

COLLINSVILLE TOWNSHIP BOARD
REGULAR BOARD MEETING MINUTES

APRIL 14, 2020 7:00 P.M.

OPENING

The regular meeting of the Board of Trustees was held on the above date by audio conferencing. The meeting was called to order by Township Supervisor Daniel Hopkins at 7:00 p.m.

PRESENT

Pledge of Allegiance was suspended due to format during COVID-19 pandemic. Roll call was taken with the following members participating by audio: Trustee Mike Foley, Trustee James Stack, Trustee Derrick Cox and Trustee Robert Milam. Attorney Justin Mattea, Road Commissioner Larry Trucano and Clerk Cathy Allison also participated by phone.

Others participating by audio were Kathy Hoelscher, Larry Trucano, Clint Ball, and Stephanie Malench.

APPROVAL OF PRIOR MEETING MINUTES

Motion to approve minutes from March 10, 2020 board meeting and March 20, 2020 board meeting was made by Trustee Stack and Trustee Foley. Trustee Cox would like to add that Mark Achenbach, during public comments, said “how you just filled the vacancy was completely wrong.” Trustee Cox made a motion to amend the March 10th minutes be amended to add that. Supervisor Hopkins said there was already a motion and a second on the floor. Unless they want to amend their motion to make your amendment, then the board will act on the motion that is on the floor. No second was made to the motion. Trustee Cox asked if it was correct that you should not vote on the minutes unless you’re actually at that meeting. Supervisor Hopkins said possibly. Roll call found the vote three ayes, one nay and one abstain. Motion passed. Trustee Cox was the nay vote and Supervisor Hopkins was the abstaining vote. Trustee Cox said there were two sets of minutes to be approved. Supervisor Hopkins said the motion was to approve both of them. Trustee Cox disagreed. Trustee Stack said his motion was to adopt both sets of minutes. Supervisor Hopkins said he would entertain a motion to approve both sets of minutes. He said if Trustee Cox would like to have another vote for the second set of minutes, then we will do that. Trustee Cox said he would. Motion made to approve the March 20, 2020 minutes for the special meeting was made by Trustee Stack. Trustee Cox made a motion to amend the March 20, 2020 minutes. He would like added that he also thanked Supervisor Allan for his service, that he always had his back and he is sorry they are doing him like this. He would also like corrected the sentence “Dan has been consistently absent, irresponsible and votes for things contrary for what are best for the public”. He did not say “absent”. He said he was not present. There is a difference between absent and physically present. He would like the word “absent” to be replaced with “present”. Motion died for lack of a second. Motion to approve March 20, 2020 minutes as submitted was seconded by Trustee Milam. Roll call found the vote with three ayes, one nay and one abstain. Motion passed. Trustee Cox was the nay vote and Supervisor Hopkins was the abstaining vote.

PUBLIC COMMENTS

Clint Ball (Collinsville) Welcomed Supervisor Hopkins. Please improve the process of how minutes are approved. You should have a discussion and then approve. Senior Center Director Brandon Loyet is doing a great job in keeping the community engaged with chair yoga on Facebook. He hopes the expenses and bills to be approved can be put online so the public would have access to that without

submitting a FOIA request. Would like update on parking lot progress. Has the Township been doing any outreach opportunities? Hopes we are supporting the local food banks.

REPORTS BY OFFICERS, COMMITTEES OR SPECIAL COMMITTEES

Trustee Foley – Wants everyone to stay safe through these troubled times. Take care of yourself and hopes everyone is fine and does not get this.

Trustee Stack – Agrees with Trustee Foley. He hopes everyone gets through this and doesn't have to sit at home like he has been doing since March 12th. Good luck to everyone.

