

RUTLAND TOWNSHIP BOARD MEETING
JUNE 13, 2017

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

AGENDA

Supervisor Sanders called for a motion to approve and/or amend the agenda. Trustee Carlsen suggested that the minutes for the Township and Road District Budget Hearing minutes be added for approval. Trustee Eaton made the motion to approve the agenda with the aforementioned additions. Motion seconded by Trustee Hoffman. Vote: Voice vote, all ayes. **2017-06-01.**

MINUTES

Supervisor Sanders asked for a motion to approve the regular Board meeting minutes of May 9th 2017. Trustee Hoffman made the motion to approve the aforesaid minutes, second by Trustee Eaton. Trustee Eaton stated that he wanted a correction to the minutes. He asked that his disagreement with the amount being funded for training with his assertion that the category was severely underfunded be included in the minutes. Trustee Carlsen asked that he repeat his statement as she had transcribed the minutes and she was the one to correct them. Vote to approve the minutes with that adjustment. Vote: Roll call vote.

Hoffman	yes	Eaton	yes
Sanders	yes	Keegan	yes
Carlsen	yes		

Motion carried. **2017-06-02.**

Supervisor Sanders asked for a motion to approve the Road District Budget Hearing minutes from May 9th 2017. Trustee Carlsen questioned the corrections made (incorrect dollar amounts reflected - mistakes shown by strikeout, corrections shown in bold type). Clerk Rendl stated that Supervisor Sanders had discovered the mistakes and she (Clerk Rendl) had made the corrections. Motion to approve the corrected minutes made by Trustee Carlsen and seconded by Supervisor Sanders. Vote: Voice vote, all ayes. **2017-06-03.**

Motion to approve the Township Budget Hearing minutes from May 9, 2017, as presented, was made by Trustee Eaton and seconded by Supervisor Sanders. Vote: Voice vote, all ayes. Motion carried. **2017-06-04.**

RESIDENT'S NEED FOR TRANSPORTATION ASSISTANCE PRESENTATION

Supervisor Sanders then introduced Carlos Delgado. Mr. Delgado had previously made a request to address the Board regarding his need for transportation assistance from Rutland Township for the "Ride in Kane" program. Mr. Delgado resides in Rutland Township in the subdivision of Lakewood Crossing. A brief discussion ensued regarding his place of residence and whether his need for transportation was for existing or potential employment purposes. Mr. Delgado's advocate, Jenny Farley, then spoke on his behalf. Jennifer Becker, the chief of planning and programming for Kane county department of transportation and the liaison for the "Ride in Kane" program addressed the Board on program administration and costs, residential management and also gave the Board an informational handout. Following her presentation, there was a brief discussion on the overall administration of the program for the township and how best to control costs and regulate ridership. Trustee Carlsen stated that the budget had already been passed, and Trustee Keegan expressed that there had

been no appropriations made for this type of need. There was further discussion regarding rejections by the previous Boards for transportation assistance by the Township. Supervisor Sanders stated she was attending a meeting the next day and would be speaking to other supervisors on the way their townships were handling this matter.

FINANCIALS

The financial reports for one month ending April 30, 2017 for the Township and Road District were distributed in Trustee notebooks last month for consideration and included in this month's packet. A motion was made by Trustee Carlsen and seconded by Trustee Hoffman to accept the financial reports for the month ending April 30, 2017 for both the Township and the Road District as presented at the June 13, 2017 meeting.

Vote: Roll call vote.

Carlsen	yes	Hoffman	yes
Eaton	yes	Keegan	yes
Sanders	yes		

Motion carried. **2017-06-05.**

Financial reports for the Township and Road District for the two months ending May 31, 2017 were presented to the Trustees at this meeting for consideration at the July meeting.

