

**GRAFTON TOWNSHIP REGULAR BOARD MEETING**  
**MONDAY, NOVEMBER 18, 2013 7:30 p.m.**

**1. Supervisor Kearns called the meeting to order at 7:32**

**2. Roll Call**

Present: Trustees Holtorf, Wagner, Zirk and Ziller; Supervisor Kearns; Road Commissioner Poznanski; Assessor Ottley; Clerk Francis. Absent: None

**3. Pledge of Allegiance**

The Pledge of Allegiance was said.

**4. Approval of Agenda as posted**

Motion by Trustee Ziller, second by Trustee Wagner to approve the agenda as posted.

Ayes: Trustees Ziller, Wagner, Holtorf, Zirk; Supervisor Kearns

Nays: None

Motion Carries.

**5. Regular Business**

**A. Approval of Minutes of October 21, 2013 Township Regular Meeting.**

Motion by Trustee Ziller, second by Trustee Holtorf to approve the minutes of the October 21, 2013 Township Regular Meeting with the addition of the word "hold" in number 6 public comments.

Ayes: Trustees Ziller, Holtorf, Wagner, Zirk; Supervisor Kearns

Nays: None

Motion Carries.

**B. Audit and Payment of unpaid bills.**

Supervisor Kearns explained that Ancel Glink (AG) sent a new bill for \$6,873.07 so he had Joe Gottemoller call AG to investigate. AG agreed it was a mistake and will retract the bill, so Supervisor Kearns asks that the board approve only the two Ancel Glink bills for \$48.75 and \$780.

Motion by Trustee Holtorf, second by Trustee Ziller to approve the unpaid bills for payment with the exception of Ancel Glink PO #1176 for \$6,873.07 and Otteson-Britz \$42,869.00 which is on hold. Exhibit I

Ayes: Trustees Holtorf, Ziller, Wagner, Zirk; Supervisor Kearns

Nays: None

Motion Carries.

Motion by Supervisor Kearns to add the monthly loan payment to American Community Bank and Trust for \$4,543.71 be added to the list of recurring bills that are pre-approved to be paid so that we don't miss any loan payments.

Ayes: Trustees Zirk, Wagner, Holtorf, Ziller; Supervisor Kearns

Nays: None

Motion Carries.

**C. Review Road and Bridge Warrant check detail.**

Motion by Trustee Zirk, second by Trustee Wagner to approve the Township Road and Bridge as detailed in the warrant list. Exhibit II

Ayes: Trustees Zirk, Wagner, Holtorf, Ziller; Supervisor Kearns

Nays: None

Motion Carries.

**6. Public Comment/ Board Members Response to Public Comment**

Robert Nowak, Leader of Cub Scout Troop Pack 167 asked the township if the troop could park a 6' x 10' trailer full of camping equipment on township property. The trustees discussed insurance and liability because they are concerned that if something should happen the township would be liable. Supervisor Kearns offered to park the trailer on his own personal property for one year.

Jim Sieczkowski, a Sun City resident is the Treasurer of the Seniors Club. He noticed that there is \$1,000 in the budget for BINGO but that he was told they would not be receiving any money. Supervisor Kearns reminded him that the township is providing a

service by having Candy get donations and work the event. The township cannot spend any money unless absolutely necessary. There is money in the budget but we hope not to spend it. If the Seniors Club really needs some money they should approach the township and BINGO will be in the budget next year.

**7. New Business**

A. Boy Scout Resolution

The Grafton Township Board of Trustees honored Zachary Beal for passing all of the requirements to be an Eagle Scout. Supervisor Kearns and the board congratulated Zachary for an outstanding accomplishment.

Motion by Trustee Wagner, second by Trustee Holtorf to adopt a resolution in favor of Zachary Beal from Boy Scouts of America, Troop 167 and his certification as an Eagle Scout.

All Ayes. Motion Carries.

**8. Old Business**

None

**9. Executive Session if needed**

None was held

**10. Committee and Officer Reports**

**Supervisor**

Plans to levy \$1,143,060, representing a 4% raise assuming our growth is the same as last year. The 4% amount is approximately \$43,000 to cover the amount of the loan payments to re-purchase the property from the road district. The extra is needed next year due to a possible lawsuit from Otteson Glink.

