

**GRAFTON TOWNSHIP REGULAR BOARD MEETING
MONDAY, July 21, 2014 7:30 p.m.**

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

2. Roll Call

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

3. Pledge of Allegiance

The Pledge of Allegiance was said.

4. Approval of Agenda

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

Ayes: Trustees Zirk, Holtorf, Wagner, Supervisor Kearns

Nays: None. Motion Carries.

Trustee Ziller entered the meeting at 7:34 pm.

5. Regular Business

A. Approval of Minutes of the June 16, 2014 Township Regular Meeting.

Motion by Trustee Wagner, second by Trustee Holtorf to approve the minutes of the June 16, 2014 Township Regular Meeting.

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

Nays: None. Motion Carries.

B. Audit and payment of unpaid bills/Warrant check detail for Town Fund. **(Exhibit I)**

The Trustees discussed PO's 20143, 20151 and 20152. Supervisor Kearns said that he would like 20152 paid. He said that he did not get receipts for travel for 20151 and asked Assessor Zielinski about it who said that since the bills were under \$25 he did not think he needed receipts. Supervisor Kearns said he would like to forgive the lack of receipts this one time. He said that from now on Township Employees should use Township vehicles for special trips like training and when that is not possible receipts for all expenditures must be provided along with proof of mileage. Supervisor Kearns said that left 20143 up for discussion that the trustees need to decide what to do.

Trustee Wagner said he would like assurances that Assessor Zielinski would not make purchases for the township on personal credit cards and have delivered to his home. Mr Zielinski agreed that he would not do that again. Trustee Ziller wanted assurance that Assessor Zielinski is done buying equipment. Assessor Zielinski said he is done buying equipment. Trustee Holtorf said that if he does need to buy anything he should talk with Trustee Holtorf first.

Motion by Trustee Wagner, second by Trustee Holtorf to pay all unpaid bills.

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

Nays: None. Motion Carries.

C. Review Road and Bridge Warrant check detail. **(Exhibit II)**

Motion by Trustee Ziller, second by Trustee Holtorf to approve the Road and Bridge Warrant checks.

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

Nays: None. Motion Carries.

6. Executive Session

None.

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

None.

8. Public Comment/Board Members Response to Public Comment

Joe Vokaty said the letter Clerk Francis provided him from Attorney Joe Gottemoller **(Exhibit III)** does not cite the code that allows Grafton Township to follow Robert's

Rules of Order for meetings. Mr. Vokaty said that the township may be liable to a lawsuit because we can't use Robert's Rules if they are not applicable to township code.

9. Old Business

A. Discussion and possible action to enter into intergovernmental agreement with the village of Huntley for MCDOT Pace busing. **(Exhibit IV)**

Supervisor Kearns stated that it costs a little bit more but it will serve a great many more riders.

Motion by Trustee Wagner, second by Trustee Ziller to enter into an Intergovernmental Agreement with the Village of Huntley for \$10,000 per year during the term of the agreement.

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

Nays: None. Motion Carries.

B. Discuss addendum to Chapter 6 of the audit procedures manual. **(Exhibit V)**

Trustees discussed the addendum point by point and made a few adjustments which are recorded on Exhibit VI.

10. New Business

A. Discussion and possible action on shredding unused blank checks and deposit slips from closed bank account.

Motion by Trustee Ziller, second by Trustee Zirk to shred the unused blank checks and deposit slips from the closed bank account.

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

Nays: None. Motion Carries.

B. Discussion and possible action on the sale of surplus property speaker system.

Motion by Trustee Wagner, second by Trustee Holtorf to declare the speaker system surplus property and allow Supervisor Kearns to arrange for its sale.

Ayes: All

Nays: None. Motion Carries

11. Committee and Officer Reports

Supervisor

Received another ¼ payment of the transportation grant.

Trustees

Trudy will be getting a new computer.

Audit Committee

Assessor

Road District

Road Commissioner Poznanski states that he is getting a lot of use out of the bucket truck.

Clerk

12. Adjournment

Motion by Supervisor Wagner, second by Trustee Zirk to adjourn the meeting at 8:50 pm.

All Ayes. No Nays. Meeting adjourned.

Submitted,
Township Clerk Kathryn Francis Hurley