Supervisor Hopkins - Phase II had been ordered. Received an email that the drilling company had quit due to COVID-19. We are scheduled to start May 20, 2020. That is a tentative schedule based on weather and other factors. If he hears anything between now and the next meeting, he will have the clerk send out an email to the trustees. Trustee Cox asked how long after that will they have results. Supervisor Hopkins said it takes a 30-day period from when they start and probably with 2-3 weeks, we should have the report. Trustee Cox asked if we have something in writing from this guy who owns the land that says this is okay to do on his property. Supervisor Hopkins said our previous attorney got permission to do environmental studies on his land. Trustee Cox asked what the Township was doing with the office shutdown. All we are doing is charging the taxpayer instead of helping. Supervisor Hopkins said he will address that in the Supervisor's comments.

APPROVAL OF BILLS

Motion to approve General Assistance bills for **\$4,385.61** was made by Trustee Foley and seconded by Trustee Stack. Roll call found the vote unanimous. Motion passed.

Motion to approve Road and Bridge bills for **\$102,065.64** was made by Trustee Foley and seconded by Trustee Cox. Roll call found the vote unanimous. Motion passed.

Motion to approve Town Fund bills for **\$105,836.83** was made by Trustee Foley and seconded by Trustee Milam. Trustee Cox started with the attorney's bill. He guesses we didn't care if he had any municipal law experience. We never asked how much Attorney Mattea was charging. He charged \$3500. It looks like he is charging more than Jack on his per hourly. He asked what was the money for. Supervisor Hopkins asked Trustee Cox if he had the itemized bills. Trustee Cox said he did. His question is who directed him to review an email that cost \$460.00. Who ordered him to do these things? He could just write anything down. We are here to protect the taxpayers' money. This should infuriate everybody who can't pay their bills. Supervisor Hopkins said some of the emails reviewed were for FOIAs. Anytime there is an FOIA involving an email it needs to be reviewed by an attorney. Trustee Cox asked who ordered him to look at review of Cox and Vicky Jackson email. Supervisor Hopkins did not know if that was from a FOIA. Supervisor Hopkins said we are not going to waste our time here in challenging his integrity. Trustee Cox does not think we should pay him. That is why he is asking who ordered him to do that. Supervisor Hopkins said he wanted him to review any FOIAs. That makes sure the FOIA is legal and what we're giving out is allowed under the Illinois law. If we give out the wrong information on a FOIA, then we have some civil liability there. Somebody questioned one of our meetings. It cost \$385 or \$500. Then that person came to the meeting on March 20th and apologized and said they were wrong. We had to have the attorney review it, because we were being told we were doing something illegal. We weren't. Trustee Cox said we did a whole union contract and we didn't pay this much. It should infuriate all of us that we do this when the public is on lockdown. Trustee Cox asked about a computer for \$4,426.00. Supervisor Hopkins explained that was for four laptops for the clerk, office manager, General Assistance person and the Senior Center. They are on the government contract. Trustee Cox asked who the desk was for. Supervisor Hopkins said the desk is for the office. The desk that was in here belongs to Mr. Allan. It belonged to Mary Allan's father. It was his property. Trustee Cox said there was no receipt. Supervisor Hopkins said it was a used desk.

It is the township's desk. Trustee Cox said Mr. Milam is not on the payroll. Trustee Milam said he refused the pay for the first few meetings. If you reviewed the bills, you would see that I am on there for the next month. Trustee Cox said he was not. Trustee Milam said yes, he was. Trustee Cox asked if he was refusing his pay. Trustee Milam said he did not take pay for March. Trustee Cox said for March you weren't on the board. You were only at that special meeting. Trustee Milam said he was on the board. He was appointed at the regular meeting. Trustee Cox asked about the hams that were bought for Easter food. Supervisor Hopkins said the food did go out for people at Easter. There had a list of families. There were also Easter items given out for families. Trustee Cox asked about the safety gloves that were purchased. He would recommend we donate those to people in the front line that are actually needing the gloves. Roll call found the vote with four ayes and one nay. Motion passed. Trustee Cox was the nay vote.

