

LEMONT TOWNSHIP

September 2021

BOARD PACKET

Lemont Township Board of Trustees Meeting
September 14th, 2021, 7:00pm @ 1115 Wamer Avenue, Lemont, IL 60439

AGENDA

Call to Order/Pledge of Allegiance

- II Roll Call
- III Approval of Regular Township Board Meeting Minutes of August 10th, 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-August Bills
 - B. Supervisor
 - C. Highway Commissioner
 - D. Clerk
 - E. Assessor
 - F. Human Services Director
 - G. Open Space/Facilities Director
- VII **Unfinished Business**
 - A. Change in Personnel Policy

VIII **New Business**

IX **Executive Session:**

X **Motion to Adjourn**

LEMONT TOWNSHIP BOARD MEETING -August 10, 2021

The Lemont Township Board meeting was called to order by Supervisor Michael Shackel on August 10, 2021 at the Township offices, 1115 Warner Avenue, Lemont, IL. 60439 at 7:00 p.m.

The Pledge of Allegiance was said and roll was taken by Clerk Barbara Buschman: Blatzer, Molitor, Nathan, Virgilio and Shackel - ayes. Also in attendance was Road Commissioner-Mark Labno, Assessor-Ken Jacobowski; Human Resources Director - Stephanie Covarrubias - Kathy Henrikson - Facilities Director and Glenn Pasiewicz - Deputy Clerk/Township Administrator.

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

Matters from the Public: Jeanette Daubarus inquired about \$\$'s spent and where her taxpayer's money goes. Kathy Henrikson spoke in regards to a resident on Timberline, Bob Flodine, who has water running off of Township property onto his. The matter will be checked.

TREASURER'S REPORT & PAYMENT OF BILLS:

General Fund	\$62,370.87
Road & Bridge	\$73,838.78
General Assistance	\$ 1,260.00
Open Space	\$ 860.00

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

REPORTS: Supervisor Shackel reported receiving a TY from Little Mountain Theater for the use of the Township building for practice.

Also, there is an issue with a house on 13^{pt} Street under the power lines which is being used as an "event" house. Cook County Sheriff's office is involved due to residents' complaints. All Board members received certified letters in regards to an annexation of acreage on 123rd & Bell (SW) by Saddlebrook Dr. The Supervisor and Township Administrator have been in conversation with Wintrust in regards to changing banks which will take from 60-90 days. Also, changing from Paychex's to Paylocity for payroll, etc. We will participate in the Keepataw Parade on Sunday, September 5th. Need to use the Township garage from September 1st to decorate the float. All should be in the Parade.

Highway Commission: Highway Commissioner Mark Labno, reported that former highway commissioner, Sig Vaznelis, had passed away after a long illness. He served the Township for 24 years. No public visitation is planned but there will be a memorial tree or flagstone plaque placed in remembrance of him. The highway dept. is busy working on mowing and trimming of trees. Also, work is progressing on the 2-year plan.

Clerk: Township Clerk, Barbara Buschman, reported that she is hosting the pt Cook County Clerk Association meeting since the pandemic, on Thursday, September 2nd at Tap House Grill. Elected officials and staff are invited and need to sign up with Deputy Clerk Glenn Pasiewicz.

Assessor: Assessor Ken Jacobowski reported that the tax bills are late and should be out by the end of August and will be due October 1st. There is no date as yet for appeals to start but should be soon.

Human Services: Director Stephanie Covarubias Spoke of her experiences in her new position. She learned of a Visual GA Program that is available and is trying a new way to keep records of everyone. She is also learning forms to fill out and met with the people at Pathlights and the Salvation Army.

Facilities/Open Space. Kathy Henrikson reported that the Senior Lunch Program started again on August 2. There was a nice turnout. There is going to be a school staff/administrators work day at the Open Space. Rentals have increased at the Community Center. Sealcoating will be done on the parking lot. There is a Senior Dinner Dance on September 29 with Frank Rossi. Henrikson submitted her written report.

Unfinished Business: Supervisor Shackel reported that he has agreed to serve on the Township Officials of Cooke County Board of Directors. Currently there are no mandates in regards to masks at meetings. Administrator/Deputy Clerk Pasiewicz reported he placed an ad in the Chamber Community Guide that reaches 17,000 people.

