

Minutes - Board of Town Trustees

STATE OF ILLINOIS,
_____ Kane _____ County, } ss.
Town of _____ Geneva _____,

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk at 400 Wheeler Drive on March 18, 2010, PRESENT:

_____ J. Patrick Jaeger _____	Supervisor
_____ Barbara E. Olson _____	Town Clerk
_____ Richard Sharp _____	Town Trustee
_____ Sharon R. Brazill _____	Town Trustee
_____ John Connolly _____	Town Trustee
_____ Robert Kovacs _____	Town Trustee

M r. _____ Patrick Jaeger _____ acting as chairperson and _____ Barbara Olson _____ as clerk. The following official business was transacted:

Supervisor Patrick Jaeger called the meeting to order at 7:10 p.m.

Trustee Robert Kovacs led the Pledge to the Flag.

Trustees audited the bills presented for payment.

Clerk Barbara Olson called the roll.

Minutes of the February 18, 2010 Board of Trustees Meeting were presented for approval. Motion by Trustee Brazill/second by Trustee Kovacs to approve the Minutes as presented. Motion carried unanimously.

CORRESPONDENCE:

Geneva History Center : A letter dated February 19, 2010 was received asking for a representative to attend an intergovernmental strategy meeting scheduled for Thursday, April 15, 2010 at the History Center. Trustee Kovacs volunteered to attend the meeting. Trustee Brazill informed the trustees that the meeting date was to be changed to another evening. The purpose of the meeting will be to discuss funding strategies to formulate a long term solution to the economic challenges of the Geneva History Center.

TOKC: A letter dated March 18, 2010 was received asking Geneva Township to participate in a program to share information about Geneva Township. Supervisor Jaeger stated that he would contact Judith Yagen of TOKC and arrange for a meeting time.

TOWNSHIP BUSINESS:

2010 ANNUAL TOWN MEETING AGENDA.

Clerk Olson presented the proposed agenda and asked for board approval as required by Illinois State Statute.

Motion by Trustee Brazill/second by Trustee Sharp to approve the 2010 Annual Town Meeting Agenda as presented. Motion carried unanimously.

GENEVA CHAMBER OF COMMERCE: The Chamber requested the names and addresses of the Geneva Township Senior membership for the purpose of sending invitations to the Old Timers Coffee held during Swedish Days. Because of the right to privacy issue, trustees declined to give out the names and addresses. It was the consensus of the trustees to offer to mail the invitations, if the Chamber provides the invitations and postage.

REPORTS:

SENIOR CENTER DIRECTOR Gayle Kennedy reported on the results of the fashion show held in conjunction with the Geneva Park District. 130 persons were in attendance, with 143 donors giving over \$8,000.00 in prizes.

\$1,450.00 raised from the show were to be given to the St. Peter's Food Pantry.

Supervisor Jaeger asked that the donors be listed in the next newsletter and then send a copy of the newsletter to each donor.

It was suggested that a resolution of thanks be sent to each donor.

SUPERVISOR Jaeger reported on the installation of the cable lines for the new television sets. New computer connections will be made during the week of March 25th.

BILLS PRESENTED FOR PAYMENT:

TOWN FUND	56,352.23
GENERAL ASSISTANCE FUND	2,899.60
ROAD & BRIDGE FUNDS	16,452.69
TOTAL	\$75,704.52

Motion by Trustee Connolly/second by Trustee Kovacs to pay the bills as audited. Motion carried unanimously.

EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL:

Motion by Trustee Sharp/second by Trustee Brazill to enter into Executive Session for the purpose of discussing personnel.

Roll Call Vote: Ayes: Sharp/Brazill/Connolly/Kovacs/Jaeger.

Motion carried unanimously.

Executive Session began at 7:50 p.m.

Motion by Trustee Brazill/second by Trustee Sharp to return to regular session.

Motion carried unanimously.

Regular session began at 8:15 p.m.

No decisions were made in Executive Session.

NEW BUSINESS:

ORDINANCE #10-01 DISCIPLINARY PROCEDURES

Motion by Trustee Connolly/second by Trustee Brazill to pass Ordinance #10-01 Disciplinary Procedures. A policy was prepared for employees of the township to allow for progressive disciplinary measures to assist in promoting good employee conduct. The Ordinance protects the township and the employees.

After discussion it was the consensus to amend the motion to include a receipt signed by the employee and the supervisor describing and acknowledging the reprimand. The receipt will be placed in the employee's file for 24 months.

Motion by Trustee Connolly/second by Trustee Brazill to amend the motion to include the above described amendment. Motion carried unanimously.

Supervisor Jaeger will suggest to the Highway Commissioner and Assessor that they pass the same ordinance. Supervisor Jaeger will begin to review the job descriptions of township employees. During the next few months a new ethics ordinance will be prepared to give to employees.

No other business was brought before the Board of Trustees.

Motion by Trustee Brazill/second by Trustee Kovacs to adjourn.

Motion carried unanimously. Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Barbara E. Olson

Township Clerk

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