

**Minutes Approved as Corrected – See Trustee Committee Report – “re-establish a Planning Commission”**

**GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES**

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

*MONDAY, October 15, 2018*

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, October 18, 2018 at the Township Offices.

1. **Call to Order** -7:30 p.m.
2. **Roll Call** – Board Present: Trustee: Cooper, Cratty, Welch and Ziller; Supervisor Ruth; Assessor Zielinski, Road Commissioner Tom Poznanski, Attorney Gottemoller, and Clerk Watson. These minutes were recorded.
3. **Pledge of Allegiance** was said.
4. **Approval of Agenda**  
A motion was made by Trustee Welch, 2<sup>nd</sup> by Trustee Cooper, to approve the Agenda as prepared. Roll call vote taken, all ayes noted, motion carried.
5. **Regular Business**
  - A. A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cooper to approve the September 17, 2018 meeting minutes as presented. Roll call vote taken: Trustee Ziller-Yes; Trustee Cooper-Yes; Trustee Cratty-Abstain, Trustee Welch-Yes; Supervisor Ruth-Yes; Trustee Welch-Yes. Motion carried.
  - B. Transfer of Appropriation Town Fund. Supervisor Ruth explained that this transfer was necessary to make utility payment for 3 families that were facing utility shut off. A motion was made by Trustee Welch, 2<sup>nd</sup> by Trustee Cooper to transfer \$5,000 from Account 5887 Shelter to Account 5888 Utilities. Roll call vote taken, all ayes noted, motion carried.
  - C. Transfer of Appropriation Assessor Software. Assessor Zielinski explained the history/necessity of the \$4,000 request transfer to Account 1756. A discussion ensued. A motion was made by Trustee Cooper, 2<sup>nd</sup> by Trustee Ziller to table this Transfer of Appropriation. Roll call vote taken, all ayes noted, motion passed. Transfer of Appropriation Assessor Software tabled. A copy of Assessor Zielinski’s request is included as part of these original minutes, labeled “Assessor Exhibit 1-10152015” and is made a part of the original minutes.
  - D. A motion was made by Trustee Cratty, 2<sup>nd</sup> by Trustee Cooper to approve the audit and payment of unpaid bills/warrant check detail for the Town Fund. Roll call vote taken, all ayes noted, motion carried.

- E. A discussion ensued regarding the Road District PO #12219 payable to HR Green for the engineering of the Linden Lane Project. A motion was made by Trustee Cooper, 2<sup>nd</sup> by Supervisor Ruth to approve the audit and payment of unpaid bills/warrant check detail for Road District as presented. Roll call vote taken. Trustee Cooper-Yes; Supervisor Ruth-Yes; Trustee Cratty-Yes, Trustee Welch-Yes, Trustee Ziller-No. Motion carried.

**6. Public Comment – A list of Residents registered to speak at this meeting are attached as Exhibit I, and are a part of the original Meeting Minutes.**

- A. Former Township Employee M. Kinsel asked for Board to help him receive unpaid vacation time he feels is due. He would like to settle this matter amicably. Board Members responded that they do not have any authority to approved/disapprove the Assessor's employees. Assessor Zielinski responded that he feels that there is no additional vacation pay due to this former employee. The Board asked Assessor Zielinski to provide data to substantiate his not paying the employee. Mr. Kinsel's documentation is included as part of these original minutes, labeled "Grafton Public Comment 1 -10152018" and is made a part of the original minutes.
- B. Resident J. Mueller addressed the Board in the matter of the Assessor's declared address and its recent drop in assessment. Mr. Mueller questions the ethics of the Assessor in this process of reduction for his personal gain. .

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Mr. Mueller also discussed information still not received regarding his original FOIA (requesting information in a readable format). Supervisor Ruth asked Assessor Zielinski why he continues to withhold the requested information; to which Assessor Zielinski responded "to not set an unnecessary precedent". The Board expressed that they do not stand behind the decision of the Assessor and would like this matter resolved.

