

GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES

August 9, 2012

1. Call to Order

Supervisor Moore called the meeting to order at 7:30 p.m.

2. Roll Call

Present: Supervisor Moore, Trustees LaPorta, McMahon, Zirk, Murphy, Clerk Ford, Road District Commissioner Freund, Assessor Ottley.

3. Pledge of Allegiance

The Pledge of Allegiance was said.

4. Approval of Agenda

Motion by Trustee Zirk, seconded by Trustee LaPorta, to approve the Agenda posted by the Clerk as the official Agenda for Meeting.

Discussion: Assessor Ottley requested to move Item 8B to be discussed after payment of bills.

Motion amended by Trustee Zirk seconded by Trustee LaPorta, to approve the Agenda posted by the Clerk as the official Agenda for this meeting and to move. Item 8 B. New Business: *Discussion and potential action on possible solution for electrical problems in the Assessor's Office* be moved on the Agenda to be discussed after Regular Business 5A Audit and Payment of Bills.

Voice Vote. Motion Passed.

5. Regular Business

A. Audit and Payment of Bills

Motion by Trustee Murphy, seconded by Trustee LaPorta, to review and pay the Road District bills.

Discussion: There was discussion regarding the phone bill.

Motion by Trustee Murphy, seconded by Trustee LaPorta, to amend the motion to approve the Road District bills to exclude payment of Grafton Township Town Fund \$448.80 and \$4000 (audit); the Bank of New York Mellon \$270,000.

Roll Call

AYES: Trustees Murphy, LaPorta, Zirk, McMahon

NAYS: Supervisor Moore

ABSENT: None

Motion Passed.

Supervisor Moore refused to sign the approved list of bills from the Road District. (EXHIBIT I)

Motion by Trustee Murphy, seconded by Trustee LaPorta, to review and pay the bills submitted by the Assessor.

Discussion: Assessor Ottley stated that Supervisor Moore has edited the bills he submitted for reimbursement to employees for expenses for gratuities and meals that were incurred on training trips to now reflect said expenses as personal income. The Supervisor stated that she is following IRS guidelines; Trustees Murphy and LaPorta disagreed with her interpretation of IRS guidelines. Assessor Ottley asked why he had not received his newly issued credit card.

Motion amended by Trustee Murphy, seconded by Trustee LaPorta, to pay the bills submitted by the Assessor in the amount of \$7630.83 with no exceptions or adjustments.

Roll Call

AYES: Trustees Murphy, LaPorta, Zirk, McMahon

NAYS: Supervisor Moore

ABSENT: None Motion Passed.

Supervisor Moore refused to sign the approved list of bills from the Assessor. (EXHIBIT II)

Motion by Trustee Zirk, seconded by Trustee Murphy, to review and pay the Town Fund bills.

Discussion: Trustee Murphy asked why the Forensic bill that was previously approved had not been paid. Supervisor Moore stated that she is awaiting a copy of the order from Judge Caldwell. Trustee LaPorta stated that it can only be perceived that this bill has continued to not be paid in order to prevent the report from being issued regarding hard drives being wiped out and that the public and the Trustees deserve disclosure. Trustee Murphy stated that the Comm Ed bills just do not make sense. Supervisor Moore responded that there are no late fees so there is no concern. Trustee LaPorta requested that the Supervisor investigate this so at the minimum, the last two payments with "past due" on them could be explained at the next meeting. Trustee Murphy asked why the approved bill for Brown & Company/Assessor's office has still not been paid. The Supervisor would not respond. Supervisor Moore also directed Trustee Zirk to submit more information on her submitted request for travel reimbursement /Line Item 1562 \$103.90.

Motion by Trustee Zirk, seconded by Trustee Murphy, to amend the motion to pay the Town Fund bills to exclude Kujovich Consulting \$600.00; Grafton Road District \$301,850.00; Ottosen, Britz, Kelly, Cooper, Gilbert & DiNiff \$25,779.47; Evans, Marshall & Pease, P.C. \$14,940; Printing and Then Some \$295.60 (2 charges @ \$147.80 each); Supervisor's MasterCard charges \$2,564.48; Linda Moore \$238.62; Grafton Township GA Fund \$462.04/Annual Meeting mischarge.

Roll Call

AYES: Trustees Zirk, Murphy, LaPorta, McMahon

NAYS: Supervisor Moore

ABSENT: None

Motion Passed.