The Township budget is right down to the wire. It appears the township may have only \$20,000 to \$24,000 left in the bank at the end of May -- if nothing goes wrong.

Training Candy to help in the office is going well.

A letter is going out to all of the Rutland Township bus riders about the cancellation of that service. Service to Grafton Township residents is going to be three times per week to save money, but will be modified to make it easier for the riders to do their shopping.

**Trustee**

**Audit Committee**

October 24<sup>th</sup> there was an audit committee meeting for 2 hours with Office Manager Trudy Jurs. They learned that a revision was needed on the procedures. They expect to be able to provide the board with a plan at the January meeting.

**Assessor**

Assessor Ottley left the meeting so Al Zielinski spoke on his behalf. Assessor Ottley agreed to cut all overtime. Al Zielinski gave his word that there would also be no overtime at all effective January 1<sup>st</sup>.

**Road District**

Road Commissioner Poznanski has submitted and presented levy. He is dropping his tax levy from 4.99% to 4.5%.

His crew has been working to clean up debris from the storm that spurred tornados on Sunday November 17<sup>th</sup>. It will take 1 ½-2 weeks to clean it all up.

Went to Boot Camp from Townships of Illinois and recommends that we all attend one.

**Clerk**

Clerk Francis is working with a field officer from the State of Illinois on document retention to make sure that we are compliant by keeping all records that must be retained while purging many records that are not needed.

Loretta Weich was given permission to address the board. She said that Sgt. Sullivan will go to a senior's home to assess the security of their home. She is a member of the Polish Club and they also gave a presentation to that club about security.

**11. Adjournment**

Motion by Trustee Wagner, second by Trustee Holtorf to adjourn meeting at 8:31 pm.  
All Ayes. Meeting Adjourned.

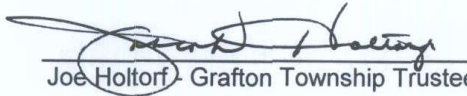
Submitted,  
Township Clerk Kathryn Francis  
2013

Exhibit I

**GRAFTON TOWNSHIP TOWN FUND  
WARRANT LIST FOR NOVEMBER 18, 2013 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

  
Joe Holtorf - Grafton Township Trustee

  
Dan Ziller Jr. - Grafton Township Trustee

  
Bob Wagner - Grafton Township Trustee

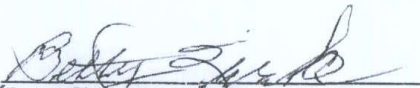
  
Kathryn Francis - Grafton Township Clerk

  
Jim Kearns - Grafton Township Supervisor

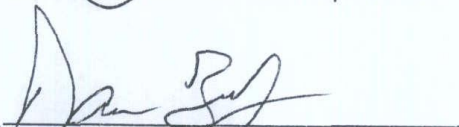
Exhibit II

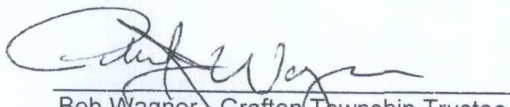
GRAFTON TOWNSHIP ROAD DISTRICT  
VOUCHER LIST FOR NOVEMBER 18, 2013 MEETING

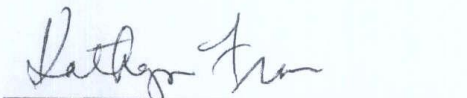
With my signature below, I hereby approve of the invoices listed on the following pages being submitted for payment.

  
Betty Zirky - Grafton Township Trustee

  
Joe Holtorf - Grafton Township Trustee

  
Dan Ziller Jr. - Grafton Township Trustee

  
Bob Wagner - Grafton Township Trustee

  
Kathryn Francis - Grafton Township Clerk

  
Jim Kearns - Grafton Township Supervisor

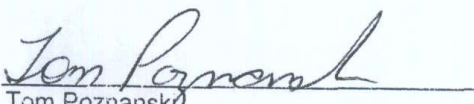
  
Tom Poznanski  
Grafton Township Highway Commissioner

Exhibit III

GRAFTON TOWNSHIP  
BOARD MEETING  
SIGN-IN SHEET  
Date: 11/18/13

NAME

ADDRESS

1. Robert Nowak
2. A. Lardi
3. de Jardi
4. Loretta Wujcik
5. James Szeszkowski
6. Michaela George
7. AL ZIELINSKI
- 8.
- 9.
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- 15.

