

GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES
October 14, 2010

1. Call to Order

Supervisor Moore called the meeting to order at 7:30 P.M.

2. Roll Call

Roll noted: Supervisor Moore, Trustees LaPorta, Murphy, McMahon and Zirk, Attorney Krafthefer, Assessor Ottley, Road District Commissioner Freund and Deputy Clerk Hardy.

3. Pledge of Allegiance

Supervisor Moore led those present in the Pledge of Allegiance.

4. Regular Business

A. Audit and Payment of Bills

1. Discussion and potential action to pay bills as submitted.
Board signs warrant lists.

Trustee Murphy made a motion, seconded by Trustee Zirk, to pay bills for the Assessor's Warrant List and the Road District's Warrant list, including the Ketchmark bill for \$421.50, and to pay Township bills, excluding the Ketchmark bills \$1,960.50 (dated 4/27/10 and 11/6/10) and excluding the payment to the Road and Bridge from the Town Fund of \$700,000.00, but adding the Clerk's mail box bill to the Road District for \$74.53.

Trustee LaPorta asked where the bill was for an ad that the Supervisor had placed in a publication. Supervisor Moore said it was free.

Upon a roll call vote, Trustees LaPorta, Murphy, Zirk and McMahon voted aye and Supervisor Moore voted nay. Motion carried.

B. Approval of Minutes

Discussion and potential action to approve minutes

1. Minutes of September 9, 2010 Regular Township Meeting

Trustee Murphy made a motion to approve the 9/9/10 minutes, seconded by Trustee LaPorta, with the following changes:

4A-1 – In discussion under Item 4(A)(1), amend to read as follows:

Discussion: Trustee Murphy asked if Supervisor Moore had brought the bills to the meeting. Supervisor Moore responded that the bills are available for review at her office for three days prior to the meeting. Copies of the bill were provided, excluding the detail; just the summary sheet. Each...(continue as written)

In the next paragraph after “related to MasterCard,” add “The Board voted not to pay the Master Card bill because the details were not included by Supervisor Moore as she was directed to do by the Board.”

In Section 4(A)(2), change it to read, “#1533 Legal Fees is nearly over budget...”

In Section 7(B) the last sentence should read, “Supervisor Moore stated that cooperative rides with Algonquin Township often are cancelled by the riders after they are scheduled.”

In Section 7(C), under the second motion under “sale of Haligus Road Property,” add after the name Pam Fender, “The Board stated they would not be using a realtor.”

5. Public Comment (three minutes per speaker/30 minutes total)

Ms. Donna McMahan addressed the Board. Trustee LaPorta moved, seconded by Trustee McMahan, to allow her to exceed the 3 minute limit. Upon a roll call vote, all trustees voted “aye”. Supervisor Moore abstained. Motion carried 5 – 0. Ms. McMahan continued her comments.

Ms. Michaelene Vandermeir, a resident of Green Trees, spoke in regard to the concerns that seniors had regarding the increased bus fares.

6. Board Member Response to Public Comment

The Board informed Ms. Vandermeir that her concerns were related to an item on the agenda and will be acted upon and that it also will be placed on the agenda for November. She was advised that the bus will continue to be used for the Township bingo above.

7. Old Business

- A. Missing GA/EA identifier explanation, requested of Supervisor Moore, from Trustee Murphy.

Trustee Murphy asked the attorney for her opinion about calling an executive session to discuss the answer to her inquiry above. Attorney Krafthefer responded that there was no exemption under the Open Meetings Act which would permit the items to be discussed in closed session, and that the Board simply wanted to know 1) if the name the Supervisor printed on the warrant list and passed out to the public at a meeting was the name of a General Assistance recipient, and 2) Whether the bill to ARC Disposal was related to a GA case or not. She stated that the Board had originally approved the bills in September, 2009, predicated on Supervisor Moore’s representation that she would give the Board the answer at their next meeting, but the Supervisor had then refused to answer the Board’s questions for almost a year. Attorney Krafthefer told the Supervisor that if she would simply answer the questions about whether they were related to a GA case, then this matter would be over. When confronted with these questions, Supervisor Moore refused to respond and went on to the next item on the agenda. The Board expressed concern about potential liability for the Supervisor’s disclosure of confidential information related to GA recipients and cases to the public.

