

**State of Illinois
County of Cook
Township of Northfield
Northfield Township Board of Trustees Meeting May 10, 2011**

The following board members were present:
Jill Brickman, Northfield Township Supervisor
Brendan Appel, Northfield Township Trustee
Carol Blustein, Northfield Township Trustee
Karen McCormick, Northfield Township Trustee
Mary Reynolds, Northfield Township Trustee

Also present:
Laura Fine, Northfield Township Clerk

Supervisor Brickman called the meeting to order at 5:21 PM.

Trustee Blustein motioned to move into Executive Session for the purpose of pending or probable litigation against, affecting or on behalf of the public body.
Trustee Reynolds seconded the motion.

Roll Call:
Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)
Nays: None (0)
Motion carried 5-0

The meeting moved into Executive Session at 5:22 PM.
The meeting moved back into Open Session at 6:04 PM.

The following were also present:
Michele Wilson, Northfield Township Staff
Lucinda Fuller, Northfield Township Staff
Peter Amarantos, Northfield Township Road District Commissioner
Wally Kehr, Northfield Township Staff
Nick Katz, Pioneer Press
Eric Patt, Northfield Township Attorney

Public Hearing on Budgets
No Discussion

**Adjourn Public Hearing Adjourn
Open Town Meeting
Approval of the minutes of the April 12, 2011 Board Meeting**

Trustee Blustein moved to approve the minutes of the April 12, 2011 Board Meeting.
Trustee McCormick seconded the motion.

The motion was unanimously approved on a voice vote.

Recess Town Meeting

Open Sewer Meeting

Approval of the Sewer Bills

Trustee Reynolds moved to approve the sewer bills for May, 2011.

Trustee Blustein seconded the motion.

Trustee Appel asked about the line item for Wally Kehr. Supervisor Brickman explained this is for the additional work Mr. Kehr is performing that was previously done by Bob Barber. This is in addition to Mr. Kehr's compensation from the Road District.

Roll Call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)

Nays: None (0)

Motion carried 5-0

Approval of the Sewer Budget

Supervisor Brickman recommended adding \$1,000 to legal fees, bringing the total to \$2,500, due to the large number of liens filed.

Trustee Reynolds moved to approve the proposed budget for the sewers as amended.

Trustee Blustein seconded the motion.

Roll Call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)

Nays: None (0)

Motion carried 5-0

Sewer Collections for April

No discussion

Old Business

No discussion

New Business

Road District Forman Wally Kehr said a block of wood flowed into the Lake Avenue pumping station and took out one of the new pumps and a transducer. He said Berryman has installed a replacement pump and is working out a price to fix the transducer.

Mr. Kehr said they received the new sewer truck. A computer glitch needs to be fixed, but aside from that, the truck is working out well.

Recess Sewer Meeting

Reconvene Town Meeting

Trustee McCormick moved to approve the Town Fund bills.

Trustee Appel seconded the motion.

Trustee Appel asked Financial Director Lucinda Fuller how much it would cost to purchase a mail stuffer instead of leasing one. Ms. Fuller said she will look into buying one, but she said the post office may not allow you to purchase the machine.

Roll Call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)

Nays: None (0)

Motion carried 5-0

Road and Bridge Bills

Trustee Appel moved to approve the Road and Bridge bills.

Trustee Blustein seconded the motion.

Trustee Appel noted the Road District's legal fees on the payables were \$9,295 for the attorney representing the Road District in its litigation with the Township. Trustee Appel noted the legal fees for the Township for the same time period were \$927.50. He said fees from Staub Anderson are exorbitant, and the tax payers are not being served well by the levels of bills from this firm.

Roll Call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)

Nays: None (0)

Motion carried 5-0

Pace Bus

Trustee Blustein said the Township budgets \$50,000 a year for Dial-A-Ride and is having a hard time keeping up with demand, as there is a need in our Township for transportation. A Pace Bus would cost \$60,000 a year, but due to budget constraints, the Township does not have the extra \$10,000 to cover the cost of the bus, as the Township is working on a 3 to 6 month reserve. Trustee Blustein proposed to Commissioner Amarantos an intergovernmental agreement to help fund a Pace Bus. Commissioner Amarantos said he feels the Township has sufficient transportation available, and he would like to see a study done on the transportation needs of the Township before he would discuss the issue.

Approval of Budgets

Proposed Town Fund Budget

Trustee Reynolds moved to approve the Town Fund Budget and Appropriations Ordinance for 2011-2012.

Trustee McCormick seconded the motion.

Trustee Reynolds said there has already been extensive discussion on the budget, and it is very tight this fiscal year. She said the board found a good balance in terms of meeting statutory responsibilities. Trustee Appel added that the board made cuts in a number of areas where the Township can maintain services and cut the budget deficit. He said next year the board hopes to reverse the deficit and replenish the reserves.

Roll Call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)

Nays: None (0)

Motion carried 5-0

Special Police District

Trustee Blustein moved to approve the Budget and Appropriations Ordinance for the Special Police District for 2011-2012.

Trustee McCormick seconded the motion.

Roll Call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)

Nays: None (0)

Motion carried 5-0

Single Township Road District

Trustee Blustein moved to approve the Single Township Road District Budget and Appropriations Ordinance for 2011-2012.

Trustee Reynolds seconded the motion.

Supervisor Brickman noted that half of the Township audit and 15% of Finance Director Fuller's time is Road District related. Commissioner Amarantos said he would sit down with Ms. Fuller to figure out how much of that should be charged to the Road District. Attorney Patt said this would necessitate an amendment to the Road District and the Town Fund budgets.