BILLS AND SALARIES

TOWNSHIP

Discussion of the Township bills began with Supervisor Sanders confirming that the Trustees had the list of bills in their notebooks. Salaries for the Township were in the amount of \$11,886.84, invoices \$12,418.42 and automatic payments \$1,350.01. Quickbooks charges for the month of May were \$130.50 and General Assistance was \$2,015.00 (for insurance) for a total amount of \$27,800.77, as presented. Supervisor Sanders asked for any questions or any questions for a specific bill. Trustee Carlsen asked if the agreement to pay Ancel Glink was "due to changing attorneys". Supervisor Sanders stated there were two attorney bills to be paid; one was to Ron Roeser for the legal fees involved in the failed litigation to have her removed from the ballot. The other bill was an old bill for the firm of Ancel Glink that the former Trustees would never approve for payment. Trustee Carlsen asked if the agreement when the firm of Ancel Glink was considered for the Township legal counsel "was that the bill had to be paid first". The answer from Supervisor Sanders was no and discussion followed with Trustee Carlsen asking the representative from Ancel Glink if the firm required the bill to be paid prior to agreement with the Township. The answer from Keri-Lyn Krafthefer (equity partner) was "no" that Ancel Glink's proposal was not based on payment of the bill. Trustee Carlsen had questions on voided checks. Trustee Eaton requested that the payment to the two legal firms be tabled until next meeting in order to discuss the situations and alternatives. Supervisor Sanders stated that the budget had been passed including the payment to Mr. Roeser, and Trustee Eaton stated that Ancel Glink might recommend non-payment to Mr. Roeser as Mr. Roeser previously had recommended for them. Trustee Keegan felt he was not satisfactorily knowledgeable about the situation. Trustee Eaton summarized the past history of both bills and his disfavor with the decision-making involved. Trustee Hoffman questioned whether Trustee Eaton wanted to hold both payments. Supervisor Sanders stated that she really wanted to pay Ancel Glink because Mr. Roeser had not supported her in a situation where she was upset with the threat of gun violence by the current township Clerk, Linda Iverson. She then took the matter to Ancel Glink. Assessor Siers stated that she had a line item in her budget for legal expense, this was a legally incurred expense and she felt her portion of the bill should be paid. Further discussion was then had regarding the refusal to pay the bill by the previous Board, the removal of the legal expense line item in the Assessor's budget by a prior Supervisor and the approval of this year's budget with the legal expense line item included. The Assessor stated that both she and the Supervisor had a legal expense line item in their respective budgets. The bill in question was a legally incurred expense and she felt the bill should be paid. Further discussion took place about the prior refusals to pay the bills with an explanation by

Supervisor Sanders regarding Mr. Roeser's refusal to address the issues and his recommendation to not pay Ancel Glink for their services. A motion to pay the Township bills **in the amount of \$27,800.77** was made by Supervisor Sanders and seconded by Trustee Eaton. Vote: Roll call vote.

Sanders	yes	Eaton	yes
Hoffman	yes	Keegan	abstain
Carlsen	abstain		

Motion carried. **2017-06-06.**

ROAD DISTRICT

Payment of Road District Bills began with the Supervisor Sanders itemizing the list; Salaries in the amount of \$11,570.38, invoices in the amount of \$3,297.84, automatic payments in the amount of \$574.75, Quickbooks charges \$98.50, **for a total of \$15,541.47**. The income for the Road District was in the form of an insurance claim from damage to a guardrail. The insurance company paid \$1,346.60 and the Road District paid \$500.00 (deductible). Northern Contracting was paid a total of \$1,846.60. There were no questions. Trustee Carlsen made the motion to approve the bills as presented. Trustee Eaton seconded the motion. Vote: Roll call vote.

Carlsen	yes	Eaton	yes
Sanders	yes	Keegan	yes
Hoffman	yes		

Motion carried. **2017-06-07.**

Supervisor Sanders then indicated that a copy of the 2017-2018 budget passed in the May meeting had been provided to the New Trustees and asked if anyone had any questions. There were no questions.

NEW BUSINESS

Trustee Eaton stated that he would like to see some improvements made to the parking lot and the addition of a couple lights for security reasons and general lighting improvement. He then asked Commissioner Schultz to explain the process for those improvements. There was further discussion regarding whether the County should be involved in the process. Permitting and the increased costs for installing poles with a base were discussed. Trustee Hoffman asked if sealcoating at this point was a waste of time if the parking lot was in such bad shape. Commissioner Schultz discussed the cracking and the water-flows creating cracks. He stated that re-paving and grinding would have to be done and budgeted for in the next 2 or 3 years. He stated that he will take a look at the parking lot and make a determination as to whether sealcoating would be worthwhile, that there were a lot of open cracks and under those conditions sealcoating would be of no value. Commissioner Schultz stated that the grading and elevations that had been done for the building were contributing to the parking lot problem. Trustee Eaton asked if Commissioner Schultz would meet with the Trustees to walk them through an inspection of the property. Commissioner Schultz will do that and he will contact contractors for numbers for the Trustees to consider for the next year's budget. He questioned the location for the lighting. Trustee Eaton will have that. Discussion continued regarding parking lot improvements.

