

GRAFTON TOWNSHIP REGULAR BOARD MEETING

MONDAY SEPTEMBER 19, 2016 7:30 P.M.

GRAFTON TOWNSHIP OFFICES 10109 VINE ST, HUNTLEY, IL 60142

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

2. Roll Call

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

3. Pledge of Allegiance was said.

4. Approval of Agenda as posted

Motion by Trustee Ziller to move agenda Executive Session line # 7 & # 8 before #5 Regular Business. Motion seconded by Trustee Holtorf.

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

Nays: None. Motion Carries

Regular Session adjourns for Executive Session 7:37 P.M.

Supervisor Kearns returned the regular meeting to order at 7:50 P.M.

Present: Trustees Holtorf, Wagner, Ziller, and Zirk; Supervisor Kearns; Highway Commissioner Poznanski; Assessor Zielinski; Deputy Clerk Prince
Absent: Clerk Hurley

5. Regular Business

Trustee Zirk and Supervisor Kearns confirmed that the meeting recording had been restarted when it became known that Assessor Zielinski was recording the meeting as well. Assessor Zielinski stated that he had a copy of the Grafton Township ordinance regarding recording of township meetings and handed it to Supervisor Kearns. Supervisor Kearns again stated that the recorder needs to be placed in the back of the room. Trustee Zirk stated that due to the size of the room all recording devices must be in the back of the room. Assessor Zielinski was allowed to leave his recorder on the table for this meeting, and the issue will be addressed at the next regular meeting in October.

A. Approval of Minutes of August 15, 2016 Township Regular Meeting.

Motion by Trustee Ziller, seconded by Trustee Holtorf

Trustee Wagner questioned Trustee Zirk's comment regarding the Assessor's pay.

Trustee Zirk confirmed that she did make these statements.

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

Nays: None

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

Trustee Ziller questioned payment PO # 2394 to NJS Enterprises in the amount of \$600. This bill was for the General Assistance software program renewal. At this time Supervisor Kearns added PO # 2413 for Alarm Detection in the amount of \$190.44 and PO # 2414 for Shaw Media in the amount of \$54.00.

Motion by Trustee Wagner to pay all the Town Fund bills, including the 2 that were added, Seconded by Trustee Zirk

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

Nays: None. Motion Carries

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

Trustee Ziller motions to remove P.O. #11405 and P.O. #11406. Supervisor Kearns asks for the company names P.O. 11405 is Midwest Paving and Equipment in the amount of \$17,000, and P.O. #11406 is Vermeer in the amount of \$53233.91. Trustee Wagner asks Road Commissioner Poznanski if he bid these invoices. His response was that P.O. #11406 Vermeer goes through National Joint Purchasing Agreement and was pre bid by the state, and P.O. #11405, Midwest Paving & Equipment, was a 2 Ton Falcon Hotbox trailer. Road Commissioner Poznanski's reply was that it was \$17,000, and it's below the \$20,000 bid mandatory. The board then discussed that it would be more appropriate for all large purchases to be brought before the board prior to purchase, Trustee Wagner wants to know if the commissioner projects any more purchases before the end of the year. Commissioner Poznanski stated that he might look into a used mini excavator that Dorr Township is planning on selling.

Supervisor Kearns asks if there is a second to Trustee Ziller's, motion, motion fails due to failure of a second.

Trustee Wagner moves to approve Road District Warrant List, seconded by Supervisor Kearns.

Ayes: Trustee Wagner, Supervisor Kearns

Nays: Trustee Holtorf, Ziller, Zirk

Motion Fails

Motion by Trustee Ziller to table the 2 bills until next month, seconded by Trustee Holtorf

Ayes: Trustees Ziller, Holtorf, Wagner, Zirk

Nays: Supervisor Kearns

Motion Passes

Trustee Wagner motions to approve the Road and Bridge Warrant list with the exception of the 2 tabled bills, seconded by Trustee Zirk

Ayes: Trustees Wagner, Zirk, Holtorf, Supervisor Kearns

Nays: Trustee Ziller

6. Public Comment/ Board Members Response to Public Comment (Exhibit III)

Steve Stoltzman asked the board if there was a temporary light going up at Lakewood & Miller Roads, and if Grafton maintains any part of Miller Rd. Grafton is not in charge of maintaining Miller Rd. The lights are being installed by the county for the new hospital. There will be a permanent light at Reed and Lakewood and the county is in charge of these. The lanes are being widened but that's all at this time.

9. New Business

A. Discussion and possible action on the October recycling event.

The Environmental Defenders will be running the Electronic Recycling event, and the event was put on the website for the public. Commissioner Poznanski stated that he wants to pay his employees a flat amount of \$50.00 to work the event.

Supervisor Kearns motions to compensate township employees that work the event in the amount of \$50.00, seconded by Trustee Wagner.

Ayes: Supervisor Kearns, Trustees Wagner, Zirk

Nays: Trustees Holtorf, Ziller

Motion Passes

B. Discussion and potential action on board approval for Deputy Clerk Prince and Office Manager Jurs to accept and record candidate filing during the filing period November 21-28, 2016.

