

**State of Illinois
County of Cook
Township of Northfield
Northfield Township Board of Trustees Meeting November 10, 2009**

Attendance:

The following board members were present:

Jill Brickman, Supervisor
Brendan Appel, Trustee
Carol Blustein, Trustee
Karen McCormick, Trustee
Mary Reynolds, Trustee

Also present:

Laura Fine, Township Clerk
Peter Amarantos, Northfield Township Road District Commissioner
Patricia Damisch, Northfield Township Assessor
Miguel Nunez, Northfield Township Staff
Eric Patt, Northfield Township Attorney
Robert Barber, Northfield Township Sewer Consultant
Esther Zimmerman, Northfield Township Resident
Travis Zimmerman, Northfield Township Resident

Supervisor Brickman called the meeting to order at 7:00 PM and led us in the Pledge of Allegiance.

Approval of the minutes of the October 13, 2009 meeting

Trustee Reynolds moved to approve the minutes.
Trustee Blustein seconded the motion.

Trustee Blustein said that under 'Old Business Community Events,' Trustee McCormick participated in the Nurture volunteer training, Trustee Blustein did not.

The minutes were unanimously approved as amended on a voice vote.

**Recess Town Meeting
Open Sewer Meeting**

Trustee Reynolds moved to approve the sewer bills.
Trustee McCormick seconded the motion.

Trustee Reynolds asked for an update on the property at 3940 Knollwood. She said at the last meeting the board discussed sending an invoice to the property owner for unpaid bills. Supervisor Brickman said in the past week, an invoice was sent for 50% of the total amount due, or \$1,250. There has been no response yet. Trustee Reynolds

asked what the next step would be. Supervisor Brickman said the attorney would send a letter, then, if there is no response, we would put a lien on the property.

Trustee Reynolds asked about the bill for QLT Consumer Lease. It was explained that this is the quarterly fee for the telephones in the lift stations. Trustee Appel asked about the cost to purchase the system instead of lease it. Supervisor Brickman said we would have to check into it.

Trustee Reynolds thanked Lucinda Fuller for itemizing the legal fees.

Roll Call:

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

Nays: None (0)

Motion carried 5-0

Sewer Collections for October, 2009

Robert Barber, Sewer Consultant

At the request of the board, sewer consultant Robert Barber attended the meeting to answer questions about the sewers and his position. He explained his main duty is to investigate reports of conditions that may occur in the sewer systems. He keeps the township up to date on the use and the remaining life of the systems. Mr. Barber began working as a township employee in charge of the sanitary sewer system in 1972. He eventually retired, and he became a part-time consultant. The township board set his administrative fee at \$800 a month so he would still be able to receive his Social Security payments. Since he is now at an age where income no longer jeopardizes his Social Security, he is also paid for work on on-going projects. He is paid \$50 an hour. That compares to the going rate of an engineering firm, which charges approximately \$150 an hour. Mr. Barber said he is passing down his knowledge of the system to Road District employee, Wally Kehr.

Trustee Blustein asked Mr. Barber if there are currently any major problems with the system. Mr. Barber said if he comes across something, he contacts Supervisor Brickman to discuss it. If the problem is large enough, it will go out to bid. If it is minor, the township will take care of it. Mr. Barber gave the trustees his cell phone number (847-502-5123), and he told them to contact him if they have any questions.

Old Business

Trustee Reynolds mentioned a Sewer Bill passed in the Illinois Senate October 29 that says water service can be disconnected for non-payment of bills. Attorney Patt explained that this bill does not apply to us because our system is a private system supported by user fees. The statute refers to public systems supported by tax dollars. Trustee Appel asked if we can cut off someone's service for non-payment and if we have an agreement with our users. Supervisor Brickman said there is no agreement with the individual users of the system. Attorney Patt said it is always good to have a written agreement with whomever you are dealing with, but, he added, since the system

has operated this long without it, it can continue as it is. Supervisor Brickman said if there is a non-payment issue, we eventually get paid with 9% interest when the property is sold because of our practice of putting a lien on properties when payment is overdue.

New Business

Reconvene Town Meeting Approval of Town Fund Bills

Trustee Blustein moved to approve the Town Fund bills.

Trustee Appel seconded the motion.

Trustee Reynolds pointed out Dial-A-Ride was used more than anticipated. Supervisor Brickman explained the board will vote where to transfer the money from in the budget to cover the expense.

Trustee McCormick noted the increase in IMRF. Supervisor Brickman explained we are making up for market losses. She also noted it will cost our township approximately \$11,000 to cover the losses. She added that is minimal compared to what some other towns are facing.

Trustee Reynolds noted the \$55 charge for a staff lunch from Meatheads. Supervisor Brickman explained this falls under the employee fund, and it is to celebrate birthdays in the office.

Trustee Reynolds asked for a clarification of the bill for the Neopost mailing. Supervisor Brickman explained it is a mailing to notify residents of the LIHEAP program: Low Income Heating and Energy Assistance Program.

Roll Call:

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

Nays: None (0)

Motion carried 5-0

Road and Bridge Bills

Trustee Reynolds moved to approve the Road and Bridge bills.

Trustee Appel seconded the motion.

Trustee Reynolds noted that when she went over the overtime sheets, William Amarantos and Robert Hanrahan marked down hours for overtime, but they were not paid for their time in this month's bills. Supervisor Brickman explained that logged time on the hourly sheet does not always correlate to the exact date of the pay periods for the employees in the bills. Trustee Blustein added it is confusing that the payroll does not match the month. Supervisor Brickman said to match the pay periods with the sheets given to the trustees at the time of the board meeting would be very cumbersome and require a manual adjustment. The pay period is every two weeks, and does not always coincide with the calendar month. She recommended working through

it this month and trying to come up with solutions to take the confusion out of the process.

