

GRAFTON TOWNSHIP REGULAR BOARD MEETING
MONDAY, March 17, 2014 7:30 p.m.

1. Supervisor Kearns called the meeting to order at 7:31 p.m.

2. Roll Call

Present: Trustees Zirk and Ziller; Supervisor Kearns; Road Commissioner Poznanski; Assessor Zielinski; Clerk Francis. Absent: Trustees Holtorf, Wagner

3. Pledge of Allegiance

The Pledge of Allegiance was said.

4. Approval of Agenda as posted

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

All Ayes.

No Nays. Motion Carries.

5. Regular Business

A. Approval of Minutes of February 24, 2014 Township Regular Meeting.

Motion by Trustee Ziller, second by Trustee Zirk to approve the minutes of the February 24, 2014.

Ayes: Trustees Ziller, Zirk; Supervisor Kearns

Nays: None. Motion Carries.

B. Audit and Payment of unpaid bills/Warrant check detail for Town Fund.

The Trustees and Supervisor Kearns reminded Assessor Zielinski they told him that he must not use his personal credit card for Township purchases.

Motion by Trustee Ziller, second by Trustee Zirk to approve the unpaid bills and warrant check list for payment, with the exception of Otteson-Britz for \$42,869.68 as well as Ruperto Herrera PO #20111 for \$1,500 and Al Zielinski PO #20112 for \$629.63.

Exhibit I

Ayes: Trustees Ziller and Zirk; Supervisor Kearns

Nays: None. Motion Carries.

Supervisor Kearns requested that the \$1575 bill incurred by Assessor Zielinski for an attorney to review the employee handbook be submitted by the next meeting.

C. Review Road and Bridge Warrant check detail.

Trustee Ziller stated that the electrical repair bill was way over budget. Road Commissioner Poznanski stated that the bill did not reflect the rebate from the Government. **Exhibit II**

Motion by Trustee Ziller second by Trustee Zirk to approve the Township Road and Bridge bills as detailed in the warrant list.

Ayes: Trustees Ziller and Zirk; Supervisor Kearns

Nays: None. Motion Carries.

6. Executive Session

Motion by Supervisor Kearns, second by Trustee Ziller to convene an Executive Session at 7:48 pm to discuss pending litigation and real estate involving the Township pursuant to 5ILCS 120/2(c)(11).

Ayes: Supervisor Kearns, Trustees Ziller and Zirk;

Motion by Supervisor Kearns, second by Trustee Zirk to reconvene the regular meeting at 8:26 pm.

Ayes: Supervisor Kearns, Trustees Zirk and Ziller

Nays: None. Motion Carries.

7. Discussion and potential action of items as discussed during Executive Session Supervisor Kearns

Motion by Supervisor Kearns, second by Trustee Ziller to agree to a settlement on the Otteson Britz bill for \$25,000 to be paid in June after new taxes come in.

Ayes: Supervisor Kearns, Trustees Zirk and Ziller
Nays: None. Motion Carries.

Motion by Supervisor Kearns, second by Trustee Zirk to contract with a realtor to sell the property on Haligus Road for \$99,500.

Trustee Ziller stated that the reason the price has been set at \$99,500 is because at one at an annual town meeting there was a resolution by the electors that we could not sell it for less than \$99,500.

Ayes: Supervisor Kearns, Trustees Zirk and Ziller
Nays: None. Motion Carries.

Supervisor Kearns stated that the third item discussed in the executive session was the forensic audit, which is complete. Motion by Supervisor Kearns, second by Trustee Zirk to release the forensic audit to the public but at the same time turn it over to the State's Attorney for their review.

Ayes: Supervisor Kearns, Trustees Zirk and Ziller
Nays: None. Motion Carries.

8. Public Comment/ Board Members Response to Public Comment

Joe Vokaty wanted to make the trustees aware of a potential lawsuit regarding BINGO because it is considered gambling. Only volunteer organizations are exempt.

Supervisor Kearns stated that the township did not contribute a penny to BINGO. Mr. Vokaty asked if there was going to be any changes in the bus service. Supervisor Kearns said that there had been no changes and that it is open to all Grafton Township residents aged 55 and older. Mr Vokaty asked if the bus could stop for shopping in Crystal Lake and not just Huntley.

9. Old Business

Discuss and adopt agenda for Annual Meeting April 8, 2014.

Clerk Francis submitted a draft agenda for the annual town meeting and Supervisor Kearns stated that he would like to add a discussion to amend the current resolution regarding the property on Haligus Road removing the floor of \$99,500. Trustee Ziller stated that he would like to add a potential motion to sell surplus Road District Equipment. Motion by Trustee Ziller, second by Trustee Zirk to approve the draft agenda for the Annual Town Meeting with the addition of the items listed.

All Ayes.

No Nays. Motion Carries.

10. New Business

None.

**11. Committee and Officer Reports
Supervisor**

Supervisor Kearns stated that a modified budget will be presented at the next meeting as well as a proposed budget for 2014/15. He requested that Assessor Zielinski modify his needs for the budget by April 1, 2014.

Supervisor Kearns stated that the busing grant is moving forward and that he will apply for a new grant with IDOT.

Supervisor Kearns stated that after the bills are paid that were just voted on, and the next payroll is made, there will be approximately \$186,000 remaining. He stated that last year at the same time there was \$130,000.

