

PLAINFIELD

STATE OF ILLINOIS     )  
WILL COUNTY            ) S.S.  
TOWN OF PLAINFIELD    )

**Approved Minutes**

**THE BOARD OF TRUSTEES** met at the Office of the Town Clerk at 6:00 p.m. on February 13<sup>th</sup>, 2019

- I. Meeting was called to order at 6:00 p.m.**
- II. Pledge of Allegiance and Prayer** – Supervisor Fremarek led the Pledge and said a prayer.
- III. Roll Call for Quorum** – Present were, Supervisor Fremarek, and Trustees Knight, Starr, Kraulidis and Nelson. Also attending were, Assessor Kljaich, Highway Commissioner Marland, Tax Collector Bernicky, Clerk Michelle Smith and Administrator Chuck Willard.
- IV. Approval of the Agenda** –Motion made to approve agenda by Trustee Starr; seconded by Trustee Kraulidis. Voice vote taken. All ayes. Motion carried.
- V. Approval of Minutes**
  - A. Motion to approve minutes from the January 9<sup>th</sup> .2019 Regular Board Meeting, made by Trustee Nelson; seconded by Trustee Starr. Voice vote taken. All ayes. Motion carried.
- VI. Public Comments:** Joan Quinn thanked the Highway Commissioner for a job well done with snow and brush removal. She said she appreciated all their hard work.
- VII. Donation Requests:** Shawn Marconi from the Will-Grundy Medical Clinic spoke to the board about the needs of the clinic with regards to the medical needs of the 1000 patients they provide care to. She has asked that provide some sort of financial assistance. They board voted to engage in a contact for up to \$1000 to help provide the medical care as needed. The motion was made by Trustee Kraulidis and seconded by Trustee Starr. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye: Starr-Aye, Fremarek-Aye. All ayes. Motion carried.
- VIII. Old Business**               None

**IX. Unfinished Business**

- A. Building Renovation- Supervisor Fremarek asked that all bids received on December 9<sup>th</sup>, 2018 be rejected for revised work on the Plainfield Township Administration Office Project # 9-1018-62 Motion was made by Trustee Knight, seconded by Trustee Nelson. Voice vote taken. All Ayes, Motion carried.

**X. New Business**

- A. Supervisor Fremarek asked that the Township terminate the Giving Tree Donor Wall program and refund donors due to the lack of interest. Motion was made by Trustee Nelson, seconded by Trustee Starr. Voice vote taken. All Ayes. Motion carried.
- B. Supervisor Fremarek asked for a motion to approve the basic Independent Water Lab testing of the Township Building by Aqua Service in the amount of \$967.50.. Motion by Trustee Knight, seconded by Trustee Starr. Roll Call Vote: Nelson-Aye; Starr-Aye; Kraulidis-Aye; Knight-Aye. All Ayes, Motion carried.
- C. Supervisor Fremarek asked for a motion to approve the replacement of a water softener and installation by Aqua service in the amount of \$5391.00. Aqua service provided the lowest quote for the project. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye: Starr-Aye, Fremarek-Aye. All ayes. Motion carried.
- D. Supervisor Fremarek asked for a motion to approve the salt service contract with Aqua Service which is need for the new water softener. Service is to fill tank every two-three weeks depending on water usage in the amount of \$128.28 per service call. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye: Starr-Aye, Fremarek-Aye. All ayes. Motion carried.
- E. Supervisor Fremarek asked for a motion to approve a LED can light conversion for the Administrator Building with Patriot Lighting in the amount of \$845.00. Many of the lights are not working or need to be updated to LED. There will be an electrical savings and the LED lights will last much longer than traditional bulbs. Motion was made by Trustee Starr and seconded by Trustee Kraulidis. Roll call vote:Trustee Nelson-Aye; -Trustee Knight Aye; Trustee Kraulidis-Aye: Trustee Starr-Aye, Supervisor Fremarek-Aye. All ayes. Motion carried.
- F. Supervisor Fremarek asked for a motion to approve the purchase of a backhoe loader from West Side Tractor for the cemetery in the amount of \$75,531.32. The backhoe currently being used is from 1990 and needed to be replaced. Motion made by Trustee Nelson and seconded by Trustee Starr. Roll call vote: Trustee Kraulidis-Aye; Trustee Starr-Aye; Trustee Knight-Aye; Trustee Nelson-Aye. All Ayes. Motion carried.
- G. Supervisor Fremarek asked for a motion to authorize the purchase from Interiors for Business for office furniture in the amount of \$6016.49. Current furniture is not appropriate for everyday governmental business use. Motion made by Trustee Starr, seconded by Trustee Kraulidis. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye: Starr-Aye, Fremarek-Aye. All ayes. Motion carried.
- H. Supervisor Fremarek asked for a motion for the board to authorize the transfer of budget line items. After a brief discussion the board agreed to transfer funds between the various budget line items. Motion made by Trustee Knight, seconded by Trustee Starr. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye: Starr-Aye, Fremarek-Aye. All ayes. Motion carried.
- I. Supervisor Fremarek asked for a motion to replace the water heater for the Administrator Building by TMZ Plumbing for the amount of \$4,925.00 which was the lowest bid.

