

## RUTLAND TOWNSHIP REGULAR BOARD MEETING

### February 8, 2022

As per Gubernatorial and CDC guidelines, face coverings were requested. Masks were provided by the Township for anyone needing one.

The Rutland Township Board held its Regular monthly Board Meeting in the Town Hall. The meeting was called to order at 7:00 pm by Township Supervisor Raúl Lemus.

The Pledge of Allegiance was recited.

**Roll call** indicated the following Board Members present: Supervisor Lemus, Trustees B. Siers, D. Kenik, J. Siers, and J. Alesi. Quorum established.

Also in attendance Clerk Rendl and Assessor Fritz.

Trustee J. Siers asked that the January 11, 2022 Board Meeting Minutes be amended to correct the following: on pg. 397 "*how many employees work in the assessor's office*" – answer given was 3, not five as recorded.

Also on pg. 397 "*Proposed Township Budget*" amended with the addition of (the sentence) "Trustee J. Siers recommended \$167,000.00" to follow (the sentence) "Trustee B. Siers suggested that the Assessor's budget be increased to \$175,000 as he has requested".

**Motion** to approve the February 8, 2022 Board Meeting Agenda made by Trustee J. Siers, second by Trustee J. Alesi.

Vote: Voice Vote. All Ayes.

**Motion carried. 2022-02-01.**

**Motion** to amend January 11, 2022 Board Meeting Minutes made by Trustee J. Siers to reflect the aforementioned corrections and additions; second by Trustee D. Kenik.

Vote: Voice Vote. All Ayes.

**Motion carried. 2022-02-02.**

**Motion** to approve January 11, 2022 Regular Board Meeting Minutes, as amended, made by Trustee J. Siers; second by Trustee D. Kenik.

Vote: Voice vote. All Ayes.

**Motion carried. 2022-02-03.**

#### SUPERVISOR'S ANNOUNCEMENTS

None.

#### PUBLIC COMMENT

None. Four Township residents in attendance.

**REVIEW OF JANUARY 2022 BILLS****TOWNSHIP**

**Motion** to approve payment of the January 2022 Township bills as presented, in the total amount of \$21,917.51 made by Trustee J. Alesi; second by Trustee J. Siers.

Vote: Roll call vote

J. Alesi	yes	J. Siers	yes
R. Lemus	yes	D. Kenik	yes
B. Siers	yes		

**Motion carried. 2022-02-04.**

**ROAD DISTRICT**

**Motion** made by Trustee J. Siers to approve payment of the January 2022 Road District bills as presented, in the total amount of \$26,527.90; second by Trustee J. Alesi.

Vote: Roll call vote.

J. Siers	yes	J. Alesi	yes
R. Lemus	yes	D. Kenik	yes
B. Siers	yes		

**Motion carried. 2022-02-05.**

**OLD BUSINESS*****Security System Update***

Review and discussion of follow-up questions and answers from Sentry Security regarding the proposed security system upgrade and options. Add-on options (and costs) the Board felt necessary were discussed in detail. Board consensus to proceed with the upgrade. **Motion** made by Trustee J. Alesi; second by Trustee J. Siers to proceed with upgrade and options as discussed.

Vote: Roll call vote.

J. Alesi	yes	J. Siers	yes
R. Lemus	yes	D. Kenik	yes
B. Siers	yes		

**Motion carried. 2022-02-06.**

***Presentation of Cloud-based storage information – Supervisor Lemus***

Supervisor Lemus presented information regarding the Cloud-based storage for QuickBooks. Discussion. Motion to proceed with Cloud-based storage and IT expense made by Trustee B. Siers; second by Trustee D. Kenik.

Vote: Roll call vote.

B. Siers	yes	D. Kenik	yes
R. Lemus	yes	J. Siers	yes
J. Alesi	yes		

**Motion carried. 2022-02-07**

Trustee J. Siers asked to revisit discussion of the January Township bills. Assessor Fritz was asked about his expense of the Microsoft Family subscription. Explanation given by Assessor Fritz. The

Illinois Property Assessment Institute exams (2) and one additional exam expense were questioned – for whom. Answer given was that the exams were for Grant and/or Gary Fritz.

The next question was asked of Supervisor Lemus regarding the Supervisor's mileage reimbursement. Explanation given by Supervisor Lemus.

Discussion then took place regarding the Verizon phone expense for the Road District. Supervisor Lemus informed the Board of the changes to the phone plan and cost-saving that will take place as a result.

Assessor Fritz was then asked about the monthly salary expense of \$5,500+ for Grant Fritz; total hours, wage rates, working remotely or physically at the office were also discussed for employees Steve Bytner, Riley and Tammy Kavanaugh as was the resignation of Andrew Pitcock.

## **NEW BUSINESS**

### ***Proposal for Township Offices/Meeting Hall Cleaning Services***

Trustee J. Siers presented the proposal from Scuff & Buff. Discussion. **Motion** made by Trustee B. Siers; second by Trustee J. Siers to accept the proposal from Scuff & Buff cleaning service as presented (twice monthly cleaning basis). Supervisor Lemus will contact Scuff & Buff to engage their services.

Vote: Roll call vote.

B. Siers	yes	J. Siers	yes
R. Lemus	yes	D. Kenik	yes
J. Alesi	yes		

**Motion carried. 2022-02-08.**

### ***Discussion regarding changes to FYE 3/31/23 Proposed Town Fund Budget***

Supervisor Lemus noted the changes made to the previously proposed budget which now will include the addition of the payroll tax expense in the estimated amount of \$17,000; the \$40,000 Building & Grounds appropriated expense (if needed) and the Assessor's requested budget amount of \$175,650. Discussion took place regarding the Assessor's budget; the increase in employee payroll expense, and the fiscal responsibility to the taxpayers to stay within the limit of tax revenue coming into the Township. Rebuttal given by Assessor Fritz. Trustee B. Siers suggested that a good compromise would be to set the Assessor's budget at \$169,000. Discussion. Board consensus to set the Assessor's budget at \$169,000 for the proposed budget.

No Executive Session called for or convened.

## **REPORTS BY OFFICIALS**

Trustee J. Siers informed the Board about the meeting Wednesday night (February 9) regarding the intended gravel truck lot construction/change of use on Mason Road in unincorporated Gilberts. The meeting will be held at the Eagles Club in Gilberts at 5:30 pm. There has been no formal application

made yet. Discussion. Trustees J. Siers, D. Kenik, J. Alesi and Supervisor Lemus plan to attend the meeting.

Supervisor Lemus asked for any additional discussion. There being none, **Motion** to adjourn was made by Trustee J. Siers; second by Trustee J. Alesi.

Vote: Voice vote.

All Ayes. **Motion carried. 2022-02-08.**

**Meeting adjourned 8:23 p.m.**

RESPECTFULLY SUBMITTED,

*Kathleen J. Rendl*

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Kathleen J. Rendl, Township Clerk