



**MINUTES TOWNSHIP BOARD
DEKALB, ILLINOIS
December 8, 2021**

Call To Order, Pledge of Allegiance, and Approval of Agenda:

The meeting was called to order by Supervisor Hess at 6:00pm in the DeKalb Township Board Room. Roll call was taken by Clerk Tillotson: Supervisor Hess: Present; Trustee King: Present; Trustee Bradlo: Present; Trustee McNett: Present; and Trustee Thurman was Present but had to leave early at 6:40pm.

Also present were Highway Commissioner Craig Smith and Assessor Rich Dyer.

Trustee Thurman lead everyone in the pledge of allegiance.

The agenda was confirmed by unanimous consent.

Town Hall (Public Comments)

Mark Charvat brought up a concern that the board and road district may have violated PTELL, a law stipulating what the increase in the Township and Township Road District's levy is allowed to be. Supervisor Hess stated that no such violation occurred and presented information regarding why no such violation occurred.

Presentations: None.

Reports:

Supervisor Hess:

1. Upcoming Events

- a. 12/13 – Hosting a COVID-19 vaccine booster clinic in partnership with IDPH.
- b. 12/15 – Hosting a virtual presentation titled “Home Energy Savings” in partnership with Citizens Utility Board.

2. Paper Shredding and Recycling (eyeglasses & hearing aids) Event 12/4

- a. Thank you to our volunteers, including Trustees Bradlo and Thurman and Clerk Tillotson.
- b. 115 individuals participated
- c. Newsletter distributed to all participants.
- d. Next event slated for May 2022

3. Other

- a. If you haven't already, please complete online sexual harassment training and turn in certificate of completion. Due by the end of the year.

- b. IGA with DeKalb Public Library – in November 3 residents enrolled in the program
- c. Statewide Rental Assistance program through IHDA opened a new round of assistance. Opened 12/6 and closes 1/9.
- d. Amended budget

4. FOIA Requests – see next page

FOIA HOURS REPORT
November 10, 2021 - December 3, 2021

Requester	Company	Date	Description	Responded On	Total Documents	Email	Hours	Minutes
Derek Van Buer		12/3/21 7:49 AM	Audits FY 2015-2018	12/3/21 9:28 AM	4 PDFs / 3.78 MB	dvanbuer@gmail.com		30
Derek Van Buer		11/24/21 8:23 AM	Source Files for Budget & Warrant Documents	12/1/21 4:29 PM	4 Excel Files	dvanbuer@gmail.com	1	45
Mark Charvat		11/22/21 9:35 PM	Road Dist Levy Rates 2019-2021	11/23/21 12:16 PM	None	markcharvat@yahoo.com		10
Derek Van Buer		11/17/21 4:49 PM	Bank Stmt 3 months 4 Road Accts FMB & RB	12/1/21 12:49 AM	71 Pgs / 19.1 MB	dvanbuer@gmail.com	4	45
Derek Van Buer		11/17/21 4:37 PM	Bank Stmt 6 months GA & Town FMB & RB	12/1/21 10:34 AM	89 Pgs / 14 MB	dvanbuer@gmail.com	7	45
Derek Van Buer		11/17/21 4:13 PM	Chart of Accounts Road Dist Accts	11/23/21 1:44 PM	4 Excel Files	dvanbuer@gmail.com	1	45
Derek Van Buer		11/17/21 4:06 PM	Chart of Accounts GA & Town	11/23/21 1:36 PM	2 Excel Files	dvanbuer@gmail.com	1	45
Mark Charvat		11/15/21 12:00 AM	Excel of Hess Emails 6/1/21 - 11/14/21	11/22/21 9:50 AM	2 Excel files of 1646 Email Details	markcharvat@yahoo.com	12	30
Mark Charvat		11/13/21 1:56 PM	Township Board Meeting 11/10/21	11/15/21 1:57 PM	Emailed 2 Links	markcharvat@yahoo.com		30
Mark Charvat		11/10/21 12:55 PM	Bd Pkt and Nov Invoices	11/18/21 11:23 AM &	2 PDFs/50 Pages	markcharvat@yahoo.com	9	0

Total staff hours expended by all employees for this period

40 Hours 25 Mi

Clerk Tillotson: The Clerk stated that he appreciated the board discussing making board packets public and that his graduation ceremony took place on December 11th.

Highway Commissioner Smith: Happy holidays.

Assessor Dyer: No report.

Trustee Thurman: No report.

Trustee McNett: No report.

Trustee King: NIU won the MAC tournament and NIU will be closing on December 20th.

Trustee Bradlo: No report.

