

MEETING MINUTES-BOARD OF TOWN TRUSTEES

STATE OF ILLINOIS }
MCHENRY COUNTY } SS
ALGONQUIN TOWNSHIP }

The board of Town Trustees met at the office of the Township at 3702 Northwest Highway, Crystal Lake Illinois on **Wednesday, June 14, 2017 at 7 PM.** The following were in attendance:

Supervisor: Charles Lutzow
Trustee: Dave Chapman
Trustee: Rachael Lawrence
Trustee: Dan Shea
Trustee: Melissa Victor
Clerk: Karen Lukasik

Also present: Township Highway Commissioner Andrew Gasser, Township Assessor Robert Kunz, and Township attorney James Kelly.

Supervisor Charles Lutzow acting as Chairman and Karen Lukasik acting as Clerk, the following business was transacted. The meeting was called to order at 7 PM.

Approval of Minutes:

A motion was made by Trustee Shea, seconded by Trustee Chapman to accept the minutes of the regular meeting held May 10, 2017. No discussion. Voice vote: All Ayes.

Audit of Bills & Treasurer's Report:

A motion was made by Trustee Shea, seconded by Trustee Lawrence to audit the claims of the Town Fund in the amount of \$92,243.30. No Discussion.

Roll Call Vote: Trustee Chapman, Yes; Trustee Victor, Yes; Trustee Shea, Yes; Trustee Lawrence, Yes; Supervisor Lutzow, Yes.

All Ayes - Motion Carried.

A motion was made by Trustee Chapman, seconded by Trustee Shea to audit the claims of the General Assistance Fund in the amount of \$4,170. No Discussion.

Roll Call Vote: Trustee Shea, Yes; Trustee Lawrence, Yes; Trustee Victor, Yes; Supervisor Lutzow, Yes; Trustee Chapman, yes.

All Ayes - Motion Carried.

A motion was made by Trustee Shea, seconded by Trustee Lawrence to audit the claims of the Road and Bridge Fund in the amount of \$115,959.43. Discussion: Trustee Chapman asked to remove one vendor's bill, Dwight Moore, security, to pay out through remaining contract monthly in the amount of \$5140.06. Trustee Chapman wanted to ensure that his contract was honored for entire contract not on a monthly basis as was changed at last meeting that Bob Miller had presented.

Roll Call Vote to remove check from this month's bills: Trustee Lawrence, no; Trustee Shea, no; Supervisor Lutzow, yes; Trustee Victor, yes; Trustee Chapman, yes. Motion Carried.

Discussion: Trustee Shea confirmed why the change and if it would be one lump sum. Trustee Chapman wanted to ensure that Mr. Moore's contract was reaffirmed until the end of his contract and paid monthly. No change to his duties.

Roll call vote to pay monthly through end of year for Dwight Moore: Trustee Chapman, yes; Trustee Victor, yes; Supervisor Lutzow, yes; Trustee Shea, yes; Trustee Lawrence, yes.

All ayes-motion carried.

Roll Call Vote to approve Road & Bridges: Trustee Victor, yes; Trustee Chapman, yes; Trustee Shea, Yes; Trustee Lawrence, Yes.

All Ayes-motion carried.

Audience Participation:

Several audience members spoke about the recent changes made within the Highway Department and their disapproval of three employees' firing. They raised concerns about tax dollars being spent on legal fees as a result of this.

Reports:

Supervisor: Supervisor Lutzow reported that he or none of the board had anything to do with the firing of any highway department employees. He also thanked Trustee Chapman for reminding him that the retainer fee should be discussed in executive session. He gave all elected officials plaques for their new elected offices.

Trustee: Trustee Chapman thanked Ryan Provenzano for his help with certain tasks as well as thanked the Clerk for efforts to get records scanned and better maintained. He also reported that he is partnering efforts with Mchenry County Defenders to pursue grants, alternative energy and implementation of a butterfly garden within the township for better sustainability.

Trustee Chapman asked about a retainer bill that was for separate counsel for Highway Commissioner Gasser, and that he did not see that bill. Trustee Victor reported that she did not see the bill either. Trustee Lawrence said the bills were available two days prior. Supervisor Lutzow reported that he had intended to table that bill and forgot to pull that separately to table. It will be taken care of during new business.

Trustee Lawrence shared that she will be attending a youth summit in October for researching ideas that the township could offer to our youth. It is a free conference and she will be bringing back ideas to the township to possibly pursue.

Trustee Shea reminded everyone that everything you do costs money in government and he has always been a proponent of keeping those costs down.

Clerk: Clerk Lukasik informed the board of some changes that will be occurring within the Clerk's office regarding records. She also mentioned that the township is now live streaming the meetings.

Highway Commissioner: Highway Commissioner Gasser spoke about some changes that have been made within the highway department since he took office. One of those being changes within the recycling program.

Assessor: Assessor Kuntz said that he will be bringing in his successor for the next months to be shadowing him.

Attorney: Attorney Kelly provided info on the Township Officials of Illinois Annual seminar, that may be of interest to the board members.

Old Business: None

New Business:

A motion to approve 2017 Prevailing Wage Ordinance 820ILCS1301 was made by Trustee Shea and seconded by Trustee Chapman. Discussion: Trustee Lawrence said this is basically a display piece and we have to obey regardless. Roll Call Vote: Trustee Lawrence, No; Trustee Chapman, yes; Trustee Victor, yes; Trustee Shea, yes; Supervisor Lutzow, yes. Motion carried.

