

**WAUCONDA TOWNSHIP  
REGULAR BOARD MEETING  
JUNE 17, 2020**

**Call to Order:** Supervisor Swanson called the meeting to order at 6:03 p.m.

**Roll Call:** Clerk Rowe proceeded with roll call. Answering present was: Trustee McKernan, Trustee Ringel, Trustee Santi, Trustee Whitehead, and Supervisor Swanson. Also answering present was Assessor Oaks, Highway Commissioner Weisbruch, Attorney Ridgway, and Administrator Maioriello.

**Pledge of Allegiance:** The Pledge was led by Trustee Whitehead.

**Approve the Agenda:** Trustee McKernan motioned, and Trustee Ringel seconded to approve the agenda. A voice roll call was taken. All were in favor. Motion carried.

**Approve Minutes: May 20, 2020 Regular Board Meeting:** Trustee Whitehead motioned, and Supervisor Swanson seconded to approve the minutes. A voice roll call was taken. All were in favor. Motion carried.

**Approve Minutes: Town Fund Budget Meeting May 20, 2020:** Trustee Ringel motioned and Trustee Santi seconded to approve the minutes. A voice roll call was taken. All were in favor. Motion carried.

**Approve Minutes Road District Budget Meeting May 20, 2020:** Supervisor Swanson motioned and Trustee Ringel seconded to approve the minutes. A voice roll call was taken. All were in favor. Motion carried.

**Approve Payment of General Town Fund bills from May 21, 2020 to June 17, 2020:** Trustee Ringel motioned, and Trustee Santi seconded to pay the bills. A voice roll was taken. All were in favor. Motion carried.

**Approve Payment of Road District Fund bills from May 21, 2020 to June 17, 2020:** Supervisor Swanson motioned, and Trustee Ringel seconded to approve the bills with an additional bill for \$1600.00. A voice roll call was taken. All were in favor. Motion carried.

**Treasurer's Report:** Supervisor Swanson read the following Treasurer's Report:

General Town Fund	\$ 63,702.95
General Assistance	5,226.76
Social Security/IMRF Fund	9,977.48
Senior Services Fund	5,201.76
Road & Bridge Fund	4,209.81
Permanent Road Fund	<u>163,478.17</u>
Total:	\$251,796.93

**Public Participation:** John Miceli, resident and employee of the Assessor's office, stated that safety should be the number one priority in a workplace. He passed out the Wauconda Township Policies and Procedures page on General Safety Policy and Rules to the Board. He highlighted areas he felt were of concern within the Township. He would like to see more involvement with the employees by holding safety meetings and procedures for dealing with the Covid issue. He stated that there were areas in the Township property where people have tripped that needed to be fixed. After some discussion on the safety hazards, Supervisor Swanson stated that the sidewalk issue is being repaired and the yellow parking blocks are there to protect the building from people driving into it. It was stated that the insurance company comes out as well as the fire department to do safety checks on the property.

Trustee Ringel suggested that the department heads hold a meeting with Mr. Miceli to discuss the issues he is concerned about and thanked him for bringing this up.

Trustee Santi thanked him also for bringing this up and feels more can be done.

**Clarke Mosquito Report:** Tabled until August.

**Vote to Release Executive Session Minutes:** Supervisor Swanson motioned and Trustee Ringel seconded to release the following minutes per Attorney Ridgway: Minutes dated: 6/10/10, 2/21/16, 10/19/16, 2/15/17, 6/21/17, 9/20,17, and 9/8/19. A voice roll call was taken. Trustee Whitehead abstained. Trustees McKernan, Ringel, Santi and Supervisor Swanson voted aye. Motion carried.

**Vote: Retain Auditor:** Supervisor Swanson motioned to retain the firm of Evoy, Kamschulte, Jacobs and Company LLP. Trustee Santi seconded. Supervisor Swanson stated that the auditor said he wished all the Townships had good clean books as Wauconda Township. Audits are finished. The Township is in excellent shape. A voice roll call was taken. All were in favor. Motion carried.

**Vote: Annual Meeting Date changed to July 21, 2020:** Trustee Ringel motioned and Trustee McKernan seconded to change the date to July 21, 2020. Supervisor Swanson stated that in order to hold the meeting in July, there was certain criteria that had to be done because of Covid involving contacting the health department, among other things. After discussing it over with Clerk Rowe, they thought that since there were no voting issues on the agenda, it could be moved to August 18, 2020 when the state would be opened, and restrictions lifted. Trustee Ringel amended her motion to move it to August and Trustee McKernan seconded the motion. A voice roll call was taken. All were in favor. Motion carried.

**Vote: Annual Meeting Agenda:** Tabled until July.

**Discussion on Mileage Reimbursement:** None

**Public Participation:** None

**Historical Society Report:** Supervisor Swanson stated that he, Trustee Whitehead, and Dan Smith sat in the Cook House during the Black Lives Matter demonstration across at the park district. Everything went fine. Some minor maintenance is being done to the house.

**Township Reports:** Highway Commissioner Weisbruch announced that the department has a new employee, Mike Rogers. The motor fuel tax road program is starting on June 18, 2020.

Assessor Oaks stated that Lake County announced that they will automatically renew exemptions for the 2020 tax year that include disabled veterans, senior freeze, and for the disabled. The only time an application must be made is if it a first-time application or if there has been a change in disabled veterans.

Assessor Oaks stated she was the one who wanted the mileage reimbursement discussion on the agenda. She passed out the Ordinance for mileage reimbursement to the Board and wanted to know if the Supervisor is still receiving \$3,000.00 a year for mileage. If he is, she asked if he supplying documentation to support the miles according to the ordinance.

Supervisor Swanson stated that the \$3,000.00 a year was started back in 2004 as a stipend to pay for fuel and insurance on his car. Some of the uses for his car is to go to Costco for supplies, fix resident's issues, and check on the cemeteries.

Assessor Oaks stated that the Ordinance should be changed to cover the way the mileage reimbursement is being done. Supervisor Swanson stated it will be put on next month's agenda for discussion.

Assessor Oaks asked about a memo put out by the administrator stating Covid cases would be handled case by case. She feels the Township should have a standard policy for the employees on what to do if they encounter a person with Covid. Supervisor Swanson stated that the Township will follow the CDC guidelines. Trustee Santi stated it should be printed and displayed. Administrator stated she attended a zoom meeting with other administrators before she put out the memo.

Trustee Ringel stated she also had to go over the CDC guidelines for Covid with her work. She has printed them out as well. She explained how her businesses are handling it.

Administrator Maioriello, as the Township's HR person, read a statement that shared her concerns on the Assessor's last job posting and the procedure used to fill the position.

Trustee McKernan stated some of the state restrictions will be lifted soon, so please support the local businesses.

Supervisor Swanson made a statement about some of the issues he had with the way the Assessor advertised for her last job opening. He stated he is upset with the way the new position application was handled and the process used in hiring the new employee.

**Executive Session: Personnel Issue:** Trustee McKernan motioned and Trustee Santi seconded to move into executive session. A voice roll call was taken. All were in favor. Motion carried. Board moved into executive session.

**Adjournment:** At 7:42 p.m., the Board resumed the regular board meeting. Supervisor Swanson stated that no action was taken in the executive session. Trustee Ringel motioned to adjourn the regular board meeting. Supervisor Swanson seconded. Meeting was adjourned.

Submitted this 15<sup>th</sup> day of July 2020.

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Supervisor Swanson

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Clerk Rowe

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Trustee McKernan

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Trustee Ringel

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Trustee Santi

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Trustee Whitehead