Discussion: Trustee Murphy referenced a memo from Supervisor Moore to Grafton Trustees dated June 12, 2009 regarding spouse health insurance (EXHIBIT III); therefore, Line Item 1451 should be \$3416.60.

Roll Call

AYES: Trustees Murphy, Zirk, McMahon, LaPorta

NAYS: Supervisor Moore

ABSENT: None

Motion Passed.

Town Fund:

Motion amended by Trustee Zirk, seconded by Trustee Murphy, to include the payment Road District IGA Rent of \$1850.00.

Roll Call

AYES: Trustees Zirk, Murphy, LaPorta, McMahon

NAYS: Supervisor Moore

ABSENT: None Motion Passed.

8. New Business

B. Discussion and potential action on possible solution for electrical problems in the Assessor's Office.

Discussion: Assessor Ottley expressed the concerns he outlined at the July Regular Township Board Meeting regarding the inadequate electrical infrastructure in his offices. He has received an estimated cost from Brian Johnson (EXHIBIT IV) to perform the recommended electrical work in order to upgrade the electrical systems so that it can support the required equipment necessary for his employees to perform their jobs. A fifty percent payment is required so that the project may be started. The Assessor reported that thousands of dollars in loss have already occurred due to the electrical failures.

Motion by Trustee LaPorta, seconded by Trustee Murphy, to approve proceeding

with the proposed electrical project for the Assessor's offices and direct the Supervisor to release a check for \$1750.00 to the Assessor so that the necessary materials may be ordered by the contractor.

Roll Call

AYES: Trustees LaPorta, Murphy, Zirk, McMahon

NAYS: Supervisor Moore

ABSENT: None

Motion Passed.

Trustee LaPorta asked Supervisor Moore if she would fulfill the approved motion. She responded that she would take it under advisement.

Assessor Ottley left the meeting at 8:15 p.m.

5. Regular Business

B. Approval of Minutes

1. Minutes of July 12, 2012 Regular Township Meeting

Motion by Trustee Zirk, seconded by Trustee Murphy, to approve the Minutes of July 12, 2012 Regular Township Meeting.

Roll Call

AYES: Trustees Zirk, Murphy, McMahon, LaPorta

NAYS: Supervisor Moore

ABSENT: None

Motion Passed.

Clerk Ford stated that the August 2, 2012 Special Township Meeting did not have a quorum, therefore does not require approval; however, unofficial minutes and several attachments are included in the packet.

6. Public Comment/ Board Members Response to Public Comment

Joe Vokaty-The role of the Township Clerk.

Donna McMahon-Compensation of elected officials (EXHIBIT V)

7. Old Business

A. Discussion and potential action on 1) status of audits of 2009-2010 and 2010-2011; 2) hiring of a new audit firm to complete these audits and the audit of 2011-2012.

Discussion: George Roach, CPA, MBA, introduced himself to the Township Board. He has communicated with the past auditor in a cooperative effort to have the bill paid and to move the process forward. Mr. Roach stated that the auditor would not speak to the Board until the bill had been paid on the 2009-2010. Trustee LaPorta explained that only the preliminary 2009-10 was ever presented and that the final version differed. Mr. Roach will speak to the auditor about this and have information by the next Regular Township Meeting. Trustees LaPorta and Murphy said they would be willing to consider partial payment of the audits if some of the errors could be addressed and the Board had the opportunity to ask questions.

B. Discussion and potential action on review of check stubs/statements for January, 2012; February, 2012; March, 2012; April, 2012; May, 2012; June, 2012; July, 2012; August 2012.

Discussion: Trustee LaPorta stated that this has repeatedly been on the Agenda with no results and he has to wonder if information is being hidden. Trustee McMahon stated he did not understand why this request continues to be ignored by the Supervisor. Supervisor Moore said she has the computer with the financial records and there is no longer a password protection on it. Trustee Murphy stated that this is an extremely poor business practice since now confidential GA information, as well as financials are not password protected. Supervisor Moore said Trustees can visit the office. Trustees stated that their work schedule does not permit and that all past Supervisors brought financial records to the meetings.

C. Discussion and potential action on format of reporting of financial statements including current month actual, current month budget; year-to-date actual and year-to-date budget.

