

**Minutes – Board of Town Trustees
April 18, 2013**

STATE OF ILLINOIS
Crawford County
Town of Robinson

THE BOARD OF TRUSTEES met at the Robinson Township Office at 6:00 p.m. April 18, 2013.

The following official business was transacted. The meeting was called to order by Chairman Larry McCoy. Clerk Vickie Gribben then called the roll.

PRESENT:	Larry McCoy	Township Supervisor
	Vickie Gribben	Township Clerk
	David Lachenmayr	Township Highway Commissioner
	Glenda Fulling	Township Trustee
	Pat Richards	Township Trustee
	Shirley Berry	Township Trustee
	Sue Roberts	Township Trustee
ABSENT:	Bob Manning	Township Assessor

The Pledge of Allegiance was then recited.

Persons from the public attending the meeting were as follows: Lori Hodge, Stan Mullins, Becky Taylor, Janie Thackrey, Gary Wilson, and Greg Wolfe.

Under Item 4, Mr. McCoy asked if the trustees had any questions or changes concerning the minutes of the March 21, 2013 regular Monthly Board Meeting. There being none, Sue Roberts made the motion, seconded by Shirley Berry, to approve the minutes for the meeting as written. Motion carried with vote as follows: Glenda Fulling-yes; Pat Richards-yes; Shirley Berry-yes; Sue Roberts-yes; Larry McCoy-yes.

Under Item 5A, the Supervisor's report, Mr. McCoy gave the trustees a copy of the Robinson Township Monthly Board Meetings for Fiscal Year 2013-2014. Mr. McCoy then read the beginning and ending balances for the month ending March 31, 2013 of the Total Town Money Market, the General Assistance Money Market, and the Total Road and Bridge Money Market. He then noted the interest rate the certificates of deposit ranged from 0.35% on all but two which were 0.30% on one of the General Town CDs—#7187 and one of the General Assistance CDs—#7189—at First Robinson Savings Bank. He stated that a total of 25 cases of general and/or emergency assistance had been processed through intergovernmental agreements with the other townships for the fiscal year April 1, 2012 to March 31, 2013 resulting in a total income of \$1500.00. He also noted the total amounts disbursed through Robinson Township for the fiscal year 2012-2013 in general assistance were \$17,156.74 and in emergency assistance were \$17,552.71.

Under Item 5B, Highway Commissioner Lachenmayr told the trustees that the road employees had been working on a shed that had the South side blown off two months ago by a wind storm. With the help of Stan Mullins from the cemetery crew, the South side of the shed has been elevated and framed so that

the backhoes and Mack trucks can now be parked under it. He told about the storm that happened on Tuesday night, April 16th. Robinson received two tenths of an inch of rain, but North toward Trimble, a downpour caused one road to be closed because corn stalks had washed over the road. Three culverts had been washed out. The crew removed a little over two ten wheeler loads of corn stalks. Roads had ruts cut in them 18” to 24” deep. The roads are now open and three driveway entrances need gravel put on them, and Mr. Lachenmayer was waiting to see what the storm might do tonight. He concluded by stating that the crew was getting the mowers ready because the grass is growing.

There was no Assessor’s report under Item 5C due to Mr. Manning’s absence.

Item 6A, Continued Business, Bids for mini track hoe for cemetery use. Mr. McCoy tabled this item until the May board meeting.

Item 7A, New Business, Approval to obtain bids for Audit for the Fiscal Year April 1, 2012 through March 31, 2013. Larry McCoy made the motion to obtain bids for this audit. Glenda Fulling seconded the motion. Motion carried with vote as follows: Shirley Berry-yes; Sue Roberts-yes; Larry McCoy-yes; Glenda Fulling-yes, and Pat Richards-yes.

Item 7B, Shirley Berry made the motion to designate First Financial Bank as depository, First National Bank of Olney, First Robinson Savings Bank, Regions Bank, and First Financial Bank for investments. Larry McCoy seconded. Motion carried with vote as follows: Sue Roberts-yes; Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; and Shirley Berry-yes.

Item 7C, Shirley Berry made the motion to retain Heath Uppencamp of Heller, Holmes & Associates as Robinson Township’s Attorney for the fiscal year 2013-2014. Glenda Fulling seconded the motion. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Shirley Berry-yes; and Sue Roberts-yes.

Item 7D, Larry McCoy made the motion to approve the use of the GA and EA manuals as the Township guidelines for fiscal year April 1, 2013 through March 31, 2014. Sue Roberts seconded. Motion carried with vote as follows: Glenda Fulling-yes; Pat Richards-yes; Shirley Berry-yes; Sue Roberts-yes; and Larry McCoy-yes.

Item 7E, Approval to pass the current charges for grave opening fees for fiscal year 2013-2014. Chairman McCoy read the charges when Mrs. Roberts asked what they were. Glenda Fulling made the motion to pass the current charges for grave opening fees for fiscal year 2013-2014. Larry McCoy seconded the motion. Motion carried with vote as follows: Pat Richards-yes; Shirley Berry-yes; Sue Roberts-yes; Larry McCoy-yes; and Glenda Fulling-yes. Mr. McCoy then passed the paper to the trustees for his/her signature.

Item 7F, Approval to pay bills that are due prior to board meeting. Chairman McCoy read this resolution to the trustees and noted what items were included in the payable bills list. Glenda Fulling moved to approve payment of bills that are due prior to board meeting. Larry McCoy seconded. Motion carried with vote as follows: Shirley Berry-yes; Sue Roberts-yes; Larry McCoy-yes; Glenda Fulling-yes, and Pat Richards-yes.

