

**GRAFTON TOWNSHIP REGULAR BOARD MEETING
GRAFTON TOWNSHIP, MCHENRY COUNTY, ILLINOIS
MONDAY, March 16, 2015 Following the Budget Hearings**

1. Supervisor Kearns called the meeting to order at 8:29 P.M.
 2. **Roll Call**
Present: Trustees Wagner, Ziller and Zirk; Supervisor Kearns; Road Commissioner Poznanski; Assessor Zielinski; Clerk Hurley. Absent: Trustee Holtorf
 3. **Pledge of Allegiance was said.**
 4. **Approval of Agenda as posted**
Motion by Trustee Zirk, second by Trustee Wagner to approve the agenda as posted.
Ayes: Trustees Zirk, Wagner, Ziller, Supervisor Kearns
Nays: None. Motion Carries.
 5. **Regular Business**
 - A. Approval of Minutes of February 16, 2015 Township Regular Meeting
Trustee Wagner asked that the minutes be corrected to say that he read the MLS Membership Agreement which says that it is not appropriate that the membership be in the township name. He did not call them.
Motion by Trustee Ziller, second by Trustee Wagner to approve the minutes with the correction.
Ayes: Trustees Zirk, Wagner, Ziller, Supervisor Kearns
Nays: None. Motion Carries.
 - B. Audit and payment of unpaid bills/Warrant check detail for Town Fund.
Trustee Ziller asked about what Engel Electric was for, which was to correct a surge problem. He asked about Statpoint Technologies PO's # 20279 for \$1,621.04 and 20276 for \$4,600. Assessor Zielinski said that it was a one-time training and that he flew two people in from Virginia for \$1,621.04 in expenses. He said they were there from 7am on Thursday until 3 pm on Friday. It was pointed out that he only had \$5,300 in the budget, but he spent \$6,221.04. There was discussion about moving funds from one line item to another but that it couldn't be done at that meeting, since it would need to be listed on the agenda. Tabling to next meeting would put it in a new budget year.
Motion by Supervisor Kearns to table the bill for \$1,621.04 PO 20279. Second by Trustee Wagner.
Ayes: Supervisor Kearns, Trustees Wagner, Ziller, Zirk
Nays: None. Motion Carries.
- Trustee Ziller asked about PO 20275 \$393.26 payable to Assessor Zielinski. Upon review of the request, it was learned that \$226.41 was for dinner at Monterra Grill for Assessor Zielinski and the two trainers. Trustee Ziller said that he wants to know why we are paying Al Zielinski again, when he has been asked many times not to put charges on his personal credit card. Supervisor Kearns told Assessor Zielinski that in this situation he should have let them know and he can get the funds from petty cash.
- Motion by Trustee Ziller, second by Trustee Zirk to approve PO 20275 reduced by \$226.41 from Monterra, leaving the PO Payable amount to \$166.85 since that portion was meals for employees during the training.
Ayes: Trustees Ziller, Zirk, Wagner, Supervisor Kearns
Nays: None. Motion Carries.
- Assessor Zielinski presented a new PO 20282 to add \$340.00 to line item 1761 payable to Cardmember Services for training for an employee on March 12, 2015.
Motion by Trustee Ziller, second by Trustee Zirk to approve that payment.
Ayes: Trustees Ziller, Zirk, Wagner, Supervisor Kearns
Nays: None. Motion Carries.

Motion by Trustee Ziller to approve the Township bills with the additions, corrections and tabling noted above. Second by Trustee Wagner.

Ayes: Trustees Ziller, Wagner, Zirk, Supervisor Kearns

Nays: None. Motion Carries.

C. Review Road and Bridge Warrant check detail.

Motion by Trustee Ziller, second by Trustee Zirk to approve road and bridge bills.

Ayes: Trustees Ziller, Zirk, Wagner, Supervisor Kearns

Nays: None. Motion Carries.

6. Public Comment/Board Members Response to Public Comment

None.

7. Executive Session

Motion to convene an Executive Session to discuss the transfer of real property pursuant to 5ILCS 120/2(c)(11).

None.

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

None.

9. New Business

A. Discussion and adoption of the Annual Town Meeting Agenda for April 14, 2015 at 7:00 pm

Clerk Hurley stated the Annual Meeting is planned for 7pm on April 14th in the Multi-Purpose room at the Huntley Recreation Center. Local resident Joe Vokaty stressed that it is not legal to use Roberts Rules of Order. Clerk Hurley suggested that the agenda list approval of the rules of order. Road Commissioner Poznanski said he would like the agenda to list approval to sell road district surplus equipment. Supervisor Kearns stated he would like that listed for the Township too. Trustee Wagner suggested a discussion and potential motion for the creation of a township manual of policies to unify the policies from one department to the next. Perhaps that could address differences in salary policies, vacations, office hours etc.

Motion by Trustee Wagner, second by Trustee Zirk to adopt the Annual Town Meeting as discussed with the addition of a unified personnel manual for the township and the road district subject to advisement by township counsel.

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

Nays: None. Motion Carries.

10. Old Business

A. Road District Electronic Recycling Program

Road Commissioner Poznanski said that the program is up and running, and deliveries to the bucket have been made. There was discussion about the need to publish it especially in Del Webb, and to potentially add TV recycling every other month.

11. Committee and Officer Reports

Supervisor

PACE bus service has begun. Supervisor Kearns says its working well, and that we are not getting many complaints. He said that we had terminated one employee that drove the bus.

Trustee

Trustee Ziller said he heard from people in the community that the bus is working well. Trustee Zirk said that Grafton Food Pantry has a food pick up on the Saturday before Mother's Day. She said the Road Commissioner helped last time. Supervisor Kearns said that would be an agenda item at the next meeting.

Audit Committee

Assessor

Road District

Road Commissioner Poznanski said they have started pothole patching and that it's not as bad as last year.

Clerk

12. Adjournment

Motion by Supervisor Kearns, second by Trustee Ziller to adjourn the meeting at 9:28 P.M.

All Ayes.

No Nays. Meeting adjourned at 9:28 P.M.


Submitted,
Clerk Kathryn Hurley


Exhibit I


GRAFTON TOWNSHIP WARRANT LIST
MARCH 16, 2015

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



Betty Zirk - Trustee



Joe Holtorf - Trustee


Dan Ziller - Trustee


Bob Wagner - Trustee


Kathryn Hurley - Clerk


Jim Reams - Supervisor


Dan Bernatowski -

GRAFTON TOWNSHIP ROAD DISTRICT
VOUCHER LIST FOR MARCH 16, 2015 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 Hurley - Grafton Township Clerk


Jim Kearns - Grafton Township Supervisor


Tom Poznanski
Grafton Township Highway Commissioner

Exhibit III

**GRAFTON TOWNSHIP
Regular Meeting
PUBLIC REQUEST TO ADDRESS BOARD**

Date: March 16, 2015

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