

**State of Illinois  
County of Cook  
Township of Northfield  
Northfield Township Board of Trustees Meeting December 14, 2010**

The following board members were present:  
Jill Brickman, Northfield Township Supervisor  
Brendan Appel, Northfield Township Trustee  
Carol Blustein, Northfield Township Trustee  
Karen McCormick, Northfield Township Trustee  
Mary Reynolds, Northfield Township Trustee

Also present:  
Laura Fine, Northfield Township Clerk  
Peter Amarantos, Northfield Township Highway Commissioner  
Wally Kehr, Northfield Township Road District  
Lucinda Fuller, Northfield Township Finance Director  
Michele Wilson, Northfield Township Staff

Supervisor Brickman called the meeting to order at 6:02 PM and led us in the Pledge of Allegiance.

Trustee Appel arrived at 6:03 PM.

**Open Public Hearing - Tax Levies**

No discussion.

**Recess Public Hearing**

**Open Town Meeting**

**Approval of the Minutes of the November 10, 2010 Meeting**

Trustee McCormick moved to approve the minutes of the November 10, 2010 meeting.  
Trustee Reynolds seconded the motion.

The minutes were unanimously approved on a voice vote.

**Approval of the Minutes of the November 15, 2010 Special Session**

Trustee McCormick moved to approve the minutes of the November 15, 2010 Special Session.  
Trustee Reynolds seconded the motion.

The minutes were unanimously approved on a voice vote.

**Recess Town Meeting**

**Open Sewer Meeting**

**Approval of the Sewer Bills**

Trustee McCormick moved to approve the sewer bills.

Trustee Reynolds seconded the motion.

Trustee Reynolds asked about the Sanitary overtime for Wally Kehr, as the board did not receive any report sheets from the Road District. Finance Director Fuller said she did not receive any sheets for the overtime. There were a total of 3 1/2 hours of overtime for the sewers. Road District Foreman, Wally Kehr said 2 of the hours were from a JULIE emergency page on a Sunday, and the remaining time could possibly be from the previous board meeting. However, he said he cannot be sure without seeing the sheets.

Trustee McCormick noted an additional AT&T bill for November on the revised sewer bills. Ms. Fuller noted a misprint in the date of the second monthly service bill. The second bill should be for 12/07/10, not 11/07/10.

Roll call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)

Nays: None (0)

Motion carried 5-0

### **Sewer Collections**

#### **Annual Sewer Charge for 2011**

Finance Director Fuller recommended a token increase of 2% for the sewer charge for 2011. Supervisor Brickman said a 2% increase per household would bring the average fee from about \$168 per year to \$171 per year. Trustee McCormick said if there are no large expenses expected in 2011, that would be possible. However, Mr. Kehr mentioned the truck is about 20 years old, and a new truck will be needed eventually, as the old truck is in constant need of repair. The truck could cost anywhere from \$180,000 to \$200,000. He mentioned this year we began budgeting approximately \$56,000 a year to put aside for a new truck. The board agreed a 5% increase would be necessary to cover a future expense. That would bring the yearly fee, rounded to the nearest dollar, to \$177 per household. The board requested Mr. Kehr slowly gather the specs for a new or a refurbished truck.

Trustee McCormick moved to raise the sewer user fees to 5%, rounded up to the next whole dollar.

Trustee Appel seconded the motion.

Roll call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)

Nays: None (0)

Motion carried 5-0

### **Old Sewer Business**

No discussion

### **New Sewer Business**

No discussion

**Reconvene Town Meeting**

**Approval of Town Fund Bills**

Trustee Appel moved to approve the Town Fund bills.  
Trustee Blustein seconded the motion.

Trustee Appel noted we were billed \$498 for ComEd in November and wanted to confirm this was not a double payment. Ms. Fuller said it was not a double payment. Trustee Appel also asked if the township has received the Avaya bill. Ms. Fuller said we have not. Supervisor Brickman added the township would most likely incur a late payment due to Avaya’s billing cycle if we did not certify the payment now.

Roll call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)  
Nays: None (0)  
Motion carried 5-0

**Approval of the Road and Bridge Bills**

Trustee Appel moved to approve the Road and Bridge bills.  
Trustee Blustein seconded the motion.

Trustee Appel asked about the parts purchased for a 1994 Ford Explorer. Mr. Kehr said the truck is owned by the Road District, and it is only used on occasion.

Roll call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)  
Nays: None (0)  
Motion carried 5-0

**Approval of change of fiscal year**

Supervisor Brickman explained the change of the fiscal year was approved in concept at the November meeting, but it needs an ordinance.

Trustee Reynolds moved to adopt the ordinance approving the change of the fiscal year.  
Trustee Appel seconded the motion.

Roll call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)  
Nays: None (0)  
Motion carried 5-0

**Adopt ordinance regarding tax levies**

Trustee Reynolds moved to adopt the ordinance regarding tax levies for 2011-2012 for the general town fund, the general assistance fund, the special police district, the road district and road improvement.

Trustee Blustein seconded the motion.