New Business: Supervisor Shackel reported that the Employee Paid Sick Leave had been reviewed and will be ready for approval after reviewing report sent by Township Attorney. Trustee Nathan spoke about the need for a note after 3 days of being off sick. Trustee Molitor has some concerns and will transmit them to Shackel.

Motion by Blatzer 2nd by Virgilio to go into Executive Session to discuss personnel at 8:30 p.m. On roll call: Blatzer, Molitor, Nathan, Virgilio and Shackel. Motion passed. Motion by Blatzer, 2nd by Molitor, to go back in regular session at 8:47 p.m.

Motion by Blatzer, 2nd by Nathan to adjourn at 8:48 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

AUGUST 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 14th day of September 2021, on the account for the listed purposes *(See separate attachment)*

LEMONT TOWNSHIP

STATE OF ILLINOIS

COOK COUNTY

ROAD & BRIDGE FUND

AUGUST 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 14th day of September, 2021, on the account for the listed purposes *(See separate attachment)*

General Assistance FY2021-22

August 2021

21-FA24 (Local LIHEAP)	\$150.00
21-FA25 (Local LIHEAP)	\$150.00
21-FA11 (Vehicle Sticker)	\$120.00
21-FA19 (Local LIHEAP)	\$150.00
21-FA22 (Local LIHEAP)	\$150.00
21-FA20 (Local LIHEAP)	\$150.00
21-FA25 (Local LIHEAP)	\$150.00
21-FA26 (Local LIHEAP)	\$150.00
	\$1170.00 Total

Township Trustee

Township Trustee

Township Trustee

Township Trustee

Supervisor

Clerk-Attest

Lemont Township

Prepaid Bills

Aug-21

General Fund

Jeanette Virgilio	August Board Stipend	\$200.00
David Molitor	August Board Stipend	\$200.00
Susan Nathan	August Board Stipend	\$200.00
Glenn Pasiewicz	August Cell Allowance	\$60.00
Michael Shackel	August Cell Allowance	\$60.00
Kathy Henrikson	(Eich's Apparel Refund)	\$100.00
Glen Missaggia	Van Pool Driver Stipend	\$360.00
Bill Gwodz	Van Pool Driver Stipend	\$90.00
Mark Liset	Van Pool Driver Stipend	\$70.00
Commonwealth Edison	August General Service (Alba)	\$855.67
Commonwealth Edison	August General Service (Warner)	\$415.54
Pizzo & Associates, Inc	June, July, August Installments	\$8,906.25
Hinckley Springs (Garage)	July-August Water Bill	\$105.70
Ready Refresh	July-August Water Bill	\$161.75
Waste Management	August Waste Bill	\$1,041.61
Langes Flowers	July Bill	\$94.95
Verizon	August Bill	\$198.92
Comcast Cable	August Bill	\$675.14
Quill	August Bill	\$304.21
General Assistance Fund	(LIHEAP)	\$1,170.00

Community Center Event Deposit Refunds:

Arrivi Event		\$250.00
Kazimierczuk Event		\$250.00
Hucko Event		\$250.00
Gallegos Event	August Bill	\$250.00

\$16,269.74 Total

Road & Bridge

Strand Associates	Engineering Services	\$2,867.29
Vulcan Materials	June & July Bedding Stone Bills	\$3,285.70
Waste Management	August Waste Bill (Garage)	\$537.05
Commonwealth Edison	July Service	\$222.11
Comcast Cable	August Service	\$326.03
		\$7,016.07

Open Space

Aug-21

<u>Class</u>	<u>Inv No</u>	<u>Descr_i_ption</u>	<u>Vendor</u>	
50-525	Aug/2021	Dog Waste P/U	Berner, Daniel	\$325.00
5060160 (Dog Park Maint)				
5060140				
(Land	24917,			
Maintenance)	25144,25394	2021 Steward Sanctuary	Pizzo	\$8,906.25
				\$9,231.25 Total

Attested by:

Barbara A. Buschman, Lemont Township Clerk

Lemont Township

Vendor Balance Detail

As of September 14, 2021

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	BALANCE
09/14/2021	Accurate Truck & Bus Repairs Bill	2290	09/14/2021	1,027.01	1,027.01	1,027.01
	Total for Accurate Truck & Bus Repairs			\$1,027.01	\$1,027.01	
	Automated Companies Bill	30694	09/14/2021	129.76	129.76	129.76
	Total for Automated Companies			\$129.76	\$129.76	
	Bank of America 09/14/2021 Bill	July 20-August 19	09/07/2021	1,035.77	1,035.77	1,035.77
	Total for Bank of America			\$1,035.77	\$1,035.77	
	Bank of American-GA/FA 05/27/2021 Bill Payment (Check)		05/27/2021	-2,335.17	-2,335.17	-2,335.17
	Total for Bank of American-GA/FA			-\$2,335.17	-\$2,335.17	
	Bell Side 7 09/14/2021 Bill	10776	09/14/2021	150.00	150.00	150.00
	09/14/2021 Bill	10823	09/14/2021	482.00	482.00	632.00
	09/14/2021 Bill	10918	09/14/2021	461.00	461.00	1,093.00
	Total for Bell Side 7			\$1,093.00	\$1,093.00	
	Cintas 09/14/2021 Bill	4093571156	09/14/2021	75.62	75.62	75.62
	Total for Cintas			\$75.62	\$75.62	
	CMS-LGHP 09/14/2021 Bill	August Bill	09/14/2021	9,672.00	9,672.00	9,672.00
	Total for CMS-LGHP			\$9,672.00	\$9,672.00	
	Comcast Cable 09/14/2021 Bill	Sept 2 - Oct 1	09/14/2021	448.65	448.65	448.65
	Total for Comcast Cable			\$448.65	\$448.65	
	Dearborn National Life Insurance Company 07/01/2021 Bill		07/01/2021	270.40	270.40	270.40
	Total for Dearborn National Life Insurance Company			70.40	.40	

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	BALANCE
09/14/2021	DeRose Strategies, Inc Bill	1503	09/14/2021	2,500.00	2,500.00	2,500.00
	Total for DeRose Strategies, Inc			\$2,500.00	\$2,600.00	
	GTSAC					
07/13/2021	Bill		08/12/2021	115.00	115.00	115.00
09/14/2021	Bill	2021-0568 & 2021-0567	09/14/2021	360.00	360.00	475.00
	Total for GTSAC			\$475.00	\$475.00	
	Hayes Auto & Truck Repair					
09/14/2021	Bill	18130	09/14/2021	203.98	203.98	203.98
09/14/2021	Bill	18090	09/14/2021	504.03	504.03	708.01
	Total for Hayes Auto & Truck			\$708.01	\$708.01	
	Johnson Controls Security Solutions					
08/10/2021	Bill		09/09/2021	111.81	111.81	111.81
	Total for Johnson Controls Security Solutions			\$111.81	\$111.81	
	Lemont Ace Hardware					
09/14/2021	Bill	7/31/21	09/14/2021	91.36	91.36	91.36
	Total for Lemont Ace Hardware			\$91.36	\$91.36	
	Lemont, Village of - Fuel					
09/14/2021	Bill		09/14/2021	724.95	724.95	724.95
09/14/2021	Bill	August Fuel Bill	09/14/2021	532.57	532.57	1,257.52
	Total for Lemont, Village of - Fuel			\$1,257.52	\$1,257.52	
	Lemont, Village of - Utilities					
09/14/2021	Bm	See Memo Below	09/14/2021	69.76	69.76	69.76
	Total for Lemont, Village of - Utilities			\$69.76	\$69.76	
	Mahoney Environmental					
09/14/2021	Bill	0014374911	09/14/2021	191.76	191.76	191.76
	Total for Mahoney Environmental			\$191.76	\$191.76	
	Michael Tverdek					
05/26/2021	Bill Payment (Check)	40074	05/26/2021	-250.00	-250.00	-250.00
	Total for Michael Tverdek			\$ -250.00	\$ -250.00	
	Missaggia, Glen					
08/16/2021	Bill	6/1/21 to 7/31/21	08/16/2021	360.00	360.00	360.00
	Total for Missaggia, Glen			\$360.00	\$360.00	
	Nicor Gas					
09/14/2021	Bill	Bill for July 2021	09/14/2021	46.37	46.37	46.37