Supervisor Sanders asked if anyone will be attending the Boot Camp for Newly Elected Officials July 27 in Rockford. Attendees need to get the application submitted. The \$75.00 expense is reimbursable.

APPROVAL OF TRUSTEE' TABLETS

Supervisor Sanders began the discussion on tablets by confirming that all Trustees had received the information on the tablets. Trustee Carlsen stated that she had a proposal for the Apple iPad and described some of the differences between the two types. Extensive discussion followed comparing the Samsung vs. the iPad. Trustee Eaton made the motion to choose between the Samsung and the iPad as to the best tablet. Supervisor Sanders asked if the tablets should be purchased or wait. Trustee Eaton suggested the purchase move ahead and asked

the Clerk for her recommendations. Clerk Rendl recommended the Galaxy Tab A 10.1 with the S pen for \$279.00. Trustee Eaton made the motion to approve the Samsung Galaxy Tab A 10.1 with the S Pen. Trustee Carlsen questioned if his prior motion was withdrawn. He withdrew the previous motion to decide between the two types of tablet. Trustee Hoffman seconded the motion to approve and purchase four Samsung Galaxy tablets with the S pen for \$279.00 each. Trustee Keegan disagreed with approving and purchasing the Samsung tablet this meeting and requested more information be provided and the decision be tabled until next month. Trustee Eaton withdrew his motion to approve the purchase.

Supervisor Sanders then stated that this would be a good time for the Clerk to discuss the procedure for transmitting the meeting materials to the Trustees. Clerk Rendl indicated that there had been problems with the Trustees picking up their materials and she defined the procedures for going forward. Discussion ensued regarding the nature of the problems conveying the materials and the solutions to those problems to avoid issues in the future. Clerk Rendl stated that when the materials are ready she will notify the Trustees and it will be up to them to pick up the materials; they should contact her and not the Supervisor for any issues regarding their meeting materials.

TOWNSHIP TRANSFER OF APPROPRIATIONS

Supervisor Sanders specified that there were line items that had gone over the budgeted amounts; that appropriations were necessary and those were adopted annually after the end of the fiscal year. Presently there are Township appropriation transfers necessary in the amount of \$ 2,253.05. The Trustees reviewed the itemized appropriation allocations. Trustee Carlsen made the motion to approve the appropriations for the Township in the amount of \$2,253.05. Trustee Hoffman seconded the motion.

Vote: Roll call vote.

Carlsen	yes	Hoffman	yes
Keegan	yes	Sanders	yes
Eaton	yes		

Motion carried. **2017-06-08.**

TRANSFER OF APPROPRIATIONS FOR ROAD DISTRICT

Road District appropriation transfers in the amount of \$635.83 are necessary at this time. The Trustees reviewed the itemized transfer appropriations and Trustee Eaton made the motion to approve Road District appropriation transfers in the amount of \$635.83. Trustee Hoffman seconded the motion. Vote: Roll call vote.

Eaton	yes	Hoffman	yes
Sanders	yes	Keegan	yes
Carlsen	yes		

Motion carried. **2017-06-09.**

APPROVAL OF RU-2017-06 AND RU-2017-07 PREVAILING WAGE ORDINANCES

It is necessary at this time to approve the Prevailing Wage Ordinance for the Township and the Road District. Trustee Eaton made the motion to approve RU-2017-06 and RU-2017-07. Motion seconded by Trustee Hoffman. Vote: Roll call vote.