- B. Discussion and potential action regarding real estate listing of Haligus Road property/status report.

Pam Fender gave the Board an update on the sign for the Haligus Road property. Trustee McMahan made a motion to prepare a check to the sign company in the amount of \$187.50 and give to Pam Fender to pay the bill. The motion failed for lack of a second.

Supervisor Moore disclosed that she had secretly ordered a sign without Board knowledge or approval. After further discussion, Trustee McMahan made a motion, seconded by Trustee Murphy, to instruct Pam Fender, and no one else, to get a sign installed on the Haligus Road property. More discussion took place as to why Supervisor Moore had ordered the sign without authority and without putting a phone number on the sign. Trustee Murphy asked why wasn’t

the prototype brought before the Board for approval. The Board directed Pam Fender to try to cancel the order and to follow the above motion. Supervisor Moore asked whether the Board was hiring a realtor. The Board stated the Township would not be using a realtor. Upon a roll call vote, Trustees LaPorta, Murphy, Zirk and McMahon, and Supervisor Moore voted aye. Motion carried.

8. New Business

- A. Discussion and potential action on restructuring and appointment of Township Committees.

Trustee Murphy made a motion, seconded by Trustee LaPorta, to disband the Transportation and Senior Committees and to take applications to form a new committee combining both and to advertise for applicants. Trustee Murphy explained that the applications were to be returned to Pam Fender. Upon a roll call vote, all Trustees voted aye and Supervisor Moore voted nay. The Supervisor and Trustees explained the reasons for their votes. Motion carried.

- B. Discussion and action to adopt revision of Board Rules as directed at the September 9, 2010 Regular Township Board Meeting.

After a lengthy discussion and explanation of the changes in the Board Rules by Attorney Krafthefer, Trustee Murphy made a motion, seconded by Trustee LaPorta, to adopt the Resolution Establishing Rules Governing Township Board Meetings (Amended October 14, 2010), with the amendment to Section IV (A) that the Supervisor will be using "originals" of invoices, and not copies. Upon a roll call vote, all Trustees voted aye and Supervisor Moore voted nay. Motion carried. Trustee Zirk added the Board Rules are made for the Supervisor to follow.

- C. Discussion and potential action regarding status, classification and payment of Trudy Jurs; consideration of potential action related to non-general assistance employees.

A discussion took place regarding Trudy Jurs, assistant to Supervisor Moore and was to be paid out of General Assistance if she was a full-time General Assistance employee, as Supervisor Moore had previously claimed. The Board pointed out that Moore was not correctly paying Jurs out of GA. Trustee Zirk asked that the Budget be corrected to reflect same. Supervisor Moore disagreed, now claiming that Jurs is not a General Assistance employee. Attorney Krafthefer stated that, if Jurs was not a General Assistance employee, she was subject to being terminated by the Board. Trustee Murphy made a motion, seconded by Trustee Zirk, that the budget be corrected to reflect Trudy Jurs benefits and salary is paid out of General Assistance and correct past posting and if not done, assumption is that Supervisor Moore is concurring that she is not a General Assistance employee and should discontinue employment because Jurs is not approved nor budgeted as a township employee. Upon a roll call vote, all Trustees voted aye and Supervisor Moore voted nay. Motion carried. Supervisor Moore again stated that this should wait for the Judge's ruling, to which she was told this has nothing to do with the litigation.

- D. Transfer of budget line items.