Trustee Reynolds asked Commissioner Amarantos when the new building will be ready for construction. Commissioner Amarantos said the plans will be submitted to the village to begin the permit process this year.

Trustee Reynolds said the Road Improvement Fund of \$300,000 was not expended. Commissioner Amarantos said the Road District does a 'Windshield Survey' every year and determined the work could be postponed.

Trustee Blustein asked why \$3,500 is allotted for education this year when last year only \$350 was spent. Mr. Kehr explained last year the Road District had \$2,000 worth of credit for training. He said the Road District needs to have money budgeted for education in case classes need to be taken to keep the Road District compliant.

Trustee Blustein asked why the Road District spent \$2,852 on newsletters last year, but this year it budgeted \$8,000 for the line item. Commissioner Amarantos said they need the money to print more brochures for the recycling events and to update the website.

Trustee Blustein asked why \$5,000 has been budgeted for office equipment when \$261 was spent last fiscal year. Also last year \$528 was spent on office supplies and \$1,250 was budgeted for this year. Commissioner Amarantos said they planned on buying new computers and copy machines last year, but they did not. They may need to make the purchases this year.

Commissioner Amarantos asked the board why members did not call him to ask questions about his budget prior to tonight's meeting. Trustee Blustein said the budget meetings were open meetings that the Commissioner did not attend.

Trustee Blustein asked why \$15,000 has been budgeted for Road District Properties when \$10,671 was spent last year, as that is a 53% increase. Mr. Kehr explained the buildings have to be on a 24 hour use readiness, and they need to be able to maintain it as such. Commissioner Amarantos added since they are going to tear down half of the building, there are going to be additional costs to set up the building.

Trustee Blustein asked why \$4,000 has been budgeted for meeting expenses when \$1,207 was spent last year. Commissioner Amarantos said there are a number of meetings coming up for Emergency Management, and they need to be prepared.

Trustee Blustein noted \$45,000 budgeted for Recycling Events when \$15,270 was spent last year. Commissioner Amarantos said last year the IEPA cancelled its programs to recycle paint and tires, and the Road District has to fund the programs.

Trustee Blustein said last year no money was spent on paint, but this year \$1,000 has been budgeted for paint. Commissioner Amarantos said it is for painting the lines when they do the roads.

Trustee Blustein noted a increase in the spending of Safety Equipment; \$1,977 was spent last year and \$6,500 is budgeted for this year. Commissioner Amarantos said it is for items like gloves and boards. He said anything can break, and he needs to be prepared for that in the budget. Trustee Blustein noted \$1,017 was spent on tires last year, this year \$3,500 is budgeted for the expense. Mr. Kehr said large equipment equals a large cost per tire. There are 13 vehicles with tires, and you need to have the money in the budget if there is a blowout.

Trustee Blustein said under 'Commodities', Radios were given \$10,000. Mr. Kehr explained this is a mandate from the FCC that the Road District be narrow banded on all radios by January 2012. He added we need to be compliant with the FCC or the FCC could fine us and shut us down.

Trustee Blustein asked about the line item for Automated External Defibrillators. Commissioner Amarantos said the Road District plans to purchase 2 defibrillators because residents are coming to the garage to recycle 5 days a week and they need to be prepared in case of an emergency. He added all Road District employees will be trained to use it.

Trustee Blustein said she added up all the items, essentially the line items, and found the Road District is budgeting for 57% more this year than was spent last year. Commissioner Amarantos said he would rather get those numbers from Finance Director Fuller.

Trustee Blustein withdrew her motion.
Trustee Reynolds concurred.

Road Improvement Fund

Trustee Reynolds moved to approve the Single Township Road District Budget and Appropriations Ordinance for the Road Improvement Fund for 2011-2012.
Trustee Appel seconded the motion.

Roll Call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)
Nays: None (0)
Motion carried 5-0

Vehicle Sticker Fee Charge

Supervisor Brickman said the Township would like to charge a \$5 processing fee across the board for vehicle stickers to cover expenses to the township. The Supervisor added resident can avoid the fee if they apply for the sticker by mail.

Trustee Reynolds moved to charge \$5 for everyone for the vehicle sticker processing fee.
Trustee Appel seconded the motion.

Roll Call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)
Nays: None (0)
Motion carried 5-0

Photo Copier Replacement

Trustee Reynolds said after looking at the numbers, leasing is the best option for 2 new photo copiers.

Trustee McCormick move to approve spending up to \$250 a month on 2 copiers.

Trustee Reynolds seconded the motion.

Roll Call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick,
Trustee Reynolds (5)

Nays: None (0)

Motion carried 5-0

Pantry Advisory/Development Board

Discussion was tabled.

Matters to be Presented by the Public

No discussion

Old Business

Supervisor Brickman said the Township has signed an agreement to participate in the Heart of Glenview again next year.

Trustee Blustein asked for an update on the Township's move. Office Manager Michele Wilson said there are not a lot of new properties or those that have convenient parking and public transportation. They are working with a realtor, but the realtor is currently on vacation.

New Business

Trustee Reynolds commended Community Coordinator, Gayle Zalatoris on her report.

The Human Resources Committee of the Whole will meet on Friday.

Trustee Appel moved to adjourn.

Trustee Blustein seconded the motion.

The motion was unanimously approved on a voice vote.

The meeting adjourned at 7:08 PM.

Respectfully Submitted,

Laura Fine, Northfield Township Clerk