

Maine Township Special Board meeting has been videotaped.

For more detailed reports and discussions please refer to the recorded meeting at:

<https://www.youtube.com/watch?v=eSIwu-Kxp4U&feature=youtu.be>

Indexed agenda at:

[http://mainetown.com/wp-content/uploads/2018/07/agenda\\_18-07-10.pdf](http://mainetown.com/wp-content/uploads/2018/07/agenda_18-07-10.pdf)

Board Members Present: Supervisor Morask, Clerk Gialamas, Assessor Moylan Krey, Trustees Jones, Carrabotta, McKenzie and Sweeney

Others in attendance: Attorney Keri-Lyn Krafthefer, Dayna Berman, Doriene Prorak, Richard Lyon, Denise Jajko, Christopher Scalet, Dennis Martin, Carolyn Drblik, Catherine Martin, Myrna Zalesny, Carl Cocclatto, Bob Zalesny, A. Nest and Wiesia Tytko

Supervisor Morask called the meeting to order at 7:03 p.m., Clerk Gialamas led the Pledge of Allegiance and called the roll.

Agenda Item: Public Participation  
None.

Discussion and Potential Action on the Following Items Listed Under Old & New Business:

Agenda Item: Old Business, Procedures and Policies as submitted by Trustees Carrabotta, McKenzie and Sweeney

Supervisor Morask stated that Trustees Carrabotta, McKenzie and Sweeney submitted the proposed Policies. Also, the proposed changes and revisions were submitted by Trustee Sweeney, Supervisor Morask and Attorney Krafthefer.

Attorney Krafthefer stated that she distributed the packets with all proposed changes, questions and comments which is open for discussion.

1. Parliamentary Authority/Robert's Rules of Order/Diamond's Rules  
See video at 3:20.

Discussion.

Trustee Sweeney specifically asked that her comment be included in the minutes. She stated that at the last Board meeting she had made a motion to amend and it violated Robert's Rules because we did not allow her motion to be heard and that precluded the Board from considering a vote on bonuses versus salaries. She had talked to several elected officials, board members and parliamentarians and she has been told that it was a clear violation. That is why it is so important to reference that our gold standard is to use the most recent version of Robert's Rules.

Supervisor Morask responded to it that this action was approved by Attorney Krafthefer. After lengthy discussion motion was made.

Trustee Sweeney	Motion to adopt Policy-Parliamentary Authority with 1 <sup>st</sup> sentence only and the addition of: the most recent edition of Robert's Rules of Order Revised.
Trustee Carrabotta	Second.

More discussion was held.

Motion carried on a roll call vote as follows:

Supervisor Morask	Yes
Trustee Jones	Yes

Trustee McKenzie Yes  
Trustee Carrabotta Yes  
Trustee Sweeney Yes  
Motion carried.

2. Establishing Agenda Items  
See video at 26:05.

Discussion.

Supervisor Morask Motion to adopt Policy-Establishing Agenda Item with understanding that the Agenda will be established by Supervisor with consultation of the Clerk on Thursday before Tuesday Board meeting, with any additions delivered by Wednesday by close of business hours. The Agenda will be emailed to Elected Officials on Thursday, and the board distribution will be delivered on Friday. Every effort will be made to provide the board packets on Thursday, with the understanding that Bill Pay will be electronically transmitted on Friday.  
Trustee Jones Second.

After lengthy discussion there was no agreement on this issue.

Trustee Sweeney Motion to table accepting the Policy-Establishing Agenda Item.  
Trustee Carrabotta Second.  
Motion carried on a roll call vote as follows:  
Supervisor Morask Yes  
Trustee Jones Yes  
Trustee McKenzie Yes  
Trustee Carrabotta Yes  
Trustee Sweeney Yes  
Motion carried.

3. Public Access Counselor  
See video at 1:04:56.

Trustee Sweeney Motion to adopt the Policy-Public Access Counselor as stated with attorney's modifications.  
Supervisor Morask Second.

Discussion followed.

Trustee Sweeney Motion to amend the previous motion, Motion to adopt the Policy-Public Access Counselor as stated with attorney's modifications and adding that copies of Attorney's correspondence with PAC shall be forwarded to all Elected Officials as soon as practical.  
Trustee Carrabotta Second.  
Motion carried on a roll call vote as follows:  
Supervisor Morask Yes  
Trustee Jones Yes  
Trustee McKenzie Yes  
Trustee Carrabotta Yes  
Trustee Sweeney Yes  
Motion carried.

4. Interaction with IMRF

See video at 1:12:45.

Discussion.

Trustee Sweeney Motion to adopt the Policy-Interaction with IMRF with Trustee Sweeney's language and eliminating #4.  
Trustee Carrabotta Second.

More discussion on the subject.