Trustee Zirk led the discussion regarding the transferring of funds in the budget. After a discussion at length re #2594, 5421, and 1756, Trustee Murphy made a motion, seconded by Trustee Zirk, to table 8D of the 10/14/10 agenda until the next meeting to give Assessor Ottley the ability to comment and to give Supervisor Moore time to effectuate the corrections directed by the Board about the postings related to Trudy Jurs. Upon a roll call vote, all voted aye and the motion carried.

- E. Discussion and potential adoption of Employee Handbook.

Trustee Murphy made a motion, seconded by Trustee Zirk, to table 8E of 10/14/10 agenda until next meeting.

- F. Discussion and potential action to create a policy related to the use of staff and Township vehicles for Township business. (McMahon)

Trustee McMahon led a discussion regarding the Supervisor's improper use of senior bus drivers and busses to deliver her personal FOIA requests. Thereafter, Trustee McMahon made a motion, seconded by Trustee LaPorta, that the Senior Transportation bus and bus drivers may not be used for deliveries of any kind and should be used exclusively for Senior Transportation. Upon a roll call vote, all Trustees voted aye and Supervisor Moore voted nay. Motion carried.

- G. Discussion and potential action on new programs.

Pam Fender spoke extensively on new programs, regarding the elderly for Holidays, Prescription Assistant and offering services for Green Trees residents, noting that flyers have been circulated. No action was taken.

- H. Discussion and potential action regarding bill payment process delays and inaccuracies.

Trustee LaPorta stressed the need to pay Township bills on time and stated it was not fair to the vendors that the Supervisor was not paying approved bills. After further discussion, Trustee LaPorta made a motion, seconded by Trustee Murphy, that so that the Board could have consistency, proper accounting and a proper audit, the Supervisor is to bring original bills and the laptop that has the Township's financials on it, including the original bills and associated purchase orders and all supporting information to the meetings. Upon a roll call vote, all Trustees vote aye and Supervisor Moore voted nay. Motion carried

- I. Discussion and potential action on 2010 year-end financial audit.

Trustee LaPorta led discussion that the audit is extended to 11/30/10. If no court decision by that time, Attorney Krafthefer will get an extension of the audit again. The Board discussed that they were unable to get an audit because the Supervisor would not give them access to the Township's financial records.

- J. Discussion and potential action on videotaping of meetings 1) purchasing of equipment; 2) posting of videos.

Trustee Zirk led a discussion about video taping of the meetings. She was concerned that edited tapes were being posted on the Internet, and that the Board should have correct tapes made available with no editing. She made a motion, seconded by Trustee McMahon, to purchase equipment up to a cap of \$700.00 to record and post video/audio of the Township Board meetings on the Township's website. The Board directed Pam Fender to research and cut a purchase order and maintain location of equipment. Upon a roll call vote, Trustees LaPorta, Murphy, Zirk and McMahon voted aye and Supervisor Moore abstained.

- K. Discussion and potential action on a special senior bus fare rate.

Trustee Murphy stated the Senior Bus fares should be revisited and asked that this be tabled until the new committee is formed. Trustee Murphy made a motion, seconded by Trustee Zirk to temporarily reduce the fares across the board back to where they were before 10/1/10 until 1/1/11 until recommended by new committee. Trustee McMahon suggested a 10 ride punch card system before changing rates, which will be explored when committee is formed. Upon a roll call vote, all Trustees voted aye, Supervisor Moore voted nay. Motion carried.

- L. Discussion and potential action regarding publicizing the position of the Grafton Board on the building referendum question on the November ballot.

Trustee LaPorta led a discussion regarding the referendum being placed on the November ballot regarding a new township building. People placed a referendum on the ballot seeking the authority to issue \$3.5 million in bonds that the Township Trustees did not want to issue and to construct a town hall that the Board has no plans to construct. Trustee LaPorta made a motion, seconded by Trustee Zirk, to have Pam Fender issue an informational press release stating the facts of the upcoming referendum indicating that the Grafton Township Board does not support. Upon a roll call vote, all Trustees voted aye. Supervisor Moore voted nay. Motion passed 4 – 1.

