

CUBA TOWNSHIP
REGULAR MEETING
OF THE BOARD OF TRUSTEES
28000 W. Cuba Road
Barrington, IL 60010
February 13th, 2020

I. Call to order:

Supervisor Kainz called the meeting to order at 6:00 pm.

II. Pledge of Allegiance

Kainz led those present in the Pledge of Allegiance

III. Roll call

Grant Born, Trustee – absent/excused; Jill Talbot, Trustee; Christopher Parisi, Trustee; Christopher Karam, Trustee; Michael Kainz, Supervisor.

Also present: Nicole Knapik, Clerk; Rebecca Tonigan, Assessor; Jim Rock, Township Attorney; Faye Sinnott, resident; Anne Baumfeld, Barrington Youth & Family Services; Angela Wilcox, District 220.

IV. Public Comment:

Angela Wilcox presented information regarding the 2020 referendum. Ann Baumfeld presented the available services and ongoing projects in relation to the grant funding request. Sinnott presented regarding an upcoming pharmaceutical drop off event and discussed the ongoing research of ground water contamination due to pharmaceutical waste.

V. Discussion and potential action on approval of minutes:

A. January 9th, 2020 – Regular Board Meeting

Trustee Talbot made a motion which was seconded by Trustee Karam to approve the minutes of the January 9th regular Board meeting. The minutes were approved by unanimous voice vote.

VI. Discussion and potential action on the following topics:

A. Payment of bills

Trustee Talbot made a motion which was seconded by Trustee Parisi to approve the bills of 1/4/20-2/6/20 in the amount of \$414,327.07 check nos. 47978-48196.

Roll call: Born – absent; Talbot – yes; Parisi – yes; Karam – yes; Kainz – yes. Motion carried.

B. Employee Positions

Knapik explained that there will likely be an opening in the General Town customer service department and that she would like to pursue the option of creating a Town Administrator position along with part-time support staff. No formal vote was taken at this meeting.

VII. Items for Consideration and Adoption

A. ADP Contract for GT and RD

Knapik presented the proposed contract from ADP to take over payroll. The total annual cost for both departments will be \$3600 to be divided between GT and RD. There is an additional \$900 per timeclock annually. It is believed that this will reduce the workload of both departments and reduce user error. Trustee Parisi made a motion that was seconded by Trustee Talbot to move forward with the transition to ADP effective March 1, 2020. The motion was approved by a unanimous voice vote.

B. Employee Handbook revisions

Knapik discussed the updates that need to be implemented such as sexual harassment and marijuana laws. Per Jim Rock, the attorneys will be reviewing, and have it prepared for approval in March.

C. Tentative Budget of the General Town and Road District for fiscal year 20-21

Kainz briefly presented the changes for this fiscal year and presented the suggested grant funding totals. The final budget will be approved March 12th during the two Public Hearings. A motion was made by Trustee Parisi and seconded by Trustee Karam to approve the tentative budgets for the General Town and the Road District. Roll call: Born – absent; Talbot – yes; Parisi – yes; Karam – yes; Kainz – yes. Motion carried.

VIII. Reports

A. Assessor’s report

There was no Assessor report

B. Clerk’s report

Knapik reminded the Board that there is a Final Bills meeting on Friday, February 28th at 4pm. Knapik also reminded the Board that Trustee Born will be absent from the March meetings.

C. Highway Commissioner’s report

There was no Commissioners report

D. Supervisor’s / BACOG report

Kainz reported that the permit process for the elevator project is still ongoing. There was no BACOG report.

E. Township Attorney’s report

Attorney Rock reported that the employee handbook should be completed by the March meeting.

IX. Old Business: Discussion and potential action of the follow topics:

There was no old business

X. New Business

There was no new business

XI. Executive Session

There was no Executive Session

XII. Action on Executive Session items

There was no action

XIII. Adjournment

Trustee Talbot made a motion which was seconded by Trustee Parisi to adjourn. The motion was carried by unanimous voice vote. The meeting was adjourned 6:47 PM.

Respectfully submitted,

Nicole E. Knapik
Township Clerk