Trustee Sweeney Motion to amend the motion to adopt the Policy-Interaction with IMRF with eliminating #4 and adding requested revisions in the Policy.  
Trustee Carrabotta Second.

Motion carried on a roll call vote as follows:

Supervisor Morask No  
Trustee Jones Yes  
Trustee McKenzie Yes  
Trustee Carrabotta Yes  
Trustee Sweeney Yes

Motion carried.

5. Township Elected Officials' Access to Public Records

Discussion. See video at 1:30:40.

Supervisor Morask Motion to adopt the Policy-Township Elected Officials' Access to Public Records with proposed revisions, removing a second sentence and with specification that all request go to Supervisor, Clerk or Administrator.

After lengthy discussion there was no agreement on this issue.

Trustee Jones Motion to table adopting the Policy-Township Elected Officials' Access to Public Records to merge both Trustees recommendations and Supervisor Morask's proposed language into the policy.  
Trustee Sweeney Second.

Trustee Jones Motion to amend the previous motion to adding revisions to the merged proposed policy by Trustees and Supervisor Morask.  
Trustee Sweeney Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes  
Trustee Jones Yes  
Trustee McKenzie Yes  
Trustee Carrabotta Yes  
Trustee Sweeney Yes

Motion carried.

Trustee Sweeney Motion to table adopting the remainder of the Procedures and Policies.

Trustee Jones Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: New Business, Budget Amendment/Discussion of amending Budget – Town Fund/Ga and Road & Bridge

Supervisor Morask stated that due to some additional expenditures that are not included in the Township and Road & Bridge Budget and due to Capital Fund Projects, the budgets for Town Fund/General Assistance and Road & Bridge have to be amended.

Attorney Krafthefer stated that she has been working with the auditor on this matter and suggested amending these budgets at the August meeting.

Supervisor Morask stated that the tentative budget will have to be filed with the Clerk's office on July 27<sup>th</sup>, 30 days before approval.

Attorney Krafthefer explained the Capital Fund purpose.

The Elected Officials discussed possible line item transfers, expenditures, contingency and Reserves.

The auditor, Christopher Scalet, stated that the new audit will be in the July Board distribution.

Agenda Item: New Business, Capital Fund Resolution

See video at 2:36:27.

Attorney Krafthefer stated that she recommends establishing a Capital Fund which will require the accumulation of dedicated funds to address infrastructure repair/replacement and other issues related to ongoing maintenance of the building.

Supervisor Morask read out loud the Resolution 2018-6 and asked for the fund amount for accumulation.

After discussion on necessary Capital Fund Projects, the Board decided that the initial funding amount will be \$250,000.00.

Trustee Sweeney Motion to approve the Resolution 2018-6, A Resolution Authorizing the Accumulation of Funds for Capital Improvements for the Township.

Trustee McKenzie Second.

Trustee Sweeney Motion to amend to approve Resolution 2018-6, A Resolution Authorizing the Accumulation of Funds for Capital Improvements for the Township, specifying that each individual expenditure will be approved by Board approval.

Trustee McKenzie Second.

Motion carried on a roll call vote as follows:

Supervisor Morask Yes

Trustee Jones Yes

Trustee McKenzie Yes

Trustee Carrabotta Yes

Trustee Sweeney Yes

Motion carried.

Agenda Item: New Business, Spending Authority Resolution

See video at 3:06:45.

Attorney Krafthefer stated that the “spending policy” to give the Supervisor authority to approve some bills before Board approval was suggested at the last Board meeting. She explained the importance of adopting such policy.

Supervisor Morask	Motion to approve Resolution 2018-7, A Resolution Authorizing the Supervisor to Pay Routine Invoices and Expenditures and to Enter into Contracts Provided for in the Budget not to Exceed a Certain Amount, up to \$10,000.00.
Trustee Jones	Second.

Trustees expressed their opinion on not being ready on passing said resolution due to not agreeing with some wording and a large amount for the “spending” resolution.

Supervisor Morask	Motion to amend to approve Resolution 2018-7, A Resolution Authorizing the Supervisor to Pay Routine Invoices and Expenditures and to Enter into Contracts Provided for in the Budget not to Exceed a Certain Amount, not to exceed \$3,000.00.
Trustee Jones	Second.

After discussion there was no agreement on passing said resolution.

Trustee Carrabotta	Motion to table approving Resolution 2018-7.
Trustee Sweeney	Second.

Motion carried on a roll call vote as follows:

Supervisor Morask	No
Trustee Jones	No
Trustee McKenzie	Yes
Trustee Carrabotta	Yes
Trustee Sweeney	Yes

Motion carried.

Supervisor Morask expressed her disappointment in the Board’s decision.

Agenda Item: Adjournment

Supervisor Morask	Motion to adjourn.
Trustee Carrabotta	Second.

All in favor.

Motion carried on a voice vote.

The meeting was adjourned at 10:40 p.m.

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Maine Township Clerk