

Minutes - Board of Township Trustees

STATE OF ILLINOIS,)
WILL County) SS. REGULAR MEETING
Town of New Lenox)

THE BOARD OF TOWN TRUSTEES met at 1100 S. Cedar Road on March 14, 2024.

The following business was transacted:

I. CALL TO ORDER

The New Lenox Town Board of Trustees Meeting was called to order by Supervisor Wennlund on March 14, 2024 at 7:00 p.m.

II. ROLL CALL

PRESENT:

Cass Wennlund	Supervisor
Martin Boban	Trustee
Patty Deiters	Trustee
Barbara Kaupas	Trustee
Steve Friant	Trustee
Kathy Hilton	Clerk
Ron Sly	Highway Commissioner
Phil Juarez	Collector

NOT PRESENT:

Bonnie Hernandez	Assessor
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III. APPROVAL OF MINUTES

Motion by Trustee Boban, second by Trustee Kaupas, to approve the February 8, 2024 minutes of the Regular Meeting. Upon a roll call vote: Trustees Boban, Kaupas, Friant and Supervisor Wennlund in favor; none opposed, motion carried.

IV. SPECIAL GUEST/PUBLIC COMMENTS- New Lenox Township residents Bob and Jean Heniff addressed the Board regarding Building, Zoning and Septic System concerns they have about new construction on a lot near their home. Supervisor Wennlund explained that by state statute, township government has no role in those issues.

V. BOARD ISSUES-ACTION ITEMS

A. Approve Annual Lawn Maintenance Contracts

I. Township Offices-\$600 Increase over Last Year

Supervisor Wennlund asked for a motion to approve the contract with Groundskeepers Landscape Care for Maintenance of Township Facilities, 1100 S. Cedar Rd. New Lenox, IL 60451 in the amount of \$3,624.

Motion Trustee Boban, second Trustee Kaupas. Upon a roll call vote: Trustees Boban, Kaupas, Deiters, Friant and Supervisor Wennlund in favor; none opposed, motion carried.

II. Senior Housing \$500 Increase over Last Year

Supervisor Wennlund asked for a motion to approve the contract with Groundskeepers Landscape Care for Maintenance of the Township Senior Housing Facilities, 1090 S. Cedar Rd. New Lenox, IL 60451 in the amount of \$2,646. Motion Trustee Kaupas, second Trustee Deiters. Upon a roll call

vote: Trustees Boban, Kaupas, Deiters, Friant and Supervisor Wennlund in favor; none opposed, motion carried.

III. Maplewood Cemetery \$0.00 Increase over Last Year

Supervisor Wennlund asked for a motion to approve the contract with Groundskeepers Landscape Care for Maintenance of the Maplewood Cemetery, 331 West Haven Ave. New Lenox, IL 60451 in the amount of \$9,408. Motion Trustee Deiters, second Trustee Friant. Upon a roll call vote: Trustees Boban, Kaupas, Deiters, Friant and Supervisor Wennlund in favor; none opposed, motion carried.

IV. Marshall Cemetery \$0.00 Increase over Last Year

Supervisor Wennlund asked for a motion to approve the contract with Groundskeepers Landscape Care for Maintenance of the Marshall Cemetery, 12721 W. Regan Rd. Mokena, IL 60448 in the amount of \$3,612. Motion Trustee Boban, second Trustee Friant. Upon a roll call vote: Trustees Boban, Kaupas, Deiters, Friant and Supervisor Wennlund in favor; none opposed, motion carried.

B. Appoint Deputy Clerk for Road District

Supervisor Wennlund asked for a motion to approve the appointment of Gretchen Clutter as Deputy Clerk. Motion Trustee Boban, second Trustee Kaupas. Upon a roll call vote: Trustees Boban, Kaupas, Deiters, Friant and Supervisor Wennlund in favor; none opposed, motion carried.

C. Approve Professional Service Contract; FY 2023-2024 Audit

Supervisor Wennlund asked for a motion to approve the Professional Services Contract for the Township's Annual Audit in the amount of \$12,275 with Hearne & Associates. Motion Trustee Kaupas, second Trustee Deiters. Upon a roll call vote: Trustees Boban, Kaupas, Deiters, Friant and Supervisor Wennlund in favor; none opposed, motion carried.

