

Minutes Board of Town Trustees

STATE OF ILLINOIS

LAKE COUNTY

TOWN OF NEWPORT

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk at the Village Hall on February 19, 2014.

Members Present:

Beth Hartford, Trustee

Ronald Miller, Trustee

Diane Crittenden, Trustee

Corey Kirschhoffer, Trustee

Jerome Berens, Assessor

Rodger Edmunds, Highway Commissioner

Randy Whitmore, Supervisor

Call to Order: Supervisor Whitmore called the Regular meeting of the Board of Town Trustees to order at 7:02 p.m.

Pledge of Allegiance: Supervisor Whitmore led the Pledge of Allegiance.

Roll Call: In attendance were Beth Hartford, Ron Miller, Rodger Edmunds, Jerome Berens, Diane Crittenden, Corey Kirschhoffer, and Randy Whitmore. Also present, Attorney Tiffany Nelson-Jaworski for Keri-Lynn Krafthefer. Absent due to business travel, Debbie Spurgeon.

Approval of Agenda: The agenda was not called for approval.

Approval of Minutes: Supervisor Whitmore requested a motion and second to approve the January 15, 2014 Regular Meeting minutes. No discussion.

Motion by Kirschhoffer; seconded by Hartford to approve the minutes from January 15, 2014.

Voice vote: Ayes, all; nays, none. Motion passed 5-0.

Reports:

Supervisor's Report:

Supervisor Randy Whitmore praised Highway Commissioner Rodger Edmunds for the good job done this winter in clearing township roads. Asked about his salt supply, Edmunds reported it as horrible. Edmunds stated between the Village of Wadsworth and Newport Township, a total of 258 tons of salt has been used thus far this season. He indicated the break-down as: 87 tons on Wadsworth Roads and 171 tons on township roadways. Edmunds says they are not able to find available salt in the marketplace and have now switched over to the use of one-hundred percent sand. He added, the use of sand may necessitate the sweeping of the roadways in the spring, but indicated it is not a big deal.

Whitmore passed around documentation received annually from the county requesting elected officials verify their contact information, asking the board to confirm the current information.

Supervisor Whitmore questioned if trustees are comfortable with a \$200.00 donation to Cornerstone Church, reminding the board of discussion at the January regular meeting regarding a suggestion to consider a donation to the church for their assistance to the township at the December 18, 2013 Special Meeting. Cornerstone worked with the clerk on availability as an alternate site on December 18th, in the event crowd capacity had exceeded posted limits at village hall. Trustees unanimously agreed with the donation amount.

Whitmore asked Commissioner Edmunds about township plans should flooding become an issue in the spring. Edmunds indicated the highway department is monitoring the risk and will consider water channeling and/or sand-bagging depending on what a particular situation may call for.

Highway Commissioner's Report:

Highway Commissioner Edmunds says Lake County [LCDOT] has provided the township a fair price for paving a stretch of Dilly's & Mill Creek Road. He said this is the roadway Dziekan [former Highway Commissioner Dan Dziekan] wanted to do. Edmunds says he previously bowed out of this plan due to money concerns, but now has given Lake County the go-ahead to proceed to the next step. Edmunds noted the engineering costs were already completed in the previous year and the county has agreed to carryover the engineering. He added the county expects to include it on their April road bid. A \$200,000 estimate has been provided to Edmunds. He will make a final decision once the bid cost is known. Commissioner Edmunds says he anticipates receiving approximately \$130,000 in Motor Fuel Tax (MFT) funds this year and noted his plan is to use \$100,000 of this money towards the Dilly's/Mill Creek Road project. Edmunds indicated he has signed a waiver for the county to prepare the paperwork on Newport's behalf, which he will review with Ancel Glink.

Edmunds indicates he intends to do patching on Edwards Road, adding Newport Township cannot pave this section of road unless we want to throw the money away, because it is an Old

Mill Creek village road. He continued that he [Edmunds] could pave this portion of roadway, and Old Mill Creek could then pay the township back over a hundred years. Edmunds says Old Mill Creek will likely turn the road back into gravel, but they do intend to replace a failing culvert in this section. Unless Edmunds decides to do something with the remainder of the Old Mill Creek section of roadway, he says it is what it is. He then suggests he may get legal counsel involved with possible options. Edmunds fielded a question from Assessor Berens regarding Old Mill Creek's desire to have Newport take this portion of roadway back into Newport's jurisdiction. Resident Pat Palmeri inquired with Attorney Tiffany Nelson-Jaworski regarding whether IL law requires the annexing municipality to maintain the associated roadway. Nelson-Jaworski indicated this is not her area of expertise and she will need to defer this to another attorney, but added in general, Palmeri is correct. Commissioner Edmunds indicated he will attend Old Mill Creek's March meeting to discuss the matter further with their village board. He concluded, Newport will need to fix the road or it will have to be shut down.

