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Berwyn Township Regular Meeting – November 14, 2024

1. Call to Order: Clerk Paul called the roll at 6:00 p.m. Supervisor Avila was absent. Trustees Espinoza, Miranda, and Ambriz were present for the meeting. Board Attorney Zdarsky and Board Accountant Egan were also present. Clerk Paul asked for a motion to appoint a Temporary Chair of the meeting. Trustee Miranda made the motion, seconded by Trustee Ambriz, to appoint Trustee Espinoza as Temporary Chair of the meeting. The motion passed with Ambriz, Espinoza, and Miranda voting AYE. Espinoza made the motion, seconded by Ambriz, to excuse Supervisor Avila and Trustee Zapata. The motion passed by a unanimous voice vote in favor.

2. Pledge: Attendees recited the Pledge of Allegiance.

3. Open Forum: Trustee Espinoza raised the issue that board members who participated in the Decennial meetings should be paid \$75.00 for each of the three meetings attended. Mr. Zdarsky will research the matter and confirm Trustee compensation issues related to Decennial meetings.

4. Approval of Minutes:

4A. Public Hearing on 2024 Proposed Tax Levy Ordinance: Miranda made the motion, seconded by Ambriz, to approve the Public Hearing Minutes of October 17, 2024 as submitted. The motion passed by a unanimous voice vote.

4B. Regular Meeting Minutes of October 17, 2024: Ambriz made the motion, seconded by Miranda, to approve the Regular Meeting Minutes of October 17, 2024 as submitted. The motion passed by a unanimous voice vote.

Clerk's note: Supervisor Avila arrived at the meeting at 6:10 p.m.

5. Bills Payable and Payrolls:

5A: Assessor's Office Bills Payable and Payroll: Espinoza questioned the reimbursement of \$131.35 for the Assessor's citizenship event. Discussion ensued. Espinoza made the motion, seconded by Ambriz, to defer the payment and have it expensed out of the Town's General Fund. The motion passed by a unanimous voice vote in favor. Avila made the motion, seconded by Miranda, to approve the remaining disbursements from Assessor's payroll and payables through November 14, 2024. The motion passed with Avila, Ambriz, Espinoza, and Miranda voting AYE.

5B: General Town Fund Bills Payable and Payroll: Avila made the motion, seconded by Miranda, to approve the General Town Fund bills payable and payroll as submitted for payment through November 14, 2024 for \$37,336.56. The motion passed with Avila, Ambriz, and Miranda voting AYE. Espinoza voted NAY.

5C: GA Fund Bills Payable and Payroll: Ambriz and Espinoza both questioned whether staff was confirming the Berwyn residency of GA Flat Grant recipients. Ambriz noted that Housing Forward was referring clients to GA who may no longer be living in Berwyn. Avila will direct staff to confirm residency. Mr. Zdarsky asked Mr. Egan to confirm any recent payments for a GA catastrophic medical insurance policy. Mr. Egan advised that the Township remains uninsured. Discussion ensued. Mr. Egan will contact the insurance provider to determine

If the insurance broker has found a company writing this line of coverage. Avila made the motion, seconded by Ambriz, to approve the GA Payroll and payables through November 14, 2024 for \$35,475.61 as submitted. The motion passed with Avila, Ambriz, Espinoza, and Miranda voting AYE.

6. Statement of Receipts and Disbursements: Mr. Eagan was recognized and commented on his monthly report. Avila marked the item informational by order of the Chair.

7. 708 Board Report / Update: Mr. Egan is the 708 Board Accountant. He reported that the board approved a 4% levy. He further reported that the board completed review of grant requests. The board's auditors will complete the audit by the end of November.

8. Correspondence: Nothing received

9. Old Business:

9A. (Deferred Item from July 2024) Engage Realtor to Relocate Township Offices. Ambriz was recognized. She explained her idea to relocate Township offices and the need for the assistance of a realtor. Discussion ensued. Ambriz then made the motion, seconded by Miranda, to refer the item to Township staff to put out a public notice that Township would like to engage a realtor for this matter. The motion passed by a unanimous voice vote.