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	BALANCE
Total for Nicor Gas						
	Nicor Gas FAF			\$46.37	\$46.37	
07/23/2021	Bill	2987	07/23/2021	240.00	240.00	240.00
07/23/2021	Bill Payment (Check)		07/23/2021	-240.00	-240.00	0.00
07/23/2021	Bill Payment (Check)	1925	07/23/2021	-300.00	-300.00	-300.00
Total for Nicor Gas FAF				\$-300.00	\$-300.00	
Pace Suburban Bus						
09/14/2021	Bill	August Statement	09/14/2021	200.00	200.00	200.00
Total for Pace Supu Bus				\$200.00	-00	
Peppers Lemont Auto Care						
09/14/2021	Bill	144947	10/14/2021	731.41	731.41	731.41
Total for Peppers Lemont Auto care				\$731.41	\$731.41	
Robbins Schwartz						
09/14/2021	Bill		09/14/2021	1,235.00	1,235.00	1,235.00
Total for Robbins Schwartz				\$1,235.00	\$1,235.00	
Royal Plumbing, Inc.						
09/14/2021	Bill	24912	09/14/2021	220.00	220.00	220.00
Total for Royal Plumbing, Inc.				220.00	-00	
Shackel, Michael						
09/01/2021	Bill		09/01/2021	60.00	60.00	60.00
Total for Shackel, Michael				\$60.00	\$60.00	
Surefire Auto Parts						
09/14/2021	Bill	8/31/21 Statement	09/14/2021	689.34	689.34	689.34
Total for Surefire Auto Parts				\$689.34	\$689.34	
Tap House Grill						
09/03/2021	Bill	Clerk's 2021 Meeting	09/03/2021	100.00	100.00	100.00
Total for Tap House Grill				\$100.00	\$100.00	
US Bank						
09/14/2021	Bill	450574975	09/14/2021	839.83	839.83	839.83
Total for US Bank				\$839.83	\$839.83	
Verizon						
05/19/2021	Bill Payment (Check)	40052	05/19/2021	-176.99	-176.99	-176.99
Total for Verizon				\$-176.99	\$-176.99	
TOTAL				-.577	\$-0.577	

Lemont Township Road and Bridge

Vendor Balance Detail

As of September 14, 2021

DATE	TRANSACTION TYPE	NUM	DUE DATE	AMOUNT	OPEN BALANCE	BALANCE
09/14/2021	1st AYD Corporation Bill	PS1470659	09/14/2021	459.61	459.61	459.61
	Total for 1st AYD Corporation			\$459.61	\$469.61	
09/14/2021	Bank of America Bill	July 20th August 19	09/14/2021	65.00	65.00	65.00
	Total for Bank of America			\$65.00	\$66.00	
09/14/2021	Battery Service Corporation Bill	0077615	09/14/2021	176.70	176.70	176.70
	Total for Battery Service Corporation			\$176.70	\$176.70	
09/14/2021	Deere Credit, Inc. Bill	2535044	09/14/2021	1,713.92	1,713.92	1,713.92
	Total for Deere Credit, Inc.			\$1,713.92	\$1,713.92	
09/14/2021	Dellwood Tire & Auto Corp. Bill	2-60269	09/14/2021	55.95	55.95	55.95
	Total for Dellwood Tire & Auto Corp.			\$56.95	\$56.95	
09/14/2021	Homer Industries Bill		10/14/2021	100.00	100.00	100.00
09/14/2021	Homer Industries Bill	S167293	09/14/2021	100.00	100.00	200.00
	Total for Homer Industries			0.00	0.00	
09/14/2021	Interstate Billing Service Bill	3024268841	09/14/2021	507.57	507.57	507.57
	Total for Interstate Billing Service			\$607.57	\$607.67	
09/14/2021	Landscaping and Construction Supplies Bill	165121	09/14/2021	1,667.99	1,667.99	1,667.99
	Total for Landscaping and Construction Supplies			\$1,468.92	\$1,468.92	
	Lemont, Village of -Fuel	July Fuel Usage	09/14/2021			1,270.25
	Total for Lemont, Village of -Fuel			\$1,110.	\$1,270.	

