

**CUBA TOWNSHIP
REGULAR MEETING
OF THE BOARD OF TRUSTEES
28000 W. Cuba Road
Barrington, IL 60010
August 14, 2014 6:00 pm**

I. Call to order:

Supervisor Nelson called the meeting to order at 6:00pm

II. Pledge of Allegiance

Mumaw led those present in the Pledge of Allegiance.

III. Roll call

David Nelson, Supervisor; Doug Alexander, Trustee; Jack Mumaw, Trustee; Jeff Raider- Trustee, Jill Talbot- Trustee.

Also present: Priscilla Rose, Cuba Township Clerk; Rebecca Tonigan, Cuba Township Assessor; Randy Marks, Cuba Township Highway Commissioner; Keri-Lyn Krafthefer, Cuba Township attorney; Matt Barren, Lauterbach and Amen LLC, Barbara Murphy, Varun Ahujon

IV. Public Comment

Barbara Murphy had questions regarding the resignation of Trustee Chris Cocoma and the appointment of Trustee Raider. She had further questions regarding the bills including legal bills, cleaning bills for the Road District, notes with Barrington Bank, various social service allocations and the Barclay's Woods purchase. She stated she wants the Township to be more responsible with her money and expressed concern that the Barclay's Woods purchase should have been done by referendum. Krafthefer explained that the purchase was handled according to Township law. Murphy concluded with several other questions and inquired about the Northern Illinois Food Bank.

Varun Ahujon explained that he was again attending the meeting, after first coming in July, to learn more about local government.

V. Discussion and potential action on approval of minutes

A. July 14, 2014

Trustee Mumaw made a motion which was seconded by Trustee Alexander to approve the minutes of July 14, 2014 board meeting.

Motion carried by unanimous voice vote to approve the minutes as corrected.

VI. Discussion and potential action on the following topics:

A. Payment of bills

Trustee Alexander made a motion which was seconded by Trustee Talbot to approve the bills in the amount of \$431,662.10 check nos. 34014 – 34252.

Alexander asked questions regarding various credit card bills, and several other bills from the Road District. He continued with questions on the timing of paying certain bills and the progress of the salt barn.

Raider asked several question about the bills including a White Memorial Cemetery bill and several Road District bills.

Mumaw questioned a donation to the food pantry and several Road District bills.

Roll call: Alexander- yes; Mumaw- yes; Raider-yes; Talbot- yes; Nelson - yes. Motion carried.

Tonigan excused herself at 6:30 pm.

VIII. Old Business: Discussion and potential action related to the following topics:

C. Audit review

1. Progress of compliance list
2. Management letter review
3. Motion to accept audit

Matt Baren from Lauterbach and Amen, LLC addressed the board regarding the management letter. He noted that 9 of the 17 items from last year's list have been completed. 8 items will be carried over with 2 additional items added this year. To answer Mumaw's question, Baren noted that with new clients such as Cuba Township, there are generally more compliance items than with other clients. Alexander felt that the Township could have been better at completing the list; Krafthefer noted that she felt Cuba Township did a good job at completing over 50% as many of her clients take no action at all on the auditor's recommendations. There was discussion regarding the ability to complete the compliance items with current staffing or if assistance would be required from Lauterbach and Amen.

Baren noted that the current software used for A/P and payroll is cumbersome and felt some changes made to the software could facilitate the completion of items on the compliance list. Mumaw asked that this item be added to the management letter and asked for a revised letter noting this.

Baren noted a decrease in the fund balance in the last year, mostly due to the extreme weather conditions. There was discussion on vehicles used by the Road District and how they were marked to be designated as Township vehicles. He noted that Lauterbach and Amen will be presenting a seminar on taxability issues for clients. Discussion continued on depreciation, fund balance policy and capital recovery.

Trustee Talbot made a motion which was seconded by Trustee Alexander to accept the audit dated July 18, 2014 as presented by Lauterbach and Amen, LLC.

Roll call: Alexander- yes; Mumaw- yes; Raider- yes; Talbot yes; Nelson- yes. Motion carried.

