

Supervisor Kevin Hughes called the meeting to order at 7:31 p.m.

Assessor John Dietrick led in the Pledge of Allegiance.

Clerk Katherine Elwood called the roll and the following board members were present:
Trustee Patrick Hanlon, Trustee Richard Lewandowski, Trustee Theresa Roche, Trustee Michael Mahoney and Supervisor Kevin Hughes

Also present: Assessor John Dietrick, Attorney Michael Castellino, June Maddrell, Caryn DeBoer, Arlene Sladek, Jenny Panico

MINUTES

Motion made by Supervisor Hughes, seconded by Trustee Lewandowski, to approve the minutes from Session #894-13, Regular Township Board Meeting, Thursday, December 19, 2013.

All ayes: Motion carried.

Motion made by Trustee Mahoney, seconded by Trustee Roche, to approve the minutes from Session #895-13, Special Township Board Meeting, Thursday, December 26, 2013.

All ayes: Motion carried.

OLD BUSINESS

Discussion of landscaping contract with possible action to be taken

Trustee Lewandowski stated that after reviewing the submitted bids for landscaping, his recommendation would be to approve a contract with Kelley Brothers Landscaping for a one year term.

Motion made by Trustee Lewandowski, seconded by Trustee Mahoney, to approve a one year contract with Kelley Brothers Landscaping substantially in the form presented subject to the final modifications from the township supervisor and attorney.

All ayes; Motion carried.

Motion to authorize Christopher R. Burke Engineering LTD to prepare and publish bid packet for the township hall roof repair and replacement

Supervisor Hughes stated that he talked earlier today to Christopher Burke Engineering and they informed him that after our attorney's review and approval of the proposed bid packet, they will post the required 30 day posting in the newspaper and if the all the bids are received before 3-20-14, they will review them and present us with a letter of recommendation, so it could be put on the March board meeting agenda for approval. Supervisor Hughes stated that they recommended the bid include two formats: 1) primary bid for the whole roof repair/replacement and 2) secondary bid for partial roofing repairs/replacement on the parts of the roof that are in urgent need of repair.

Motion made by Trustee Lewandowski, seconded by Trustee Hanlon, to authorize Christopher Burke Engineering to prepare and publish our bid packet for the Township Hall roof repair and replacement as stated in our conversation for full or partial roof repair, upon the review and approval of our attorney.

All ayes; Motion carried.

NEW BUSINESS

Discussion of Fair Housing Review board appointments

Supervisor Hughes stated that the township will need a new Fair Housing Review board since we have received three resignation letters from the previous board. Supervisor Hughes asked for the board members to think about anyone who might be interested in this position and we will select the members at our February board meeting.

Discussion of Personnel Policy regarding compensation time, vacation time for new employees, employee review policy with possible action to be taken

Supervisor Hughes stated that there are some personnel policy issues regarding compensation time, vacation time for new employees, and employee review policy. He stated that each of these issues needs to have more detailed guidelines. Attorney Castellino recommend the board contact their attorney that handles human resources to answer some of these questions. Supervisor Hughes asked the board to look over the personnel policy and advise their recommendations and we will revisit this agenda item in February.

Discussion about retaining auditor with possible action to be taken

Supervisor Hughes stated that our current auditor's contract will be expiring on February 28, 2014. He stated he received an email from a firm requesting to bid on our auditing services and asked the board if they choose to renew our current auditor's contract or go out for bid. The board thought it would be a good idea to get some additional bids.

Motion made by Trustee Hanlon, seconded by Trustee Mahoney, to table this agenda item until the February board meeting.

All ayes; Motion carried.

Motion to take possible final action on items discussed during Executive Session

Supervisor Hughes stated he will move this item to later on in the agenda.

Discussion with possible action regarding the approval of loan documents substantially in the form presented, subject to final modifications by the Supervisor and Township Attorney

Laura Shallow from Standard Bank presented the board with a proposal regarding refinancing a loan for the township. Trustee Roche stated that our current bank has agreed to match the rates Standard Bank is offering and we wouldn't have to switch all of our accounts to get this rate. Laura Shallow stated that Standard Bank would be proactive in helping the township make all the changes and assure the transition would be smooth.

Supervisor Hughes stated we need more additional bank documentation regarding this loan before making any decisions.

Motion made by Trustee Hanlon, seconded by Trustee Lewandowski, to approve the non-binding term sheet with Standard Bank dated January 30, 2014, as revised to change the 120 day audit requirement to 180 days, and to reflect a waiver of the \$1,500 processing fee, as stated on the non-binding term sheet, subject to final approval of loan documents by the Township board.

Trustee Hanlon: Yes

Trustee Roche: No

Trustee Mahoney: Abstain

Trustee Lewandowski: Yes

Supervisor Hughes: Yes

Motion carried.