Trustee Zirk mentioned several line items and numerous fund totals did not match from month to month. Supervisor Moore responded that she could not answer her now and that Trustee Zirk should submit her questions in writing. Supervisor Moore also directed Trustee Zirk to complete more detailed paperwork on her request for mileage reimbursement/Line Item 1562 for \$103.60 for Trustee Zirk's attendance at two TOI training sessions (July, 2011 and July, 2012).

Supervisor Moore stated that the Line Item for postage is over budget. Trustees LaPorta and Murphy stated that the Supervisor has been told repeatedly to not continue to send mailings for Bingo, etc. Supervisor Moore said the bills cannot be sent out without postage.

Motion amended by Trustee Murphy, seconded by Trustee LaPorta, to take \$90.00 out of petty cash to buy stamps so that bills can be paid and mailed.

Discussion: Trustee Zirk stated there is a better way to do this.

Motion amended by Trustee Murphy, seconded by Trustee Zirk, to transfer \$90.00 to buy stamps from Line Item 1851 to Line Item 1551.

Roll Call

AYES: Trustees Murphy, Zirk, LaPorta, Supervisor Moore

NAYS: Trustee McMahon

ABSENT: None

Motion Passed.

8. New Business

A. Discussion on status of 10 computers (donated by Ancel, Glink) that were used as a Township Computer Lab.

Discussion: Trustee Murphy asked the Supervisor what happened to all of the computers. The Supervisor responded that the computers were evaluated and some were kept in storage, some recycled, some used.

C. Discussion and potential action on detailed hours worked for each Township office personnel

Trustees LaPorta and Murphy said they were just trying to understand the number of hours worked by office employees and who was receiving insurance and IMRF. No further discussion.

D. Establishment of agenda items for next meeting.

2012 Check stubs and banks statements; past and future audits; Supervisor addressing ongoing errors and irregularities in accounting; Supervisor addressing issues with the past two Comm Ed bills.

9. Reports

A. Supervisor

1. FOIA Report -None presented. Report in packet.

B. Trustees

Trustee Murphy reported on the discussion of transportation as discussed at the Senior Services Meeting.

C. Clerk

No report.

D. Assessor

Not present.

E. Road Commissioner

General report. Reiterated on Issues as outlined. (EXHIBIT VI).

10. **Executive Session**
11. **Discussion and potential action of items as discussed at Executive Session.**
12. **Adjournment**

Motion made by Trustee Murphy, seconded by Trustee Zirk, to adjourn the meeting.

Roll Call/Voice Vote/All present voted Aye.

Motion Passed/Meeting adjourned at 9:10 p.m.

Submitted,

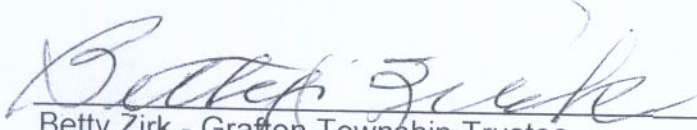
A handwritten signature in cursive script, appearing to read "Harriet Ford".

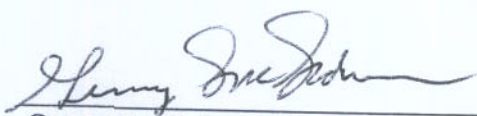
Harriet Ford
Grafton Township Clerk

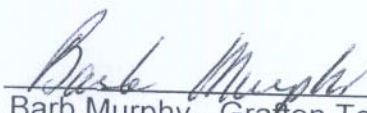
EXHIBIT I

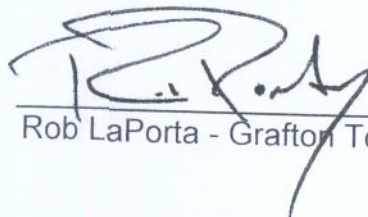
GRAFTON TOWNSHIP ROAD DISTRICT
VOUCHER LIST FOR AUGUST 9, 2012 MEETING

With my signature below, I hereby approve of the invoices listed on the following pages being submitted for payment.