Bill Paying:

A motion to approve the November audit report in the amount of \$145,191.31 and December bills to pay in the amount of \$278,141.76 was made by Trustee McNett and seconded by Trustee Thurman. Clerk Tillotson took a roll call vote: Supervisor Hess: aye; Trustee McNett: aye; Trustee Thurman: aye; Trustee King: aye; Trustee Bradlo: aye. Ayes: 5; Nays: 0. The motion passed.

A motion to receive, file, and approve the Treasurer's November budget report was made by Trustee King and seconded by Trustee Thurman. Clerk Tillotson took a roll call vote: Supervisor Hess: aye; Trustee McNett: aye; Trustee Thurman: aye; Trustee King: aye; Trustee Bradlo: aye. Ayes: 5; Nays: 0. The motion passed.

Unfinished Business: None.

New Business:

- A.** Approval of Minutes of the Regular Board of Trustees meeting of November 10, 2021 was made by Trustee Bradlo and seconded by Supervisor Hess. The notes were approved by unanimous consent.
- B.** Resolution to amend DeKalb Township & Road District Personnel Policy and Procedures to add Remote Work policy was made by Trustee McNett and seconded by Trustee King. Clerk Tillotson took a roll call vote: Supervisor Hess: aye; Trustee McNett: aye; Trustee Thurman: aye; Trustee King: aye; Trustee Bradlo: aye. Ayes: 5; Nays: 0. The motion passed.
- C.** Resolution to adopt updated COVID-19 policy was made by Trustee Thurman and seconded by Trustee King. Clerk Tillotson took a roll call vote: Supervisor Hess: aye; Trustee McNett: aye; Trustee Thurman: aye; Trustee King: aye; Trustee Bradlo: aye. Ayes: 5; Nays: 0. The motion passed.
- D.** Discussion of Resolution 2021-002-T Resolution Approving Policy for Website Posting of Board Meeting Information: the board came to the conclusion that board packets should be posted starting in January 2022. The board also determined that the previous four years of documents should remain accessible on the site. The past two years of budgets remain on the website and the Township will continue the practice of posting them. The

board plans to vote on this matter and solidify these rules at the January meeting.

Old Business: None.

Executive Session: A motion to enter executive session to discuss probable or imminent litigation pursuant to 5 ILCS 120/2 C11 was made by Trustee King and seconded by Trustee Bradlo. Roll call was taken by Clerk Tillotson: Supervisor Hess: aye; Trustee McNett: aye; Trustee Thurman: absent; Trustee King: aye; Trustee Bradlo: aye. Ayes: 4; Nays: 0. The motion passed and executive session began at approximately 6:41pm.

The zoom meeting reconvened at 7:05pm.

Reconvened roll call attendance: Supervisor Hess: aye; Trustee McNett: aye; Trustee Thurman: absent; Trustee King: aye; Trustee Bradlo: aye. Also present was Highway Commissioner Smith.

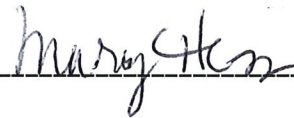
Other Business: The next Township Meeting will be Wednesday January 12, 2022, 6:00pm at the DeKalb Township Board Room.

Adjournment: A motion to adjourn was made by Trustee McNett and seconded by Supervisor Hess. The motion passed by unanimous voice vote and the meeting ended at 7:06pm.

Respectfully submitted,



Andrew "Ondrew" Tillotson, Township Clerk



Mary Hess, Township Supervisor





TOWNSHIP BOARD
CLOSED SESSION MINUTES
DEKALB, ILLINOIS
December 8, 2021

Supervisor Hess called the executive session to order at 6:43pm after the board voted to discuss litigation as provided for in 5 ILCS 120/2(c)(11). Roll call was taken by Clerk Tillotson: Supervisor Hess: Present; Trustee King: Present; Trustee Bradlo: Present; Trustee Thurman: Absent; and Trustee McNett: Present.

Also present for this session was Highway Commissioner Craig Smith and Road District Attorney John Redlingshafer was present by phone.

Attorney Redlingshafer described DeKalb Township's involvement in the lawsuit for those present. The multi-party plaintiff is suing the DeKalb County Treasurer, in part because they claim that DeKalb Township's General Assistance Fund and Road District's Building and Equipment Fund have overtaxed them. The lawsuit requests that the allegedly excessive taxes should be returned.

A motion to adjourn the executive session was made by Trustee King and seconded by Supervisor Hess. A unanimous voice vote brought the meeting back into general session at 7:04pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Andrew Tillotson', written over a horizontal dashed line.

Andrew "Ondrew" Tillotson, Township Clerk

A handwritten signature in black ink, appearing to read 'Mary Hess', written over a horizontal dashed line.

Mary Hess, Township Supervisor

