

**CUBA TOWNSHIP  
REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
28000 W. Cuba Road  
Barrington, IL 60010  
February 12, 2014 6:00 pm**

**I. Call to order:**

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

**II. Pledge of Allegiance**

Supervisor Nelson led those present in the Pledge of Allegiance.

**III. Roll call**

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

Also present: Priscilla Rose, Township Clerk; Randy Marks, Township Highway Commissioner; Jim Rock, Township attorney.

**IV. Public Comment**

There was no public comment

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

January 9, 2014- public hearing-5:30 pm Amended Cuba Township budget for fiscal 2013-2014  
Trustee Alexander made a motion which was seconded by Trustee Cocoma to approve the minutes of the January 9, 2014, 5:30 pm public hearing.  
Motion carried by unanimous voice vote.

January 9, 2014 public hearing- 5:45 pm Amended Cuba Township budget for fiscal 2013-2014  
Trustee Cocoma made a motion which was seconded by Trustee Alexander to approve the minutes of the January 9, 2014, 5:45 public hearing.  
Motion carried by unanimous voice vote.

January 9, 2014 board meeting  
Trustee Alexander made a motion which was seconded by Trustee Cocoma to approve the minutes of the January 9, 2014 board meeting.  
Motion carried by unanimous voice vote.

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

**A. Payment of bills**

Trustee Cocoma made a motion which was seconded by Trustee Alexander to approve the bills in the amount of \$368,539.05 check nos. 32704-32910.

Alexander had questions regarding an agreement with Deer Park regarding snow plowing. He continued inquiring about the fuel tank situation at the Road District with the Barrington Countryside Fire Protection

District. Marks replied that the new tanks are in and located in a secure location. The BCFPD will use the tanks to fuel their equipment and pay the Road District for the fuel. He also asked about lease payments on a Jeep Cherokee to which Marks replied that he will be driving it instead of his own vehicle. There were further questions on the firewood program. Marks indicated that there have been several weeks when it was not possible to cut firewood due to the extensive snow plowing and extreme temperatures. He purchased a small amount of firewood to distribute during those weeks to comply with Township resident's requests for firewood. The firewood program will be suspended in a few weeks for the season and reevaluated.

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

**B. Adopt Employee Manual- Cuba Township Supervisor's office**

Trustee Cocoma made a motion which was seconded by Trustee Alexander to adopt the Employee Manual for the Cuba Township Supervisor's office

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

**C. Adopt Employee Manual- Cuba Township Assessor's office**

Trustee Alexander made a motion which was seconded by Trustee Cocoma to adopt the Employee Manual for the Cuba Township Assessor's office.

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

**D. Adopt Estimate of budget for Cuba Township for fiscal year 2014-2015- General Town, budget, General Assistance, Illinois Municipal Retirement Fund, White Memorial Cemetery**  
Trustee Cocoma made a motion which was seconded by Trustee Alexander to adopt the estimate of budget for Cuba Township General Town for fiscal 2014-2015 as presented.

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

Highway Commissioner Marks joined the meeting at 6:15 pm.

**E. Adopt Estimate of budget for Cuba Township Road District for fiscal 2014-2015**

Trustee Alexander made a motion which was seconded by Trustee Cocoma to adopt the estimate of budget for Cuba Township Road District for fiscal 2014-2015 as presented.

Alexander asked several questions regarding IGA's and how they related to the budget.

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

**VII. Reports:**

**A. Supervisor's report**

Nelson reported that the final bills for fiscal year 2013-2014 will be paid at a special meeting on February 28, 2014 at 5 pm and he reminded the board that the Annual Town Meeting will be held April 8, 2014 at 7 pm.

Nelson told the board that Village of Barrington Manager, Jeff Lawler, has requested a letter from Cuba Township supporting the road grade separation and improvement at Lake Zurich Road and Northwest Highway. The letter will be addressed to the Northwest Suburban Council of Mayors. The letter of support will make it possible to secure federal funds for this project. Consensus of the board directed Nelson to write the letter.

