

**GRAFTON TOWNSHIP BOARD
SPECIAL MEETING MINUTES
Tuesday, March 2, 2010**

1. Call to Order

Supervisor Moore called the special meeting to order at 7:35 p.m. at the Huntley Park District, 12015 Mill Street, Huntley, Illinois.

2. Roll Call

Present: Supervisor Moore, Deputy Clerk Hardy, Trustees LaPorta, McMahon, Murphy and Zirk and Township Attorney Krafthefer.

3. Pledge of Allegiance

The Pledge of Allegiance was administered at this time.

4. Business

(a) Agenda Items

Motion made by Trustee LaPorta, seconded by Trustee Zirk, to move Item 7 titled “Discussion and potential action related to board action at February 22 special meeting related to township office space, duties and supplies” as the next agenda item.

Roll Call

AYES: Supervisor Moore, Trustees Zirk, LaPorta, McMahon, Murphy

NAYS: None

Motion Passed.

(b) Discussion and Potential Action Related to Board Action at February 22 Special Meeting Related to Township Office Space, Duties and Supplies

General Discussion: Trustee LaPorta explained that at the last meeting the Board approved a list of things to be done for the Township Administrator, but that nothing was accomplished. Supervisor Moore passed out a cover of the Township Perspective magazine. Supervisor Moore also stated that the Attorney General wants her to send various materials and evidence and was told to inform the Board that it is a crime to destroy public records. When asked by the Trustees what she is referring to, Supervisor Moore failed to provide any additional information. Trustee LaPorta suggested moving Supervisor Moore’s office to the Clerk’s old office so that she has a private office that can be locked. Supervisor Moore stated that if the Board tries to move her office, she will contact the police. Trustee Zirk stated that residents are calling her and telling her they do not feel welcomed in the Township Office.

Motion made by Trustee LaPorta, seconded by Trustee Zirk, to move Supervisor Moore into the Clerk's office.

Discussion. Trustee Murphy stated this move will make things more compromising and accessible. Trustee Zirk stated this will make the Township a friendlier place. Attorney Krafthefer explained that the Township Supervisor is not required by statute to be given an office, but that the Trustees are giving her one.

Roll Call

AYES: Trustees Zirk, LaPorta, McMahon, Murphy

NAYS: Supervisor Moore

Motion Passed.

Motion was made by Trustee LaPorta, seconded by Trustee Zirk, to provide read only live access to financial and Quick Books for the Township Administrator and Trustees, except for access to General Assistance and Emergency Assistance.

Discussion: Administrator Fender stated that IT gave her a CD copy of the financials that is read only. Administrator Fender reminded the Board that she does not need access to the General Assistance files or information. Trustee LaPorta stated that there is a method to achieve remote access in addition to office access.

Roll Call

AYES: Trustees Zirk, LaPorta, McMahon, Murphy

NAYS: Supervisor Moore

Motion Passed.

Motion was made by Trustee LaPorta, seconded by Trustee Zirk, to have new locks put on all three doors, the two doors on Supervisor Moore's current office and the old Clerk's office.

Discussion. Supervisor Moore stated they also need a lock on the conference room door. Trustee LaPorta explained General Assistance would be performed in new office. Supervisor Moore stated it is not safe to have General Assistance performed in a room with no exits and windows. Attorney Krafthefer explained Supervisor Moore can utilize the conference room without a lock. Administrator Fender explained this provides total privacy.

Roll Call

AYES: Trustees Zirk, LaPorta, McMahon, Murphy

NAYS: Supervisor Moore

Motion Passed.

Motion was made by Trustee LaPorta, seconded by Trustee Zirk, to have Administrator Fender coordinate the three office moves set forth earlier, until completion, and it is to include the locks, files, desks and all related items.

Discussion. Trustee McMahon stated the Administrator will coordinate the move. Supervisor Moore stated that she will be doing something when asked if she will cooperate with this. Supervisor Moore thereafter attempted to mischaracterize the Board as directing the employee to direct an elected official. The Trustees explained the administrator will simply be coordinating the office moves voted upon previously.

Roll Call

AYES: Trustees Zirk, LaPorta, McMahon, Murphy

NAYS: Supervisor Moore

Motion Passed.

(c) Review of February 11, 2010 Meeting Minutes

Motion was made by Trustee LaPorta, seconded by Trustee Zirk, to table the review of the February 11, 2010 meeting minutes until the next meeting.

Discussion. Trustee LaPorta explained that the Board was only provided these minutes a few minutes prior to the meeting.

Voice Vote

AYES: Trustees Zirk, LaPorta, McMahon, Murphy

NAYS: Supervisor Moore

Motion Passed.

(d) Amended Budget and Appropriation Ordinance

Motion was made by Supervisor Moore, seconded by Trustee Murphy, to approve the passage of the amended budget and appropriation ordinance. Supervisor Moore later amends this motion, seconded by Trustee Murphy, to hire Brown & Co. to come in and audit the actual and budget numbers within the township's financial system to ensure accurate representation for preparation of our budget.

Discussion. Trustee Zirk stated that Line Item 1829 should really be \$3,500,000 instead of \$4,236,000. Trustee LaPorta stated everyone missed this. Trustee Zirk stated there are several other changes that need to be made as well and that with all of these problems, it would be wise to take this to the auditors and let them review. Trustee Zirk explained she would like Brown & Co. to do the audit work.

Roll Call

AYES: Supervisor Moore, Trustees Zirk, LaPorta, McMahon, Murphy

NAYS: None

Motion Passed.

5. Budget Workshop for 2010 Budget

Motion was made by Trustee Zirk, seconded by Trustee LaPorta, to table the budget workshop.

Discussion. Trustee Zirk stated they have to get the audit done first and cannot do the budget until the audit is done. Supervisor Moore stated they have until the end of the first quarter to get the next fiscal year's budget done, so plenty of time.

Voice Vote

AYES: Supervisor Moore, Trustees Zirk, LaPorta, McMahon, Murphy

NAYS: None

Motion Passed.

6. Adjournment

Motion was made by Trustee Murphy, Seconded by Trustee Zirk to adjourn.

Voice Vote

AYES: Supervisor Moore, Trustees Zirk, LaPorta, McMahon, Murphy

NAYS: None

Motion Passed.

Meeting adjourned at 8:50 p.m.