Motion to hire a new intern in the Youth Service Bureau

Motion made by Trustee Roche, seconded by Trustee Mahoney, to table this agenda item until a further date.

All ayes; Motion carried.

REPORTS FROM ELECTED OFFICIALS

Supervisor Hughes reported that our application for a Food and Shelter Grant was part of a competitive process and unfortunately the local Emergency Food and Shelter Board declined to fund our program for Phase 31. He stated we will keep thinking of ways to improve our facilities through the use of the available grants. Supervisor Hughes stated he talked with our consultant from Good Cause Consulting and they are anxious to get started to work with us and will be reporting to the board on a monthly basis. He thanked all the generous contributors who donated food, toys, coats, outerwear and monetary gifts to our Christmas programs and to the staff who organized and distributed the much needed and appreciated items. Supervisor Hughes asked all to mark their calendars for Friday, April 11, 2014 for our 37th Annual Lenon Wisdom Spelling Bee which starts at 6:30 p.m. He also stated that we are working with Senator Cunningham's office to set up a Senior Spelling Bee either Friday, March 7th or Friday, June 6th. Supervisor Hughes extended his appreciation to our staff who worked so hard during this record breaking weather, removing snow and slush to keep our parking lots and walkways clear. He stated that it is with regret that we accept Lois Winter and Janet Loulouis's letters of resignation. We wish them the best and

thank them for their service to the community. He also thanked Vincent Churak for the many years he served on the Worth Township Fair Housing Review Board and accepted his letter of resignation with regret. Supervisor Hughes welcomed back Dr. Lori Woodburn from maternity leave and stated that our dental patients and staff are excited to have her return. She will be working on Fridays.

Clerk Elwood reported that her office would be working with the Local Records Commission in Springfield regarding the disposal of records in preparation for upgrading our files and having them all put on the computer. She thanked Julie and June in her office for processing 17 passports on January 17, 2014, and breaking a record for passports processed in one day. Clerk Elwood stated that Mayor Tokar of Chicago Ridge will be joining us at our February board meeting and we will be presenting him with a certificate to congratulate the Village of Chicago Ridge on their 100th birthday.

ATTORNEY'S REPORT

None

REPORTS FROM COMMITTEES

Trustee Hanlon, Chairman of Finance/Legal Committee, thanked the board for all their help in the preparation of the budget. He stated there will be another Finance Meeting in February to finalize the budget plans.

Trustee Roche, Chairman of Youth Service/Youth Commission Committee, stated that the Youth Commission had been very busy with the coat drive, toy drive, Santa's room, volleyball and the Spelling Bee. She stated that there are some plans being made for summer camp also. She also stated that the Youth Service Bureau continues to be busy counseling the youth.

Trustee Mahoney, Chairman of Health/Senior Services, stated that the Clinic would like to increase the service fees for the out of township residents. He stated he would like to discuss this at the next Finance Meeting.

Trustee Lewandowski, Chairman of Building and Maintenance, stated that this month we had to repair both our snow blower and snowplow and he wanted to thank the Highway Department for helping us out during this severe weather season.

PUBLIC/ STAFF PARTICIPATION

None

CORRESPONDENCE/ANNOUNCEMENTS

None

TREASURER'S REPORT

Motion made by Trustee Mahoney, seconded by Trustee Hanlon, to waive the reading of the Treasurer's report and pay the bills, as presented.

All ayes: Motion carried.

EXECUTIVE SESSION

Supervisor Hughes stated that there are some Executive Session items to be discussed with possible action to be taken.

Motion made by Trustee Hanlon, seconded by Trustee Mahoney, to go into Executive Session for the purpose of discussion to consider the appointment, employment compensation, discipline, performance or dismissal of certain employees or legal counsel, pursuant to 5 ILCS 120/2(c) (1)

All ayes; Motion carried.

Motion made by Trustee Hanlon, seconded by Trustee Lewandowski, to reconvene to the regular board meeting Session #896-14 at 9:36 p.m.

Clerk Elwood took a roll call:

Trustee Hanlon: Present Supervisor Hughes: Present Trustee Lewandowski: Present
Trustee Roche: Present Trustee Mahoney: Present

Motion made by Trustee Hanlon, seconded by Trustee Mahoney, to approve changing Julie Jackowiak's position from part-time status to full-time status as discussed in Executive Session beginning February 1, 2014.

All ayes: Motion carried.

ADJOURN

Motion made by Trustee Mahoney, seconded by Trustee Hanlon, to adjourn this meeting at 9:38 p.m.

All ayes; Motion carried.

Respectfully Submitted,

Clerk Katherine A. Elwood

