

RUTLAND TOWNSHIP BOARD MEETING  
SEPTEMBER 12, 2017

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

#### AGENDA

Supervisor Sanders called for a motion to approve and/or amend the agenda. Trustee Carlsen made the motion to approve the agenda. Motion seconded by Trustee Hoffman. Vote: Roll call vote.

Carlsen	yes	Hoffman	yes
Sanders	yes	Keegan	yes

Motion carried. **2017-09-01.**

#### MINUTES

The minutes from the regular Board meeting minutes of August 8, 2017 were not approved as not all the Trustees were able to find them in their tablets prior to the meeting and therefore were not able to approve them at this meeting.

#### PUBLIC COMMENTS

Pamela Hamilton, 13636 Hemlock Road, Huntley, did not sign up to address the Board but interrupted the meeting to express her extreme displeasure at the problems the Trustees were having with the first meeting using the tablets and her perception of the lack of preparation for the potential problems.

#### SUPERVISOR'S ANNOUNCEMENTS

Supervisor Sanders stated that she had gone to a Ride in Kane meeting and that she brought information back from the meeting for anyone to read if they were interested. Trustee Keegan brought up the Dial a Ride program and discussion ensued.

#### FINANCIALS

The financial reports for four months ending July 31, 2017 for the Township and Road District were distributed in Trustee notebooks last month for review and included in this month's materials for approval. A motion was made by Trustee Carlsen and seconded by Trustee Hoffman to accept the financial reports for the Township and Road District for the four months ending July 31, 2017, as presented.

Vote: Roll call vote.

Carlsen	yes	Hoffman	yes
Sanders	yes	Keegan	yes

Motion carried. **2017-09-02.**

Financial reports for the Township and Road District for the five months ending August 31, 2017 were included in the Trustee materials for review and questions in the September meeting. Supervisor Sanders asked for any questions on the Township reports. There were none. Trustee Carlsen questioned the format of the Budget vs Actual financial report. She could not view the column for the actual expense. Discussion ensued regarding the layout of the report as transmitted. Paper copies were provided. There were no additional questions.

#### REVIEW OF AUGUST BILLS

## TOWNSHIP

Supervisor Sanders began the review of Township bills for the month of August by itemizing the expenses. Gross salaries in the amount of \$18,501.11, invoices \$10,106.68, automatic payments \$1,238.14, Quickbooks charges \$148.00, for a total of \$29,993.93. Trustee Keegan expressed his displeasure with the training provided by Mr. Yee and the charges for his services. Trustee Hoffman asked about David Yee's rate and whether it had been negotiated or was a set rate. Clerk Rendl further explained that the charges submitted from David Yee were not only for the training sessions for the Trustees but also for additional IT work that had gone into setting up the tablets for their initial use. Trustee Keegan then questioned a bill for Visual Pams Pro and asked the Assessor about it (the bill was for the Assessor's office). Assessor Siers explained that the charges were for the annual licensing fee and website maintenance. Trustee Keegan questioned why the bill was paid from the Township. The bill was not paid from the Township but was paid from the Assessor's budget. Supervisor Sanders explained the account numbers associated with the bills. Trustee Keegan also questioned the bill submitted by the Rake Group and if the aforementioned charges were covered by the existing budget. Supervisor Sanders explained that they were indeed specifically covered. A motion to pay the Township bills in the **total amount of \$29,993.93**, as presented, was made by Trustee Carlsen and seconded by Supervisor Sanders. Vote: Roll call vote.

Carlsen	yes	Sanders	yes
Hoffman	yes	Keegan	yes

Motion carried. **2017-09-03.**

## ROAD DISTRICT

Payment of Road District Bills began with the Supervisor Sanders itemizing the expenses; salaries in the amount of \$17,169.24, invoices in the amount of \$7,677.17, automatic payments in the amount of \$ 557.44, Quickbooks charges \$111.25, employee insurance refund/reimbursement for \$299.22, for a total of \$25,814.32. Trustee Carlsen made the motion to approve the bills in the **total amount of \$25,814.32**, as presented. Trustee Keegan seconded the motion. Vote: Roll call vote.

Carlsen	yes	Keegan	yes
Sanders	yes	Hoffman	yes

Motion carried. **2017-09-04.**

## OLD BUSINESS

Discussed in the Supervisor's Announcements.

