

STATE OF ILLINOIS,
Lake County, SS.
Warren Township



THE TOWNSHIP BOARD OF WARREN TOWNSHIP met at the Warren Township Center on July 24, 2017 at 6:00 p.m.

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

Also present: Administrator Ryan Johnson, Business Manager Diane Sarver, Highway Commissioner Amy Sarver, Assessor Charlie Mullin, Seniors Director Joanne Adams, Chris Hansen, KLUBER and Arlene Echtenacher.

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 Semmerling to approve the agenda. The motion was approved unanimously by a voice vote.

Board Minutes and Special Elector Meeting Minutes of July 10, 2017.

Trustee Radke motioned. Seconded by Trustee Semmerling to approve the regular minutes. Trustee Radke motioned. Seconded by Trustee Gill to approve the Special Meeting minutes. The motion was approved unanimously by a voice vote.

Public Comment.

Highway Commissioner Sarver updated the Board on flood relief activities. In addition to township cleanup, the department also supported Grandwood Park cleanup. The upgrade of the Highway Department facilities has started with an enlarged sump pit installation. This project will continue through 2018.

Unfinished Business.

None

Supervisor's Report. Supervisor Simpson updated the Board on flood and storm damage. Almost all buildings experienced some damage in varying degrees ranging from damp floors to outright flooding. Restoration is still ongoing in several locations and damaged equipment either repaired or replaced. In spite of numerous obstacles, a successful softball tournament was conducted over the previous weekend. Shelter "B" had to be torn down because it was structurally unsound due to water and wind damage. It will probably not be replaced prior to end of summer. Our engineers will conduct an inspection of all shelters for any structural damage. Additionally, township wide flood damaged equipment and household items are being picked up by Waste Management.

Treasurer's Report.

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

New Business

- a. Pay Bills. Trustee Echtenacher motioned, seconded by Trustee Gill to pay the bills as presented. The motion was approved unanimously by roll call vote.
- b. Resolution No. 2017-R-20 Architectural Services Contract: Town Hall Addition. Supervisor Simpson advised the Board this was a comprehensive document including engineering and project management portions. Trustee Radke motioned, seconded by Supervisor Simpson to approve the Resolution as presented. The motion was approved unanimously by roll call vote.
- c. Resolution No. 2017-R-21 Architectural Services Contract: Shelter B Replacement. Shelter was damaged by current storms resulting in structural and foundation damage requiring demolition. Estimated replacement will run-around \$100,000. Trustee Semmerling motioned, seconded by Trustee Echtenacher to approve the Resolution as presented. The motion was approved unanimously by roll call vote.
- d. Resolution No. 2017-R-22 Real Estate Listing Agreement w/changes recommended by Trustee Radke. Supervisor Simpson motioned, seconded by Trustee Gill to approve the Resolution as presented. The motion was approved unanimously by roll call vote.
- e. Paratransit Bus Lease. Administrator Johnson the presented the rationale for leasing versus purchase of a replacement bus. Considering purchasing & bidding requirements, usage, maintenance and upkeep, a lease is economically recommended. Trustee Radke motioned, seconded by Trustee Semmerling that Supervisor Simpson be authorized to lease a StarCraft 24' 12+2 E450 bus from Creative Bus Sales for a period of 36 months. The motion was approved unanimously by roll call vote.
- f. Van Lease. Administrator Johnson presented the above cited rationale for a van lease. A van is deemed necessary because of the narrow roads encountered in a specific area of passenger residences. Trustee Semmerling motioned, seconded by Trustee Echtenacher that supervisor Simpson be authorized to lease a FORD Transit 13-passenger Smartliner from Creative Bus Sales for a period of 36 months. The motion was approved unanimously by roll call vote.
- g. Physical Inventory & Asset Management. Administrator Johnson explained we need to implement a viable inventory program as required by our insurance carrier and various other governmental agencies. He presented a proposal from AssetWorks, a fixed asset management currently working with Gurnee Park District. It will provide the Township with a comprehensive capital asset inventory with a software management program that will include physical asset

inventory, barcode asset tagging and certified appraisal reports. Total first year fees will be \$17,875. Supervisor Simpson motioned, seconded by Semmerling to approve the purchase of the AssetMaxx proposal. The motion was approved unanimously by roll call vote.

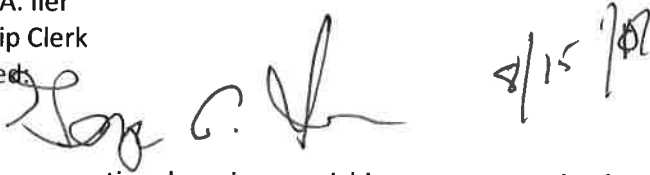
Adjournment

There being no further business, Radke motioned, seconded by Trustee Echtenacher to adjourn the meeting at 6:58 PM. The motion was approved unanimously by a voice vote. Next scheduled meeting is Monday, August 7, 2017 at 6:00 p.m. in the Township Center.

Respectfully Submitted,

/s/

George A. Iler
Township Clerk
Approved

Handwritten signature of George A. Iler and the date 8/15/17.

“Providing exceptional services, enriching our community, improving lives”