



MINUTES TOWNSHIP BOARD  
DEKALB, ILLINOIS  
June 9, 2021

Due to the State of Illinois moving to the Bridge Phase of the Restore Illinois Plan, including lifting the face mask mandate for vaccinated individuals, DeKalb Township returned to normal meeting procedures. As a convenience to the public, the Township also provided remote viewing of the meeting on Zoom as follows:

<https://us02web.zoom.us/j/88393333430?pwd=ZTFiajBTWXJyMFArazkxVGVBTHlvZz09>

Meeting ID: 883 9333 3430 Passcode: 315559

One tap mobile: +13126266799,,88393333430#,,,,\*315559# US (Chicago)

The meeting was called to order at 6:00 pm by Supervisor Hess at the DeKalb Township Board Room with remote viewing provided on the Zoom platform. Roll call was taken by Clerk Flavin: Supervisor Hess: Present; Highway Commissioner Smith: Present; Assessor Dyer: Absent; Trustee Bradlo: Present; Trustee King: Present; Trustee McNett: Present; and Trustee Thurman: Present. Also, present were Township Attorney Brad Stewart and the following members of the public: Sasha Cohen, Melissa Gallagher, Malena Graddy, Steve Kapitan, Kendall Nagi, Joe Rathke, Andrew Tillotson, and Dan Kenney of DeKalb County Community Gardens.

Clerk Flavin lead everyone in the Pledge of Allegiance.

A motion to appoint Karen Gumino as Recording Secretary for the meeting was made by Trustee King and Seconded by Trustee Bradlo. Clerk Flavin took a roll call vote: Supervisor Hess: Yes; Trustee Bradlo: Yes; Trustee King: Yes; Trustee McNett: Yes; Trustee Thurman: Yes. Motion carried.

Supervisor Hess called for a verbal vote on approval of the agenda. Vote: Ayes 5; Nays 0.

### **Clerk Vacancy and Appointment**

Supervisor Hess thanked all the candidates for their letters and interest in the Clerk position.

For the record, Attorney Stewart stated that Clerk-elect Nicole Crespo, had moved out of the area and tendered her written letter of resignation on the basis that she is unable to fulfill her term, creating the vacancy.

A motion to declare a vacancy in the position of Township Clerk was made by Trustee McNett and seconded by Trustee Thurman. Secretary Gumino took a roll call vote: Supervisor Hess: Yes; Trustee Bradlo: Yes; Trustee King: Yes; Trustee McNett: Yes; Trustee Thurman: Yes. Motion carried.

Interviews of the Clerk candidates were done in the order of the letters of interest that were submitted to Supervisor Hess. In the following order, candidates gave a brief overview of their skills, community involvement, and desires to become the Township Clerk. The Board was given the opportunity to ask questions after each candidate's interview and again after completion of all interviews.

Supervisor Hess stated there were 6 or 7 people who expressed interest in the Clerk position, but there are 3 candidates here tonight interviewing for the position as follows:

1. Andrew Tillotson of 415-1/2 Pine Street, DeKalb, IL. Voter Status: Registered.
2. Melissa Gallagher of 423 South Second Street, DeKalb, IL. Voter Status: Registered.
3. Steve Kapitan of 1228 Sycamore Road, DeKalb, IL. Voter Status: Registered.

As the Board entered discussion about the candidates, Sasha Cohen interjected that it is appropriate to allow Public Comment at this time. Attorney Stewart stated if Public Comment were to be heard now, Supervisor Hess could do so, but he recommended it be with Board consent to do so because the meeting agenda has already been approved by the Board and a motion to allow this change would be required. A motion was made to move Public Comment up on the agenda to occur now rather than after the Presentations agenda item by Trustee King and it was seconded by Trustee Thurman. Trustee Hess called for a vote, Ayes 5, Nays 0. Motion Carried.

Public comments were subject to a 3-minute time limit per public comment form:

- Sasha Cohen of 835 Edgebrook Drive, DeKalb, serving as Clerk of City of DeKalb spoke on the importance of the Clerk's role.
- Malena Graddy of 1508 Pickwick Lane, DeKalb, endorsed Andrew Tillotson for the Clerk position.
- Joe Rathke of 630 Joanne Lane, DeKalb, endorsed Andrew Tillotson for the Clerk position.
- Kendall Nagi of 1509 Crayton Circle West, DeKalb, endorsed Andrew Tillotson for the Clerk position.

