

Minutes – Board of Town Trustees
STATE OF ILLINOIS
May 21, 2020

Crawford County
Town of Robinson

THE BOARD OF TRUSTEES met at the Robinson Township Office at 6:00 P.M. May 21, 2020. The following official business was transmitted.

1. The meeting was called to order by Supervisor Larry Corder.
2. Clerk Vickie Gribben then called the roll.

PRESENT	Vickie Gribben	Township Clerk
	Larry Corder	Township Supervisor
	Tom Hose	Township Trustee
	Mary Jane Parker	Township Trustee
	Pat Richards	Township Trustee
	Kevin Steele	Township Trustee
ABSENT	Monty Murray	Township Highway Commissioner
	Sue Roberts	Township Assessor

3. Pledge of Allegiance.
4. Approval of the Minutes of the previous meetings. (March and April)
Larry Corder asked for a motion to approve the minutes from the previous meetings.
Motion was made by Tom and seconded by Kevin.
Tom---yes: Mary Jane---yes: Pat---yes: Kevin---yes: Larry---yes.

Item 5A, Supervisor’s Report.

Supervisor Larry Corder thanked all of us for coming. The safety meeting has been about updates on the COVID virus last month and this month. Here at the office we have kept the doors locked and only letting people in when necessary and doing a lot of the work over the phones and faxing. Due to the Cemetery rules, there is lots of controversy of what we can and can’t do at the grave sites. Mr. Corder had a few ideas that we will discuss later in the meeting. The office girls worked on GA for the month of March, there are 2 pending, 2 approved, 1 Emergency Assistance approved and 9 denied cases. For the month of April, there are 2 pending, 4 approved, 0 Emergency Assistance, and 3 denied. The interest rates are holding at 0.90%-1.35%.

Item 5B.

Monty Murray ----- ABSENT

Item 5C.

Sue Roberts-----ABSENT

Item 5D.

Stan Mullins reported they have the new fences up at the Old Cemetery and Newlin Cemetery. They have reset a few more stones. Stan said they put the cleated tires on the mowers due to all the rain we keep getting, and have the Z trimmers attached also. The flags and crosses are up for the holiday. Stan and board members have had lots of calls about decorating the stones, he said the people could leave the decorations up that was in ground until June 14th. Stan talked to Adams Memorial that comes here to do work in the

cemeteries. They said to drill a hole in the base of your stone for you to place a 5/8 inch shepherds hook, it would cost \$30.00 or if you have enough room for them to pour a small footer and drill a hole for a 5/8 inch shepherd hook it would cost \$100.00. The board discussed about having Stan and his crew drill the holes for the hooks also. Larry said put an advertisement in the newspaper, and all the trustees agreed. Stan said his safety meeting was about mowers and trimmers. He said they are trying to keep up with all the mowing which has been hard due to all the rain we are getting.

6. Regular Business

- A. Motion to authorize payment of town, general assistance, and payroll bills.
Motion was made by Kevin and seconded by Tom.
Mary Jane---yes; Pat---yes; Kevin---yes; Larry---yes; Tom---yes.
- B. Motion to authorize payment of road district bills.
Motion was made by Mary Jane and seconded by Pat.
Pat---yes; Kevin--- yes; Larry---yes; Tom---yes; Mary Jane---yes.
- C. Motion to authorize pre-approval of payment of elected officials from
May 22, 2020 through June 18, 2020.
Motion was made by Pat and seconded by Tom
Kevin ---yes; Larry---yes; Tom---yes; Mary Jane---yes; Pat ---yes.
- D. Motion to authorize payment of per diem expenses.
Motion was made by Larry and seconded by Pat.
Larry---yes; Tom---yes; Mary Jane---yes; Pat ---yes; Kevin ---yes

