

THE TOWNSHIP BOARD OF WARREN TOWNSHIP met at the Warren Township Office on February 23, 2015, at 6:00 p.m.

PRESENT: Suzanne Simpson	Supervisor
Mike Semmerling	Town Trustee
Donna Radke	Town Trustee
Ken Echtenacher	Town Trustee
George Iler	Clerk

Also present:

Trustee Bill Gill attended by audio conference from Dublin, Ohio due to employment requirements. Jerry Rudd, Highway Commissioner, Administrator Ryan Johnson, Assessor Charlie Mullen and Business Manager Diane Sarver were also in attendance..

Call to Order

The meeting was called to order at 6:00 p.m. by Supervisor Simpson.

Pledge of Allegiance

Supervisor Simpson led those present in the Pledge of Allegiance.

Roll Call

Present: Suzanne Simpson, Supervisor; Bill Gill, Trustee; Mike Semmerling, Trustee; Donna Radke, Trustee; and Ken Echtenacher, Trustee.

Motion to Approve the Agenda

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

Board Minutes of February 9, 2015

Trustee Semmerling motioned, seconded by Trustee Echtenacher to approve the board minutes as presented of February 9, 2015. The motion was approved unanimously by a voice vote.

Public Comment

Assessor Mullen advised the Board that the lease on the Subaru was up and would be renewed on a new vehicle for 3 years. Only one vehicle is necessary because of a decrease in new construction township wide.

Unfinished Business

None

Strategic Planning Committee Report.

Co-chairman Gill informed the Board that feedback from the recent Executive Steering Committee update meeting has been very positive so far. This feedback will be presented to the Board during the two March meetings.

Supervisor's Report

Supervisor Simpson advised the Board the preliminary budget is being developed. Some belt tightening will be evident as a result of the Governor's guidance on the state budget.

Treasurer's Report

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

New Business

A. Pay Bills. Trustee Echtenacher motioned, seconded by Trustee Semmerling to pay the bills. The motion was approved unanimously by roll call vote.

B. Line Item Transfers. Supervisor Simpson and Business Manager Sarver presented recommended line item transfers for both the Township and the Road District. Trustee Echtenacher motioned, seconded by Trustee Gill to approve the transfers. The motion was approved unanimously by a roll call vote.

C. Fund Transfer. Supervisor Simpson motioned a \$42,500 fund surplus be transferred from the Township Corporate Fund to Township Tort/Liability Insurance Fund. This transfer is necessary to cover the annual premium of the Supervisor's Public Official Bond and other increased expenses. The motion was seconded by Trustee Radke and approved unanimously by a roll call vote.

D. Personnel Policy Update. Administrator Johnson discussed the need to update and standardize Family and Medical Act Policies and become compliant with current regulations. These updates would be incorporated into our Personnel Policy Handbook. Trustee Semmerling motioned, seconded by Trustee Radke to approve. The motion was approved unanimously by a voice vote.

E. Resolution opposing Waukegan TIF Legislation. Supervisor Simpson highlighted the ongoing problems with Waukegan TIF and House Bill 146 legislation is not considered in the best interest of the Township. Warren Township Resolution 2015-R-04 was presented. Supervisor Simpson motioned, seconded by Trustee Radke to approve the resolution. The motion was approved unanimously by roll call vote.

F. Playground Equipment Resolution. Not required.

G. FMLA Administrator. Administrator Johnson advised the Board that new FMLA requirements have significantly increased out administrative workload. In order to meet the requirements, he recommended we out-source the work until a HR administrator is available. After discussion, the Board agreed to hire a 3rd party administrator to support the FMLA. Supervisor Simpson motioned, seconded by Trustee Semmerling to approve the resolution. The motion was approved unanimously by roll call vote.

H. Outside Contractors. The Board approved Senior Services hiring part-time contractors to assist in art instruction (water colors & drawing), greeting card design and body conditioning. Trustee Radke motioned, seconded by Trustee Echtenacher to approve the hires. The motion was approved unanimously by roll call vote.

Adjournment

There being no further business, Trustee Gill motioned, seconded by Trustee Echtenacher to adjourn the meeting at 6:50pm. The motion was approved unanimously by a voice vote. Next scheduled meeting is Monday, **March 9, 2015** at 6:00 p.m.

Respectfully Submitted,

/s/

George A. Iler, Township Clerk

APPROVED:

George Iler