner, Daniel						
09/30/2022	Bill	September Service	10/11/2022	260.00	260.00	260.00
Total for Berner, Daniel				\$260.00	\$260.00	
CMS-LGHP						
09/30/2022	Bill	Oct Bill	10/12/2022	14,727.00	14,727.00	14,727.00
Total for CMS-LGHP				\$14,727.00	\$14,727.00	
Comcast Cable						
09/30/2022	Bill	See Memo	10/12/2022	466.08	466.08	466.08
Total for Comcast Cable				\$466.08	\$466.08	
Commonwealth Edison						
09/30/2022	Bill	See Memo	10/12/2022	287.27	287.27	287.27
Total for Commonwealth Edison				\$287.27	\$287.27	
DeRose Strategies, Inc						
09/30/2022	Bill	October Service	10/12/2022	2,600.00	2,600.00	2,600.00
Total for DeRose Strategies, Inc				\$2,600.00	\$2,600.00	
First National Bank of Omaha						
09/30/2022	Bill		10/11/2022	953.20	953.20	953.20
Total for First National Bank of Omaha				\$953.20	\$953.20	
GTSAC						
09/28/2022	Bill		10/13/2022	80.00	80.00	80.00
Total for GTSAC				\$80.00	\$80.00	
Klein, Thorpe & Jenkins, Ltd.						
09/30/2022	Bill	See Memo	10/11/2022	2.40	2.40	2.40

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	BALANCE
Total for Klein, Therpe & Jenkins, Ltd.						
Lemont Ace Hardware				\$2.40		
09/30/2022	Bill	August 2022	10/11/2022	89.07	89.07	89.07
Total for Lemont Ace Hardware						
Lemont, Village of - Fuel				\$89.07		
09/30/2022	Bill	Sept Fuel Bill	10/12/2022	592.89	592.89	592.89
Total for Lemont, Village of - Fuel						
Lemont, Village of - Utilities				\$592.89		
09/30/2022	Bill	See Memo	10/12/2022	172.70	172.70	172.70
Total for Lemont, Village of - Utilities						
Metropolitan Fire Protection, Inc.				\$172.70		
09/30/2022	Bill	2022 Inspection	10/12/2022	367.00	367.00	367.00
Total for Metropolitan Fire Protection, Inc.						
Nicor Gas				\$367.00		
09/30/2022	Bill	See Memo	10/11/2022	60.01	60.01	60.01
Total for Nicor Gas						
Pace Suburban Bus				\$60.01		
09/30/2022	Bill	Sept PACE Bill	10/12/2022	200.00	200.00	200.00
Total for Pace Suburban Bus						
Pfeiffer's Pest Control				\$200.00		
09/30/2022	Bill	Fall Treatment Prog	10/12/2022	700.00	700.00	700.00
Total for Pfeiffer's Pest Control						
Pizzo & Associates, Ltd.				\$700.00		
09/30/2022	Bill	See Memo	10/11/2022	5,937.50	5,937.50	5,937.50
Total for Pizzo & Associates, Ltd.						
R.A. Plumbing & Mechanical				\$5,937.50		
09/30/2022	Bill	See Memo	10/11/2022	987.33	987.33	987.33
Total for R.A. Plumbing & Mechanical						
Robbins Schwartz				\$987.33		
09/30/2022	Bill	See memo	10/11/2022	47.50	47.50	47.50
Total for Robbins Schwartz						
Shackel, Michael				\$47.50		
09/01/2022	Bill		09/01/2022	120.00	120.00	120.00
10/01/2022	Bill		10/01/2022	120.00	120.00	240.00
Total for Shackel, Michael						
				\$240.00		

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	BALANCE
Strand Associates, Inc.						
09/30/2022	Bill	Alba Parking Lot	10/11/2022	3,599.99	3,599.99	3,599.99
Total for Strand Associates, Inc.				\$3,599.99	\$3,599.99	
Xerox Financial Services						
09/30/2022	Bill	3453078	10/11/2022	219.01	219.01	219.01
Total for Xerox Financial Services				\$219.01	\$219.01	
TOTAL				\$32,932.10	\$32,932.10	

Lemont Township

Transaction Report

September 15 - October 5, 2022

(Bills Pre-Paid)