Betty Zirk - Grafton Township Trustee


Gerry McMahon - Grafton Township Trustee


Barb Murphy - Grafton Township Trustee


Rob LaPorta - Grafton Township Trustee


Harriet Ford - Grafton Township Clerk

Linda Moore - Grafton Township Supervisor


Jack Freund
Grafton Township Highway Commissioner

Meeting Date 8/9/2012

Grafton Township Road District

Vouchers for July

Vendor	Budget Line Item	\$ Amount	Due Date
Allied Asphalt Paving Company	9614 - PHR Maint Supply - Road	\$ 18.50	8/24/2012
AT&T	6552 - R&B Telephone	\$ 131.12	8/7/2012
BlueCross BlueShield of IL	9451 - PHR Health / Life Insurance	\$ 1,540.84	9/1/2012
C&L Rentals, Slaes & Service Inc.	6112 - R&B Maint Supply - Equipment	\$ 53.56	8/16/2012
Chicago International Trucks	6113 - R&B Maint Supply - Vehicles	\$ 27.16	8/10/2012
Com Ed	6371 - R&B Utilities	\$ 111.52	8/23/2012
Com Ed - Street Lights	9519 - PHR Street Lights	\$ 254.15	9/24/2012
Conserv FS	9655 - PHR Fuel & Oil	\$ 2,196.95	8/17/2012
Costco	6122 - R&B Operating Supplies	\$ 52.82	8/1/2012
Ed's Automotive	6313 - R&B Maint Service - Vehicle	\$ 52.00	8/31/2012
Hinckley Springs	6122 - R&B Operating Supplies	\$ 23.45	8/13/2012
Humana Dental Insurance	9451 - PHR Health / Life Insurance	\$ 216.60	9/1/2012
IPWMAN	9929 - PHR Miscellaneous	\$ 125.00	8/15/2012
Jack Freund	6562 - R&B Travel & Meeting Expense	\$ 249.75	8/10/2012
Jenny Moore	6562 - R&B Travel & Meeting Expense	\$ 255.54	8/10/2012
Mastercard	6122 - R&B Operating Supplies	\$ 116.28	8/28/2012
Mastercard	6562 - R&B Travel & Meeting Expense	\$ 447.96	8/28/2012
MDC Environmental Services	6373 - R&B Garbage Disposal	\$ 147.08	7/20/2012
Nextel Communications	6552 - R&B Telephone	\$ 136.11	9/22/2012
Nicor Gas	6371 - R&B Utilities	\$ 32.65	8/23/2012
Township Highway Comm of IL***	6562 - R&B Travel & Meeting Expense	\$ 40.00	7/19/2012
Trotter and Associates	9532 - PHR Engineering Service	\$ 1,653.50	8/12/2012
Woodstock Hicksgas, Inc.	6112 - R&B Maint Supply - Equipment	\$ 19.63	8/20/2012
Zanck, Coen & Wright, P.C.	6533 - R&B Legal Service	\$ 875.00	7/30/2012
Total		\$ 8,777.17	

This bill has NOT been paid from last month that was approved on 7/12/12

Nextel Communications	6552 - R&B Telephone	\$ 136.48	8/22/2012
		\$ 8,913.65	

*** This was approved to be paid by the Board of Trustees at the July 12th, 2012 regular monthly board meeting but the Supervisor refused to pay for this portion of the conference cost and sent the check in for \$170.00 instead of \$210.00.

EXHIBIT II

**McHenry County
Township of Grafton**

[illegible]

Supervisor

Barbara Murphy Trustee

T. J. Trustee

Henry Simons Trustee

Peter Zuck Trustee

EXHIBIT III

MEMO TO: Grafton Trustees

Dated: June 12, 2009

Per Resolution 100908-0, dated May 18, 2009 elected officials are eligible to have their spouses covered under the township health insurance.

"Section 2: The following township offices in addition to the compensation outlined in Section 1, will receive the following benefits:

Supervisor, Highway Commissioner, Assessor, Clerk:

Township health and life insurance plan for qualified elected officials and dependants."

The cost for an elected official to be covered as a single is \$445.58. If the official's spouse is added to our coverage the cost to the township is a total of \$938.39. The difference of these two amounts is \$492.81.

The cost of the monthly health insurance for the official's spouse to provide their own health insurance coverage through a Medicare supplement is \$178.90.

I am requesting that the board consider approving a monthly voucher for this official's spouse to save the township \$313.91 per month with an annual savings of \$3,766.92.

Thank you,

Linda Moore
Supervisor Moore

Blanche recommended

EXHIBIT IV

Grafton Township Assessor's Office

To Do:

7 – 20 amp dedicated circuits

Upgrade - 120/240 single phase panel from 20 circuits to 40 circuit panel.

