



MINUTES, TOWNSHIP BOARD
DEKALB, ILLINOIS
May 13th, 2020

Due to the Governor's order restricting gatherings of people, and in an effort to restrict the spread of COVID 19, the Township reserves the right to restrict attendance to the meeting. The Township encouraged anyone who wished to attend the Town Board meeting to submit a written statement, to Clerk Kunde, to be read aloud at the meeting. No such submissions were made.

For telephonic participation electors and Town elected officials were encouraged to participate via a teleconference meeting using Zoom. The link provided was: <https://us02web.zoom.us/j/81374231163>. The public was instructed, via our website, to contact 815-758-8282 or Jennifer Jeep Johnson at jjohnson@dekalbtownship.org for instructions.

The meeting was called to order at 6:02p by Supervisor Johnson via teleconferencing through Zoom. Roll was taken, those present were: Supervisor Johnson, Highway Commissioner Smith, Assessor Dyer and Trustees Flavin, King, McNett and Teboda.

The Pledge of Allegiance was led by Supervisor Johnson and all in attendance.

Members of the Public Present: None to the record.

Presentations: None to the record

Reports:

Supervisor Johnson: The Township is very busy. There was a soft release for the COVID-19 Township relief fund. Supervisor Johnson believes that it is a great system that we have in place. A press release is going out next week to announce the program. So far we have had 15 total individual applications, three of which have children under school age and are not eligible for the free lunches. A total of \$1,550.00 has been awarded to individual families. We have also awarded \$6,300.00 to through organizational grants. The awards are as follows: Adventure Works \$1,000.00; Voluntary Action Center \$3,000.00; CASA \$2,000.00 and Safe Passage \$300.00. There was an interview with Alderperson Carolyn Morris, who spoke about the Township's COVID-19 relief program.

University Village is putting car packages for their tenants together. We were approached to items for the packages; we provided flyers for our relief program.

Our website is still under construction. O.C. did a great job for our COVID-19 relief program on the website.

Next week there will be a feature in the Midweek for Memorial Day regarding our cemeteries.



Supervisor Johnson and Highway Commissioner Smith are currently working on policies and procedures for the building going into the future so that it remains a safe environment.

Clerk Kunde: Nothing

Road Commissioner Smith: Dealing with COVID-19 hasn't affected his department a lot. They are wearing masks in the trucks when there are two individuals in the cab. The lack of traffic, due to COVID-19 has enabled the road crew to get more done. They are finishing more work this spring than ever before.

The cemeteries have been cleaned up and are looking good.

The DeKalb City council is currently in discussions regarding the returning of roads back to the township. The ordinance needs to be approved by the council and the Illinois Department of Transportation. Highway Commissioner Smith is hoping for a conclusion by June or July.

Fuel prices are at a record low, there are discussions currently taking place for a pre-buy program.

Highway Commissioner Smith is handling safety from the public for the building. He is currently getting quotes for Plexiglas screens. Certain expenses will be going up e.g. janitorial supplies, the usage will not go down.

Assessor Dyer: The Assessor's office is doing relatively well through the COVID-19 crisis. They are catching up on their data entry. All phone call for the office are being forwarded to Andrew. The phone calls have been slow considering the tax bill have gone out and now contain the names of the Township Assessors throughout the county.

Trustee King: The semester at N.I.U. has ended. Summer orientation will be virtual at this point. There are discussions on how to handle the fall semester; topics include online, face to face and a hybrid form of learning. There are also discussions on how to handle housing and social distancing this fall. Everything is moving slowly.

Trustee Flavin: Nothing

Trustee McNett: Nothing

Trustee Teboda: "What twist or turn is going to happen with COVID-19"? Children's Learning Center (CLC) is still closed, they are hoping for a June 2nd opening. The staff is working on new policies and procedures for the future. Trustee Teboda has reached out to the CLC families regarding the Township's relief fund and has not received any applications yet. Trustee Teboda inquired about qualifications for the relief fund and residents who live outside of DeKalb Township.

Supervisor Johnson replied that only Township residents are eligible. There was an Inter-Governmental agreement offered to all of the DeKalb Townships and no one decided to participate in the program.