DATE	TRANSACTION TYPE	NAME	ACCOUNT	AMOUNT
Hinsdale B&T Town OP 2836				
	Beginning Balance			
09/15/2022	Bill Payment (Check)	David Molitor	1010215 Hinsdale B&T Town OP 2836	-200.00
09/21/2022	Bill Payment (Check)	Black, Joyce	1010215 Hinsdale B&T Town OP 2836	-125.00
09/22/2022	Bill Payment (Check)	Zoro	1010215 Hinsdale B&T Town OP 2836	-514.56
09/23/2022	Bill Payment (Check)	Rainbow Printing	1010215 Hinsdale B&T Town OP 2836	-176.90
09/30/2022	Bill Payment (Check)	Bill Gwodz	1010215 Hinsdale B&T Town OP 2836	-160.00
09/30/2022	Bill Payment (Check)	Automated Companies	1010215 Hinsdale B&T Town OP 2836	-294.18
09/30/2022	Bill Payment (Check)	Illinois Environmental Protection Agency	1010215 Hinsdale B&T Town OP 2836	-2,038.06
09/30/2022	Bill Payment (Check)	Ready Refresh	1010215 Hinsdale B&T Town OP 2836	-66.97
09/30/2022	Bill Payment (Check)	Mark Liset	1010215 Hinsdale B&T Town OP 2836	-100.00
09/30/2022	Bill Payment (Check)	CLS Background Investigations	1010215 Hinsdale B&T Town OP 2836	-519.50
09/30/2022	Bill Payment (Check)	Cirtas	1010215 Hinsdale B&T Town OP 2836	-80.61
09/30/2022	Bill Payment (Check)	Missaggia, Glen	1010215 Hinsdale B&T Town OP 2836	-300.00
09/30/2022	Bill Payment (Check)	John Miller	1010215 Hinsdale B&T Town OP 2836	-20.00
09/30/2022	Bill Payment (Check)	Comcast Cable	1010215 Hinsdale B&T Town OP 2836	-702.96
09/30/2022	Bill Payment (Check)	Martin Whalen Office Solutions	1010215 Hinsdale B&T Town OP 2836	-122.60
Total for Hinsdale B&T Town OP 2836				\$ -5,421.34
Hinsdale B&T FAF 6886				
	Beginning Balance			
09/27/2022	Bill Payment (Check)	Tim Wilsey	2898746886 Hinsdale B&T FAF 6886	-150.00
09/29/2022	Bill Payment (Check)	ComED FAF	2898746886 Hinsdale B&T FAF 6886	0.00
09/30/2022	Bill Payment (Check)	Denese Williams	2898746886 Hinsdale B&T FAF 6886	-400.00
Total for Hinsdale B&T FAF 6886				\$ -550.00
TOTAL				\$ -5,971.34

Lemont Township Road and Bridge

Vendor Balance Detail

All Dates

(UN-PAID)

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	BALANCE
1st AYD Corporation						
09/30/2022	Bill	See Memo	10/12/2022	638.66	638.66	638.66
Total for 1st AYD Corporation				\$638.66	\$638.66	
Air Gas, LLC						
09/30/2022	Bill	Lease Renewal	10/11/2022	207.70	207.70	207.70
Total for Air Gas, LLC				\$207.70	\$207.70	
Bank of America/Business Card						
09/30/2022	Bill	See Memo	10/11/2022	440.93	440.93	440.93
Total for Bank of America/Business Card				\$440.93	\$440.93	
BI Rental Inc						
09/30/2022	Bill	See Memo	10/12/2022	36.00	36.00	36.00
Total for BI Rental Inc				\$36.00	\$36.00	
Commonwealth Edison-Garage Electric						
09/30/2022	Bill	Garage Bill	10/11/2022	1,233.67	1,233.67	1,233.67
Total for Commonwealth Edison-Garage Electric				\$1,233.67	\$1,233.67	
Commonwealth Edison-Street Lighting						
09/30/2022	Bill	8/17/22 to 9/16/22	10/11/2022	86.81	86.81	86.81
Total for Commonwealth Edison-Street Lighting				\$86.81	\$86.81	
Homer Industries						
09/30/2022	Bill	See Memo	10/11/2022	100.00	100.00	100.00
Total for Homer Industries				\$100.00	\$100.00	
Lemont, Village of -Fuel						
09/30/2022	Bill	Sept Fuel Bill	10/12/2022	1,079.89	1,079.89	1,079.89
Total for Lemont, Village of -Fuel				\$1,079.89	\$1,079.89	
Lemont, Village of -Utilities						
09/30/2022	Bill	8/1/22 to 9/30/22	10/12/2022	82.59	82.59	82.59
Total for Lemont, Village of -Utilities				\$82.59	\$82.59	
Menards/Capital One Commercial						
09/30/2022	Bill	See Memo	10/11/2022	124.88	124.88	124.88

