

**Approved as corrected: Old Business A. Trustee Ziller made a motion, 2<sup>nd</sup> by Supervisor Ruth, to update the website as proposed by Rubero Herrera...**

**GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES**

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

*MONDAY, February 18, 2019*

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, January 21, 2019 at the Township Offices.

1. **Call to Order** -7:30 p.m.
2. **Roll Call** – Board Present: Supervisor Ruth; Trustee: Cratty, Cooper and Ziller; Assessor Zielinski, Attorney Gottemoller, and Clerk Watson. Trustee Welch and Road Commissioner Poznanski were absent. These minutes were recorded.
3. **Pledge of Allegiance** was said.
4. A motion was made by Trustee Ruth , 2<sup>nd</sup> by Trustee Cooper to **Approve the Agenda** as changed. “Regular Business 5. B. Audit and Payment of unpaid bills/Warrant check detail for the Town Fund” was moved to “Old Business 8 E.” Roll call vote taken, all ayes noted, motion carried.
5. **A. Approval of Minutes**  
A motion was made by Trustee Ziller, 2<sup>nd</sup> by Supervisor Ruth to approve the Township Regular Board Meeting, January 21, 2019 as presented. Roll call vote taken. Trustee Ziller-aye, Supervisor Ruth-aye, Trustee Cratty-aye, Trustee Cooper-abstain. Motion carried.  
  
**B. Audit and payment of unpaid bills/warrant check detail Town Fund – Moved to 8. Below**  
  
**C. Audit and payment of unpaid bills/warrant check detail Road District**  
Trustee Ziller had questions regarding Petro Choice invoices, Rush #5 Truck Repair, and salt invoices. In Road Commissioner’s absence, Supervisor Ruth did his best to answer. A motion was made by Trustee Cratty, 2<sup>nd</sup> by Supervisor Ruth to approve the audit and payment of unpaid bills/warrant check detail for the Road District (with further explanation of salt invoices from the Road Commissioner). Voice vote taken, all ayes noted, motion carried.
6. **Public Comment**  
Resident John Mueller signed in and presented questions to Assessor Zielinski regarding his outstanding FOIA requesting public data.

**7. Response to Public Comment**

Assessor Zielinski stated numerous times that he is “awaiting PAC response” before he complies with the outstanding FOIA.

Trustee Ziller expressed that he and 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, Trustee Ziller made a motion, 2<sup>nd</sup> by Supervisor Ruth to update the website as proposed by Rubero Herrera , Quote #11 dated January 14, 2019 in the amount of Five Thousand Seven Hundred Dollars (\$5,700.)

Trustee Cooper amended the above motion to include the addition of “Township Data”. The updated motion: Trustee Cooper made an amended motion, 2<sup>nd</sup> by Supervisor Ruth, to update the website with the Township Data as proposed by Rubero Herrera, quote #11 dated January 14, 2019 in the amount of Five Thousand Seven Hundred Dollars (\$5,700). Voice vote taken, all ayes noted, motion carried.

**B. Discussion and possible action of Assessor 2019-2020 Budget**

Assessor Zielinski distributed a handout of his proposed budget.

**C. Discussion and possible action of funds transfer to the Assessor Budget for software.**

Supervisor Ruth made a motion, 2<sup>nd</sup> by Trustee Ziller to approve the Transfer of Appropriation of Two Thousand Five Hundred Twenty Dollars (\$2,520) for Assessor Budget line item 1752 (Telephone) added to line item 1756 (Software). Voice vote taken, all ayes noted, motion carried.

**D. Discussion and possible action regarding new computer system for Clerk**

A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cooper, to approve the purchase of a new computer system including laptop, Microsoft Office software, monitor, keyboard and two (2) docking stations from Leading IT, quote #004148v1\* in the amount of Two Thousand Two Hundred Forty Six Dollars. (\$2,246.00) (\*Includes 2 hour set up). Voice vote taken, all ayes noted, motion carried.

**E. Audit and payment of unpaid bills/Warrant check detail for Town Fund**

Discussion ensued regarding Entre Computer invoice and billable hours. It was noted to Assessor Zielinski to be aware of what it being done prior to approving work. A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cooper to approve the audit and payment of unpaid bills/Warrant check detail for the Town Fund. Voice vote taken, all ayes noted, motion carried.

**9. New Business**

**A. Presentation and discussion of 2019-2020 Town Fund Budget**

Supervisor Ruth presented his draft of the Budget was presented for future discussion. 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. Statement of Economic Interest due for all Board Members

B. Agenda for Annual Meeting on April 9, 2019 will be presented for approval next meeting.

C. Windows 7 support is being dropped and will be looking to update his office computers

TRUSTEE REPORT – Trustee Cratty noted to Assessor Zielinski that the Huntley Library offers free software training that could reduce his training budget.

ROAD DISTRICT - NONE

ASSESSOR – NONE

CLERK- NONE

**13. ADJOURMENT**

Being no further business, a motion was made by Trustee Cooper, 2<sup>nd</sup> by Trustee Cratty to adjourn the Regular Board Meeting. Voice vote taken, all ayes noted, motion carried. The Regular Board meeting adjourned @ 8:57 p.m.

Respectfully submitted,  
Kathleen M. Watson  
Grafton Township Clerk