Motion to approve Senior Center bills for **\$3,125.26** was made by Trustee Foley and seconded by Trustee Milam. Roll call found the vote unanimous. Motion passed.

NEW BUSINESS

Board to Discuss Township Waste and Recycling Contract – Supervisor Hopkins said the contract is expiring this August. The contract is ten years old with the current contractor Republic Services. We originally signed a five-year contract. We did a five-year extension. This contract provides a consistent and fair price for the township residents who aren't in unincorporated areas. Supervisor will reach out to Republic Services, but we may want to get bids. See what other vendors are out there. If we can get the same or better services for less money. Trustee Foley said Republic Services has a good service, but they keep going up in price. Trustee Stack thinks we should take bids. Trustee Cox had asked for this to be on the agenda. He met with Carrie from Republic Service a couple of months ago to let him know the contract was coming up. There will be some opportunities for a price decrease. We do a bulk item pick up all the time for residents in the unincorporated areas. If we changed it to twice a year, where you call and schedule twice a year, that could save maybe 10%. She also said there would be an opportunity if we locked in that the price could go down. There was no talk at all about the price going up. They give a good service. He had asked for people to reach out if they had any opinions. He has heard all positives. Trustee Milam asked if you could contract with whoever you want if you live in the unincorporated area. Supervisor Hopkins said our contract reads that you can only use Republic. When we negotiated this, it locked everyone into Republic. Trustee Milam said when he signed up for water in Maryville, the lady there told him he could contact whoever he wanted. That may be something we need to communicate with the people who live in the unincorporated area. Trustee Hopkins would like to poll our residents. Maybe go out and meet with residents to see what their thoughts are and what services they want. Trustee Cox said there is also a senior discount. He hopes that this isn't some long drawn out process. This is the same trash company that everybody else uses. Supervisor Hopkins asked if Trustee Cox had already negotiated this. Trustee Cox said no. She was the one that reached out to him. He does not like the idea of not providing a trash company and letting people do whatever they want. That is how neighborhoods get trashed. Trustee Foley said the township brought that on board and got the City of Collinsville and the Village of Maryville to get on board. He was at their facility several years ago and they explained a lot to them. It is not only for the unincorporated area. It is for the township residents everywhere.

Board to Discuss township Office Building Leaks – Supervisor Hopkins asked for this to be put on the agenda. He said there is a leak in the assessor's office and a leak in one of the township offices. He had the roofing company come out and look at it. They said our mortar and caulking is aged. This building is 26 years old. AAI looked at it and said we need a stone mason to do it. Supervisor Hopkins called one to get an idea of the cost. It could be anywhere between \$5000 - \$10,000. They do not know how deep it goes. Until they start doing it, it's going to pretty much be a time material job. He will try to call a couple others to see what kind of prices we can get. The water is coming in through the side of the wall and is leaking inside the building. This is a problem and he will try to get it addressed as soon as possible. Trustee Cox asked if the old roof had been redone. Supervisor Hopkins said the

roof is not leaking. The water is coming through the side walls when there is a driving rain. He is worried if it is not addressed soon, we could end up with mold inside the walls. Trustee Cox asked if they did not see this when doing the roof and fix it then. Supervisor Hopkins said it is not part of the roof. It is the exterior walls of the building. There are horizontal joints on the building that have caulk in them. The stone mason said they should not be caulked. They should be mortared. Verticals get caulked. Horizontals get mortared. The first person he talked to said it would have to be time material because there is no way they can bid it. He will try to get some more information. He is just letting the board know. Trustee Cox asked that they do not take it out of general assistance. Supervisor Hopkins said that will not happen. Trustee Stack asked if the roofing company worked in the rain. He wouldn't think so.

UNFINISHED BUSINESS

Trustee Cox asked about the mileage audit. He would still like for that to be done. Supervisor Hopkins said it will be done.

