

REGULAR MEETING OF THE MILTON TOWNSHIP BOARD

May 11, 2010

A Regular Meeting of the Milton Township Board was held in the Board Room of the Milton Town Hall, 1492 N. Main Street, Wheaton, Illinois, on Tuesday, May 11, 2010, for the audit of town bills followed immediately by a business meeting.

Board Members Present: Supervisor O. Chris Heidorn - Clerk Gail P. Hinkle - Trustees James D. Flickinger, Sal Falbo, Robert L. Larsen, and Christopher Edwards. Other Elected Officials Present: Highway Commissioner Gary Muehlfelt and Assessor Robert Earl. Also Present: Mark Kmiecik, Ron Menna, Joe Vanest, Dan Nicholas, Bob Jacobsen, Mary Dickson, Ginger Wheeler, Tim Doyle, Marie Jensen, Richard Dunn and Ralph Hinkle.

The business meeting was called to order by Chairman Heidorn at 7:30 p.m. Robert Jacobsen led the Pledge of Allegiance. A quorum was present and acting, and due notice had been mailed.

Trustee Flickinger moved, seconded by Trustee Larsen, to approve the agenda as presented. The motion passed by voice vote.

Trustee Falbo moved, seconded by Trustee Edwards, that the minutes of the Regular Meeting on April 6, 2010, be approved as submitted. The motion passed by voice vote.

Having concluded their audit of the Township bills in the earlier segment of the meeting, Chairman Heidorn moved, seconded by Trustee Falbo, that the bills having been audited be paid and charged to the proper accounts, and the certificates of accounts be filed by the Clerk for inspection by the inhabitants of the Township. Following discussion, the motion passed on the following roll-call vote: 5 Ayes: Trustees Flickinger, Falbo, Larsen, Edwards, and Chairman Heidorn. 0 Nays.

Public Forum – None.

Chairman's Report:

- General Assistance/Food Pantry - Chairman Heidorn reported that on May 8, 2010, the Milton Township Food Pantry had received 3,700 lbs. of food from the Postal Worker's Stamp Out Hunger Food Drive. Chairman Heidorn personally thanked Chris Edwards and his son, Sal Falbo and his grandchildren, the Heidorn family and the many volunteers who helped out with the drive.
- Citizen Corps/Homeland Security – The "David Class" will be graduating on May 13, 2010. We will be graduating our 500th trained CERT member at this time.
- Weeds – The weed program has reported 16 to 18 weed complaints.
- Miscellaneous/Other – None.

Highway Commissioner Muehlfelt reported the brush pick up has been completed. This is a service that the Highway Department provides to the public. On May 12, 2010, the County will conduct the salt bids.

Assessor - None.

Town Clerk – None.

Seniors Committee - S.A.L.T. Committee – Joe Vanest reported on the May 10, 2010 meeting. The guest speaker, Pam Moore, a Community Liaison Representative for Attorney General Lisa Madigan's office, spoke on fraud and abuse regarding senior citizens. Next month's meeting will be on the US Postal Inspector regarding mail fraud.

Cemeteries Authority - Committee Chairman Jacobsen reported that the Friends of the Pioneer Cemeteries had set up a memorial fund in memory of Bill Kooser, a member of the organization. Mr. Kooser had passed away last month. The organization has raised \$1,400. This money will be used to restore the Victorian fence that surrounds the Jewell Grove Cemetery. The Joliet Dioceses has rewarded the Cemetery Authority Committee with a stipend, 60% more than 2009, to maintain the St. Stephen's Cemetery. There will be a rededication ceremony in September at St. Stephen's Cemetery. The Jewell Grove Memorial Day ceremony will be held on May 29, 2010. Abraham Lincoln, General Grant, General Lee, and General Edwards will be in attendance. Bill Kooser will be honored at this ceremony.

Unfinished Business – Building renovations – Dan Nicholas from Nicholas Design Group, Ltd., gave a presentation on the office renovation remodeling of the Township building.

Mary Dickson, Milton Township's attorney, commented that if the Township wants to hire a project manager or a construction manager, the township needs to look to the Town Code and to the Local Government Professional Service Selection Act. If the Township uses the Town Code, the Township needs to go into competitive bidding, if the project is over \$20,000, except for professional services. As for Professional Services, we need to follow the Local Government Professional Service Selection Act. This Act provides for a tier form of selecting a professional service provider. First, we need to determine whether the professional Services that are being provided fit within the Act and we need to seek qualifications for the project. There is a procedure in the Act that allows for companies to submit their qualifications. The Township can notify companies in the area, such as publishing a notice in the newspaper. This procedure can be waived if the professional service that we contract is under \$25,000.

Mary Dickson will submit to Chairman Heidorn, in writing, the provisions of the Local Government Professional Service Selection Act. This Act will seek to provide for the best quality service at the most affordable price. The Board will select one or more entities to interview and once they determine whom the Board would like to engage, then they negotiate pricing. Mary Dickson and Dan Nicholas will consult with each other in order to advise the Board, from a legal and architectural viewpoint, on how to proceed in an expeditious and cost effective matter.

Trustee Falbo moved, seconded by Trustee Edwards to authorize Chairman Heidorn to execute the said agreement and pending approval of the Board, and to not to exceed \$46,575, of the final document under the terms that the Board has been discussing. After discussion, Trustee Flickinger moved, seconded by Trustee Larsen to table the previous motion. The motion carried by voice vote. Chairman Heidorn moved, seconded by Trustee Edwards, that the Board will conceptually approve the \$661,000 renovation of the first floor of the Township building. After discussion, the motion carried by voice vote. Trustee Flickinger moved, seconded by Trustee Larsen to lift from the table the previous motion, authorizing Chairman Heidorn to execute the said agreement and pending approval of the Board, and not to exceed \$46,575, of the final document under the terms that the Board has been discussing. The motion carried by voice vote. (5 Ayes)

Chairman Heidorn reintroduced the motion authorizing Chairman Heidorn with the assistance with our counsel, to enter into the (AIA) agreement with Nicholas Design Group, Ltd., for their architectural services as previously outlined and not to exceed \$46,575. The motion passed by voice vote. (5 Ayes).

New Business - T.O.I.R.M.A. renewal for 2010-2011. Trustee Larsen moved, seconded by Trustee Falbo to renew with T.O.I.R.M.A. The motion passed by voice vote. (5 Ayes).

Trustee Falbo thanked those officials that attended "Topics" Day in Springfield in April. While in Springfield, Ralph Hinkle, Mr. Falbo and Mr. Muehlfelt visited the Illinois Emergency Management Administration Command Center to observe the facilities. This organization was very award of Ralph Hinkle's efforts in Milton Township with the CERT program. "We are known beyond the borders of Milton Township" quoted Mr. Falbo.

Miscellaneous/Other – None.

There being no further business to come before the Board, Trustee Falbo moved, seconded by Trustee Flickinger that the meeting stand adjourned. The motion carried by voice vote, and the meeting adjourned at 9:00 p.m.

Gail P. Hinkle

Gail P. Hinkle, Township Clerk

Date minutes were approved _____.