

RUTLAND TOWNSHIP BOARD MEETING
JANUARY 9, 2018

The Rutland Township Board held its monthly meeting in the Town Hall. Supervisor Sanders called the meeting to order at 7:00 pm. Commissioner Schultz lead the Pledge of Allegiance. Roll call showed the following members present: Supervisor Sanders, Clerk Rendl, Trustees Eaton, Keegan, Carlsen and Hoffman; also present, Assessor Gary Fritz and Commissioner Schultz.

AGENDA

Supervisor Sanders called for a motion to approve and/or amend the January 9, 2018 agenda and stated that she would like the agenda amended to add Chelsie Coren from the Northern Illinois Food Bank as speaker prior to approving the minutes. Trustee Eaton made the motion to approve the agenda as amended. Motion seconded by Trustee Carlsen. Vote: Voice vote. All ayes. **Motion carried. 2018-01-01.**

Chelsie Coren introduced herself and thanked the Board for the annual contribution to the Northern Illinois Food Bank. She encouraged the Board to learn more about the Food Bank. Trustee Keegan asked her about the Fish Pantry in Carpentersville and whether the Board could specify in the future where the donation could be made. Chelsie stated that a specific agency could be supported, thanked the Board again and appealed to the Board and audience to support the Food Bank in the future.

MINUTES

Trustee Keegan stated that he had a correction on the minutes. Trustee Carlsen made a motion to approve the regular Board meeting minutes of December 12, 2017, after discussion, with amendments,. Trustee Keegan stated that on the vote for approval of the **Township Levy Ordinance RU-2017-09**, his vote was incorrectly recorded; the vote should be changed to no. Trustee Carlsen asked that for the same vote the minutes be changed to reflect her vote as "yes, under protest"; she also requested that on page 190, *Presentation of Financial Reports*, an addition be made that Trustee Eaton had requested she bring the two reports under discussion for the Trustees to review. Clerk Rendl stated she would review the tape and make the corrections if warranted. Trustee Eaton seconded the motion with those proposed amendments.

Vote: Roll call vote.

Carlsen	yes	Eaton	yes
Hoffman	yes	Sanders	yes
Keegan	yes		

Motion carried. 2018-01-02.

PUBLIC COMMENTS

No one had signed in to speak to the Board, but Connie Von Keudell, Hampshire, asked to speak and was recognized; introduced herself and explained that she was running for County Board Representative and asked for audience support in her campaign and furnished materials for the audience.

SUPERVISOR'S ANNOUNCEMENTS

Supervisor Sanders asked for forbearance if there were issues with the meeting materials, it had been a difficult month in the office.

APPROVAL OF FINANCIAL REPORTS

TOWNSHIP FINANCIAL REPORTS FOR NOVEMBER 30, 2017

Supervisor Sanders asked for any questions on the Township financial reports for the 8 months ending November 30, 2017. Trustee Carlsen revisited the Accounts Payable question from last month. Discussion took place. Supervisor Sanders then asked for a motion to approve the November financial reports for the 8 months ending November 30, 2017. Motion was made by Trustee Eaton and seconded by Supervisor Sanders. Lengthy discussion.

Vote: Roll call vote with Trustee Keegan initiating further discussion. Trustee Carlsen requested the auditor be brought in to give the Trustees an explanation of the numbers.

Eaton	yes	Sanders	yes
Keegan	no	Carlsen	no
Hoffman	no		

Motion does not carry.

ROAD DISTRICT FINANCIAL REPORTS ENDING NOVEMBER 2017

Financial reports for the Road District for the 8 months ending November 30, 2017 were then considered for approval. Trustee Eaton questioned Commissioner Schultz on an equipment rental expense. Commissioner Schultz clarified the expense was for the crack-filling machine. Prolonged discussion. Trustee Eaton made a motion to table discussion and approval of the November financial reports for the Road District until Supervisor Sanders can provide further clarification. Additional discussion took place, after which Trustee Eaton requested the Clerk to repeat the motion. Clerk Rendl repeated the motion. Motion seconded by Trustee Carlsen to table discussion and approval of the financial reports for the Road District for the 8 months ending November 30, 2017, as presented. Supervisor Sanders requested the vote be called.