10. New Business:

10A. Renewal of BCBS Health and Dental Policies for 2025: Espinoza made the motion, seconded by Miranda, to renew the BCBS health and dental policies at the premium amounts presented and apportioned by employee's selected coverage with payments divided between Township, health District, and GA. The motion passed by a unanimous roll call vote in favor.

10B. Renewal of MGA Risk Insurance for 2025: Avila made the motion, seconded by Ambriz, to approve the policy renewal for property, public official liability, and worker's compensation with MGA Insurer's Inc. paying the proportionate share as follows: GA Fund - \$3,727.00; 708 Mental Health Board - \$7,454.00; Town Fund - 3,727.00. The motion passed by a unanimous roll call vote in favor.

10C. Funding for City of Berwyn Seniors' Holiday Breakfast: Avila made the motion, seconded by Ambriz, to authorize \$1,500 to help fund the city's annual senior breakfast event. The motion passed by a unanimous roll call vote in favor.

10D. Berwyn Holiday Fund: Ambriz made the motion, seconded by Espinoza, to authorize \$4,000 from the Town Fund and \$4,000 from the GA Fund to the Berwyn Holiday Fund. The motion passed by a unanimous roll call vote in favor.

10E. Resolution Setting the Compensation of Township Officials for the Four-Year Term Beginning May 19, 2025: Mr. Zdarsky distributed a draft Resolution marked germane to Item 10-E. Discussion ensued. Avila made a motion, seconded Ambriz, to table further discussion and action on the Resolution to the end of the agenda. The motion passed by a unanimous voice vote.

10F. Outdoor Holiday Décor: Avila made the motion, seconded by Miranda, to authorize a shared budget of \$15,000 with the health district for the purchase and installation of outdoor holiday décor for the winter holidays. The motion passed by a unanimous roll call vote in favor.

10G. Township Hero Awards: Avila made the motion, seconded by Miranda, to authorize a budget not to exceed \$6,300.00 for this event. The motion passed by a unanimous roll call vote in favor.

10H. Program to Assist Residents to Regain Legal Proof of Identity: Ambriz made the motion, seconded by Avila, to defer this item to the December agenda. The motion passed by a unanimous voice vote.

Avila made the motion, seconded by Ambriz, to bring from the table a resumption of consideration of Item 10E. The motion passed by a unanimous voice vote.


10-E. Resolution Setting the Compensation of Township Officials for the Four-Year Term Beginning May 19, 2025: Mr. Zdarsky reviewed Section 2: Compensation Adjustments of the Resolution allowing for annual Cost of Living Adjustments ("COLA"). He explained how the COLA amount would be determined.

Espinoza advocated for an increase of the flat fee for Trustees to \$225 for every officially convened meeting attended as found in Section 1; an amount Trustees received prior to 2020. Miranda advocated for a flat fee of \$400.00. Discussion ensued regarding the amount of compensation and the meaning of "attendance".

Espinoza made the motion, seconded by Miranda, to amend the Resolution at Section 1 on its face to show Elected Trustee salaries raised from \$150.00 to \$225.00 for every officially convened meeting attended not to exceed \$3,500 per Trustee and raise Trustees' salaries for every officially convened committee meeting from \$75.00 to \$125.00 attended, direct Attorney Zdarsky to make the necessary changes to the body of the Resolution, adopt the Resolution as amended, direct the Corporate Authorities to affix the necessary signatures and send the amended Resolution on its way to passage. The motion passed with Avila, Espinoza, and Miranda voting AYE. Ambriz voted NAY.

Adjournment: There being no further business before the Board, Avila made the motion, seconded by Ambriz to adjourn the meeting. The motion passed by a unanimous voice vote. The meeting adjourned at 7:10 p.m.

Respectively submitted,


Margaret Paul, Town Clerk