Nelson presented a thank you letter from Township resident Tina Saab to Highway Commissioner Marks and himself thanking Marks for the Road District bus which has been made available to Fit MS to transport members to and from their Fit MS facility on Hart Road. The Road District receives compensation from Fit MS for the use of the bus.

The Cuba Township Road District will participate in the 2014 4<sup>th</sup> of July Parade. There will be compensation to the Road District from the 4<sup>th</sup> of July Parade Committee to help cover costs.

Nelson told the board that over half of the recommendations from the auditors have been completed and he distributed the Community Liaison's report. He continued that in anticipation of increased LIHEAP applications-low income home energy assistance program- passport application appointments will be limited.

Nelson continued that he has walked the property at Barclay's Woods and a maintenance priority list has been developed. First on the list is buckthorn removal and a quote of \$6700 has been obtained to the work. Consensus of the board was not to contribute to the bill financially. Marks discussed the possibility of the Road District performing some of the buckthorn removal. No decision was made regarding this.

Nelson told the board that the Fall Festival date is October 11, 2014.

Nelson concluded by noting that Marks and the Road District staff have worked under remarkable conditions beginning with the floods last spring up to and including this severe winter. Alexander noted he appreciates the work that has been done with the Road District budgets and financials.

#### **B. Highway Commissioner's report**

Marks told the board that the Road District crew has worked most weekends snow plowing and salting since Thanksgiving, including Christmas Eve, Christmas Day, New Year' Eve and New Year's Day. He added that the machinery has been under a great deal of stress and is in need of repair and regular maintenance. Salt supplies have run out, but Marks has located additional salt which he has ordered and hopes will be sufficient for the rest of the season. He is mixing salt with calcium chloride, bird's eye gravel and a few other products to make it last. Marks noted that all newly negotiated IGA's have been signed except for the Village of North Barrington. He gave brief details of the IGA's. Construction on the new salt barn is underway. There are tentative plans to be a local depot for the Lake County plows.

Marks explained the method of snow plowing and removal which involves 3 passes on the roads. Plans for the upcoming season are underway for paving and general maintenance. Equipment recovery and depreciation is being reviewed. A GIS program is being developed with the Village of North Barrington for drainage and signage to be incorporated into the IGA. Marks noted that he has developed an organizational chart for the Road District. Marks stated that there are still receivables coming in and he thinks the cash flow situation should be OK even with the above average overtime situation.

#### **C. Assessor's report**

In the Assessor's absence, there was no report.

#### **D. Clerk's report**

Rose told the board that Voter Registration closed February 18, 2014 and Early Voting begins March 3, 2014 and runs through March 15, 2014 and Election Day is March 18, 2014. She reminded the board that Early Voting has moved from the Township office to the Village of Lake Barrington facility in an effort by the Lake County Clerk's office to consolidate Early Voting sites.

Rose noted that she received a FOIA request last week from the law firm of Gauthier and Gooch regarding gravel tax documents. The requester noted that the purpose of the request was for contemplated litigation regarding the legality of the permanent road tax. She concluded noting that newsletters will be mailed on February 13, 2014.

**E. Township attorney's report**

Rock had no report

**F. BACOG report**

Nelson noted that recently BACOG has reviewed the members' assessment and there being no change. The Healthier Communities survey has been mailed and they are hoping for a good response.

Cocoma reported that he recently attended a BACOG sponsored legislative breakfast. He noted that there was much discussion among the attendees and the bulk of the meeting dealt with financial situations with municipalities during this severe weather and pension reform.

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

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

No report

**B. Health insurance review**

No report

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

Nelson reported on this item under the Supervisor's report

**IX. New Business**

There was no new business

**X. Executive Session**

There was no Executive Session

**XI. Action on Executive Session items**

There was no action.

**XII. Adjournment**

Trustee Alexander made a motion which was seconded by Trustee Cocoma to adjourn. Motion carried by unanimous voice vote. The meeting was adjourned at 7:20 pm.

Respectfully submitted-

Priscilla H. Rose  
Clerk

