

**MINUTES**  
**VERNON TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MEETING SEPTEMBER 11, 2019**

STATE OF ILLINOIS,                 }  
  }  
\_\_\_\_ Lake                 County,        }  ss.  
  }  
Town of     VERNON                 ,     }

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk at   7:00 P.M.   on September 11, 2019  
**PLEDGE OF ALLEGIANCE**

**PRESENT:-** Jonathan Altenberg,                               **Township Supervisor**  
Barbara Barnabee,   **Township Clerk**  
Roger Addelson, Sheila Sebor,                                 **Township Trustee**  
Roger Broad, Philip Hirsh,                                       **Township Trustee**  
Gary Raupp,    **Township Assessor**  
Michael Lofstrom,   **Township Highway Commissioner**  
Ann Williams,   **Attorney**

Supervisor Altenberg acting as Chairman and Mrs. Barnabee as clerk the following business was conducted:

**PUBLIC COMMENTS**

.Kamil Szalewicz a U.S. Department Census Bureau Specialist addressed the Board of the need to partner with government bodies to spread the word of the 2020 Census. After a brief discussion of the role the township can play; Supervisor Altenberg told Mr. Szalewicz he can utilize the township web site and newsletter, to share information. Additionally, the bureau can use the building to hold meetings, and participate with a table for information at any event he feels is appropriate for distribution of the materials for the census with the approval of the supervisor.

.Carrie Eggleston of the audit firm Dan, Snell and Taveirne shared the findings with the Board of the recent audit procedure for the FY2018-19. Segregation of duties as always is a problem with small entities. She reviewed the operating information and capital assets with the Board. (copy on file) An accounting policy procedure manual is in the process of being written.

**APPROVAL OF MINUTES**

It was moved by Trustee Addelson and seconded by Trustee Broad to approve the minutes of the August 14, 2019 meeting. All voted aye. No nays. Motion carried.

**Supervisor's Report - Jonathan Altenberg**

No report

**Clerk's Report - Barbara Barnabee**

No report

**Highway Commissioner's Report - Michael Lofstrom**

Commissioner Lofstrom reported:

1. Pet Lane resurfacing is complete. Schroeder Paving will complete the project with shoulder, dirt, etc. work.
2. There have been construction delays from Leland Construction with the culvert installation on Juneway Ave. due to weather and holidays, etc. He is pushing for completion of the project before winter sets in.

**Assessor's Report - Gary Raupp**

Assessor Raupp reported:

1. The Senior Expo he attended in Vernon Hills was very well attended. He spoke to approximately 30 people about taxes.
2. The county is behind in the assessment schedule.
3. Josh Cohen in his department has gotten a designation from the Department of Revenue.
4. Carl Jackson, from the county, will be out training the employees on the new system at the county.
5. Assessment appeals, in the future, can only be done online at the county level.

**Trustees**

**Trustee Addelson**

No report

**Trustee Sebor**

No report

**Trustee Broad**

No report

**Trustee Hirsh**

No report

**DIRECTOR OF Operations- Todd Gedville**

Director Gedville reported:

1. The township has purchased a new snowplow for use on sidewalks. It is approximately \$25,000.00
2. The new phone system is working nicely.

**DIRECTOR OF CONSTITUENT AFFAIRS - Barrett Monie**

Director Monie reported:

1. The skunk program is a success.
2. The LEHEAP (energy assistance) program administration will send an employee to collect the information from the applicants to process the applications. This will free up the township employees.
3. Extra spaces have been designated for Stevenson High parking at the train station.

**APPROVAL OF PAYMENT OF BILLS**

**TOWN FUND BILLS**

It was moved by Trustee Addelson and seconded by Trustee Sebor to approve the Town Fund bills in the amount \$258,208.23 for payment. Roll call vote: Aye, Addelson, Broad, Hirsh, Sebor, Altenberg. No nays. Motion carried.