Discussion ensued regarding the procedure of appointing the clerk with Attorney Stewart defining the process and Trustee McNett asking if all candidates have met the requirements of the position. Supervisor Hess stated all candidates meet all requirements and she has verified voter status and residency.

A motion was made to approve warrant of appointment of Andrew Tillotson for Township Clerk to fill the vacancy and term of office expiring on or about May 19, 2025 by Trustee King and seconded by Trustee Bradlo. Secretary Gumino took a roll call vote: Trustee Bradlo: Yes; Trustee King: Yes; Trustee McNett: Yes; Trustee Thurman: Yes; Supervisor Hess: Abstain. Motion carried.

Clerk Flavin administered the DeKalb Township Clerk's Oath of Office to Andrew Tillotson. Clerk Tillotson joined the Board at the boardroom table but had no recording duties this meeting as the recording secretary assumes those for this meeting.

### **Presentations**

Supervisor Hess introduced Dan Kenney of DeKalb County Community Gardens. Dan shared information on the Community Food and Education Center for the Annie Glidden North neighborhood which will include an urban farm and greenhouse, regional food hub, a fresh food processing center with cold refrigerated storage, a 6000 sq ft commercial shared kitchen, a community flex area with lots of options for use, a 10,000 sq ft food market, and restaurant seating for up to 150 diners which doubles as a pay-as-you-are-able basis for meals. At a previous meeting, with the past Board, Highway Commissioner Smith had offered for the Road District to do the project site preparation. The Road District and DeKalb Township also wrote letters in support of the project for a USDA grant. Dan Kenney also spoke of the other current DCCG projects and the support they have received thus far including the support of DeKalb Township. At the Annie Glidden North center, there will be opportunities for social service agency services with office space right in the neighborhood being served. This a community project located on NIU grounds. Dan Kenney asked the Township Board to keep this project in mind when looking at the 2023 budget and asked for a donation of \$100,000 over 5 years towards this project, \$20,000 starting in 2023 and continuing annually for 5 years. This is a great starting point for our discussion, and Dan said he would be glad to come back in the coming years to discuss. The Board had some questions for Dan Kenney, which he addressed.

### **Reports:**

#### **Supervisor Hess:**

Supervisor Hess thanked Karen and Erika for their help in the transition. We installed a new veterans parking spot the Friday before Memorial Day. Supervisor Hess spoke with Marcus Cox of the City of DeKalb and DeKalb Township will now be a bus stop (on the SE Corner of Manning Drive & Fourth Street) on the new bus route that travels to Ferrara Distribution Center. The transition to Resource Bank is underway. The General Assistance Handbook that came out in 2017 was fully adopted by Supervisor Hess. Erika Brown participated in the Community Expo with Sycamore Township promoting General Assistance. On June 3 Erika Brown and Supervisor Hess participated in the Camp Power kickoff where they handed out flyers on the General Assistance program, and we have already received 2 referrals. The Board was supplied with a stack of flyers on General and Emergency Assistance for their use within the community. Next week Supervisor Hess will be attending Supervisor training to learn more about the role. In

the next month, TOIRMA will be coming onsite to do a loss control consultation and Supervisor Hess will contact board members in case they want to participate in the consultation. Highway Commissioner Smith was requested to serve on the state's TOI Board of Directors. Erika Brown and Nancy Bradlo will also be at the Juneteenth celebration on June 19<sup>th</sup> at the vacant Campus Cinema area representing the Township, and Supervisor Hess invited other board members to join them as well and to let her know if they are interested.

**Clerk Tillotson:** He's looking forward to working with everyone.

**Highway Commissioner Smith:** Highway Commissioner Smith stated Twombly Road will be repaved approximately mid-August with the addition of sidewalks on both sides of the road. Highway Commissioner Smith stated he has been working with the City of DeKalb to accomplish this since 2013, and the end of the year they will be done, likely by end of October. The rest of the Road District's projects are starting in the next few weeks. There has been some interior painting done including the Supervisor's office. Highway Commissioner Smith welcomed the new board members.

