

Minutes – Board of Town Trustees
STATE OF ILLINOIS
October 18, 2018

Crawford County
Town of Robinson

THE BOARD OF TRUSTEES met at the Robinson Township Office at 6:00 P.M. October 18, 2018.
The following official business was transacted.

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
	Monty Murray	Township Highway Commissioner
	Sue Roberts	Township Assessor
	Tom Hose	Township Trustee
	Mary Jane Parker	Township Trustee
	Pat Richards	Township Trustee
	Kevin Steele	Township Trustee

Item 3, Pledge of Allegiance.

Item 4, Approval of the Minutes of September 20, 2018.

Supervisor Corder asked for a motion to approve the minutes from the previous meeting. Tom made the motion to accept the minutes and Mary Jane seconded with vote as follows: Tom-yes; Mary Jane-yes; Pat-yes; Kevin-yes; Larry-yes.

Item 5A, Supervisor's Report.

Supervisor Larry Corder stated that Lacey and Pat is working on the Township Handbook. Please fill out the TOI 2019 Legislative Survey and give to Lacey and she will fax back to them.

Item 5B, the Highway Commissioner's report.

Monty Murray reported that they are finishing up mowing and cleaning ditches.

Item 5C, Assessor Report.

Sue said she had nothing to report.

Item 5D Cemetery Report

Stan reported that the Columbarium is set and ready. They are still mowing and have been hauling dirt off. Stan said he had hired a girl to do some clerical work and she is cleaning up flower beds and trimming rose bushes, she is working about 20 hours a week but only for a couple more weeks.

6. Regular Business

- A. Motion to authorize payment of town, general assistance, and payroll bills
Motion was made by Pat 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 & Vote.
Motion was made by Kevin and seconded by Mary Jane.
Pat---yes; Kevin---yes; Larry---yes; Tom---yes; Mary Jane---yes.
- C. Motion to authorize pre-approval of payment of elected officials from
October 19, 2018 through November 15, 2018.
Motion was made by Larry and seconded by Kevin
Kevin ---yes; Larry---yes; Tom---yes; Mary Jane---yes; Pat ---yes.
- D. Motion to authorize payment of per diem expenses.
Motion was made by Pat and seconded by Mary Jane.
Larry---yes; Tom---yes; Mary Jane---yes; Pat ---yes; Kevin ---yes.

7. Continued Business

- A. Discussion and motion to approve updated cemetery rules. See attached changes.
Motion was made by Larry and seconded by Kevin.
Tom---yes; Mary Jane ---yes; Pat --- yes; Kevin ---yes; Larry--- yes.

8. New Business

- A. Discussion and motion of vote on Christmas bonuses for employees to be distributed in
December. They will be same as last year.
Motion was made by Pat and seconded by Mary Jane.
Mary Jane---yes; Pat---yes; Kevin—yes; Larry---yes; Tom---yes.
- B. Motion to approve employee Christmas party in December.
Motion was made by Tom and seconded by Mary Jane.
Pat---yes; Kevin---yes; Larry---yes; Tom---yes; Mary Jane---yes.
- C. Motion to approve old cemetery tree removal bid. Dee Everingham \$600.00
Motion was made by Tom and seconded by Larry.
Kevin---yes; Larry---yes; Tom---yes; Mary Jane---yes; Pat---yes.
- D. Discussion and motion for clerk to attest to signatures on checks.
Motion was made by Pat and seconded by Kevin
Kevin---yes; Larry---yes; Tom---yes; Mary Jane---yes; Pat---yes.
- E. Motion to approve summer help clothing allowances.
Robinson Township will provide to summer help with 5 work shirts, \$50 allowance for steel
toed boots, and necessary safety items.

Motion was made by Tom and seconded by Pat.
Kevin---yes; Larry---yes; Tom---yes; Mary Jane---yes; Pat---yes.

- F. Discussion and motion to approve employee time off policy. With the changes made that was discussed in meeting. Vacation time this year 2018 employees will be allowed to carry over 40 hours and get paid for any remaining time. Starting January 2019 employees may carry over 40 hours vacation only and the employee either takes their time off or loses it at end of year with NO pay outs.

Sick time includes your children, spouse, or immediate family.

Motion was made by Mary Jane and seconded by Pat.
Kevin---yes; Larry---yes; Tom---yes; Mary Jane---yes; Pat---yes.

- G. Tentative Tax Levies copies for Town and Road handed out. Final action to be taken at the November meeting.

9. Public Comments

No comments

10. Adjourn Meeting

Time: 6:49 P.M.

Motion was made by Pat and seconded by Mary Jane to adjourn the meeting.

Tom---yes; Mary Jane---yes; Pat---yes; Kevin---yes; Larry--- yes.

Respectfully Submitted,

Vickie Gribben
Township Clerk

Larry Corder
Township Supervisor