Eaton	yes	Hoffman	yes
Keegan	yes	Carlsen	yes
Sanders	yes		

Motion carried. **2017-06-10.**

APPROVAL OF 2017 LANDSCAPING CONTRACT FOR BUENA VISTA CEMETERY

Supervisor Sanders gave a brief overview of the 2017 contract with Ray & Dave's Landscaping for the grounds maintenance for Buena Vista Cemetery. Trustee Eaton made the motion to approve the 1-year (April – November) landscaping contract in the amount of \$1,920. Supervisor Sanders seconded the motion.

Vote: Roll call vote.

Eaton	yes	Sanders	yes
Carlsen	yes	Keegan	yes
Hoffman	yes		

Motion carried. **2017-06-11.**

APPROVAL OF 2017 LANDSCAPING CONTRACT FOR 16N491 POWERS ROAD

Supervisor Sanders gave a summary of the 2017 landscaping contract with Ray & Dave's Landscaping for the grounds maintenance at 16N941 Powers Road. A brief discussion followed regarding whether Township employees can legally maintain the grounds of the Township offices. Supervisor Sanders clarified the policy with Ms. Krafthefer from Ancel Glink, who also explained that township employees can maintain the cemetery grounds if it is a township-owned property. Brief discussion followed regarding purchasing a mower and having employees mow the properties. Commissioner Schultz has pricing proposals for mowers and will give them to the Clerk to copy and provide to the Trustees. Trustee Eaton made the motion to approve the 2017 contract in the amount of \$2,120.00. Trustee Carlsen seconded the motion.

Vote: Roll call vote.

Eaton	yes	Carlsen	yes
Keegan	yes	Hoffman	yes
Sanders	yes		

Motion carried. **2017-06-12.**

APPROVAL OF TOWNSHIP ATTORNEY

Supervisor Sanders made the recommendation to have the law firm of Ancel Glink represent Rutland Township and has asked them to prepare a presentation for the Board. Keri-Lyn Krafthefer, equity partner, introduced herself and the accompanying attorneys from Ancel Glink and gave a brief résumé of the law firm, then asked for questions. Trustee Eaton made the motion to approve the law firm of Ancel Glink to represent Rutland Township. Supervisor Sanders seconded the motion. Vote: Roll call vote.

Eaton	yes	Sanders	yes
Hoffman	yes	Carlsen	yes
Keegan	yes		

Motion carried. **2017-06-13.**

APPROVAL OF FOIA RESOLUTION

Supervisor Sanders summarized the necessity of approving the FOIA Resolution. No discussion. Trustee Carlsen made the motion to approve the FOIA Resolution. Supervisor Sanders seconded the motion.

Vote: Roll call vote.

Carlsen	yes	Sanders	yes
Keegan	yes	Hoffman	yes
Eaton	yes		

Motion carried. **2017-06-14.**

REPORTS BY OFFICIALS

Trustee Carlsen requested a new chart of accounts. She also questioned 3 voided checks. Supervisor Sanders will check on the voided checks.

Supervisor Sanders stated that the auditor is planning to attend the August meeting.

Assessor Siers stated the Assessor's office trailer has a small leak that needs attention. She will contact the person who worked on the leak previously for his repair assessment. She also asked if she could receive the Board's permission to resume cleaning tombstones. Permission granted.

Commissioner Schultz stated that Plote has been awarded the paving contract. They were \$50,000.00 less than the engineer's estimate. Powers Road will be paved from Freeman to the Rutland-Huntley border. Paving should start in July or August. Nicor Gas will be re-doing an existing 30-inch pipeline that goes through Rutland Township. He (Commissioner Schultz) will be meeting with Nicor to negotiate moving and access permits Saturday. We should be receiving more than \$5,000.00 in permit fees.

DOCUMENT SIGNING

ADJOURNMENT

With no further business, Supervisor Sanders asked for a motion to adjourn the meeting. A motion was made by Trustee Eaton and seconded by Trustee Carlsen to adjourn the Rutland Township Board Meeting at 8:51 pm. Vote: Voice vote, all ayes. Motion carried. **2017-06-15.**

RESPECTFULLY SUBMITTED,

Kathleen J. Rendl, Township Clerk

ACCEPTED:

Margaret Sanders, Supervisor

Thomas Ray Eaton, Trustee

Nicholas Hoffman, Trustee

Charleen Carlsen, Trustee

Victor Keegan, Trustee