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Lemont, Village of -Utilities						
09/14/2021	Bill	5/18/21 to 7/20/21	09/14/2021	69.76	69.76	69.76
Total for Lemont, Village of -Utilities				\$69.76	\$69.76	
Menards						
09/14/2021	Bill	3189230210648867	09/14/2021	191.60	191.60	191.60
09/14/2021	Bill	318921521025349	09/14/2021	62.62	62.62	254.22
09/14/2021	Bill		09/09/2021	17.18	17.18	271.40
09/14/2021	Bill	318922921081499	09/14/2021	164.38	164.38	435.78
Total for Menards				\$436.78	\$436.78	
Quill LLC						
06/22/2021	Bill	16540591	06/22/2021	80.13	80.13	80.13
08/31/2021	Bill	QL1047342	08/31/2021	519.65	519.65	599.78
Total for Quill LLC				\$699.78	\$699.78	
Shorewood Home & Auto, Inc.						
09/14/2021	Bill	03-262559	09/14/2021	113.36	113.36	113.36
Total for Shorewood Home & Auto, Inc.				\$113.36	\$113.36	
Strand Associates, Inc.						
09/14/2021	Bill	0174001	09/14/2021	9,244.30	9,244.30	9,244.30
Total for Strand Associates, Inc.				\$9,244.30	\$9,244.30	
Surefire Auto Parts						
09/14/2021	Bill	August Statement	09/14/2021	689.34	689.34	689.34
Total for Surefire Auto Parts				\$689.34	\$689.34	
TOIRMA						
09/03/2021	Bill	2021 Handbook	09/03/2021	50.00	50.00	50.00
Total for TOIRMA				\$60.00	\$60.00	
Traffic Control & Protection Inc.						
09/14/2021	Bill	108103	09/14/2021	171.85	171.85	171.85
Total for Traffic Control & Protection Inc.				\$171.85	\$171.85	
Tri-K						
09/14/2021	Bill	116820	09/14/2021	396.00	396.00	396.00
Total for Tri-K				\$396.00	\$396.00	
TOTAL				\$17,636.17	\$17,636.17	

LEMONT TOWNSHIP

STATE OF ILLINOIS

COOK COUNTY

GENERAL FUND

AUGUST 2021 EXPENDITURES

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LEMONT TOWNSHIP

STATE OF ILLINOIS

COOK COUNTY

ROAD & BRIDGE FUND

AUGUST 2021 EXPENDITURES

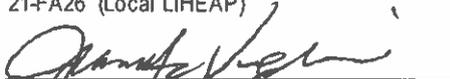
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21-FA20 (Local LIHEAP)	\$150.00
21-FA25 (Local LIHEAP)	\$150.00
21-FA26 (Local LIHEAP)	\$150.00

\$1170.00 Total


Township Trustee


Township Trustee


Township Trustee

Township Trustee


Supervisor


Clerk-Attest

August 2021 Expenditures Summary

Township General Fund Outstanding Bills	\$ 20,577.02
Township General Fund Pre-Paid Bills	\$ 16,269.74
Township Salaries	<u>\$ 31,079.01</u>
	\$ 67,925.77 Total

Lemont Road & Bridge Outstanding Bills	\$ 17,636.17
Lemont Road & Bridge Pre-Paid Bills	\$ 7,016.07
Lemont Road & Bridge Salaries	<u>\$ 12,811.66</u>
	\$ 37,463.90 Total

Open Space	\$ 9,231.25
General Assistance	\$ 1,170.00

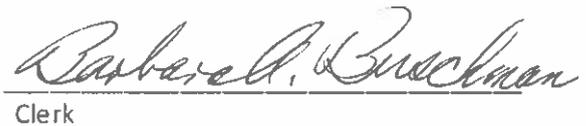

Trustee


Trustee


Trustee

Trustee


Supervisor


Clerk