

**CUBA TOWNSHIP  
REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
28000 W. Cuba Road  
Barrington, IL 60010  
January 9, 2014 6:00 pm**

**I. Call to order:**

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

**II. Pledge of Allegiance**

Trustee Mumaw lead those present in the Pledge of Allegiance.

**III. Roll call**

David Nelson, Supervisor; Doug Alexander, Trustee; Chris Cocoma, Trustee; Jack Mumaw, Trustee; Jill Talbot, Trustee.

Also present: Priscilla Rose, Township Clerk; Rebecca Tonigan, Township Assessor; Keri-Lyn Krafthefer, Township attorney.

**IV. Public Comment**

There was no public comment

**V. Discussion and potential action on approval of minutes:**

December 12, 2013- board meeting

Trustee Cocoma made a motion which was seconded by Trustee Alexander to approve the minutes of the December 12, 2013 board meeting. The minutes were approved by unanimous voice vote.

**VI. Discussion and potential action on the following topics:**

**A. Payment of bills**

Trustee Mumaw made a motion which was seconded by Trustee Talbot to approve the bills in the amount of \$407,318.58, check nos. 32510 through 32703.

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

**B. Adopt Township Investment Policy 13-O-03**

Trustee Cocoma made a motion which was seconded by Trustee Mumaw adopt the Township's Investment Policy 13-O-03

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

**VII. Reports:**

**A. Supervisor's report**

Nelson reported that Karen Darch, President of the Village of Barrington, was quoted in today's Wall Street Journal regarding the CN train situation. Nelson told the board she is taking an international stand on the trains that need to be retrofitted.

Cocoma will be attending an upcoming BACOG legislative breakfast with State of Illinois officials. Rose distributed the Community Liaison's report indicating that there is one General Assistance recipient currently. Nelson added that there has been great local financial support for the food pantry during the holidays.

Nelson reminded the board that the February 13, 2014 board meeting has been rescheduled to February 12, 2014.

**B. Highway Commissioner's report**

In Marks' absence, Rose distributed the Highway Commissioner's report. Alexander noted that he was impressed with the invoicing system associated with the IGA's. Rose added that Marks gave her a document from Barrington Bank to be authorized by the board. Alexander gave background information on the document. A decision on the document will be deferred until Krafthefer arrives.

**C. Assessor's report**

Tonigan had no report

**D. Clerk's report**

Rose reported that Lake County Clerk, Willard Helander, has decided to remove Early Voting from the Cuba Township office. Several Early Voting sites in the county have been consolidated including Cuba and Wauconda Townships. Early Voting for voters in Cuba and Wauconda Townships will now be at the Lake Barrington Village Hall. The last day to register to vote is February 18, 2014 and Early Voting begins on March 3, 2014. Rose continued that she has attempted to begin selling lots at White Memorial Cemetery, but it has been a slow process. She will resume selling the lots in the spring as the snow thaws. Rose concluded the social service funding requests are all in and she has copies if anyone would like to review them. Cocoma asked for a copy of the audit checklist at the next meeting.

Krafthefer joined the meeting at 6:30 pm.

**E. Township attorney's report**

Krafthefer had no report

**F. BACOG report**

Nelson reported that there will be a review of BACOG dues at the next meeting. Nelson confirmed that he is firm that Cuba Township should not have an increase in dues.

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

**A. Township/senior disabled bus program**

Mumaw told the board that all the villages requested will be paying 40% of the PACE bill with the Barrington and Cuba paying the remaining 60% of the bill. It is expected that Cuba Township will be paying approximately \$12,000 this year which is a 50% reduction from last year. Mumaw told the board that Joyce Palmquist from BACOA is to be thanked for coordinating the new PACE arrangement. Rose noted that 2 volunteers in the Township's food pantry take the PACE bus to get to the Township office to volunteer.

**B. Health insurance review**

Mumaw noted that he liked the recent letter to employees from Nelson and Marks about anticipated increase in health insurance coshares by employees.

**C. Audit review- progress of compliance list**

Nelson reported that progress is being made on the items on this list

#### **D. Personnel manual review**

Rose noted that the personnel manual is nearing completion after receiving an updated version from Krafthefer's office. The General Town and Assessor manual will be identical, with the Road District manual having a few variations specific to Road District work conditions.

Mumaw addressed the Barclay's Woods plaque situation. Wording has been created by Kathleen Leitner, President of the Village of Tower Lakes, which Mumaw thinks is appropriate. There is still some disagreement on the wording among Barclay's Woods committee members and it has been decided that there must be unanimous agreement. Tonigan suggested action on this item be delayed until a future board meeting. Krafthefer and Cocoma suggested alternate wording. Mumaw asked that this item be on the agenda for the March 13, 2014 board meeting.

#### **IX. New Business**

Nelson inquired about having multiple signors on checks. Krafthefer told him that a second signor may be authorized, detailing under what circumstances this would be permitted. There was also discussion on emergency situations permitting a signor other than the supervisor. Krafthefer will draft a policy on emergency check signing policy.

Krafthefer reviewed the document presented earlier regarding the Road District from Barrington Bank. She will review the document with Highway Commissioner Marks.

#### **X. Executive Session**

Trustee Mumaw made a motion which was seconded by Trustee Talbot to recess to Executive Session to review pending litigation.

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

Regular session recessed at 7:05 pm.

Regular session resumed at 7:25 pm.

Trustee Alexander made a motion which was seconded by Trustee Talbot to open regular session. Motion carried by unanimous voice vote.

Roll call: Alexander, Cocoma, Mumaw; Talbot, Nelson  
Also present: Rose, Tonigan, Krafthefer

#### **XI. Action on Executive Session items**

There was no action.

#### **XII. Adjournment**

Trustee Talbot made a motion which was seconded by Trustee Alexander to adjourn. Motion carried by unanimous voice vote. The meeting was adjourned at 7:25 pm.

Respectfully submitted-

Priscilla H. Rose  
Clerk

