

**Minutes – Board of Town Trustees**  
**May 17, 2012**

STATE OF ILLINOIS

Crawford County

Town of Robinson

THE BOARD OF TRUSTEES met at the Robinson Township Office at 6:00 p.m. on May 17, 2012.

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
	Sue Roberts	Township Trustee
ABSENT:	Bob Manning	Township Assessor
	Shirley Berry	Township Trustee

The Pledge of Allegiance was recited.

Supervisor McCoy asked the clerk to let the record show that Bob Manning arrived at 6:01 P.M.

Persons from the public attending the meeting were as follows: Becky Taylor, Janie Thackrey, Lacey Whipkey, Gary L. Wilson and son.

Mr. McCoy asked if the trustees had any questions or changes concerning the April 19, 2012 meeting minutes. Pat Richards made the motion, seconded by Glenda Fulling, to approve the minutes as written. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Sue Roberts-yes, Shirley Berry-absent.

Item 5A on the agenda was the Supervisor's Report. Chairman McCoy referred the Board to the lists of balances in the Township's accounts through March 31, 2012 and read aloud the beginning and ending balances of the Total Town Money Market Fund, the Total Road District Checking and the Total Road and Bridge Money Market Fund. For fiscal year April 1, 2012 to April 30, 2012, there were no intergovernmental cases of general assistance. For the same fiscal period, Robinson Township itself has disbursed \$2,195.26 in General Assistance and \$542.00 in Emergency Assistance. Mr. McCoy asked if there were any questions. Mrs. Fulling asked what the difference was between general and emergency assistance. Mr. McCoy had Lacey Whipkey, township bookkeeper, explain. She noted that general assistance is determined and received monthly while emergency assistance may only be disbursed once yearly. Emergency is a larger amount. Chairman McCoy then noted the interest rate of .35% that the Township is receiving on all certificates of deposit through First Robinson Savings Bank.

Item 5B: Chairman McCoy called for the Highway Commissioner's report. Mr. Lachenmayr told the Board that, because the weather has been so good, the crew has been busy mowing and trimming trees. Mr. Lachenmayr said some of the bus drivers had thanked him for the tree trimming work and mentioned other locations where trees needed trimmed. He concluded by saying he has managed to spare one to two men periodically to finish the township building remodel. At this point, Mr. McCoy praised the highway department men for the outstanding job on the building and mentioned how much better the building looked and how much more functional it is.

Item 5C: the Assessor's Report: Mr. Manning noted that he scheduled his one remaining continuing education class in Fairview Heights, IL, in October.

Item 6A, Continued Business, Trimble Farm Lease Renewal: Chairman McCoy said the lease is to farm the 12 plus acres due East of the Robinson New Cemetery and is with Trimble Farms who has agreed to a one year lease of \$150.00 per acre, totaling \$1902.00 which has already been paid. Mr. Trimble informed Mr. McCoy that he, Mr. Trimble, does carry the required insurance, and is to bring a copy of the policy to the Township office. Mr. McCoy called for a motion to approve the land lease for one year. Sue Roberts made the motion which was seconded by Glenda Fulling. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Sue Roberts-yes, Shirley Berry-absent. Mr. McCoy asked the trustees to sign the agreement.

Item 6B, Continued Business, Approval of Bid for Audit for the Fiscal Year April 1, 2011 through March 31, 2012. Chairman McCoy informed the trustees that only one bid was received to do the Township's audit which was from Kemper CPA Group of \$6600.00. Glenda Fulling made the motion, seconded by Pat Richards to approve the bid by Kemper. Motion carried with vote as follows: Larry McCoy-yes, Glenda Fulling-yes, Pat Richards-yes, Sue Roberts-yes, Shirley Berry-absent.

Item 6C, Continued Business: Approval of bids for a street patcher for the Road District. Mr. Lachenmayr informed the trustees that he did not get any bids for the street patcher. This item of business was then tabled until a bid could be obtained.

Item 7A, New Business, Approval to offer counseling program to employees. Mr. Glen Jackson from South Eastern Illinois Counseling Services, Inc., also known as Crawford Family Counseling, spoke to the Robinson Township Board about the 25 years of counseling services that have been provided by SE Counseling Center in Crawford County. An employee assistance program or EAP provides counseling to employees in order to resolve mental health issues or substance abuse problems that may be impacting their work. Mr. Jackson outlined the services and payment plan his program provided. The employer monitors the program by making sure the employee attends the counseling session and then by observing the employee's work performance. The service involves assessment and outpatient treatment. He mentioned that Richard Swisher is the Director of Clinical Services. Employers would pay a stipend which is currently \$2.00 per employee per quarter which enables the counseling center to waive the insurance copay. The employee's insurance provider would be billed for whatever the insurance company would be willing to pay. Should the contract between the Township and the

Counseling Center be terminated for any reason, the Counseling Center would continue to treat the employee at no charge for 36 months. He ended by saying that his service is a win-win situation because the employer gets to keep the employee and help them to get their job performance “up to speed.” The employee has the opportunity for counseling as a job benefit. Mr. Jackson asked if there were any questions. Mrs. Fulling asked if drug testing were provided in addition to counseling. Mr. Jackson responded that the Counseling Center does not currently do drug testing but, if continued drug use were suspected while the person is going through the program, the Counseling Center would require a drug test which would be done at a hospital. Mr. McCoy said highway department employees are drug tested through a union for truck drivers for their CDL qualification per State of Illinois, and cemetery employees through Acute Care.