Plus permit fees, which are unknown yet. The owner will be responsible for.

Surge suppressor for new panel.

Total Job:

\$3500.00

50% down for cost of materials up front.

Submitted by:

Brian Johnson

GRAFTON TOWNSHIP REGULAR BOARD MEETING
August 9, 2012

Public Comment
Donna McMahon

1. Review of Illinois Statute
 - Definition of Township Board
 - Compensation and Fees of Township Officers
 2. Review of Resolution 100908-01
 - Setting Compensation of Township Officials for the Four Year Term Beginning May 18, 2009
 3. Township Perspective Publication for June 2012
 - Chart Listing Minimum/Maximum Salaries for Township Officers
 4. Redaction from the Grafton Township Board Regular Township Board Meeting Minutes Thursday, April 8, 2010
-

1. 60 ILCS 1/Article 80 - Township Board, Section 80-5(c)

The designations "town auditors", "board of trustees", "board of town trustees", board of township trustee', and "town board", are changed to "township board". Wherever the terms "auditors", "board of trustees", "board of town trustees", board of township trustees", or "town board" are used in this or any other Act to refer to township officers provided for by this Section, they mean the township board. Wherever the term "trustees" is used in this or any other Act to refer to township officers provided for by this Section, it means the members of the township board other than the township supervisor.

60 ILCS 165-5 Article 65 Compensation and Fees of Township Officers, Section 65-5

Township officers are entitled to compensation at the rates specified in this Article for each day necessarily devoted by them to the services of the township in the duties of their respective offices.

2. Resolution 100908-01

Reads in part: NOW THEREFORE, BE IT FURTHER ORDDAINED BY the Board of Trustees of Grafton Township that the compensation of the township officials for the four year term beginning May 18, 2009 and ending May 19, 2013 shall be as follows:

Trustees: Effective for each of the following years \$100 per meeting.

3. Township Perspective Publication for June 2012

The top of page 6 lists the min/max salaries legally established by statute for elected officials. By statute, there is no minimum or maximum salary set for trustees.

4. Redaction from Grafton Township Regular Board Meeting Minutes of April 8, 2010

Page 3, 7H Discussion and potential action to change time line for payments of compensation to Township Trustees.

Motion was made by Trustee Zirk, seconded by Trustee LaPorta, to pay Trustees on a monthly basis rather than quarterly.

Motion was discussed.

Roll Call:

Ayes: Trustees Zirk, LaPorta, McMahon, Murphy

Nays: Supervisor Moore

Motion Passed

Furthermore, on October 17, 2011 the Defendants (Grafton Trustees) in the 10 CH 684 lawsuit, filed a motion to compel the Plaintiff (Supervisor Moore) to timely pay their paychecks and other approved bills. At the 11th hour prior to heading to court, Supervisor Moore paid the trustees. Judge Caldwell stated that because the trustees are not technically "employees", he ruled that Moore must pay the checks at least quarterly but that there was no problem now because everyone was paid up to date.

This information is being provided to Supervisor Moore in response to her repeated question (at last month's meeting) of Trustee McMahon which was "what statute" would compel her to pay the trustees.

I ask the clerk to include this information in the minutes of this meeting as an Exhibit to serve as a public reminder to the supervisor of her obligation to pay the trustees as directed by statute and that they be paid monthly as directed by the Grafton Board of Trustees.

ARTICLE 80.
TOWNSHIP BOARD

(60 ILCS 1/80-5)

Sec. 80-5. Township board membership; officers.

(a) In each township, the township board shall consist of the supervisor and 4 other members elected at large from the township under Section 50-5. The township clerk shall be the clerk of the township board but not a voting member, except that in the case of a tie vote to fill a vacancy in a township office, the clerk shall be entitled to cast one vote. Each person on the township board shall cast but one vote. The supervisor shall be the chairman of the board.

(b) In towns organized under Article 15, all the powers vested by law in the township board shall be exercised by the city council.

(c) The designations "town auditors", "board of trustees", "board of town trustees", "board of township trustees", and "town board" are changed to "township board". Wherever the terms "auditors", "board of trustees", "board of town trustees", "board of township trustees", or "town board" are used in this or any other Act to refer to township officers provided for by this Section, they mean the township board. Wherever the term "trustees" is used in this or any other Act to refer to township officers provided for by this Section, it means the members of the township board other than the township supervisor.