**GENERAL ASSISTANCE FUND BILLS**

It was moved by Trustee Hirsh and seconded by Trustee Addelson to approve the General Assistance Fund bills in the amount of \$2,758.38 for payment. Roll call vote: Aye, Addelson, Broad, Hirsh, Sebor, Altenberg. No nays. Motion carried.

**CEMETERY FUND BILLS**

It was moved by Trustee Broad and seconded by Trustee Sebor to approve the Cemetery Fund bills in the amount of \$5,549.99 for payment. Roll call vote: Aye, Addelson, Broad, Hirsh, Sebor, Altenberg. No nays. Motion carried.

**PARK FUND BILLS**

It was moved by Trustee Hirsh and seconded by Trustee Broad to approve the Park Fund bills in the amount of \$25,754.77 for payment. Roll call vote: Aye, Addelson, Broad, Hirsh, Sebor, Altenberg. No nays. Motion carried.

**ROAD FUND BILLS**

It was moved by Trustee Hirsh and seconded by Trustee Sebor to approve the Road Fund bills in the amount of \$31,117.80 for payment. Roll call vote: Aye, Addelson, Broad, Hirsh, Sebor, Altenberg. No nays. Motion carried.

**PERMANENT ROAD FUND BILLS**

It was moved by Trustee Sebor and seconded by Trustee Addelson to approve the PERMANENT ROAD FUND bills in the amount of \$198,828.15 for payment. Roll call vote: Aye, Addelson, Broad, Hirsh, Sebor, Altenberg. No nays. Motion carried.

**STATION FUND BILLS**

It was moved by Trustee Broad and seconded by Trustee Addelson to approve the STATION FUND bills in the amount of \$12,721.23 for payment. Roll call vote: Aye, Addelson, Broad, Hirsh, Sebor, Altenberg. No nays. Motion carried.

**UNFINISHED BUSINESS - none**

**NEW BUSINESS**

**a. Approval of contract for the Prairie View Train Station**

It was moved by Trustee Broad and seconded by Trustee Addelson to reject all bids for the station HVAC & Roofing Project.

**Discussion:** Mr. Gedville told the Board that the two bids the township received were so far apart: one for \$78,000. and the

other for \$272,000., that it is in the best interest of the township to rebid the project. He will work with Graves Design to rework the bid and rebid the project in December.  
Roll call vote: Aye, Addelson, Broad, Hirsh, Sebor, Altenberg.  
No nays. Motion carried.

**b.A Resolution Adopting Rules to Implement the Clerk Attestation Requirement as Provided in 60 ILCS 1/70-27**

It was moved by Trustee Sebor and seconded by Trustee Hirsh to approve the Resolution No. 09-11-19 as presented. (copy on file)

**Discussion:** Clerk Barnabee questioned counsel as to the reason for the change. She was not sure why all this is being done.

Roll call vote: Aye, Addelson, Hirsh, Sebor, Altenberg. No Nays.  
Abstain: Broad. Motion carried.

**c.A Resolution Authorizing the Expenditure of Funds for Consulting Services to Identify and Obtain Grant Opportunities in Conjunction with the Village of Buffalo Grove, Illinois and the Buffalo Grove Park District**

It was moved by Trustee Addelson and seconded by Trustee Board to approve the Resolution No. 9-11-2-19 of Expenditures of funds as presented. (copy on file)

Discussion: Trustee Hirsh had several hesitations to this resolution. Who will control? Amount of time and would the township get a fair share? Will the township approve the list? etc.

Roll call vote: Aye, Addelson, Broad, Hirsh, Sebor, Altenberg.  
No Nays. Motion carried.

**ADJOURNMENT**

It was moved by Trustee Hirsh and seconded by Trustee Sebor to adjourn the meeting at 8:48 p.m. All voted aye. No nays. Motion carried.

Respectfully submitted,

Barbara Barnabee,  
Township Clerk