7. New Business

- A. Approval to designate First Financial Bank as depositories, First National Bank of Olney, First Robinson Savings Bank, Regions Bank, and First Financial Bank for investments.
Motion was made by Kevin and seconded by Mary Jane.
Tom---yes: Mary Jane---yes: Pat---yes: Kevin---yes: Larry---yes.
- B. Approval to retain an attorney for fiscal year 2020-2021. Weber's
Motion was made by Pat and seconded by Tom.
Mary Jane---yes: Pat---yes: Kevin---yes: Larry---yes: Tom---yes
- C. Approval to use the GA and EA manuals as the Township guidelines for Fiscal year
April 1, 2020 through March 31, 2021.
Motion was made by Pat and seconded by Kevin.
Pat---yes: Kevin---yes: Larry---yes: Tom---yes MaryJane---yes
- D. Approval to pass the current charges for grave opening fees for fiscal year 2020-2021.
Discuss Columbarium fees. Change fee from \$150.00 to \$100.00.
Motion was made by MaryJane and seconded by Tom
Mary Jane---yes Pat---yes: Kevin---yes: Larry---yes: Tom---yes
- E. Approval to pay bills that are due prior to board meeting.
Motion was made by Pat and seconded by Kevin
Pat---yes Kevin---yes Larry---yes: Tom---yes: Mary Jane---yes

- F. Approval to pass the State Gift Ban Act. Appoint Ethics Officer.
New Ethics Officer: Kevin
Motion was made by Tom and seconded by Mary Jane
Kevin---yes: Larry---yes; Tom---yes: MaryJane---yes; Pat---yes
- G. Approval to pass the Investment Policy.
Motion was made by Pat and seconded by Mary Jane
Larry---yes: Tom---yes: Mar Jane---yes: Pat---yes: Kevin---yes
- H. Approval to pass the Loss Control Policy.
Motion was made by Mary Jane and seconded by Tom
Tom---yes: Mary Jane---yes: Pat---yes: Kevin---yes: Larry---yes
- I. Approval to pass the current Motor Vehicle Policy fir the Cemetery for fiscal year 2020-2021.
Motion was made by Tom and seconded by Kevin
Mary Jane---yes: Pat---yes: Kevin---yes: Larry---yes: Tom---yes
- J. Approval to pass the Model Ethics Ordinance.
Motion was made by Mary Jane and seconded by Kevin
Pat---yes: Kevin---yes: Larry---yes: Tom---yes: Mary Jane---yes
- K. Approval to pass the Work Harassment/Sexual Harassment Policy for fiscal year 2020-2021.
Motion was made by Tom and seconded by Kevin.
Kevin---yes: Larry---yes: Tom---yes: Mary Jane---yes: Pat---yes
- L. Approval to pass the Rules for Public Comments on Agenda Items.
Motion was made by Pat and seconded by Mary Jane
Larry---yes: Tom---yes: Mary Jane---yes: Pat---yes: Kevin---yes
- M. Appoint Lacey Kerns as FOIA officer.
Motion was made by Tom and seconded by Mary Jane
Tom---yes: Mary Jane---yes: Pat---yes: Kevin---yes: Larry---yes
- N. Motion to approve donation to ERBA for school supplies. (\$1000.00)
Motion was made by Mary Jane and seconded by Kevin
Tom---yes: Mary Jane---yes: Pat---yes: Kevin---yes: Larry---yes
- O. Discussion and motion to approve equipment for upcoming employee training.
(Mount. TV on the north wall)
Motion was made by Mary Jane and seconded by Larry
Mary Jane ---yes Pat---yes: Kevin---yes: Larry---yes: Tom---yes
- P. Discussion and motion to approve purchasing of cemetery tractor. Table till after Pandemic
Motion was made by Pat and seconded by Tom
Par---yes: Kevin---yes: Larry---yes: Tom---yes: Mary Jane---yes
- Q. Motion to approve Trimble Farm Lease for 2020.
Motion was made by Kevin and seconded by Tom
Pat---yes: Kevin---yes: Larry---yes: Tom---yes: Mary Jane---yes

8. Public Comments

None

9. Adjourn Meeting

Time: 6:51 PM

Motion was made by Pat and seconded by MaryJane

Larry---yes: Tom---yes: MaryJane---yes: Pat---yes: Kevin---yes

Respectfully Submitted,

Vickie Gribben
Township Clerk

Larry Corder
Township Supervisor