

**GRAFTON TOWNSHIP REGULAR BOARD MEETING
MONDAY, September 15, 2014 7:30 p.m.**

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

2. Roll Call

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

3. Pledge of Allegiance

The Pledge of Allegiance was said.

4. Approval of Agenda

Motion by Supervisor Kearns, second by Trustee Zirk to move the Executive Session from #6 to #10, later in the meeting.

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

Nays: None. Motion Carries.

5. Regular Business

A. Approval of Minutes of the August 18, 2014 Township Regular Meeting.

Supervisor Kearns asked Clerk Francis to clarify #11 in the Road Commissioner's report to reflect that he asked Road Commissioner Poznanski to estimate the cost of filling in the cracks in the road in the entire township.

Motion by Trustee Ziller, second by Trustee Holtorf to approve the minutes of the August 18, 2014 Township Regular Meeting with the correction in #11.

Ayes: Trustees Ziller, Holtorf, Zirk; Supervisor Kearns

Abstain: Trustee Wagner due to his absence from that meeting.

Nays: None. Motion Carries.

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

The trustees asked Assessor Zielinski why he was presenting a \$170.00 bill for software, payable to Assessor Zielinski personally. Assessor Zielinski stated that it is software that allows traffic between PAMS and STAT graphics. Trustee Holtorf asked why it was billed to Assessor Zielinski. Assessor Zielinski stated that he is the only one with the proper designation to acquire an LMS. Supervisor Kearns reminded Assessor Zielinski that The Board recently passed the resolution that no personal credit cards are to be used for Township business. He asked Assessor Zielinski to charge these things to the Township Credit Card in the future. Trustee Ziller pointed out that the Township has always been able to pay for software on the Township credit card in the past. Trustee Zirk asked Assessor Zielinski why he needs to be a member of the Northwest Illinois Real Estate Management for the LMS and Assessor Zielinski stated that it was so that his department can cross-reference and check for inconsistencies in property valuation.

Supervisor Kearns stated that he needs to add to the list a bill for \$2,500 payable to Ruperto Herrero, invoice #5 dated August 25, 2014. He stated that it should have been on the list and was inadvertently left off.

Motion by Supervisor Kearns, second by Trustee Wagner to add the Ruperto Herrero invoice #5 for \$2,500 dated 8-25-2014 to the list.

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

Nays: None. Motion Carries.

Motion by Trustee Wagner, second by Trustee Zirk to approve payment of bills as amended.

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

Nays: None. Motion Carries.

C. Review Road and Bridge Warrant check detail.

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

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

Nays: None. Motion Carries.

6. Public Comment/Board Members Response to Public Comment

None.

7. Old Business

None.

8. New Business

Road Commissioner Poznanski stated that a resident that lives across from the Township lot volunteered his horses to feed on the grass in order to cut down on the need to mow. Trustee Ziller said he feared that something might happen to the horses in transporting them to the lot and he doesn't want the Township to be liable. The trustees were all in agreement. Supervisor Kearns stated that the grass isn't that long anyway and no one is complaining. There was no action.

9. Executive Session

Motion by Supervisor Kearns, second by Trustee Wagner to adjourn the regular meeting at 7:54 pm in order to convene an Executive Session to discuss Assessor's office business pending litigation and personnel involving the Township pursuant to 5ILCS 120/2(c)(11).

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

Nays: None. Motion Carries.

10. Return to Order

Supervisor Kearns calls the meeting to return to order at 7:55.

Present: Supervisor Kearns, Trustees Holtorf, Wagner, Ziller and Zirk, Clerk Hurley, Assessor Zielinski, Road Commissioner Poznanski

Absent: None.

11. Executive Session

Motion by Supervisor Kearns second by Trustee Ziller to adjourn the regular meeting at 7:55 in order to convene an Executive Session to discuss Assessor's Office business as well as Township business pending litigation and personnel involving the Township pursuant to 5ILCS 120/2(c)(11).

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

Nays: None. Motion Carries.

12. Return to Order

Supervisor Kearns calls the meeting to return to order at 8:50.

Present: Supervisor Kearns, Trustees Holtorf, Wagner, Ziller and Zirk, Clerk Hurley, Assessor Zielinski, Road Commissioner Poznanski

Absent: None.

13. Discussion and potential action of items discussed during Executive Session.

None.

14. Committee and Officer Reports

Supervisor

Supervisor Kearns stated that the Township website is completed and running.

Trustees

Audit Committee

Assessor

Assessor Zielinski stated that the Township Assessments had all been submitted to the Chief County Assessor and that they should be published in a week or two.

Road District

Road Commissioner Poznanski stated that Adamson is almost done. He stated that Grafton is one of three Townships in the area that locked in their salt prices last year and will have all we need.

Clerk

Clerk Hurley thanked Trustee Ziller for his help in sorting through some of the Township records during the disposal process. She stated that she was delaying the shredding for two more months as it has become apparent that there are things misfiled and she needs to examine every file. She showed a couple of envelopes from the bus schedule files from 2008 in which she found approximately \$75 cash. This example was used to make it clear the importance of reviewing every file in the Clerk's Office.

15. Adjournment

Motion by Wagner, second by Holtorf to adjourn the meeting at 9:03 pm.

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

Nays: None. Meeting adjourns at 9:03 pm.

GRAFTON TOWNSHIP TOWN FUND
WARRANT LIST FOR September 15, 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

GRAFTON TOWNSHIP ROAD DISTRICT
VOUCHER LIST FOR SEPTEMBER 15, 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

**GRAFTON TOWNSHIP
BOARD MEETING
PUBLIC REQUEST TO ADDRESS BOARD**

Date: September 15, 2014

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**GRAFTON TOWNSHIP
BOARD MEETING
SIGN-IN SHEET
Date: September 15, 2014**

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