Item 7G, Chairman McCoy requested a motion to pass the State Gift Ban Act and read the act to the trustees. He noted that the Gift Ban Act requires that an Ethics Officer be appointed by the Supervisor

of each township and delineated the duties of the Ethics Officer, one of which is to review the Economic Interest Statements that each township official is required to complete. Larry McCoy made the motion to pass the State Gift Ban Act which has been in effect since July 1, 1999. Shirley Berry seconded the motion. Motion carried with vote as follows: Sue Roberts-yes; Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; and Shirley Berry-yes.

Chairman McCoy then stated that an Ethics Officer needed to be appointed. Trustee Pat Richards nominated Shirley Berry who accepted the appointment.

Item 7H, Approval to pass the Investment Policy. Chairman McCoy read the current policy noting the specific objectives of the investment policy are “safety of principle,” “diversity of investments to avoid unreasonable risks,” and “highest interest rate available,” with “the portfolio to remain sufficiently liquid to meet all operating costs which may be reasonably anticipated...” Mr. McCoy passed the ordinance to the trustees to examine and stated the Township’s funds are currently invested in CDs. Pat Richards moved to pass the Investment Policy as written. Larry McCoy seconded. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Shirley Berry-yes; and Sue Roberts-yes.

Item 7I, Supervisor McCoy read the loss control policy to the trustees. He then made the motion to pass the Loss Control Policy. Glenda Fulling seconded the motion. Motion carried with vote as follows: Glenda Fulling-yes; Pat Richards-yes; Shirley Berry-yes; Sue Roberts-yes; and Larry McCoy-yes. He passed the policy to the officials for his/her signature.

Item 7J, Glenda Fulling made the motion to pass the current Motor Vehicle Policy for the Cemetery for the fiscal year 2013-2014 after Chairman McCoy read the policy to the trustees. The policy had first been adopted on January 1, 2000. Shirley Berry seconded. Motion carried with vote as follows: Pat Richards-yes; Shirley Berry-yes; Sue Roberts-yes; Larry McCoy-yes; and Glenda Fulling-yes. Chairman McCoy passed the policy to the officials for his/her signature.

Item 7K, Approval to pass the Model Ethics Ordinance. Larry McCoy made the motion to pass the Model Ethics Ordinance. Glenda Fulling seconded. Motion carried with vote as follows: Shirley Berry-yes; Sue Roberts-yes; Larry McCoy-yes; Glenda Fulling-yes, and Pat Richards-yes. Chairman McCoy passed the policy to the officials for his/her signature.

Item 7L, Larry McCoy read the policy and then made the motion to pass the Work Harassment/ Sexual Harrassment Policy for fiscal year 2013-2014. Shirley Berry seconded. Motion carried with vote as follows: Sue Roberts-yes; Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; and Shirley Berry-yes. Chairman McCoy passed the policy to the officials for his/her signature.

Item 7M, Shirley Berry moved to re-adopt the policy that anyone taping a Township meeting has to give the board prior notice before the meeting starts. Sue Roberts seconded the motion. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Shirley Berry-yes; and Sue Roberts-yes.

Item 7N, Chairman McCoy read the Rules for Public Comments on Agenda Items and then made the motion to adopt the rules as written. Glenda Fulling seconded. Motion carried with vote as follows: Glenda Fulling-yes; Pat Richards-yes; Shirley Berry-yes; Sue Roberts-yes; and Larry McCoy-yes.

Item 7O, Mr. McCoy informed the trustees that the Tentative Budget for the Town and Road funds will be distributed during the May monthly meeting. Final approval will take place in June.

Item 7P, Mr. McCoy told the trustees that the Statements of Economic Interest need to be completed by each official and given to the Town Clerk, Vickie Gribben.

Item 8A, Pat Richards moved to approve payment of Town, G.A., and Payroll bills. Sue Roberts seconded the motion. Motion carried with vote as follows: Pat Richards-yes; Shirley Berry-yes; Sue Roberts-yes; Larry McCoy-yes; and Glenda Fulling-yes.

Item 8B, Sue Roberts made a motion to pay the Road District bills. Pat Richards seconded the motion. Motion carried with vote as follows: Shirley Berry-yes; Sue Roberts-yes; Larry McCoy-yes; Glenda Fulling-yes; and Pat Richards-yes.

Item 8C: Chairman McCoy made a motion, seconded by Shirley Berry, to pre-approve payment of elected officials for the time period of April 19, 2013 through May 16, 2013. Motion carried with vote as follows: Sue Roberts-yes; Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; and Shirley Berry-yes.

Item 9: Shirley Berry made a motion, seconded by Glenda Fulling, to pay per diem. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Shirley Berry-yes; and Sue Roberts-yes.

At this point, Chairman McCoy presented Mrs. Glenda Fulling a plaque in appreciation for her eight years of service from 2005-2013 as a trustee for Robinson Township, and invited everyone to stay for cake. He welcomed the newly elected trustees, Lori Hodge and Greg Wolfe, who were present.

Item 10: Adjourn Meeting: Motion was made by Shirley Berry to adjourn the meeting. Motion carried with all in favor voting aye. Meeting adjourned at 6:32 P.M.

Respectfully submitted,

Vickie Gribben
Township Clerk

Larry McCoy
Township Supervisor