Trustee Teboda thanked Highway Commissioner Smith and the Road District for the sanitizer provided to CLC, she is sharing with other childcare programs and facilities.

Bill Paying:

A motion to approve the April Audit Report and May bills to pay was made by Trustee Flavin and seconded by Trustee King. A roll call vote was taken: Supervisor Johnson: Aye; Trustee King: Aye; Trustee Flavin: Aye; Trustee McNett: Aye and Trustee Teboda: Aye. Motion passed.

A motion to approve and file the April Treasurer's budgetary report was made by Trustee Flavin and seconded by Trustee McNett. A roll call vote was taken: Supervisor Johnson: Aye; Trustee King: Aye; Trustee Flavin: Aye; Trustee McNett: Aye; and Trustee Teboda: Aye. Motion passed.

Unfinished Business: None

New Business:

Agenda Items:

- A. Supervisor Johnson made a proclamation declaring May 2020 as Motorcycle Awareness Month on behalf of the Township.
- B. Discussions are still ongoing for the Township Library Card program. A non-resident of the library district currently pays \$68.50 for a library card. Residents of the C.U.S.D. 428 district are not charged a fee. Supervisor Johnson is discussing the project with the attorney for the Township. This program would be funded through Township funds and not the General Assistance fund. An Inter-Governmental Agreement would have to be done with the DeKalb Public Library. Should there be income restrictions for qualifying, Supervisor Johnson would like to have some direction from the board in the future.
- C. The discussion of Evergreen and Oakwood cemeteries. Highway Commissioner Smith and Supervisor Johnson are working with Jake Smith on an approach to overall maintenance, support and managing of the cemeteries. At Evergreen Cemetery the chain link fence needs to be removed for safety issues, maybe put corner markers. This would also reduce mowing expenses at Evergreen. Oakwood Cemetery needs to be paved and seal coated from the church parking lot back, reducing labor costs in the future.
- D. Discussion of the Fiscal Year 2021 budgets.
 - a. It is difficult to put a cap on the household restriction for the Library Card program. Supervisor Johnson will look into different programs and the impact on the budget, if the board is interested. The budget may be amended in the future to include this program. There are currently about 2,000 residents that might qualify for the program.
 - b. The line item for the cemetery costs is on page 7 of Highway Commissioner's budget. When townships were given cemeteries they had the option to start a budgetary line item for the expenses, DeKalb Township did not. There is still the option of taking a referendum to the taxpayers for the levying for cemeteries, this



option is not currently being exercised. We need a comprehensive search on burial expenses, need to modernize and increase pricing. Proposals and ordinances governing the cemeteries will be brought to the board in the future.

- c. There is a waiver of late fees from DeKalb County regarding the tax bills that were just mailed to county property owners due to COVID-19. The possible impact to the Township is unknown at this time. Loss of revenue is not expected, but a delay could take place.
- d. Please review both budgets, do we need to look and see if we need to make changes or cuts. Supervisor Johnson and Highway Commissioner Smith would like guidance and suggestions from the board regarding possible reductions of line item funding, salary freezes, dropping services, hiring freezes, etc., if the board feels this is necessary. Salary freezes are open for discussion.
- e. The Fiscal Year 2020-2021 Budgets are to be voted on at the next meeting. They will have been posted for 30 days.
- f. Create a mini Finance Committee to examine individual line items. Please email Supervisor Johnson if you would like to participate.
- g. Please email Supervisor Johnson or Highway Commissioner Smith if you have any questions regarding their budgets.

Action Items: None

Next Regular Meeting: Will be on June 10th, 2020 at 6:00pm via teleconferencing through Zoom.

There is not Committee on Youth meeting scheduled at this time, everyone will be kept posted.

Before the meeting concluded, Supervisor Johnson extended her sympathies to Assessor Dyer and his family on behalf of the Township Board and employees.

A motion to adjourn was made by Trustee Teboda and seconded by Supervisor Johnson. Motion passed. The meeting adjourned at 7:58pm.

Respectfully submitted
Geralynne Kunde, DeKalb Township Clerk


Geralynne M. Kunde, Town Clerk


Jennifer Jeep Johnson, Town Supervisor