Trustee Wagner moves to designate Office Manager, Trudy Jurs as Deputy Clerk for the purposes of accepting candidate filings for the dates of November 21, 2016 to November 28, 2016, and allow Deputy Clerk Prince to also accept candidate filings for the same dates listed, seconded by Trustee Zirk

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

Nays: None

Motion Passes

10. Old Business

A. Discussion and possible action for facility update and repair.

Trustee Holtorf presented his record of township projects. He discussed that the lights had been installed and the ceiling will need to be repaired and painted. Trustee Ziller stated that the assessor's door will be replaced this week. Trustee Holtorf also stated that the following projects were still pending; paint the outside of the building, skylights in the garage roof, repair salt shed, repair structure and replace the sheet metal on all sides of the building, clean up around the buildings. Trustee Ziller stated that the skylight repair company has been notified and it will be put on the schedule.

Trustee Holtorf now moved on to the two city water installation proposals that the township has gotten, and there was discussion regarding a possible third proposal coming in. Trustee Wagner stated that all proposals must be prevailing wage or the township cannot accept them. Trustee Wagner called Attorney Gottemoller for his legal advice. It was agreed that when the third proposal came in, the lowest proposal would be accepted.

The next item was the Road District repairs still needed. Road Commissioner Poznanski stated that the new parking lot pavement and the garage doors wouldn't be done until after the building repairs were completed. The wood pile is being reduced. Clean up around the buildings is being done. Building of an enclosure around the fuel cell and building an enclosure around the dumpster has been put on hold for further investigation.

There was a discussion regarding an upcoming TOI webinar regarding Prevailing Wage, anyone wishing to attend was invited.

B. Discussion and possible action on adopting township elected officials salaries.

Supervisor Kearns reopens salary discussions at the request of the board.

Road Commissioner: Supervisor Kearns asks Road Commissioner Poznanski to approve the resolution as it was, and agree to pay 25% of the Road Commissioner's salary from Road District funds. The Road Commissioner then asked that the 25% be paid on November 1st of each year. The Road Commissioner signed the resolution in agreement to pay the 25% of the Road Commissioner's salary every November 1st.

Supervisor Kearns makes the motion that the Road Commissioner's salary remains as stated in the prior month's meeting, \$62,500 per year, all 4 years, Includes all benefits-Health, Life, Vision, Dental, and IMRF, and with the 25%(\$15,625) being paid by the Road District due on November 1st of each year. The motion was seconded by Trustee Wagner.

Ayes: Supervisor Kearns, Trustees Wagner, and Zirk

Nays: Trustees Ziller, and Holtorf

Motion Passes

Assessor: Trustee Holtorf motions to make the Assessor position, \$30,000 all 4 years as approved at the August regular meeting, Part Time, includes IMRF, No benefits.

Seconded by Trustee Ziller

Ayes: Trustees Holtorf, Ziller, Zirk

Nays: Supervisor Kearns, Trustee Wagner

Motion Passes

Supervisor: Trustee Holtorf motions to make the Supervisor position, \$42,500 per year for all 4 years plus \$1,000 per year for all 4 years to be Road & Bridge Treasurer, as approved in the August regular meeting, Part Time, includes IMRF, No benefits.

Seconded by Trustee Ziller

Ayes: Trustee Holtorf

Nays: Trustees Ziller, Zirk, and Wagner

Supervisor Kearns abstains from the vote

Motion Fails

Trustee Ziller makes a motion to remove the words Part Time from the Supervisor's position, \$42,500 per year for all 4 years plus \$1,000 per year for all 4 years to be Road & Bridge Treasurer, includes IMRF, No benefits as approved in the August regular meeting. Seconded by Trustee Holtorf

Ayes: Trustees Ziller, Holtorf, Zirk

Nays: Trustee Wagner

Supervisor Kearns abstained from the vote

Motion Passes

Supervisor Kearns motions to remove the words Part Time from the Assessor's position, \$30,000 per year for all four years, includes IMRF, No benefits. Seconded by Trustee Ziller

Ayes: Supervisor Kearns, Trustees Ziller, Holtorf, Zirk

Nays: Trustee Wagner

Motion Passes

11. Committee and Officer Reports

Supervisor- To the committees, Wednesday is the webinar for Prevailing Wage, and he suggests all who can, should attend. Supervisor Kearns also makes note of Trustee Zirk's birthday.

Trustee

Facilities Update Committee

Assessor- The assessment books have been handed in to the county for review

Road District

Clerk

12. Adjournment

Motion by Supervisor Kearns, second by Trustee Zirk to adjourn at 9:11

All Ayes. No Nays.

Meeting adjourned at 9:11

Submitted,

Deputy Clerk Candice Prince

Exhibit I

**GRAFTON TOWNSHIP TOWN FUND
WARRANT LIST FOR SEPTEMBER 19, 2016 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

Exhibit II

GRAFTON TOWNSHIP ROAD DISTRICT VOUCHER LIST FOR SEPTEMBER 19, 2016 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

GRAFTON TOWNSHIP
PUBLIC REQUEST TO ADDRESS BOARD

Date: September 19, 2016

NAME

ADDRESS

1. Steve Stolzman

24650 MacKinnon St. 2 LTH

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.