Mr. McCoy asked if there were any other thoughts on the matter. Mrs. Fulling said she thought the idea was important and Mr. McCoy concurred. Mrs. Fulling made the motion to approve the use of the Counseling Center program. Mr. McCoy seconded. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Sue Roberts-yes, Shirley Berry-absent. Mr. McCoy signed the agreement.

Item 7B, Purchasing of property for Township Road District. Mr. Lachenmayr told the Board of Trustees that there is a requirement by the State of Illinois that all equipment be under shelter. (605 ILCS 5/6-201.9) Mr. Lachenmayr said he had been looking for property reasonably close to what the highway department currently owns and has spoken with George Murphy. Mr. Murphy’s property is approximately four acres and has a 75’ x 48’ building with a cement floor. Mr. Murphy would not lower the price of \$100,000, but would accept \$50,000 per year for two years at no interest. Mr. Richards asked if Mr. Lachenmayr had looked at property next to the highway department’s current location. Mr. Lachenmayr responded that he had approached the owners of adjoining land. Mr. McCoy recalled that the owners wanted the price they had given for the entire property for two or three acres. Mr. Lachenmayr stated that property price for purchasing the needed land has been included the budget. Mrs. Fulling asked what would be done with the property the highway department currently owns. Mr. Lachenmayr responded that he would still keep it for dirt and rock storage. Mr. McCoy asked if the County Highway Department would be interested in the approximate two acres the Robinson Township Highway Department now owns. Mr. Lachenmayr said he had not approached them but that it could be a possibility. Mr. Richards said he did not like the division of the location. Another property was mentioned which is owned by Bill Gill. Mr. McCoy moved to table the matter for reconsideration at a later date. Mr. Richards seconded. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Sue Roberts-yes, Shirley Berry-absent.

Item 7C, Approval of Cemetery Rules and Regulations Revisions. Mr. McCoy noted that the trustees had been mailed a copy of the Cemetery Rules and Regulations which were revised and updated from the 2009 version. Revisions included deleting the term Cemetery Board of Trustees as that Board had been dissolved. Mr. McCoy had edited said rules and updated the names Township Board of Trustees, updated the Township contact information for the benefit of the area funeral homes, and updated the hours the Township is open. Glenda Fulling made the motion to approve the changes to the Cemetery Rules and Regulations. Larry McCoy seconded.

Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Sue Roberts-yes, Shirley Berry-absent.

Item 7D, Appoint Rebecca Taylor as Freedom of Information Officer. Pat Richards made the motion to appoint Rebecca Taylor as Freedom of Information Officer, and Glenda Fulling seconded. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Sue Roberts-yes, Shirley Berry-absent.

Item 7E, Town Funds Tentative Budget for fiscal year 2012-2013. The amount of \$818, 243.00 is budgeted which is \$11,600.00 less than last year's budget. Final action is to be taken at the June 21, 2012 meeting. Mr. McCoy requested a motion to set the Town Budget Hearing for 5:30 P.M. on June 21, 2012. Glenda Fulling made the motion which was seconded by Sue Roberts. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Sue Roberts-yes, Shirley Berry-absent.

Item 7F. Road Funds Tentative Budget for fiscal year 2012-2013. The amount of \$906,180.00 is budgeted which is \$76,920.00 less than last year's budget. Final action is to be taken at the June 21, 2012 meeting. Mr. McCoy made the motion to set the Road Budget Hearing for 5:45 P.M. on June 21, 2012. Glenda Fulling seconded. Motion carried with vote as follows: Larry McCoy-yes; Glenda Fulling-yes; Pat Richards-yes; Sue Roberts-yes, Shirley Berry-absent.

Item 7G. Reminder for Board Members – Open Meetings Act. Mr. McCoy reminded the trustees of the requirement that **each** elected or appointed member of a public body subject to OMA must complete the electronic training curriculum developed and administered by the PAC, and file a copy of the certificate of completion with the public body. (Public Act 97-504 5ILCS 120/1.05). It can be done on the computer and is essentially an open book exam.

Under Other Business, Item 8A: Larry McCoy made the motion, seconded by Glenda Fulling as she left the meeting, to approve payment of the Town, G.A., and Payroll bills. Motion carried with vote as follows: Larry McCoy-yes, Glenda Fulling-absent, Pat Richards-yes, Sue Roberts-yes, Shirley Berry-absent.

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

Mr. McCoy asked the clerk to let the minutes show that Mrs. Fulling left the meeting at 6:41 P.M.

Under Other Business, Item 8C: Sue Roberts made a motion, seconded by Larry McCoy, to pre-approve payment of elected officials for the time period of May 18, 2012 through June 21, 2012. Motion carried with vote as follows: Larry McCoy-yes, Glenda Fulling-absent, Pat Richards-yes, Sue Roberts-yes, Shirley Berry-absent.

Under Item 9, Per Diem, Larry McCoy made a motion, seconded by Sue Roberts, to pay Per Diem. Motion carried with vote as follows: Larry McCoy-yes, Glenda Fulling-absent, Pat Richards-yes, Sue Roberts-yes, Shirley Berry-absent.

Meeting adjourned at 6:42 P.M. by acclimation.

Respectfully submitted,

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Vickie Gribben  
Township Clerk

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Larry McCoy  
Township Supervisor