**Assessor Dyer:** Absent.

**Trustee McNett:** Nothing major. Trustee McNett got the Camp Power event ready and is hoping to have the Police Chief and some officers attend the fatherhood event in June this week.

**Trustee Bradlo:** No report.

**Trustee Thurman:** No report.

**Trustee King:** Trustee King sits on a community mental health advisory board, and she presented a laminated resource card on mental health, from self-care to crisis. Township clients will have access to this, and she would like this on our website. NIU is about to start orientation in late July for the fall semester. Trustee King congratulated Highway Commissioner Smith on serving on the TOI board.

## **Bill Paying:**

A motion to approve the May Audit Report and June Bills to Pay was made by Trustee King and seconded by Trustee McNett. Secretary Gumino took a roll call vote: Trustee King: Aye; Trustee McNett: Aye; Trustee Thurman: Aye; Supervisor Hess: Aye; and Trustee Bradlo: Aye. Motion carried.

A motion to receive, file, and approve the May Treasurer's Budget Report was made by Trustee Thurman and seconded by Trustee McNett. Secretary Gumino took a roll call vote:

Trustee Thurman: Aye; Supervisor Hess: Aye; Trustee Bradlo: Aye; Trustee King: Aye; and Trustee McNett: Aye. Motion carried.

**Unfinished Business:** None.

**New Business:**

A motion to approve the regular meeting minutes from May 12, 2021 was made by Trustee King and seconded by Trustee Bradlo. Vote: Ayes 5; Nays 0.

A motion to approve the special meeting minutes from May 17, 2021 was made by Trustee McNett and seconded by Trustee King. Vote: Ayes 5; Nays 0.

Discussion and approval of updated COVID-19 Policy. Trustee McNett asked what was updated? Attorney Stewart responded: Employees in the work environment have the ability to consent to no masks if all agree. The mandatory quarantine policy was updated for vaccinated employees along with other minor changes for vaccinated individuals. The members of the public will continue to wear a mask coming into the building and staff should wear a mask while meeting with the public. Department heads have the ability, based on circumstances, to exercise discretion in relieving anybody of some of the duties to mask in certain situations. A motion to approve the updated COVID-19 policy was made by Trustee King and seconded by Trustee Thurman. Secretary Gumino took a roll call vote: Supervisor Hess: Aye; Trustee Bradlo: Aye; Trustee King: Aye; Trustee McNett: Aye, and Trustee Thurman: Aye. Motion carried.

A motion on the ordinance to ratify and approve aggregation program with Dynegy Energy Services, LLC, dated May 24, 2021 for 36 months was made by Trustee Bradlo and seconded by Trustee McNett. Secretary Gumino took a roll call vote: Trustee King: Aye; Trustee McNett: Aye, Trustee Thurman: Aye; Supervisor Hess: Aye; and Trustee Bradlo: Aye. Motion carried.

A motion to approve Mary Hess, DeKalb Township Supervisor, as authorized agent for IMRF was made by Trustee King and seconded by Trustee McNett. Secretary Gumino took a roll call vote: Trustee Thurman: Aye; Trustee McNett: Aye, Trustee King: Aye; Trustee Bradlo: Aye; and Supervisor Hess: Aye. Motion carried.

A motion of approval of funds in the amount of \$2750.00 for continued support of DeKalb County Economic Development Corporation was made by Trustee McNett and seconded by Trustee King. Questions came up as to why we are at the "Marketer" level and Supervisor Hess will ask Paul Borek when she meets with him, and she will ask him to come and do a presentation in July or August. Secretary Gumino took a roll call vote: Trustee McNett: Aye, Trustee King: Aye; Trustee Bradlo: Aye; Supervisor Hess: Aye; and Trustee Thurman: Aye. Motion carried.

**Old Business:** None

**Other Business:** Next meeting Wednesday, July 14, 2021, at 6:00 PM.

**Adjournment:** A motion to adjourn was made by Trustee Bradlo and seconded by Trustee Thurman. Vote: Ayes 5; Nays 0. Meeting adjourned at 7:26 pm

Respectfully submitted,

Karen Gumino  
Recording Secretary

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Approved by motion of the Township Board this 14 day of July, 2021.



Andrew Tillotson, Township Clerk