- M. Discussion and potential action regarding November 2010 Election Day.

Trustee Zirk discussed how the Township hall would be used for the November 2010 election and the Township's involvement. No action was taken. Supervisor Moore stated she is looking for volunteers to bring election ballots and all related material to the Recreation Center after the election.

- N. Discussion and potential action regarding TOI Conference attendance.

The Board discussed the upcoming TOI conference this year. Trustee expressed a concern about wanting to save money and suggested that people may not want to attend. Supervisor Moore said had already registered without Board approval and said money is in the budget and that other officials should advise Supervisor Moore and she will register them if they desired to attend.

- O. Discussion and potential action regarding heating issue at the Township Offices.

The heating of the township building was then discussed at length. Pam Fender recommended moving the thermostat and explained the heating problem for the benefit of the public. Trustee LaPorta, seconded by Trustee Zirk, for Pam Fender to research and purchase space heaters not to exceed \$300.00 for her area and the Clerk's area. Upon a roll call vote, Trustees LaPorta, Murphy, Zirk and McMahan voted aye and Supervisor Moore voted nay. Motion carried.

- P. Establishment of Agenda Items for next meeting.

Attorney Krafthefer advised the following should be on the agenda for the next meeting: transfer of GA funds – analysis of the free ad by Supervisor – Committee Appointments – Establish meeting schedule for 2011 – special meeting in late November regarding court order – audit before 11/30/10 and proper accounting line items.

9. Reports

- A. Supervisor

The Supervisor started her report with the Annual Treasurer's Report. Trustee LaPorta questioned proof of the numbers in the report. Supervisor Moore refused to provide any back up financial information to the Trustees to support the Treasurer's report. She continued to refuse to answer Trustee LaPorta's questions, ignored him and kept trying to continue on with her report. Ultimately, she would not answer the questions and said there would be no further report because she was interrupted.

- 1. FOIA Report

Supervisor Moore stated that she refused to give a FOIA report.

- B. Trustees

Trustee Murphy read the ad published by Supervisor Moore, referred to earlier by Trustee McMahan on "Township" upcoming events. The events listed had nothing to do with the

Township with the exception of the Bingo event. She also had listed the election and to call her. Trustee Murphy said that was not the Supervisor's duty. Supervisor Moore's response was that this should be put on agenda for the next meeting.

Trustee McMahon wants a special meeting to set up a validation signature on all checks citing bills unpaid and Jack Freund's letter. The Board discussed possibly setting a special meeting for November 15.

C. Clerk

Since the Township Clerk was not in attendance, there was no report.

D. Road District Commissioner

Commissioner Freund gave a brief report on the activities of his department.

E. Assessor

No report as the Assessor had left the meeting.

F. Township Attorney

The Attorney reported on the Harris loan advising she had spoken with the bank and it had no interest in loaning to the Township. The Township is not about to take over the R & B loan and stated it was better the Road and Bridge keep the loan and the Township pay off in increments to them in probably six (6) budget years. She will try to get information for the November meeting.

G. Township Administrator

A motion was made by Supervisor Moore, seconded by Trustee Zirk, to waive the Administrator's report. Roll noted all ayes and the motion carried.

H. Committee Reports

No reports at this time.

A motion was made by Supervisor Moore to go into Executive Session, seconded by Trustee Zirk, and roll noted all ayes and motion carried.

The Regular Meeting was resumed and thereafter no action on Executive Session.

10. Adjournment

Motion was made by Trustee Murphy, seconded by Trustee LaPorta, to adjourn the Regular Meeting. Roll call noted Trustees LaPorta, Murphy, Zirk and McMahon voting aye and Supervisor Moore nay, motion carried and meeting adjourned at 11:45 PM.

Respectfully submitted,

Mary Lou Hardy
Deputy Clerk