ASSESSOR POLETTI'S COMMENTS

Trustee Stack said he was told any questions refer to Assessor Poletti. Trustee Cox was going to ask is there anybody. So, everybody got their little white cards for their assessment and there's no way. He doesn't know, he guesses they are closed down. Trustee Stack said they are attending there. They are taking care of those things. Supervisor Hopkins will address that.

ROAD COMMISSIONER TRUCANO'S COMMENTS

The weather has been warm enough to finally get asphalt down on South Wilson Heights where the bike trails are. We put 40-ton asphalt there getting the road ready. We have spent a considerable amount of time on Lebanon Road digging the ditches out and trying to get the water drained. When the water lays in the ditches it breeds mosquitos. Have been picking up limbs and putting in culverts to take care of drainage. Trustee Milam asked if there was any update on the Lebanon Road project. Commissioner Trucano said Ed from Madison County called the other day to say we will have to start purchasing property. Trustee Milam said he had people asking if the project was still on the docket. Commissioner Trucano said the railroad has been holding it up.

SUPERVISOR'S COMMENTS – We do have someone at the office answering phones. Our current phone system has the capability that whoever is answering the phone that day, they take a phone home and plug it into their internet outlet. Then they can answer the phone from home. They are not in the office interacting with other employees. We are still answering the phone and general assistance is still handling cases. If anyone needs food or if anybody is hurting, have them call the office. We are shutdown to the public, but we are still operating inside. If they need food, we will set it out in the back and arrange a time for pickup. All of our services are still going on. Supervisor Hopkins talked to Director Loyet and asked him to start doing online chair exercise class. The first day he had twelve and it has gone up to around 40. Director Loyet even did one on Easter Sunday. Supervisor Hopkins had the glass company come out to see about putting new glass in the front door with a mail slot. People can drop their cards in or drop off their information to help in getting general assistance if they qualify. People have been sliding it in between the doors. We will have a mail slot so people can drop their cards off and after the COVID is over people can use it to drop off items after business hours. We have had a Facebook page for the senior center and now we have developed one for the township. Supervisor Hopkins said to keep an eye on our website and Facebook page for updates on the annual meeting that was cancelled due to COVID-19. As soon as we get word from the governor's office and Township Official of Illinois when it is rescheduled, we will post information so we can have our annual meeting. To reiterate, any needs by any of our citizens for food or general assistance, call the office. If this goes on much longer, our general assistance people will be very busy. Trustee Cox made the point that people are hurting right now. If there is any way we can help, please call. The gloves are for

the office for when we are putting food together for people from our pantry. They are also taking precautions with sanitizing wipes and wiping things down. The gloves we are using would not be used in a hospital. They are non-sterile. Employees are now able to take their laptops and phones to work from home. The general assistance person is working from home. If she needs to print anything, she comes in and prints what she needs and then out the door. The office staff is rotating so that one or two people are working inside. We are not open to the public. Trustee Cox asked how many people were working in the assessor's office. Supervisor Hopkins did not know. They have laptops so they may be working from home. Trustee Cox asked if the mail slot is going in the new door. Supervisor Hopkins said no, it is going in the outer doors. Trustee Cox asked if we were replacing the doors. Supervisor Hopkins said no, just the glass. Trustee Cox asked what the cost would be. Supervisor Hopkins said beyond the COVID-19 it is going to be used. The cost would be \$770.00. Another thing to be fixed will be the windows above the doors. The seals are all broken. Condensation is running down into the aluminum channels and could cause them to rot from the inside out. That is a separate cost of \$1581.00. We will do the door first. Trustee Cox would like to know, maybe at the next meeting, where we are with the parking lot with how much we are spending on testing and how much we plan to spend.

ADJOURN

There being no further business to come before the board, Supervisor Hopkins asked for a motion to adjourn. Motion made by Trustee Stack and seconded by Trustee Foley to adjourn the meeting. Voice vote found the vote unanimous. Motion passed. Time 7:58 p.m.

Daniel R Hopkins, Township Supervisor

Cathy Allison, Township Clerk