## NEW BUSINESS

Supervisor Sanders asked if anyone was planning to attend the Annual Education Conference in November. Reservations need to be sent in. Clerk Rendl will be attending. Trustee Hoffman stated he would like to go. Supervisor Sanders stated that there is a Resolution in place regarding expense reimbursement.

The next item discussed were the drafts of the two policies regarding the use of the Township tablets by the Trustees. Trustee Keegan expressed his dissatisfaction with the policies, his feeling that his personal integrity and judgement were being impugned and his offense at having to have a policy in place. Discussion took place regarding the policies drafted. Trustee Carlsen questioned whether the tablets were covered under TOIRMA coverage. They are. Additional discussion took place regarding the necessity of a policy. Trustee Keegan expressed his irritation specifically with #1 and #6 of the policy drafted by Ancel & Glink. Further discussion took place. Commissioner Schultz and Trustee Hoffman clarified that having a policy in place for this type of electronic use is typical in the business world and Commissioner Schultz then suggested that this matter be tabled until the October meeting for further discussion. Supervisor Sanders made the motion to table the

matter until the October meeting for further discussion. Trustee Hoffman seconded the motion. Vote: Roll call vote.

Sanders	yes	Hoffman	yes
Carlsen	yes	Keegan	yes

Motion carried. **2017-09-05.**

The next item discussed was the purchase of tablet covers and memory cards. Discussion took place regarding the cost of each. Trustee Carlsen and Keegan both have purchased a tablet cover. Trustee Hoffman would like a cover. Trustee Carlsen stated she does not need to be reimbursed. Trustee Hoffman would like the matter tabled until October and made the motion to table the discussion until the October meeting. Supervisor Sanders seconded the motion. Vote: Voice Vote. All ayes. Motion carried. **2017-09-06.**

The next item on the agenda to be discussed was the suggestion that law enforcement be present at Board meetings. Trustee Carlsen expressed her desire to have law enforcement present and that they had been in attendance in previous meetings. Discussion took place regarding the procedure and cost for their presence. Trustee Hoffman suggested we find out whether it will be on an expense or volunteer basis. T.R. Smith suggested Supervisor Sanders speak to Tom Baumgartner, Chief Deputy, and the procedure for having a police presence. He also stated that the expense would be more than we would want to pay for. Supervisor Sanders made the motion to table this matter for further discussion until the October meeting. Trustee Hoffman seconded the motion. Vote: Voice Vote. All Ayes. Motion carried. **2017-09-07.**

## REPORTS BY OFFICIALS

Commissioner Schultz updated the Board on the paving status of Powers Road and Timber Ridge. There has been an equipment breakdown that will be fixed and shoulder work will follow the repair. The rented crack-filling machine has been delivered and crack-filling will start in the fall.

Assessor Siers stated that Appeals for the Board of Review are in process.

Trustee Carlsen asked Commissioner Schultz if the Trustees could see any bills associated with the MFT funds. The answer was yes when there are bills. There are no bills at this time, and Commissioner Schultz stated that money from the MFT does not come directly to Rutland Township, it comes to the County.

Trustee Keegan asked Commissioner Schultz if he has received the permit money from the pipeline. The answer was yes and the money has been deposited into the Road District accounts.

Supervisor Sanders then asked if there was any audience member that wished to speak.

T.R. Smith described the budget difficulties experienced by the County and that there has been a Budget Enhancement Committee put in place with suggested ensuing resolutions. The resolutions have been tabled indefinitely.

## ADJOURNMENT

With no further business, Supervisor Sanders asked for a motion to adjourn the meeting. Trustee Carlsen made a motion to adjourn the meeting. Supervisor Sanders seconded the motion. Vote: Voice vote, all ayes. Motion carried. **2017-09-08. Meeting adjourned at 8:25 pm.**

**DOCUMENT SIGNING**

RESPECTFULLY SUBMITTED,

*Kathleen J. Rendl*

Kathleen J. Rendl, Township Clerk

**ACCEPTED:**

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Margaret Sanders, Supervisor

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Thomas Ray Eaton, Trustee

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Nicholas Hoffman, Trustee

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Charleen Carlsen, Trustee

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Victor Keegan, Trustee