Vote: Roll call vote.

Eaton	yes	Carlsen	yes
Hoffman	yes	Keegan	yes
Sanders	yes		

Motion carried. 2018-01-03.

PRESENTATION OF FINANCIAL REPORTS

Financial reports for the Township and Road District for the 9 months ending December 31, 2017 were included in the Trustee materials for review. Supervisor Sanders asked for any questions. Trustee Hoffman questioned the Township Vendor Expense Detail regarding missing check #1405. Supervisor Sanders explained that check #1405 had been voided after approval because of payee entry error and replaced by check #1412. After extended discussion, Trustee Hoffman requested that all documentation of voided or missing checks be indicated by line item on the reports given to the Trustees. Supervisor Sanders agreed to do so.

REVIEW OF DECEMBER BILLS**TOWNSHIP**

Supervisor Sanders asked for a motion to approve the Township bills for the month of December and asked for any questions on the bills. No discussion. Trustee Eaton made the motion to pay the Township bills in the **total amount of \$13,877.19** as presented, motion seconded by Trustee Keegan.

Vote: Roll call vote.

Eaton	yes	Keegan	yes
Hoffman	yes	Sanders	yes

Carlsen yes – questioned the expense from Ancel Glink and requested the legal expense be split between the Road District and Township and that the Road District reimburse the Township for its percentage of the legal expense for check #1381 (paid last month) as well as check #1399 (this month).

Motion carried. 2018-01-04.

ROAD DISTRICT

Supervisor Sanders asked for any questions on the bills for the Road District for the month of December.

Trustee Hoffman questioned check #6276 to Bonnell Industries and the duplication of the same check number shown for PNC on the check registry. Supervisor Sanders gave an explanation regarding Quickbooks/auto-pay items. No further questions. Trustee Eaton made the motion to approve the Road District bills **in the amount of \$20,661.11** for the month of December as presented; Trustee Hoffman seconded the motion.

Vote: Roll call vote.

Eaton	yes	Hoffman	yes
Carlsen	yes	Sanders	yes
Keegan	yes		

Motion carried. 2018-01-05.

NEW BUSINESS

The first item under New Business was review of the approved 2018 Calendar of Scheduled Meetings. No additional discussion.

The next item under discussion was discussion and approval of the **Sexual Harassment Policy Ordinance RU-2018-01** for the Township and Road District. Trustee Keegan questioned if the ordinance was identical to what Governor Rauner had signed into law. Lengthy discussion. Trustee Carlsen suggested that it would have been more acceptable had the Trustees had been sent the policy when the Supervisor received it, so the policy could have been reviewed and questioned prior to this meeting. Trustee Keegan suggested that legal counsel should have been brought in for the meeting to answer any questions. Additional discussion took place.

Trustee Eaton made the motion to approve the **Sexual Harassment Policy Ordinance RU-2018-01 for the Township and Road District.** Motion seconded by Supervisor Sanders.

Vote: Roll call vote.

Eaton	yes	Sanders	yes
Keegan	yes – will accept policy if it's the Governor's law.		
Hoffman	yes	Carlsen	yes

Motion carried. 2018-01-06.

The next item of New Business was discussion and approval of the **Employee Medical Benefit Plan Ordinance RU-2018-02 for the Township and Road District.** Trustee Carlsen opened the discussion by asking if this ordinance would replace the previous ordinance and if legal counsel had consulted the previous ordinance. Supervisor Sanders stated legal counsel had been sent the prior passed ordinance for review. Trustee Carlsen expressed her dissatisfaction with the vagueness of the ordinance written for the Township and the lack of specificity regarding the amount of allocation, potential COBRA requirements, etc. She would like details written into the ordinance on the aforementioned items. Trustee Keegan asked if the township can afford the plan. Lengthy discussion took place. Commissioner Schultz suggested the ordinance be returned to legal counsel to be rewritten with the specifics discussed and the ordinance be voted on after those changes had been made and returned to the Board for review. Trustee Hoffman suggested the prior ordinance (**RU-2008-08**) be changed to reflect the date of 2018; since the Board accepts the verbiage of that particular ordinance. Supervisor Sanders asked if the Trustees wanted the ordinance returned to the attorney for revision and Trustee Hoffman asked that Section 4 of Exhibit A specify no retroactive claims during employee probationary period