It was suggested by Mumaw that the each trustee take several action items from the management letter and follow-through. Nelson will decide which trustee is assigned to each item.

VI. Discussion and potential action of the following topics

B. Ad in *Quintessential Barrington* commemorating Barrington's Sesquicentennial anniversary

Nelson reminded the board that the *Quintessential Barrington* magazine is taking ads from units of local government to be included in a special Sesquicentennial edition. The cost of a full page ad is \$3000 and it will be a lead into the government section of the magazine. He noted that the Villages of Barrington Hills and South Barrington and Barrington Township are participating. There was discussion among the board regarding the ad, with Mumaw expressing his objection.

Trustee Talbot made a motion which was seconded by Trustee Raider to approve the ad in *Quintessential Barrington* in the amount of \$3000.00

Roll call: Alexander- yes; Mumaw- no; Raider- yes; Talbot- yes; Nelson- yes. Motion carried.

VII. Reports

A. Supervisor's report

Nelson reported that he declined financial participation on behalf of Cuba Township in the restoration project known as Barrington's White House. He also declined participation in a proposed TV production that would highlight Cuba Township at the Township's expense. He further noted the Community Liaison's report and mentioned that *Smart Farm* and the *Gentlemen Farmer* have made generous donations of produce to the food pantry.

B. Highway Commissioner's report

Marks reported that the Road District has been busy paving and patching around the Township including Old Barrington Road and Pepper Road. Culvert and drainage system repairs have been done as well. Salt barn plans are underway. The mulch machine has been repaired and mulch sales will continue soon. Firewood distribution will begin soon; the wood will be bundled and banded this year. Shredding and recycling will take place on October 25, 2014 at the Road District garage and at Lake Barrington Shores. He noted that paint collection is no longer permissible according to state and EPA laws. Paint can be disposed of at SWALCO. He concluded by adding that substantial debris pick-up has been done after storms and trimming has been done at intersections for safety and line-of-sight purposes.

C. Assessor's report

Rose reported on Tonigan's behalf that the Assessor's office is in the middle of the filing period and that it is appeals are low.

D. Clerk's report

Rose reported that the water at the Township office has failed a yearly test by the Lake County Department of Health. After working with A.C. Snelten, the well was chlorinated several times and passed the required test. One month later the test failed again. Testing by a private firm resulted in a good water test. Future tests will take place as directed by the Lake County Health Department, but Rose will use a private firm to actually test the water. The results will be given to the Lake County Health Department.

Rose will coordinate with Clarke Mosquito for any board members interested in riding in the helicopter. Alexander and Marks expressed interest.

Rose noted that the Fall Festival is October 11, 2014 with the same activities planned as last year. There is consideration of a used book sale this year to raise money for the food pantry.

The funding application was distributed for review by the board. Suggestions and changes can be made to Rose.

Rose noted that at the September 11, 2014 board meeting there will be a discussion regarding the levies.

E. Township Attorney's report

Krafthefer updated the board on a recent TOIRMA coverage change to cover damaged equipment. She will continue to update as she gets more information. She further recommended that the Road District take advantage of a free equipment inspection offered by TOIRMA

F. BACOG report

There was no BACOG report.

VIII. Old Business: Discussion and potential action related to the following topics

A. Township senior/disabled bus program

There was no report.

B. Health insurance review

Mumaw noted that the insurance committee has met with Russ Warye; there is no clear idea how the premiums will change for the next year. Warye will have a proposal for the committee on how best to contain the current costs and distribute any increases to employees or how to manipulate the plans to contain costs. A letter from Marks and Nelson will be sent to all insured employees to notify them of a potential increase.

IX. New Business

Mumaw asked if the October board meeting could be rescheduled to October 8, 2014 instead of the scheduled October 9, 2014. The date will be reviewed again at the September 11, 2014 meeting.

X. Executive Session

There was no Executive Session

XI. Action on Executive Session items

There was no action required

XI. Adjournment

Talbot made a motion which was seconded by Raider to adjourn. Motion carried by unanimous voice vote. The meeting was adjourned at 8 pm.

Respectfully submitted,

Priscilla H. Rose
Clerk