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	BALANCE
Total for Menards/Capital One Commercial						
Rags Electric				\$124.88	\$124.88	
09/30/2022	Bill	See Memo	10/11/2022	2,235.48	2,235.48	2,235.48
Total for Rags Electric						
				\$2,235.48	\$2,235.48	
Russo Power Equipment						
09/30/2022	Bill	See Memo	10/12/2022	2,331.71	2,331.71	2,331.71
Total for Russo Power Equipment						
				\$2,331.71	\$2,331.71	
Strand Associates, Inc.						
09/30/2022	Bill	See Memo	10/11/2022	10,853.63	10,853.63	10,853.63
Total for Strand Associates, Inc.						
				\$10,853.63	\$10,853.63	
Surefire Auto Parts						
09/30/2022	Bill	September Invoices	10/12/2022	885.07	885.07	885.07
Total for Surefire Auto Parts						
				\$885.07	\$885.07	
Tri-K						
09/30/2022	Bill		10/30/2022	435.82	435.82	435.82
Total for Tri-K						
				\$435.82	\$435.82	
TOTAL				\$20,772.84	\$20,772.84	

Lemont Township Road and Bridge Transaction Report

September 15 - October 5, 2022

BILLS PREPAID

Date	Transaction Type	Name	Account	Amount
Beginning Balance				
09/30/2022	Bill Payment (Check)	Comcast	2010305 Hinsdale B&T R&B OP *1133	-335.61
09/30/2022	Bill Payment (Check)	Deere Credit, Inc.	2010305 Hinsdale B&T R&B OP *1133	-1,713.92
				-\$ 2,049.53
				-\$ 2,049.53

Hinsdale B&T R&B OP *1133

Total for Hinsdale B&T R&B OP *1133

TOTAL

Thursday, Oct 06, 2022 09:53:33 AM GMT-7 - Accrual Basis

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TOWNSHIP STATE
OF ILLINOIS
COOK COUNTY

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ROAD & BRIDGE FUND

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General Assistance FY2022

September 2022


Rent Assistance (22GA00007)

\$ 400.00

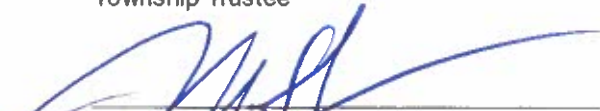
Utility Assistance (22AA00076)

\$ 226.23


\$626.23



Township Trustee


Township Trustee


Supervisor


Township Trustee


Township Trustee


Clerk-Attest

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Township General Fund Outstanding Bills	\$ 32,932.10
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Open Space	\$ 6,197.50
General Assistance	\$ 626.23
IMRF Payment	<u>\$ 3,196.24</u>
	\$ 10,019.97

\$ 111,340.26 Grand Total

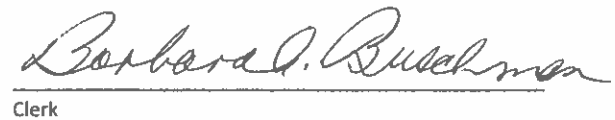

Trustee


Trustee


Trustee


Trustee


Supervisor


Clerk

LEMONT TOWNSHIP ASSESSOR'S OFFICE REPORT

September 2022

September has been the final month for any 2021 tax bill exemptions. We still do not have a final date on the Second Installment of tax bills but we have heard from a representative of the Cook County Treasurer's Office and they are still waiting on the Cook County Board of Review to finalize assessed values through the latest 2021 appeals. Then the Cook County Clerk's Office can work on the tax rates and forward to the Treasurer's Office to calculate and put to print the 1.8 million Cook County Tax bills.

