

Minutes – Warren Township Board

STATE OF ILLINOIS,
Lake County
Warren Township

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The Warren Township Board met on June 26, 2023 at 5:00 p.m.

PRESENT: Elmer Fallos _____ Supervisor
Donna Radke _____ Trustee
Mitchell Jacobson _____ Trustee
Barbara Gangware _____ Trustee
Ken Echtenacher _____ Trustee

ABSENT: _____ Trustee

Also present:

Amy Sarver Highway Commissioner, Nick Kron Finance Director, Charlie Mullin Assessor, Ryan Johnson Administrator, Sherryl Jauregui Human Resource, Connor Lange, Teri Zagnoli, Sean Smith, Richard Garling, Alicia Wade, Michael Oster, Candice Florance, Jon Young, Macade Thorpe , Fred N. Friedl III Township Clerk.

1. Call to Order

- a. Supervisor Fallos called the meeting to order at 5:00 p.m. on June 26, 2023 at the Warren Township Town Hall Building, Senior Center, Multipurpose Room, 17801 West Washington Street Gurnee, Illinois.

2. Pledge of Allegiance

- a. Supervisor Fallos led those present in the Pledge of Allegiance.

3. Roll Call

- a. Present: Supervisor Elmer Fallos, Trustee Donna Radke, Trustee Barbara Gangware, Trustee Mitchell Jacobson, Trustee Ken Echtenacher.
- b. Absent: None

4. Motion to Approve the Agenda

- a. Trustee Jacobson motioned, seconded by Trustee Radke, to approve the agenda as posted. The motion was approved unanimously by voice vote.

5. Board Minutes of June 12, 2023

- a. Trustee Gangware motioned, seconded by Trustee Echtenacher, to approve the minutes of June 12, 2023 as read. The motion was approved unanimously by voice vote.

6. Public Comment

- a. Supervisor Fallos played a phone message for the Board members present thanking Amy Sarver Highway Commissioner, Highway Crew members and the Township for the design and work regarding the sewer project.

7. FY Annual Financial Report for the fiscal year ended February 28, 2023 Lauterbach & Amen, LLP.

- a. Mr. Macade Thorpe, Lauterbach & Amen, LLP presented the Board members present with a copy of the Annual Financial Report and Management Letter. Mr. Thorpe provided an overview of the Independent Auditors' Report, the Management's Discussion and Analysis, the Combining Balance Sheet for the Town Fund, Notes to Financial Statements, Capital Assets, and a review of the General Fund. Mr. Thorpe then reviewed the Management Letter with the noted current recommendations. Following further discussion, motion by Trustee Radke, seconded by Trustee Jacobson to accept the FY23 Annual Financial Report For the Fiscal year ended February 28, 2023. The motion was approved unanimously by roll call vote.

8. Decennial Committees on Local Government Efficiency Act (50 ILCS 70/1)

Supervisor Fallos welcomed all attending to this portion of the June 26, 2023 Warren Township Meeting concerning the Decennial Committee on Local Government Efficiency Act. Committee members present included Supervisor Fallos, Trustee Radke, Trustee Echtenacher, Trustee Jacobson, Trustee Gangware, Highway Commissioner Sarver, Assessor Mullin, Administrator Johnson, Clerk Friedl, Township Resident Connor Lange, Township Resident Mike Oster, Township Resident Alicia Wade, Township Resident Richard Garling, Road District Resident Sean Smith, and Road District Teri Zagnoli. Supervisor Fallos provided the final Township Report for Compliance to all members present. Highway Commissioner Amy Sarver also provided the final Warren Township Road District Decennial Committee Report to all members present. Committee members have had the opportunity to review, comment and provide input into the reports via e-mail. Supervisor Fallos asked if any members had further comment and or any additional input for the final documents. There being no further comment nor input into the final reports, motion by Trustee Radke, seconded by Trustee Echtenacher to approve the final Decennial Committee on Local Government Efficiency Act Reports. The motion was approved unanimously by roll call vote of all Warren Township Committee members, Township Residents and Township Road District Residents.