(d) The change made by Public Act 79-341 does not reduce the term of any member of a town board of auditors elected before its effective date (October 1, 1975) nor does it invalidate any action taken by a board of town auditors or town trustees by reason of the designation used for the board in relation to the action taken.

(Source: P.A. 85-694; 88-62.)

(60 ILCS 1/Art. 65 heading)

ARTICLE 65. COMPENSATION AND FEES
OF TOWNSHIP OFFICERS

(60 ILCS 1/65-5)

Sec. 65-5. Compensation of township officers. Township officers are entitled to compensation at the rates specified in this Article for each day necessarily devoted by them to the services of the township in the duties of their respective offices. Compensation set by a multi-township board for the multi-township assessor shall be set at least 150 days before the election of that officer. Compensation set by a township board for the township assessor and collector shall be set at the same time the compensation of its supervisor is set.

(Source: P.A. 90-210, eff. 7-25-97.)

**RESOLUTION 100908-01
SETTING COMPENSATION OF TOWNSHIP OFFICIALS
FOR THE FOUR YEAR TERM BEGINNING MAY 18, 2009**

GRAFTON TOWNSHIP; MCHENRY COUNTY, ILLINOIS

WHEREAS, according to 60 ILCS 1/65-20, the compensation of township officers shall be set by the township board at least 180 days before the beginning of the terms of office.

WHEREAS, according to 60 ILCS 1/65-20, the compensation for the road district treasurer shall be fixed by the township board and shall be not less than \$100 or more than \$1,000 per year.

WHEREAS according to 605 ILCS 5/6-207, the compensation of the highway commissioner shall be fixed by the township board at an annual salary of not less than \$3,000 to be paid in equal monthly installments, or a per diem amount for each day he or she is necessarily employed in the discharge of official duties;

WHEREAS, according to 605 ILCS 5/6-207 a portion (not exceeding 50%) of the Highway Commissioner's salary may be paid from the corporate road and bridge fund if approved by the township board and the township highway commissioner;

WHEREAS, the township board and highway commissioner have agreed and approved to have 25% of the highway commissioner's salary paid from the road and bridge fund;

WHEREAS, during the term of this ordinance 25% of the highway commissioner's salary will be paid from the road and bridge fund.

WHEREAS, according to 35 ILCS 200/2-70, the compensation the township assessor and collector shall be set by the township board at the same time the board sets the compensation of its township supervisor.

NOW THEREFORE, BE IT ORDAINED BY the Board of Trustees of Grafton Township that the above recitals are hereby incorporated herein;

NOW THEREFORE, BE IT FURTHER ORDAINED BY the Board of Trustees of Grafton Township that the compensation of the township officials for the four year term beginning May 18, 2009 and ending May 19, 2013 (January 1, 2010 – January 1, 2014 for assessors and collectors) shall be as follows:

SECTION 1: The salaries for township officials shall be as follows:

Supervisor's Salary: Effective for each of the following years:

May 18, 2009-May 16, 2010 \$53,075.63 May 17, 2010-May 15, 2011 \$55,198.65

May 16, 2011-May 20, 2012 \$57,406.59 May 21, 2012-May 19, 2013 \$59,702.85

Road District Treasurer: \$1,000 ANNUALLY

Township Clerk: Effective for each of the following years:

May 18, 2009-May 16, 2010 \$9,967.16 May 17, 2010-May 15, 2011 \$10,365.84 May 16,

2011-May 20, 2012 \$10,780.47 May 21, 2012-May 19, 2013 \$11,211.68

Trustees: Effective for each of the following years:

May 18, 2009-May 16, 2010 \$100.000 Per Meeting May 17, 2010-May 15, 2011 \$100.00 Per Meeting

May 16, 2011-May 20, 2012 \$100.00 Per Meeting May 21, 2012-May 19, 2013 \$100.00 Per Meeting

Assessor: Term is from January 1, 2010 – January 1, 2014

2010 \$68,813.53 2011 \$71,566.07 2012 \$74,428.71 2013 \$77,405.85

Highway Commissioner: Effective for each of the following years:

May 18, 2009-May 16, 2010 \$63,138.09 May 17, 2010-May 15, 2011 \$65,663.61

May 16, 2011-May 20, 2012 \$68,290.15 May 21, 2012-May 19, 2013 \$71,021.75

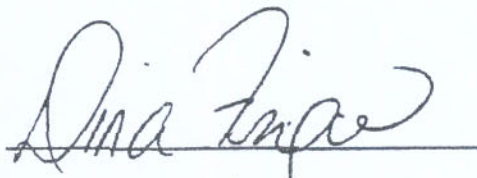
SECTION 2: The following township offices in addition to the compensation outlined in Section 1, will receive the following benefits:

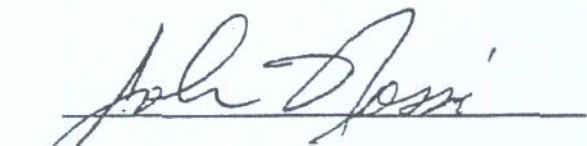
Supervisor, Highway Commissioner, Assessor, Clerk:

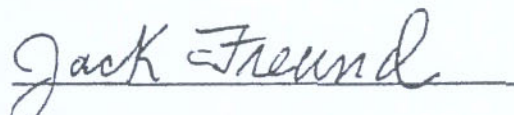
Township health and life insurance plan for qualified elected officials and dependants.

PASSED THIS 9th day of October, 2008 by the Board of Trustees of Grafton Township,
McHenry County, Illinois.

(Seal)


Town Clerk


Township Supervisor


Highway Commissioner

Please remember that salaries may only be legally established by statute. For each elected official here is what the statutes say:

<u>Office</u>	<u>Minimum Salary</u>	<u>Maximum Salary</u>
Supervisor	None	None
Road Dist Treasurer (Supervisor)	\$100.00	\$1,000.00
Clerk	None	None
Assessor or Multi-Twp. Assessor	None	None
Highway Commissioner	\$3,000 minimum annual salary	None
Trustees *	None	None
Tax Collectors	None	None

(only five counties, Cook, Madison, Will, Peoria and Sangamon have township tax collectors)

* (Multi-Township Board of Trustees, which is the Supervisor and Township Clerk from each township in the MTAD, may receive additional compensation for their service, set by the multi-township board, in an amount not to exceed \$25/day for each day of service)

There is case law which states in effect that "if no salary for an elected official is established, no salary may be paid." Don't let this apply to your township. Set salaries according to statute and do it early.

SURVEY RESULTS

COTERMINOUS TOWNSHIPS

20 Surveys Sent 10 (50.00%) Surveys Returned

Office	Responses Received	How Paid			Salary Ranges							Health Insurance Provided	Retirement Program Provided
		Annual	Per Diem or Per Mtg	Both Annual & Per Diem/Mtg	0-499	500-999	1,000-4,999	5,000-9,999	10,000-19,999	20,000-29,999	over 30,000		
Supervisor	10	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	7.69%	21.54%	20.00%	50.77%	5	9
Clerk	9	88.89%	11.11%	0.00%	11.11%	0.00%	33.33%	22.22%	22.22%	11.11%	0.00%	0	6
Commissioner	0	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Assessor	9	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	4.76%	7.94%	22.22%	65.08%	4	8
Multi-Assessor	0	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	Included with Assessor total	Included with Assessor total
Trustees	8	75.00%	25.00%	0.00%	12.50%	25.00%	62.50%	0.00%	0.00%	0.00%	0.00%	0	2
Collectors	2	100.00%	0.00%	0.00%	50.00%	0.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0	1
Road Treas	0	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