Exhibit II

Meeting Date 11/18/2013		Grafton Township Road District		Vouchers for October	
Vendor	Budget Line Item	\$ Amount	Due Date		
Ace Hardware / Ziegler's	6123 - R&B Small Tools	\$ 23.99	11/30/2013		
Ace Hardware / Ziegler's	9652 - PHR Operating Supplies	\$ 21.25	11/30/2013		
Allied Asphalt Paving Company	9614 - PHR Maint Supplies - Road	\$ 864.50	11/18/2013		
Bakley Construction Corp	9614 - PHR Maint Supplies - Road	\$ 949.72	11/30/2013		
Bonnell Industries Inc.	6312 - R&B Maint Service - Equipment	\$ 7,500.00	11/24/2013		
Chicago International Trucks	6113 - R&B Maint Supply - Vehicles	\$ 8.18	11/10/2013		
ComEd	6371 - R&B Utilities	\$ 98.64	12/23/2013		
Com Ed - Street Lights	9519 - PHR Street Lights	\$ 243.24	12/23/2013		
Conserv FS	9655 - PHR Auto Fuel & Oil	\$ 1,688.40	11/25/2013		
GE Capital Retail Bank	6112 - R&B Maint Supply - Equipment	\$ 55.92	11/28/2013		
GE Capital Retail Bank	6122 - R&B Operating Supplies	\$ 109.19	11/28/2013		
GE Capital Retail Bank	9472 - PHR Uniforms	\$ 324.89	11/28/2013		
Hampshire Auto Parts	6113 - R&B Maint Supply - Vehicles	\$ 140.63	11/30/2013		
Hampshire Auto Parts	6112 - R&B Maint Supply - Equipment	\$ 108.54	11/30/2013		
Hinckley Springs	6122 - R&B Operating Supplies	\$ 15.06	11/4/2013		
Just For You Custom Apparel, Inc.	9472 - PHR Uniforms	\$ 159.00	11/18/2013		
McHenry County Council of Gov.	6562 - R&B Travel & Meeting Expense	\$ 37.00	11/20/2013		
MDC Environmental Services	6373 - R&B Garbage Disposal	\$ 156.21	11/20/2013		
Nicor Gas	6371 - R&B Utilities	\$ 47.80	12/19/2013		
Ralph Helm Inc	6112 - R&B Maint Supply - Equipment	\$ 27.19	11/18/2013		
Ranger Redi Mix Inc	6111 - R&B Maint Supply - Building	\$ 590.00	11/18/2013		
Scott Gabel	9472 - PHR Uniforms	\$ 99.99	11/18/2013		
Township Officials of Illinois	9929 - PHR Miscellaneous	\$ 255.00	12/6/2013		
Trotter and Associates, Inc.	9532 - PHR Engineering Service	\$ 2,047.50	12/8/2013		
United States Postal Service	6551 - R&B Postage	\$ 46.00	11/18/2013		
<b>Total</b>		<b>\$15,617.84</b>			
<u>Vouchers Paid before Meeting</u>					
AT&T	6552 - R&B Telephone	\$ 152.20	11/6/2013		
BlueCross BlueShield of IL	9451 - PHR Health / Life Insurance	\$ 2,598.66	11/1/2013		
Humana Dental Insurance	9451 - PHR Health / Life Insurance	\$ 230.19	11/1/2013		
		\$ 2,981.05			
<b>New Total</b>		<b>\$ 18,598.89</b>			

Exhibit IV

GRAFTON TOWNSHIP  
BOARD MEETING  
PUBLIC REQUEST TO ADDRESS BOARD

Date: 11/18/2013

NAME

ADDRESS

- |     |                |                         |
|-----|----------------|-------------------------|
| 1.  | Robert Nowak   | 5463 Whitmore Way LITH. |
| 2.  | Jim Siegiowski | 11847 MESSINER DR       |
| 3.  |                |                         |
| 4.  |                |                         |
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