Trustee

Audit Committee

Assessor

Assessor Zielinski stated that he added a certified appraiser named Marty Kinczel to the staff starting part time March 31, 2014, working 30 hours per week for a few months before coming onboard full time as Deputy Assessor. **Exhibit III**

Road District

Road Commissioner Poznanski informed the board that he asked Supervisor Kearns for a transfer of funds from one account to another.

Road Commissioner Poznanski informed the board that he is working toward getting Grafton Township listed as a recycling facility. There was a discussion about what type of program and Commissioner Poznanski stated that he wants to start slowly and get the hang of it before adding recycling of items like paint that require more procedures.

Clerk

Clerk Francis reminded the board of the Annual Meeting on April 8, 2014 at 7pm at the Huntley Park District REC center, in the multi-purpose room.

12. Adjournment

Motion by Supervisor Kearns, second by Trustee Ziller to adjourn the meeting at 8:53 pm.


All Ayes. No Nays. Meeting adjourned.

Submitted,
Clerk Kathryn Francis

Exhibit I

**GRAFTON TOWNSHIP TOWN FUND
WARRANT LIST FOR March 17, 2014 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 MARCH 17, 2014 MEETING

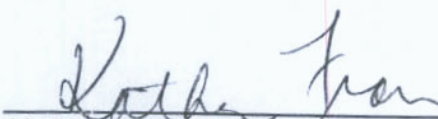
With my signature below, I hereby approve of the invoices listed on the following pages being submitted for payment.


Betty Zirk - Grafton Township Trustee

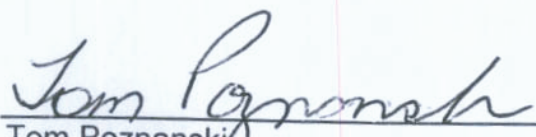
Joe Holtorf - Grafton Township Trustee


Dan Ziller Jr. - Grafton Township Trustee

Bob Wagner - Grafton Township Trustee


Kathryn Francis - Grafton Township Clerk


Jim Kearns - Grafton Township Supervisor


Tom Poznanski
Grafton Township Highway Commissioner

Exhibit

QUALIFICATION SUMMARY – MARTIN A. KINCZEL

- ♦ Accreditations: Illinois Certified General Real Estate Appraiser
 - ♦ C.I.A.O. – Certified Illinois Assessment Officer (2008-2012)
 - ♦ Licensed Real Estate Salesperson (C-21 Maki United, Waukegan, Illinois)
 - ♦ Professional Affiliations: State-accredited affiliate of the Appraisal Institute
 - ♦ M.B.A., The Stuart School of Business, Illinois Institute of Technology, 1990
 - ♦ B.B.A., the University of Toledo, 1984
 - ♦ Professional Coursework:*
 - Appraisal Principals
 - Appraisal Procedures
 - Standards of Professional Practice
 - Residential Case Study
 - Basic Income Capitalization
 - Advance Income Capitalization
 - Appraising FHA Properties
 - Residential Property Construction & Inspection
- *partial listing
- ♦ Experience includes: residential property valuation, commercial property valuation, vacant land valuation, legal testimony as an expert witness before zoning commissions and planning boards, real estate development and management.
 - ♦ Engaged in the practice of Real Estate Appraisal since 1992. Clients include: banks, mortgage companies, savings and loans, attorneys, non-profit organizations and real estate developers.

Exhibit

Draft

**PUBLIC NOTICE
GRAFTON TOWNSHIP
2014 ANNUAL TOWN MEETING**

NOTICE IS HEREBY GIVEN, to the legal voters, residents of Grafton Township in the County of McHenry and State of Illinois, that the Annual Town Meeting of said Township will take place on **Tuesday, April 8, 2014**, being the second Tuesday of said month, at the hour of **7:00 PM at: The Multipurpose Room of the Huntley Park District REC Center Facility 12015 Mill Street Huntley IL**, for the transaction of the miscellaneous business of the said Township; and after a Moderator having been elected, will proceed to hear and consider reports of officers, and decide on such measures as may, in pursuance of law, come before the meeting; and especially to consider and decide the following:

- I. Call to Order
- II. Pledge of Allegiance
- III. Explanation of Procedures
- IV. Selection/Oath of Moderator
 - A. Nominations for Moderator
 - B. Close of Nominations for Moderator
 - C. Election of Moderator
 - D. Moderator's Oath of Office
 - E. Signing of Moderator's Oath
- V. Adoption of Rules
 - A. Adoption of Robert's Rules of Order as the sole rules of Grafton Township with no amendments for the 2014 Annual Town Meeting.
- VI. Approval of the Minutes of the April 16, 2013 Annual Town Meeting.
- VII. Presentation of Annual Township Financial Reports
 - A. Presentation of Supervisor's Annual Financial Report: Discussion and potential action to waive the reading.
 - B. Presentation of Highway Commissioner's Annual Financial Report: Discussion and potential action to waive the reading.
- IX. Old Business
- X. New Business
 - B. Motion to set Annual Town Meeting for Tuesday, April 14, 2015 at 7:00 p.m.
- XI. Public Comment
- XII. Adjournment

Dated and posted by Grafton Township Clerk
Kathryn Francis this 27th day of March, 2014.

Kathryn Francis

Exhibit

GRAFTON TOWNSHIP
BOARD MEETING
PUBLIC REQUEST TO ADDRESS BOARD

Date: March 17, 2014

NAME

ADDRESS

1. Joe Viskaty

997 North Shore Dr. C.C.

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Exhibit

GRAFTON TOWNSHIP
BOARD MEETING
SIGN-IN SHEET

Date: March 17, 2014

NAME

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