Edmunds provided a preliminary budget to the trustees for the upcoming fiscal year.

Assessor's Report:

No report.

Clerk Comments:

No report.

Trustee Comments:

Beth Hartford—No report.

Ron Miller-- No report.

Diane Crittenden—No report.

Corey Kirschhoffer—No report.

Attorney's Report: No report.

Township Business:

Supervisor Whitmore requested discussion and possible action to change the March meeting

location due to the unavailability of the current meeting site, Wadsworth Village Hall. Whitmore stated the March regular meeting will be held at the Newport Township Offices, 40870 Hunt Club Road, Old Mill Creek. The location change requires a publication notice.

Whitmore introduced various line item transfers totaling \$950.00 in the General Town Fund:

--\$100.00 from City Connect (101540) to Postage (101526) resulting in an adjusted appropriation of \$1,500.00 in 101540 and \$350.00 in 101526.

--\$300.00 from City Connect (101540) to Building Rent (101536) resulting in an adjusted appropriation of \$1,200.00 in 101540 and \$3,900.00 in 101536.

--\$100.00 from Equipment-Assessor's (102564) to Utilities (102530) resulting in an adjusted appropriation of \$800.00 in 102564 and \$600.00 in 102530.

--\$100.00 from Equipment-Assessor's (102564) to Dues (102528) resulting in an adjusted appropriation of \$700.00 in 102564 and \$500.00 in 102528.

--\$350.00 from Equipment-Assessor's (102564) to Salaries (102522) resulting in an adjusted appropriation of \$350.00 in 102564 and \$20,350.00 in 102522.

Supervisor Randy Whitmore requested a motion to approve the line item transfers as presented for the General Town Fund. Attorney Tiffany Nelson-Jaworski advises as the agenda calls out the line item transfers separately, separate motions/votes should be taken for each transfer:

Motion made by Crittenden; seconded by Kirschhoffer to approve the line item transfer from the line item City Connect to Postage in the amount of \$100.00

Voice Vote: Ayes, Crittenden, Kirschhoffer, Hartford, Miller. Motion passed

4-0. [Whitmore did not vote.]

Motion made by Crittenden; seconded by Hartford to approve the line item transfer from the

line item City Connect to Building Rent in the amount of \$300.00.

Voice Vote: Ayes, Crittenden, Kirschhoffer, Hartford, Miller. Motion passed

4-0. [Whitmore did not vote.]

Motion made by Miller; seconded by Kirschhoffer to approve the line item transfer from the line item Equipment-Assessor's to Utilities in the amount of \$100.00.

Voice Vote: Ayes, Crittenden, Kirschhoffer, Hartford, Miller. Motion passed

4-0. [Whitmore did not vote.]

Motion made by Hartford; seconded by Miller to approve the line item transfer from the line item Equipment-Assessor's to Dues in the amount of \$100.00.

Voice Vote: Ayes, Crittenden, Kirschhoffer, Hartford, Miller. Motion passed

4-0. [Whitmore did not vote.]

Motion made by Kirschhoffer; seconded by Crittenden to approve the line item transfer from the line item Equipment-Assessor's to Salaries in the amount of \$350.00.

Voice Vote: Ayes, Crittenden, Kirschhoffer, Hartford, Miller. Motion passed

4-0. [Whitmore did not vote.]

Whitmore introduced various line item transfers totaling \$900.00 in the Township Relief Fund:

--\$600.00 from Utilities-Relief (201504) to Building Rent-Relief (201500) resulting in an adjusted appropriation of \$400.00 in 201504 and \$4,200.00 in 201500.

--\$300.00 from Utilities-Relief (201504) to Building Rent-Relief (201500) resulting in an adjusted appropriation of \$100.00 in 201504 and \$3,900.00 in 201500.

Motion made by Miller; seconded by Hartford to approve the line item transfer from the line item Utilities-Relief to Building Rent-Relief in the amount of \$600.00.

Voice Vote: Ayes, Crittenden, Kirschhoffer, Hartford, Miller. Motion passed

4-0. [Whitmore did not vote.]

Motion made by Crittenden; seconded by Kirschhoffer to approve the line item transfer from the line item Utilities-Relief to Building Rent-Relief in the amount of \$300.00.

Voice Vote: Ayes, Crittenden, Kirschhoffer, Hartford, Miller. Motion passed

4-0. [Whitmore did not vote.]

Whitmore introduced various line item transfers totaling \$520.00 in the Road & Bridge Fund:

--\$500.00 from Office Supplies (303550) to Publications (303534) resulting in an adjusted appropriation of \$2,000.00 in 303550 and \$630.00 in 303534.

--\$20.00 from Office Supplies (303550) to Postage (303520) resulting in an adjusted appropriation of \$1,980.00 in 303550 and \$120.00 in 303520.