9. Unfinished Business

a. **Award of a Contract to the Lowest Responsible Bidder, Action Fence, for the 2023 Warren Township Softball Field Maintenance Project in the amount of \$247,190.00.**

Supervisor Fallos introduced Jon Young and Candice Florance from the Softball Association to the Board members present. Mr. Young and Ms. Florance began by thanking the Board members present for the opportunity to provide a little history and the current status of the Softball Association. There are currently 11 in-house teams and 9 travel teams. The Softball Association does pay a fee to the Township for use of the fields and has provided donation support to the WSRA. Discussion between the Board members present and the Softball Association representatives centered on the need for fencing. Installation of a fence would not only keep balls within the playing area but would also provide a safer environment for teams and spectators. Supervisor Fallos advised the Board members present that Mr. Young had provided information regarding an alternative fence that will meet requirement and safety concerns; is within budget and did not require the Township to seek bids. Following discussion by all members of the Board, on a motion by Supervisor Fallos, seconded by Trustee Radke to formally reject the bid from Action Fence, for the 2023 Warren Township Softball Field Maintenance Project in the amount of \$247,190.00. The motion was approved unanimously by roll call vote.

b. **Commercial Advertising and Sponsorship Policy.**

Administrator Ryan Johnson presented the DRAFT Policy concerning Commercial Advertising and Sponsorship. Following discussion, motion by Trustee Radke, seconded by Trustee Gangware to approve the Commercial Advertising and Sponsorship Policy in substantial form upon approval of Township Attorney James Hartman. The motion was approved unanimously by roll call vote.

10. Supervisor's Report

- a. Supervisor Fallos advised the Board members present that Grandparents Day at the Township was very successful.
- b. Supervisor Fallos advised the Board members present that Stephanie Smuda participated in a panel discussion titled "Effectively Communicating with Residents' at the Township Officials of Cook County Spring Conference on Thursday, June 22, 2023. Thomas Kuttnerberg, the Director of Community & Government Relations of Hanover Township, invited Stephanie. Topics included print newsletters, websites, social media and flyers.
- c. Supervisor Fallos advised the Board members present that on July 10, 2023 the well pump is scheduled to be replaced.
- d. Supervisor Fallos advised the Board members present that he has been approached to the possibility of the Township hosting the 2024 Farmer's Market. Supervisor Fallos will keep the Board members advised.
- e. Supervisor Fallos advised the Board members present that FOIA requests continue to increase. Supervisor Fallos thanked Ryan Johnson Administrator for staying on top of these requests.
- f. Supervisor Fallos advised the Board members present that the Senior Center Newsletter is currently being printed.

11. Treasurer's Report

- a. Trustee Jacobson motioned, seconded by Trustee Echtenacher to approve the Treasurer's Report. The motion was approved unanimously by roll call vote.

12. New Business

a. Pay Bills

Nick Kron Finance Director presented the bills to the Board members present. Following discussion, motion by Trustee Gangware, seconded by Trustee Echtenacher to approve all the Bills as presented. The motion was approved unanimously by roll call vote.

b. Dominican University School of Social Work Student Field Contract.

Ryan Johnson Administrator presented the Dominican University School of Social Work Student Field Contract to the Board members present. Following discussion, on a motion by Trustee Radke, seconded by Trustee Echtenachert to approve the Dominican University School of Social Work Student Field Contract. The motion was approved unanimously by voice vote.

c. Park Bans: None

13. Adjournment

- a. There being no other business, Trustee Echtenacher motioned, and Trustee Gangware seconded, to adjourn the meeting at 5:52 p.m. The motion was approved unanimously by voice vote.

The next regular Warren Township Board meeting is scheduled for July 10, 2023.

Respectfully Submitted,

Fred N Friedl III
Township Clerk