and also that the new Assessor receive a copy of the ordinance prior to vote. The motion was then made by Trustee Eaton and seconded by Trustee Hoffman to table the discussion and vote on the approval of the **Medical Benefit Ordinance RU-2018-02** until after legal counsel can rewrite the ordinance and return it to the Trustees for review.

Vote: Roll call vote.

Eaton	yes	Hoffman	yes
Carlsen	yes	Keegan	yes
Sanders	yes		

Motion carried. 2018-01-07.

The next item of New Business on the agenda was discussion regarding additional tablet instruction for the Trustees. Discussion. Oratory by Trustee Keegan. Trustee Eaton asked if Trustee Carlsen had spoken to the person at the Sun City Computer Club and if she could do so again and provide additional information at the next meeting on possible instruction. She agreed to do so.

The next item on the agenda was discussion on the addition of two financial reports to the reports currently being provided by the Supervisor each month. Supervisor Sanders asked which two reports were being requested. The answer was the "**Settlement Sheets**" and "**Statement of Cash Flows**". Supervisor Sanders stated that the Settlement Sheets are done for the year. Trustee Carlsen asked if it was possible to get a copy for each entity. Additional discussion ensued. Supervisor Sanders agreed to provide a final Settlement Sheet for the Road District and Township and the Statement of Cash Flows for the Township and Road District each month to the Trustees.

The next item under discussion were changes to the website. Supervisor Sanders started the discussion by stating that Mark Rake is very busy, he hardly has time to post the township materials, she doesn't know how much luck we will have getting him to post additional things on the website. Discussion. Trustee Eaton asked Clerk Rendl if she was still interested in pursuing developing a website. Clerk Rendl will check into costs of developing and hosting websites.

REPORTS BY OFFICIALS

Clerk Rendl stated that she had filed the oaths for the newly elected officials at the County Clerk's office today, January 9th. The oaths filed were for Assessor Gary Fritz and Deputy Clerk, Janet Siers.

Assessor Fritz summarized his plans for the office and the number of employees he was retaining. He will provide a full report to the Board at the next meeting.

No other reports by officials but Trustee Hoffman had a question regarding the levy increase – specifically whether the new construction levy information had been provided to residents. Discussion ensued regarding new construction levy details. Trustee Keegan gave oratory regarding his opposition to the levy. Assessor Fritz gave further explanation on the need for new construction levy. Additional discussion took place. Trustee Hoffman revisited his question and asked if there was a timeline for providing that information. Supervisor Sanders stated she would have to have any potential information reviewed by legal counsel prior to publishing but that the levy itself could be published on the website.

Trustee Carlsen stated she had spoken to TOIRMA regarding the question of whether the parking lot expense should/could be split between the township and road district. TOIRMA statement was that the expense should be split between the township and road district. Discussion.

No other reports by officials.

Trustee Eaton made the motion to adjourn the meeting. Trustee Hoffman seconded the motion.

Vote: Voice vote, all ayes. Motion carried. **2018-01-08.**

Meeting adjourned at 8:38 p.m.

DOCUMENT SIGNING

RESPECTFULLY SUBMITTED,

Kathleen J. Rendl

Kathleen J. Rendl, Township Clerk

ACCEPTED:

Margaret Sanders, Supervisor

Thomas Ray Eaton, Trustee

Nicholas Hoffman, Trustee

Charleen Carlsen, Trustee

Victor Keegan, Trustee