Motion made by Crittenden; seconded by Hartford to approve the line item transfer from Office Supplies to Publications in the amount of \$500.00.

Voice Vote: Ayes, Crittenden, Kirschhoffer, Hartford, Miller. Motion passed

4-0. [Whitmore did not vote.]

Motion made by Miller; seconded by Kirschhoffer to approve the line item transfer from Office Supplies to Postage in the amount of \$20.00.

Voice Vote: Ayes, Crittenden, Kirschhoffer, Hartford, Miller. Motion passed

4-0. [Whitmore did not vote.]

Unfinished Township Business:

Supervisor Whitmore re-introduced discussion of the new FY 2014/15 meeting schedule, but forgot to bring the resolution. Whitmore says there the only issue is a conflict for the March meeting. Hartford recalls additional conflicted dates. Berens believes the new schedule he saw moves the Regular meetings to the fourth Wednesday of the month. Whitmore says no. Hartford provides her copy of the meeting resolution which was presented, but not voted on at the January regular meeting. Miller comments the meeting dates appear to be the fourth Wednesday of the month, with the exception of the November and December meetings. Whitmore inquires if the board has an issue with moving the meetings from the third to the fourth Wednesday of the month. Trustees are unsure. Crittenden asks when this would begin. [April 2014]. Hartford hopes the proposed schedule change will be okay with the clerk. Berens asked the reason why Whitmore is proposing moving the regular meetings. Hartford notes the issue is Whitmore's insistence to hold the meetings at Wadsworth Village Hall, adding if the meetings were held at the Newport Township Offices there would be no date conflicts. Hartford suggests going back to meeting at the Township Offices. Whitmore calls for a vote.

Motion made by Kirschhoffer; seconded by Crittenden to approve the resolution as presented setting the FY meeting schedule for 2014/15.

Voice Vote: Ayes, Miller, Crittenden, Kirschhoffer. Nays, Hartford. Motion passed

3-1. [Whitmore did not vote.]

Highway Commissioner Edmunds asks for clarification on the March meeting. Whitmore states it will be held at the Newport Township Offices at 7:00 p.m. Edmunds then confirms the April Regular meeting will then begin the switch to the fourth Wednesday of the month and will be held at Wadsworth's Village Hall. Whitmore confirms.

Finances:

The supervisor introduced the bills for approval by fund:

Supervisor Whitmore requested a motion to approve the General Town Fund bills.

Motion made by Kirschhoffer; seconded by Crittenden.

Voice Vote: Ayes, Crittenden, Kirschhoffer, Whitmore; Nays, Hartford, Miller. Motion passed 3-2.

Supervisor Whitmore requested a motion to approve the Newport Township Road District bills.

Motion made by Kirschhoffer; seconded by Crittenden

Voice Vote: Ayes, Crittenden, Kirschhoffer, Whitmore; Nays, Hartford, Miller. Motion passed 3-2

Supervisor Whitmore requested a motion to approve the Assessor- General Town Fund bills.

Motion made by Miller; seconded by Kirschhoffer

Voice Vote: Ayes, Crittenden, Kirschhoffer, Miller, Hartford, Whitmore; Nays, none. Motion Passed 5-0

Trustee Hartford noted the March date on the meeting schedule resolution passed earlier tonight is incorrect as printed [March 26th] and should be corrected to March 19th. Hartford inquired with Attorney Nelson-Jaworski on whether the board needs to initial the change. Jaworski-Nelson indicated no, the board does not need to initial the change.

Public Comment:

Pat Palmeri—Mrs. Palmeri complimented Highway Commissioner Edmunds on the winter clearing of the roads.

Executive Session:

Supervisor Randy Whitmore requested the board enter into executive session. No purpose for the closed session was stated publically.

Motion by Kirschhoffer; seconded by Crittenden

Voice Vote: Ayes, Crittenden, Kirschhoffer, Miller, Hartford, Whitmore; Nays, none. Motion passed 5-0.

The regular meeting was recessed at 7:34 p.m. to enter into closed session.

Roll Call – Return to Open Session: In attendance were Beth Hartford, Ron Miller, Rodger Edmunds, Diane Crittenden, Corey Kirschhoffer, and Randy Whitmore. Also present, Tiffany Nelson-Jaworski.

The board resumed open session at 8:06 p.m. No action was taken resulting from closed session.

Motion to Adjourn:

Supervisor Whitmore requested a motion and a second to adjourn the regular meeting.

Motion by Kirschhoffer; seconded by Miller.

Voice Vote: Ayes, all; Nays none. Motion passed 5-0.

Meeting adjourned at 8:08 p.m.

Dated the 19th day of February, 2014.

 s/Debbie Spurgeon

Debbie Spurgeon, Township Clerk