A motion to approve Resolution to appoint FOIA Officers Karen Lukasik and Dorothy Wildeboer was made by Trustee Lawrence and seconded by Trustee Shea. Discussion: Trustee Chapman asked for clarification regarding the FOIA process at the township. Attorney Kelly and Clerk Lukasik explained how the process would work to streamline the records of these requests to be centralized. Trustee Lawrence asked Clerk Lukasik how a fax request would be handled and Clerk Lukasik said any of the FOIA officers may receive that and forward to appropriate office. Roll Call Vote: Trustee Chapman, yes; Trustee Victor, yes; Trustee Lawrence, no; Trustee Shea, yes; Supervisor Lutzow, yes. Motion carried.

A motion to reconsider the approval of the Road and Bridge Fund bills was made by Trustee Chapman and seconded by Trustee Victor. Discussion: Trustee Victor said she never saw retainer bill for attorney Robert T. Hanlon. Roll Call Vote: Trustee Lawrence, no; Trustee Shea, yes; Supervisor Lutzow, yes; Trustee Victor, yes; Trustee Chapman, yes. Motion to reconsider carried.

A motion to approve the claims of the Road and Bridge Fund, minus the retainer bill for Robert T. Hanlon for \$20,000, was made by Trustee Chapman and seconded by Trustee Dan. Discussion: Supervisor Lutzow reiterated that he intended to have the Robert T. Hanlon bill pulled from the bills but forgot. He apologized. Supervisor Lutzow would only approve detailed bills showing the work performed. Trustee Victor expressed her concerns that Highway Commissioner was using an attorney to represent him that has a bias and would not be impartial to represent. Roll Call Vote: Trustee Victor, yes; Trustee Chapman, yes; Trustee Shea, yes; Trustee Lawrence, no; Supervisor Lutzow, yes. Motion to approve the Road and Bridge Fund Bills without the Robert T. Hanlon retainer included carried.

A motion by Trustee Chapman to table the bill to Robert T. Hanlon, attorney for the Highway Commissioner, until the next meeting and seconded by Trustee Shea. Discussion: None
Roll Call Vote: Trustee Victor, yes; Trustee Chapman, yes; Trustee Shea, yes; Trustee Lawrence asked for the motion to be repeated and then made a motion to go into executive session; Trustee Chapman said that Trustee Lawrence's motion was out of order and Supervisor Lutzow said that there was already a vote on the floor; Trustee Lawrence vote, no; Supervisor Lutzow, yes. Trustee Lawrence pointed out that there is a letter from the attorney stating that the Highway Commissioner could obtain his own attorney; Trustee Victor said that it is not Hanlon; Trustee Lawrence stated that the Clerk has Gummerson who is the former partner of Becca Lee; Trustee Victor stated that Rebecca Lee is not an elected official; Trustee Lawrence stated that she is the daughter of the past Highway Commissioner and the wife of a former employee; Supervisor Lutzow interrupted to have a motion made to go into closed session.

A motion to go into closed session for the purpose of pending litigation and appointment of counsel pursuant to 5 ILCS 120/2(c)(1) & (11), was made by Trustee Lawrence and seconded by Trustee Victor.
Roll Call Vote: Trustee Chapman, yes; Trustee Lawrence, yes; Supervisor Lutzow, yes; Trustee Shea, yes; Trustee Victor, yes. Motion carried.

A motion was made to go back into regular session by Trustee Shea and seconded by Trustee Chapman.
Roll Call Vote: Trustee Shea, yes; Trustee Chapman, yes; Trustee Victor, yes; Supervisor Lutzow, yes; Trustee Lawrence, yes. Motion carried.

A motion was made by Trustee Lawrence to approve counsel for Clerk Lukasik at a rate of \$250.00 hourly through counsel David McArdle involving case #17CH00435 seconded by Trustee Chapman. Discussion: None

Roll Call Vote: Trustee Victor, yes; Trustee Lawrence, yes; Trustee Shea, yes; Supervisor Lutzow, yes; Trustee Chapman, yes. Motion carried.

A motion was made by Trustee Lawrence to allow the Highway Commissioner to hire an attorney that practices labor law regarding a dispute with Local Union 150 and seconded by Trustee Chapman. Discussion: Trustee Lawrence amended her motion to allow the Highway Commissioner to hire an attorney that practices labor law to represent the Road District in a dispute with Local Union 150, and require that any billing from the attorney be itemized to reflect the work performed. The motion was seconded by Trustee Chapman.

Roll Call Vote: Trustee Victor, yes; Trustee Shea, yes; Trustee Lawrence, yes; Trustee Chapman, yes; Supervisor Lutzow, yes. Motion carried.

A motion was made by Trustee Lawrence to table legal representation for the Highway Department as the case 17CH435 until the next monthly meeting or the next meeting seconded by Trustee Shea. Discussion: None

Roll Call Vote: Trustee Lawrence, yes; Trustee Shea, yes; Supervisor Lutzow, yes; Trustee Chapman, yes; Trustee Victor, yes; Motion Carried.

Trustee Chapman wanted to comment that he will be bringing forward some green initiatives to the board soon to partner with GRC.

A motion to adjourn was made by Trustee Shea and seconded by Supervisor Lutzow.

Voice vote. All ayes. Motion carried.

Karen Lukasik

Algonquin Township Clerk

Approved: *Karen Lukasik*

Date: *7/12/2017*