ZONE I

114 Surveys Sent 65 (57.02%) Surveys Returned

Office	Responses Received	How Paid			Salary Ranges							Health Insurance Provided	Retirement Program Provided
		Annual	Per Diem or Per Mtg	Both Annual & Per Diem/Mtg	0-499	500-999	1,000-4,999	5,000-9,999	10,000-19,999	20,000-29,999	over 30,000		
Supervisor	65	100%	0.00%	0.00%	0.00%	0.00%	0.00%	7.69%	21.54%	20.00%	50.77%	9	21
Clerk	65	98%	1.54%	0.00%	0.00%	0.00%	7.69%	29.23%	38.46%	16.92%	7.69%	2	9
Commissioner	58	100%	1.72%	0.00%	0.00%	0.00%	0.00%	0.00%	13.79%	13.79%	72.41%	18	33
Assessor	63	100%	0.00%	0.00%	0.00%	0.00%	0.00%	4.76%	7.94%	22.22%	65.08%	10	24
Multi-Assessor	1	100%	0.00%	0.00%	0.00%	0.00%	0.00%	100%	0.00%	0.00%	0.00%	Included with Assessor total	Included with Assessor total
Trustees	64	71.88%	25.00%	3.13%	0.00%	12.50%	59.38%	25.00%	3.13%	0.00%	0.00%	0	2
Collectors	7	85.71%	14.29%	0.00%	28.57%	14.29%	28.57%	28.57%	0.00%	0.00%	0.00%	0	0
Road Treas	43	100%	0.00%	0.00%	4.65%	13.95%	81.40%	0.00%	0.00%	0.00%	0.00%	NA	NA

She is more concerned with doing a good job for the Township. Trustee Murphy wanted to discuss the other benefits. Supervisor Moore asked that Ms. Fender step out of the room. Attorney Krafthefer stated that it was an open public meeting and that she does not have to leave. Supervisor Moore requested this matter be tabled since it is part of an ongoing litigation and to allow time for Attorney to review personnel policies. Attorney Krafthefer stated that it was not necessary. Trustee McMahon recommended salary be set at \$37,500.00.

Trustee Murphy, seconded by Trustee Zirk, amended the motion to approve the Township Administrator's contract with a change in Section VIII to state three (3) months severance if terminated without cause; Section V. Annual base salary of \$40,000; Section XI. Vacation and Sick Leave and Section XII. Insurance will be consistent with employees benefits at Assessor's Office; and that if termination is part of a court order, no severance will be paid.

Roll Call

AYES: Trustees Murphy, Zirk, LaPorta

NAYS: Supervisor Moore, Trustee McMahon

Motion Passed.

7H. Discussion and potential action to change time line for payments of compensation to Township Trustees

Motion was made by Trustee Zirk, seconded by Trustee LaPorta, to pay Trustees on a monthly basis, rather than quarterly.

Discussion: Supervisor Moore asked if there was a statutory requirement that the audit of bills be completed prior to Trustees being paid. Attorney Krafthefer stated there were a number of statutes, but she was not aware of one specifically that would prohibit this action.

Roll Call

AYES: Trustees Zirk, LaPorta, McMahon, Murphy

NAYS: Supervisor Moore

Motion Passed.

7G. Discussion and potential action to provide a contract to Mark Peloquin and/or Leading I.T. Solutions

Motion was made by Trustee Zirk, seconded by Trustee LaPorta, to provide a contract to Mark Peloquin and/or Leading I.T. Solutions to be the only person to provide service to all Township computers, with the exception of the Assessors' Office.

Discussion: Trustee Murphy stated that this was discussed and passed at 3/23/10 Special Meeting. Trustee LaPorta stated that Mark Peloquin is the only person authorized to touch, work on, analyze Township computers, with the exception of the assessor's office. Trustee Zirk stated that she had a conversation with Mark Peloquin and he stated that when he came into the Township offices, Supervisor Moore told him that he would not be paid for his services. Trustee LaPorta stated that IT services provided by any other party would not be paid. No further action required; motion withdrawn by Trustee Zirk.

EXHIBIT VI

Road District of Grafton Township

Jack Freund, Highway Commissioner

10109 Vine Street, Unit A

Huntley, IL 60142

Phone 847-669-5070

Fax 847-659-1075

HIGHWAY COMMISSIONER REPORT

July 2012

-There were not any Special Moving permits.

-TOWNSHIP HIGHWAY COMM OF IL bill was paid \$40.00 less than what was approved to be paid last month.

-NEXTEL BILL from last month was not paid yet, this needs to be paid this month along with the current month.

-Have not received a copy of my MASTERCARD statement for February 3, 2012 and have asked for it on 3/8/12, 4/12/12, 5/10/12, 6/14/12 and 7/12/12.

-I am requesting copies of the BANK STATEMENTS for the ROAD DIST accounts for the month of JULY 2012.

-Need documents showing QUICKBOOK PAYROLL FEES and what month they are for. The fees need to be on the list of bills and approved by the board each month. This has not been done since the start of using Quick Books for payroll.

-Reports – Still have not received any since August 2011.

If you have questions, please give me a call at the office and come in and see me.