D. Approve Altorfer Maintenance Contract

Supervisor Wennlund asked for a motion to approve the Altorfer Maintenance Contract Gold Package for the Senior Housing Building Back-Up Generator in the amount of \$1,301. Motion Trustee Boban, second Trustee Friant. Upon a roll call vote: Trustees Boban, Kaupas, Deiters, Friant and Supervisor Wennlund in favor; none opposed, motion carried.

E. Personnel Policy

Supervisor Wennlund asked for a motion to approve the Township Supervisor's Office Staff Personnel Policy changes adopted as a result of the State of Illinois Paid Leave Act. Motion Trustee Kaupas, second Trustee Friant. Upon a roll call vote: Trustees Boban, Kaupas, Deiters, Friant and Supervisor Wennlund in favor; none opposed, motion carried.

F. Adopt Annual Town Meeting Agenda

Supervisor Wennlund asked for a motion to adopt the April 9, 2024 Annual Town Meeting Agenda. Motion Trustee Boban, second Trustee Kaupas. Upon a roll call vote: Trustees Boban, Kaupas, Deiters, Friant and Supervisor Wennlund in favor; none opposed, motion carried.

VI. REPORTS FROM TOWNSHIP OFFICIALS

A. SUPERVISOR:

Senior Building fire alarms and boiler have been inspected and outside windows have been washed. Two new employees have been hired, one for maintenance and one for Transportation. Initial draft of the Newsletter has been circulated, please submit any Corrections in redline – word format by tomorrow (March 15, 2024).

B. TRUSTEES:

1. Trustee Boban: The used electronics collection on the 2nd and 4th Wednesday of every month from 5pm-7pm is continuing 100 vehicles for March between the two dates. For the third consecutive year New Lenox Township is the leader in the recycling of used electronics. May 4, 2024 is the date of the next Annual Township Clean-up Day. Shredding will be included; the limit is increased this year from two to four banker's boxes. The Lincoln-Way West Football Team will assist for Community Service Hours. The Township's transition to LED Lighting a few years ago has resulted in cost savings. Emergency sirens tested good this month. Fire extinguishers can be dropped off at the Township during normal recycling hours and on the 4th Saturday of the month. The program is going well. The services the Township provides are essential Services.
2. Trustee Kaupas: Jim Pitcairn has been attending Chamber of Commerce Business After Hours Events and building relationships with our local business community. He is working closely with the Northern Illinois Food Bank. The New Lenox Township's Business After Hours event will be held on April 18, 2024 from 5-7pm. Two Food Pantry volunteers have moved, new volunteers are always welcome and information is posted on our social media.
3. Trustee Deiters: 394 Transportation Rides were given this month. Newsletter draft has been circulated. Scheduling software has been set up for the Food Pantry, some adjustments are needed.
4. Trustee Friant: On March 2, 2024 Trustees Friant and Boban assisted New Lenox Boy Scout Troop 12 in gathering up the Christmas Wreaths that had been placed on the graves of our Military Veterans for the Holidays.

C. CLERK:

Looking forward to our inaugural Business After Hours on April 18th. Statements of Economic Interest Reports, must be filled out by May 1, 2024. No members of the public submitted Annual Town Meeting Agenda item requests by the March 1st 2024 deadline. New Lenox Township's Annual Town Meeting will take place April 9, 2024 at 6:30pm.

D. HIGHWAY COMMISSIONER:

Getting a jump on the pavement program this year due to the mild weather.

E. ASSESSOR:

Not Present

- ### **F. COLLECTOR:**
- On April 4, 2024 at 7pm, a 90-minute suicide prevention class will be held at the New Lenox Village Hall, registration is required.

VII. APPROVAL OF BILLS

Motion made by Trustee Kaupas, seconded by Trustee Boban, to accept and approve for payment all bills and late bills as submitted. Upon a roll call vote: Trustees Boban, Kaupas, Deiters, Friant and Supervisor Wennlund voted aye, none opposed; motion carried.

VIII. OTHER BUSINESS: Supervisor Wennlund circulated draft budget ordinances. A used van will be purchased from the Road District for New Lenox Township's Transportation Department.

VIII. ADJOURNMENT:

Motion made by Trustee Kaupas seconded by Trustee Deiters, to adjourn the meeting at 8:14 p.m. No further discussion. Upon a roll call vote: Trustees Boban, Deiters, Kaupas, Friant and Supervisor Wennlund voted aye, none opposed; motion carried.

Respectfully Submitted,
Kathy Hilton
New Lenox Township Clerk