Permits are always an ongoing thing and have to be inputted and processed in a timely manner, to the Cook County Assessor's Office. There has not been a final date put on for the 2023 permit tax year yet so that they can pick up on any new or assessable construction for the tax rolls. That is why it is important to put in the monthly permits sent to us by the Village of Lemont and the Cook County Permit Department when they are delivered. This entails entering each permit into the AIM program (Assessors Information Manager) and then sending them to the Cook County Assessor's Office for process.

Certificate of Errors (prior year's tax information) happen year round but mostly this time of year when everyone looks for exemptions on the second installment tax bills.

I am still awaiting the decisions from our 2022 Cook County Assessor appeals that were completed on September 6, 2022. As soon as those come in we can move on to the Cook County Board of Review appeals for the 2022 tax year.

October 2022 Board Meeting
Human Services Report

We had 1 new family certify for the food pantry. We have given out the information for our Thanksgiving Program and Christmas Giving Tree program to the food pantry and are waiting on the documentation to come back.

We still have one resident on General Assistance, she received a letter that she was going to be receiving her check from Disability so we did not issue any benefits to her in September, however there was a delay and she did not receive anything. So we did issue benefits for October. She should hopefully receive her benefits in October and then we can end her benefits. We had two denials for GA/EA due to residents failing to bring in their documentation. We assisted one resident with the Family Assistance Fund and assisted her with getting her electricity turned back on. We do have a pending EA application for her, she will likely be denied for this only because we were able to meet all her other needs through the Salvation Army. We are waiting on an approval or denial from them on her application to determine if we will be assisting her any further.

I am working on the trainings for CEDA, we are hopeful we will be offering the assistance to our residents sometime this month. A flyer has been sent out to the food pantry to let residents know we will be offering it soon and we have a list of people who are waiting to get appointments scheduled.

I helped one Seniors with Benefit Access which gives them a discount on their license plate sticker.

We worked with AARP and held a class at the Police Station to assist our Seniors with Safe Driving. There was 12 residents who showed up to this.

We held a Homecoming Dance on September 28th for our Seniors. The seniors really enjoyed the music from Tim Wilsey.

Additional Assistance Grants

[9/8/2022 - 10/7/2022, Program: Family Assistance Fund-Utilities] Report Date: 10/7/2022

Issued	Client	# FM	# CFM	Vendor/Donor	Program	PO#	Chk#	Amount
09/29/2022	N/A	1	0	ComEd	Family Assistance Fund-	A10132		\$226.23

Total Records: 1

Total # FM: 1

Total Amount: **\$226.23**

Total # CFM: 0

* # FM = Family Members, # CFM = Child Family Members

Grant Disbursements

[9/8/2022 - 10/7/2022] Report Date: 10/7/2022

Date	Vendor	Client	PO#	Chk#	Amount
09/30/2022	Denese Williams	N/A	G10133		\$400.00

Total Records: 1

Total Disbursed: **\$400.00**

**LEMONT TOWNSHIP
BUILDING RENTAL
REPORT
SEPTEMBER 2022**

September 10 we had the stake pick up for the Scarecrows!! 19 scarecrows signed up. Mom and Me mile run around the Heritage Woodland Sanctuary was a hit! Families came out in costume and walked/ran the sanctuary. It was a beautiful day for it too.

The Scarecrow drop off and fest went well. Bill Cross helped the Lemont Junior Women's Club set up and secured all of the Scarecrows on the path with signage for each scarecrow. Voting starts now through October 18th. Winner will be announced at the Village of Lemont Lemonster days October 22, 2022.

We again had a full month of rentals every Saturday and Sunday has been booked for the month. We continue to have weekday rentals also, Garden Club, church Prayer Group, Village of Lemont, Girls Scouts, HOA's, Lemont Hornets.

The Village of Lemont had their Health and Wellness employee Fair at the Community Center and told me they had a great time and loved the building.

LHS also had their 1972 50 year reunion at the Community Center and Bill Cross said everything went well.

TRANSPORTATION BOARD REPORT SEPTEMBER 2022

We assisted 152 seniors and 34 handicapped residents, totaling 186 trips in September through our Dial-A-Ride Program.

We had 10 Van Pool riders for the month of September, which were for transporting our residents to their medical appointments.

Marybeth Nunzio

Director of Transportation