Trustee Appel asked Ms. Fuller how much is being levied this year. Ms. Fuller said 2.11%, the maximum amount. Trustee Appel said the reason tax bills go up is because levies go up. He said the township prepared to levy less than that, and if we could increase by a smaller amount, then we should. He would prefer to see an increase of 1%. Trustee McCormick said she understands Trustee Appel's point, but the way the system works, if you give up the money now, and you need it in the future, it will not be available to you. Trustee Reynolds said she studied the items the township is responsible for, and our community can be helped if we can increase the levy 2.1%. She said the recession has had an impact on our community, and it is being felt by the general assistance fund and the town fund. She said Dial-a-Ride remains at \$30,000, the pantry is still at \$83,000, the funding for human services is still at \$150,000, and our general assistance budget is bare bones. She said she feels we are barely serving our main mission, so if we can levy a bit more, we need to do what we can for our community. Supervisor Brickman said she also understands Trustee Appel's point of view, however, she said Trustee Reynolds did a good job of outlining where the township stands in terms of general assistance and town. Supervisor Brickman added that we are underfunded in our relocation expenses and anything we can put towards that we need to do. Supervisor Brickman said we know the move is coming and we need to be prepared. Trustee Blustein asked Ms. Fuller about the reserves for the town fund. Ms. Fuller said the reserves are currently at 4 to 5 months.

Supervisor Brickman noted the pantry is now serving 640 families, and she asked Trustee Appel where he would suggest cutting the budget to account for that. Supervisor Brickman said from a general assistance point of view, if you cut the coverage that we provide to people, we are hurting the people who are having trouble paying their taxes, just in a different way. She feels it would be ill-advised to cut the assistance at this point. Trustee Appel said you need to look where you can cut from, but he does not know where without a budget in front of him. He said if we are receiving anything over the 1% we originally expected, it is essentially a windfall, and we are automatically assuming that if something came along that is more than we anticipated that we ought to burden our tax payers with it. Supervisor Brickman said she objects to Trustee Appel's categorizations, as we are not talking about frivolous expenses. Supervisor Brickman said she feels comfortable that the board is very responsible in the way it spends residents' money. The board is working to carry out one of the township's charges, one of which is providing services for needy people.

Roll Call:

Ayes: Supervisor Brickman, Trustee Blustein, Trustee McCormick, Trustee Reynolds (4)

Nays: Trustee Appel (1)

The ordinance is adopted 4-1

### **Adoption of Robert's Rules of Order**

Supervisor Brickman said the board has been following Robert's Rules of Order, and this is to formalize the board's procedures. Trustee Reynolds asked how Robert's addresses people speaking at public meetings. She said she would like to adopt a certain period of time to allow

members of the public to speak. Supervisor Brickman said that could be put on the agenda and addressed at the January meeting.

Trustee Appel moved for Northfield Township to adopt Robert's Rules of Order to regulate township meetings.

Trustee Blustein seconded the motion.

The motion was unanimously approved on a voice vote.

### **Presentation of the Assessor's 2011-2012 Budget (informational only)**

Supervisor Brickman explained this is a statutory requirement that the Assessor presents a budget. The money for the budget comes from the General Town Fund. The board does not need to approve the budget, as it is informational.

### **Matters to be presented by the public**

Road District Foreman, Wally Kehr asked about the dates of the new budget. Supervisor Brickman said it will begin April first instead of March first. This will allow Northfield to match up with the majority of other townships. Supervisor Brickman said we are anticipating adding 1/12 to every budget to cover the change prior to the first year of the new budget. Mr. Kehr asked about the pay for maintenance if it is done before April 1. Supervisor Brickman said the new fiscal year will not have an impact on payments.

### **Old Business**

Trustee Appel said he contacted IMRF attorney Kathleen O'Brien. She explained the cost of borrowing an employee from the town or the road district includes the cost of benefits for that employee. Therefore, a contribution can be made to the IMRF for labor that is contracted out.

Trustee McCormick asked why there were no payments redeemed from Dial-a-Ride last month. Trustee Appel said he learned it was because the person who submits the forms became backlogged and did not turn the forms into the township.

### **New Business**

Trustee Blustein said she went to the Northbrook Fire Department and took a tour of the Emergency Management System in Northbrook. She said it was extremely beneficial. She proposed the board have an off-site workshop at the Glenview Fire Department to learn about Glenview's Emergency Management. Supervisor Brickman said the office can set that up for the board.

Trustee Blustein proposed moving into Executive Session to discuss pending litigation. Trustee Appel seconded the motion.

Roll Call:

Ayes: Supervisor Brickman, Trustee Appel, Trustee Blustein, Trustee McCormick, Trustee Reynolds (5)

Nays: None (0)

Motion carried 5-0

The meeting moved into Executive Session at 7:07 PM.

The meeting moved back into open session at 7:29 PM.

Trustee Appel moved to adjourn.

Trustee Blustein seconded the motion.

The meeting adjourned at 7:30 PM.

Respectfully Submitted,

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Laura Fine, Northfield Township Clerk