A full account of resident Mueller's Comment is included as part of these original minutes, labeled "Grafton Public Comment 2-10152018" and is made a part of the original minutes.

- C. Resident D. Gladen stated that the "tax ratios are absurd" in his neighborhood versus the 25% reduction Assessor Zielinski received on his home of residence.

**7. Board Members Response to Public Comment -** The Board individually and collectively thanked the residents for their comments and for coming.

**8. Old Business – 2019/2020 Town Fund Levy**

A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cratty to determine a 10% reduction in the 2019/2020 Town Fund Levy in the amount of Eight Hundred Fifty Eight Thousand, Six Hundred Ninety One Dollars and 50/100 (\$858,691.50). Roll call vote taken, all ayes noted, motion passed.

**9. New Business:**



- A. Discussion and Possible Action Road District Levy:** Road Commissioner Poznanski discussed a reduction of 5% in the Road District Levy in the amount of Eight Hundred Thirteen Thousand, Six Hundred Thirty Four Dollars (\$813,634). A discussion ensued. The Board suggested a further reduction. He will take a look at the numbers and come back next meeting for further discussion.
- B. Discussion and Possible Action Public Comment Policy:** A discussion ensued regarding a draft of a Public Comment Policy for Grafton Township, prepared by Supervisor Ruth. By law, a Board cannot put a time limit on a Public Comment unless there is a policy in place. Trustee Catty would not like to limit the time a resident has to speak. Trustee Cooper expressed that smaller groups of government should be heard. There was no motion on this policy.
- C. Public Act 100-0972.** Supervisor Ruth brought to the attention of the Board that effective January 1, 2019, the Township Clerk will be required to "Attest" to the signature of the Supervisor on all written checks.
- D. Assessor Web Site.** Assessor Zielinski asked about updating the Assessor Website. Supervisor Ruth confirmed that the Township maintains the website. If Assessor Zielinski is not interested in helping the residents (J. Mueller and others) he does not have interest in updating the website. There was no motion on this matter.

**10. Executive Session:**

Supervisor Ruth made a motion, 2<sup>nd</sup> by Trustee Cooper, to hold an Executive Session pursuant to 5 IL-CS 120/2(c) 1 Employment; 5IL-CS 120/2(c) 11 Litigation, and 5 IL-CS 21 Executive Meeting Minutes. A Roll Call vote taken, all ayes noted, motion carried. The Regular Board Meeting closed @ 9:01 p.m.

**11. Discussion and potential actions of items as discussed during Executive Session**

A motion was made Supervisor Ruth, 2<sup>nd</sup> by Trustee Ziller, to reconvene the Regular Board Meeting. A Roll Call vote was taken, all ayes noted, motion carried. The Regular Board Meeting was reconvened @ 10:00.

A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Ziller, to settle the labor disputes for two of Assessor's employees. A Roll Call vote was taken, all ayes noted. Motion carried.

Supervisor Ruth stated that the Assessor does not have a clear employee policy and the potential negative exposure is greater than the settlement.

**12. Committee and Officer Reports**

**SUPERVISOR REPORT -**

Supervisor is waiting on Grant approval for the Assessor's lighting.

Clerk Watson is looking into replacing laptop.

**TRUSTEE/FACILITY UPDATE -**

Trustee Ziller would like to re-establish a Planning Commission that began during the 80's, is currently inactive, and he would like it seated with voting members.

ROAD DISTRICT - NONE

ASSESSOR - NONE

CLERK- NONE

**13. ADJOURMENT**

Being no further business, a motion was made by Trustee Welch, 2<sup>nd</sup> by Trustee Cooper to adjourn the Regular Board Meeting. Voice vote taken, all ayes noted, motion carried. The Regular Board meeting adjourned @ 10:13 p.m.

Respectfully submitted,  
Kathleen M. Watson  
Grafton Township Clerk