Trustee Reynolds asked Commissioner Amarantos if he hired a new employee, and if so, if he advertised the position. Commissioner Amarantos said they needed additional help at the recycling event. Cain Morena came to the event with his friend, who is a Road District employee. Because they needed extra help, Mr. Morena was hired on the spot. Commissioner Amarantos said he is not a regular employee, and he just worked the recycling event. Trustee Blustein expressed her concern if he got hurt while on the job, based on the manner in which he was hired. Commissioner Amarantos said this is the way he has hired part time employees in the past, and if he got hurt he would be covered under the township's liability umbrella.

Trustee McCormick questioned the amount of \$1,920 on the Certificate of Payables for Mr. Morena for work in November if he only worked the recycling event. Commissioner Amarantos said that must be a mistake. Supervisor Brickman suggested the board remove the payment to Mr. Morena until the mistake can be corrected.

Trustee Reynolds moved to amend the motion to approve the Road and Bridge Bills and remove the \$1,920 payment to Cain Morena.
Trustee Appel seconded the amended motion.

Roll call to approve as amended:

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

Nays: None (0)

Motion carried 5-0

Appointment of Joel Levin to Northfield Township Ethics Advisor

Supervisor Brickman said she wants to make the appointment of Joel Levin as the Township's Ethics Advisor with the consent of the board. Trustee McCormick requested the board postpone the vote. She said in August she sent a letter to the Attorney General to find out what the board could do to amend the ordinance and form an Ethics Commission. She said although she is supportive of Mr. Levin, she would like to know all the board's options before we proceed as this would prevent us from having to back track in case we learn we can form a commission. Supervisor Brickman said although she disagrees with waiting, she feels there would be no conflict putting in an ethic's advisor while we expand the ordinance, she does understand Trustee McCormick's point. Trustee Appel said he feels the delay is unnecessary. All trustees agreed that if Trustee McCormick does not receive a response from the Attorney General prior to the next regularly scheduled meeting, a vote to appoint Mr. Levin could be taken at that time. Supervisor Brickman agreed to delay the vote until next month.

Newsletter

Trustee Blustein requested a workshop to brainstorm about new ideas for the newsletter. She said although our newsletter is factually correct, she has seen some creative ideas put into the newsletters of other municipalities, and perhaps we could

discuss new ideas at a workshop. Supervisor Brickman said she would send out possible dates for a workshop after December.

Fiscal Resources

Trustee Blustein requested a workshop to discuss ways to cut the township budget and reallocate funds. She said this could be done in one workshop. Supervisor Brickman suggested this is something a finance committee could investigate in order to advance the township's mission.

Personnel Presentations

Trustee Blustein asked if we could get quarterly presentations by township personnel. This would enable the board to have a better understanding of what is taking place in various jobs in the township. Supervisor Brickman suggested the employee assigned to attend the meeting every month present to the board.

Matters to be presented by the public

Travis Zimmerman is building at 2870 Vogay Lane in unincorporated Northbrook. He is concerned about reoccurring standing water on the road. He said it attracts bugs in the summer, and it becomes very icy in the winter. He said he contacted the Road District this week to come out and take a look at it, but he has not heard back yet. Supervisor Brickman said this is a Road District issue, and although somebody most likely already looked at it, the Highway Commissioner, who is at the meeting, will also look into the situation.

Old Business

Supervisor Brickman said the sewer and levy workshop will be held on Monday. She is also waiting to hear back from the trustees on which committees they would like to serve.

Trustee Reynolds requested the Finance Committee. Trustee Appel requested the Facilities and Finance Committees.

Trustee Blustein asked where the cans have been stored from the Glenbrook North and South High Schools recent canning event. Supervisor Brickman said the Township found a warehouse on West Lake Avenue. We will pay \$500 a month for more than 2,000 square feet with truck access.

New Business

Trustee McCormick asked Commissioner Amarantos if it is possible to be placed on the mailing list for the Road District Newsletter. Commissioner Amarantos said it comes out once a year and it can be found on the website. Trustee Appel asked if the Road District has finished its website. Commissioner Amarantos said yes, and it looks great.

Trustee Reynolds asked if it is possible to get a list of donors to the food pantry for presentations. Supervisor Brickman explained some of the donors do not want public recognition. Instead, Trustee Reynolds will look at the list without making a copy.

Trustee Reynolds noted the high number of pantry events on the Township calendar in November. Supervisor Brickman said, although the reliance on the pantry in our community is year round, more people are thinking about the less fortunate at this time, so more events are planned.

Community Activities

Trustee Reynolds visited the new group home for Clearbrook in Glenview. Three Autistic women and one Autistic man are living there now, and they are looking for one more male resident. She described the home as a delightful situation. Trustee Reynolds also attended the Glenview League of Women Voters State of the Village dinner. In addition, she attended the Metropolitan Water Reclamation meeting that discussed the storm sewer regulations for new buildings that are changing early next year.

Trustee Blustein attended the Northbrook Civic Foundation meeting. She mentioned they are interested in starting something similar to the Glenview values project in Northbrook.

Trustee McCormick said the Domestic Violence seminar was excellent. She said it was well attended, and it is a great program for the township to continue to support.

Supervisor Brickman mentioned the township is selling Heart of Glenview tickets for the November 30 preview event. The event raises funds for the food pantry. Event and raffle tickets are also on sale for Empty Bowls at Oakton Community College.

Trustee Appel moved to adjourn.

Trustee Blustein seconded the motion.

The motion passed unanimously on a voice vote.

The meeting adjourned at 8:44 PM.

Respectfully Submitted,

Laura Fine, Township Clerk