

**GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES**

Grafton Township, McHenry County, Illinois  
Grafton Township Office, 10109 Vine Street, Huntley, IL 60142

*MONDAY, JULY 17, 2017*

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, July 17, 2017 at the Township Offices.

1. **Call to Order** -7:30 p.m. Clerk Watson will be recording the meeting minutes.
2. **Roll Call** – Board Present: Trustee: Cratty, Cooper, and Welch; Supervisor Ruth; Road Commissioner Poznaski; Assessor Zielinski; Clerk Watson. Trustee Ziller joined the meeting at 7:32 p.m.
3. **Pledge of Allegiance** was said.
4. **Approval of Agenda.** Trustee Cratty made a motion, 2<sup>nd</sup> by Trustee Welch, to approve the Agenda as posted. Roll call vote taken, all ayes recorded, motion carried.
5. **Regular Business**
  - A. A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cooper to approve the Minutes of the Township Regular Board Meeting as presented, dated June 19, 2017. Roll call vote taken, all ayes recorded, motion carried.
  - B. A discussion ensued regarding PO #20663, #2755, #2748, #2740 and #2746. A motion was made by Trustee Cooper, 2<sup>nd</sup> by Trustee Cratty to approve the unpaid/warrant check detail as presented for the Town Fund. Roll call vote taken, all ayes noted, motion carried.
  - C. A motion was made by Trustee Ziller, 2<sup>nd</sup> by Supervisor Ruth to approve the unpaid/warrant check detail as present for the Road District. Roll call vote taken, all ayes noted, motion carried.
6. **Public Comment** – Mr. and Mrs. Eugene Buss, 9209 Arthur Street, Crystal Lake spoke regarding:
  - A. Mosquito problem in their area
  - B. Standing water
7. **Board Members Response to Public comment.**

Road Commission Poznasky replied that the Road District has added larvacide tablets monthly to help with the mosquito problem.

There was Board discussion and offered possibly entities that may help with this issue. This is not a Road District issue. RD Commissioner and Supervisor Ruth will look into take a look at the property for possible further discussion.

8. **Executive Session** – A motion was made by Trustee Cooper, 2<sup>nd</sup> by Supervisor Ruth to close the Grafton Township Board meeting to hold an Executive Session pursuant to State Statute 5 ILCS 120/2(c)(11) Open Meetings Act to discuss possible litigation. Roll call vote taken, all ayes noted, motion carried. Regular Board Meeting closed @ 7:58 p.m.
9. **Discussion and potential action of items as discussed during Executive Session** – A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cratty to reconvene the Grafton Township Regular Board meeting. Roll call vote taken, all ayes noted, motion carried. There was no further discussion or Board action regarding the Executive Session. Regular Board Meeting reconvened @ 8:12 p.m.
10. **OLD BUSINESS**
  - A. Supervisor Ruth reported that after meeting with Trustee Welch regarding the Cloud backup storage for Assessor's office, they are recommending that the Entre proposal be accepted for the cloud storage of the Assessor's office back-up. A motion was made by Trustee Cratty, 2<sup>nd</sup> by Supervisor Ruth to hire Entre Computer Services Solutions for cloud storage for the Assessor's office. Roll call vote taken, all ayes recorded, motion passed.
11. **NEW BUSINESS**
  - A. Supervisor Ruth discussed the updated Grafton Township Policy & Procedures that was included in the Agenda packet. A motion was made by Trustee Cratty, 2<sup>nd</sup> by Trustee Welch to accept Supervisor Ruth's updated Grafton Township Policy & Procedure Handbook as presented.
  - B. Mr. George Roach, George Roach & Associates, P.C. brought to the attention of the Board the State of Illinois Comptroller's Office possible change to a modified accrual basis accounting system that may affect the Township going forward.
  - C. Mr. Roach presented the Annual Financial Report for the Year Ended March 31, 2017. A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cratty to accept the Annual Audit as presented by George Roach & Associates, P.C. as presented. A roll call vote was taken, all ayes recorded, motion carried.
12. **COMMITTEE AND OFFICER REPORTS**

SUPERVISOR:

  - A. Passed out a resolution from Jack Frank's office.
  - B. State of Illinois Open Meeting training receipt is due from newly elected officials.
  - C. Clerk back-up is complete.
  - D. Payroll checks and balance controls included in new policy handbook.
  - E. Reminder of Boot Camp Newly Elected Officials Training is 7.27.17, meeting at Township Offices @ 7:00 a.m. If more than 2 Board Members attending, Clerk will prepare a Notice of Special Meeting.

#### FACILITIES UPDATE COMMITTEE:

Road Commissioner Poznasky reported that the railings for the Assessor's office back door have been located and will be put up.

#### TRUSTEES REPORT: None

#### ASSESSORS REPORT:

- A. Assessor Zielinski thanked the Board for pursuing Cloud storage.
- B. Commented on recent lodging situation reporting reviewed with staff Township policies regarding travel, education, etc.
- C. Catching up new housing; 150 permits
- D. Assessments:
  - 1. County to publish 07.24.17
  - 2. Mailing date - 07.21.17
  - 3. Appeal deadline - 08.23.17; new audit system in place.
  - 4. No change in projected equalizer, 5.18% increase
- E. Still issues with rear door, bathroom, furnace room with recent flooding.

#### ROAD DISTRICT REPORT:

Road Commissioner will be attending the Township Highway Seminar in August and the hotel rate is higher than the stipend (\$137.00 plus tax) but includes parking.

#### CLERK REPORT: None

#### 13. ADJOURNMENT

Being no further business, a motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cooper to adjourn the Regular Board Meeting. Voice vote taken, all ayes noted, motion carried. Meeting adjourned @ 9:10 p.m.

This agenda was prepared by the Township Clerk in accordance with the direction of the Township Board Rules.