- Current heater is leaking. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye; Starr-Aye, Fremarek-Aye. All ayes. Motion carried.
- J. Supervisor Fremarek asked for a motion to approve the Cintas 4 shelf first aid kit and service agreement in the amount of \$202.38 with a service call fee of \$5.63 when needed. The kits are required by law. Motion made by Trustee Kraulidis and seconded by Trustee Nelson. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye; Starr-Aye, Fremarek-Aye. All ayes. Motion carried.
- K. Supervisor Fremarek asked for a motion to approve the Shuttle Bus Driver Rules and Qualifications as amended. Trustee Knight asked for some language to be adjusted. Changes and amendments will be brought forward as needed. Motion made by Trustee Knight, seconded by Trustee Starr. Voice Vote taken. All Ayes, motion carried.
- L. Supervisor Fremarek asked for a motion to approve the hiring of a 30 hour Shuttle Bus driver. Motion made by Trustee Nelson, seconded by Trustee Knight. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye; Starr-Aye, Fremarek-Aye. All ayes. Motion carried.
- M. Supervisor Fremarek asked for a motion to appoint Town Administrator Chuck Willard as the Deputy Clerk. Motion made by Trustee Starr, Seconded by Trustee Kraulidis. Voice vote take, All Ayes, motion carried.
- N. Supervisor Fremarek asked for a motion to approve the quote from Total Fire in the amount of \$1401.00 to replace old and expired extinguishers and the cost of installation. Administrator Willard reported that all needed to be replaced due to their expiration dates to be compliant with fire codes. Motion made by Trustee Knight, seconded by Trustee Starr. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye; Starr-Aye, Fremarek-Aye. All ayes. Motion carried.
- O. Supervisor Fremarek asked for a motion to approve the quote #Q964 in the amount of \$1225 from RWK IT for infrastructure work to support a security upgrade. Motion made by Trustee Starr, seconded by Trustee Nelson. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye; Starr-Aye, Fremarek-Aye. All ayes. Motion carried.

## **X1**

### **Elected Officials**

- A. Assessor – Written Report
- B. Clerk – None
- C. Highway Commissioner – Thanked the public for their positive comments about the snow removal.
- D. Tax Collector- Written report and spoke about the residential map he is working on.
- E. Trustees – Trustee Kraulidis spoke about attending the State of the Village and the Plainfield Expo.
- F. Supervisor Report-Spoke to the board regarding a past employee's request for reimbursement for travel and other expenses roughly in the amount of \$800-\$900 that were not previously approved. Policy states that no expenses shall be reimbursed without prior approval. The Trustees were not interested in going against board policy.

## **X11 Reports**

- A. Abilities Team-No annual expo at this time. Moving to the Fall. Spring Dance will be held April 7th at 7pm.

- B. Administrator-Written Report, also added that all AED were expired and pads had been replaced.
- C. Cemetery-Written Report, also added SIMS was not working properly. Site is now working properly.
- D. Emergency Management Coordinator-Written Report, In addition Administrator Willard discussed that he met with a resident of Bentley Dr. about flooding and offered our building to hold a flood meeting if he could get the Army Corps of Engineers to attend.
- E. Senior Coordinator -Written Report
- F. Website/Social Media Development-None
- G. Youth Services – Scholarship applications were due March 1st. Trustee Starr and Trustee Knight will be choosing the winners and presenting them at our May meeting.

**X111. Authorization of Bills**

- A. **Town Fund** – Motion to approve Town Fund Expenditures from 1/10/2019-2/13/2019 in the amount of \$126,957.35 made by Trustee Starr ; seconded by Trustee Nelson. Roll call vote: Nelson-Aye; -Knight Aye; Kraulidis-Aye: Starr-Aye, Fremarek-Aye. All ayes. Motion carried.
- B. **Road and Bridge** – Motion to approve Road and Bridge Expenditures from 1/10/2019-2/13/2019 in the amount of \$144,061.67 made by Trustee Starr; seconded by Trustee Kraulidis. Roll call vote: Nelson-Aye; Krualidis-Aye; Knight-Aye; Starr-Aye Fremarek-Aye. All ayes. Motion carried.

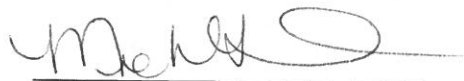
**XIV. Announcements**

- A. Township office will be closed President's Day February 18th, 2019
- B. Next Regular Monthly Board Meeting – March 13th, 2019 at 6:00 p.m
- C. Annual Township Topics Day in Springfield April 3rd, 2019

**XV. Closed Session – None**

- XV1. Adjournment:** There being no further business to come before this board, motion to adjourn at 6:54 p.m. made by Trustee Starr; seconded by Trustee Nelson. Voice vote taken. All ayes. Motion carried.

Submitted by:



**Michelle Smith Clerk**

3-13-19

**3-13-2019**

