

APPROVED AS PRESENTED, Grafton Board Meeting 2.18.2019
GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES
Grafton Township, McHenry County, Illinois
Grafton Township Office, 10109 Vine Street, Huntley, IL 60142

MONDAY, January 21, 2019

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, December 17, 2018 at the Township Offices.

1. **Call to Order** -7:30 p.m.
2. **Roll Call** – Board Present: Supervisor Ruth; Trustee: Cratty, Welch and Ziller; Assessor Zielinski, Road Commissioner Poznanski, Attorney Gottemoller, and Clerk Watson. Trustee Cooper was absent. These minutes were recorded.
3. **Pledge of Allegiance** was said.
4. A motion was made by Trustee Ziller, 2nd by Trustee Cratty to **Approve the Agenda** as posted. Roll call vote taken, all ayes noted, motion carried.
5. **A. Approval of Minutes**, Township Regular Board Meeting, December 17, 2018. The following corrections were made:
 1. The corrected meeting minutes from the November, 2018 meeting were amended to read as follows:

Regarding the motion to approve the unpaid bills, the correction motion reads as follows:
“A motion was made by Trustee Ziller, 2nd by Supervisor Ruth to approve the unpaid bills/warrant check list for the Town Fund with the exception of PO 20436 payable to Entre Computer *and PO 3242 Road District*. Trustee Welch amended the above motion to pay PO 20436 in the amount of \$2,410.00 for the hardware purchased (less software labor billed at 30 hours of \$3,000). ” (The words “and PO 3242 Road District” were added.)

The December 17, 2018 meeting minutes corrections are as follows:

- “Audit and payment of unpaid bills/warrant check detail Road District
2. Schock’s Towing PO 20781 in the amount of \$3,400 was for towing of plow truck during recent snow storm.” (The word “truck” was added).

A motion was made by Supervisor Ruth, 2nd by Trustee Welch to approve the Amended Corrections to the Meeting minutes dated November 19, 2018, and the corrections to the Meeting minutes dated December 17, 2018, with the above noted corrections. A roll call vote was taken, all ayes noted, motion carried.

B. Audit and payment of unpaid bills/warrant check detail Town Fund

A discussion ensued regarding the following:

1. PO 3292 – File Maintenance to Entre Computer for Cloud Back-Up
2. PO 20464 – Replacement Bulb for Assessor Office Projector
3. PO 20461 – On line access for training for Assessor office (Word/Excel, etc.)

A motion was made by Trustee Cratty, 2nd by Trustee Ziller to approve the audit and payment of unpaid bills/warrant check detail for the Town Fund with the exception of PO 20461 in the amount of \$359.88. Roll call vote taken, all ayes noted, motion carried.

C. Audit and payment of unpaid bills/warrant check detail Road District

A motion was made by Trustee Ziller, 2nd by Trustee Cratty to approve the audit and payment of unpaid bills/warrant check detail for the Road District. A roll call vote taken, all ayes noted, motion carried.

6. Public Comment

Resident John Mueller signed in and presented questions to Assessor Zielinski and were answered regarding the following: the Assessor's appeal process and the templates used for such appeals, data resident has been given and if it can be used without software specific to assessing property, how to use the data given to the resident using sorting software; previous FOIA Township lawsuit, and sales ratios.

7. Response to Public Comment

The Board would like for Assessor Zielinski to provide the resident with the information he has requested.

8. Old Business

A. Discussion and possible action Updates to Website

Assessor Zielinski and Supervisor Ruth presented known issues with the current Township website to be corrected. After a discussion, the Board would like to see what the new suggestions may look light before changes. No action was taken.

9. New Business

A. Presentation and discussion of Assessor 2019-2020 Budget

Budget was presented, discussions ensued, Assessor will follow up regarding specific training/costs included in budget. Assessor asked which budget would include "Records Disposal" actions. No action taken.

B. Discussion and possible action regarding Fund Transfer to the Assessor budget for software.

After discussion, Trustee Welch made a motion to to transfer the following funds/accounts: \$900, 1761 Training, \$500, 1756 Software for Cirone Computing; and \$400, 1752 Telephone. There was no second. Motion failed.

C. Discussion and possible action regarding new computer system for Clerk

Quote will be clarified and modified. No action taken.

10. Executive Session: - NONE

11. Discussion and potential actions of items as discussed during Executive Session
NONE

12. Committee and Officer Reports

SUPERVISOR REPORT

- A. Outstanding Entre bill; asked Al for help getting clarification.
- B. Lighting in Assessor's office is completed by Com Ed
- C. Annual Meeting is April 9, 2019. Clerk Watson will be out of town April 4-15, 2019. Supervisor Ruth will handle FOIA's and Annual Meeting; Trustee Welch volunteered to facility the Board Meeting on 4.15.19.
- D. Township Officials Training notification.

TRUSTEE REPORT - NONE

ROAD DISTRICT - NONE

ASSESSOR - NONE

CLERK- NONE

13. ADJOURMENT

Being no further business, a motion was made by Trustee Cratty, 2nd by Supervisor Ruth to adjourn the Regular Board Meeting. Voice vote taken, all ayes noted, motion carried. The Regular Board meeting adjourned @ 9:09 p.m.

Respectfully submitted,
Kathleen M. Watson
Grafton Township Clerk