

CUBA TOWNSHIP
REGULAR MEETING
OF THE BOARD OF TRUSTEES
28000 W. Cuba Road
Barrington, IL 60010
March 12th, 2020

I. Call to order:

Supervisor Kainz called the meeting to order at 6:20 pm.

II. Pledge of Allegiance

The pledge was recited at a previous meeting

III. Roll call

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

Also present: Nicole Knapik, Clerk; Rebecca Tonigan, Assessor; TJ Podgorski, Highway Commissioner; Faye Sinnott, resident.

IV. Public Comment:

There was no public comment

V. Discussion and potential action on approval of minutes:

A. February 13th, 2020 – Regular Board Meeting

Trustee Parisi made a motion which was seconded by Trustee Born to approve the minutes of the February 13th regular Board meeting. The minutes were approved by unanimous voice vote.

B. February 28th, 2020 – Special Meeting

Trustee Parisi made a motion which was seconded by Trustee Born to approve the minutes of the February 28th Special Board meeting. The minutes were approved by unanimous voice vote.

VI. Discussion and potential action on the following topics:

A. Payment of bills

Trustee Born made a motion which was seconded by Trustee Parisi to approve the bills of 3/1/20-3/9/20 in the amount of \$22,445.34 check nos. 48372 - 48410.

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

B. Employee Positions and Authorizing Supervisor and designees to act on behalf of the Board

Knapik stated there is likely a Resolution that already that exists to this matter because this has been the ongoing procedure, but without locating such Resolution, she recommends creating a new one. Knapik will work with the attorney to get one in place. Trustee Parisi made a motion which was seconded by Trustee Born giving authority to the Supervisor and their designees to act on behalf of the board to make decisions of hiring, terminating and setting pay for the General Town Employees.

C. BACOG membership renewal

Kainz proposed that the Township no longer remain a member in BACOG which would save the Township 16K annually. Discussions were that the services are geared more toward municipalities on the legislation side and the Counties for the water studies side. Kainz spoke with Director, Agnoletti that the Town will discuss the possibility of future “donations” toward the organization. Sinnott questioned how many Unincorporated residents reside within

the township and felt that they would lose water testing services if not a member in BACOG. Knapik informed the Board that the Township is now a location where any Township resident can pick up a water test kit and bring it to Libertyville for testing throughout the year. Currently, the County is offering a discounted rate of \$12 for Level 1 well water testing. The Township is discussing holding special collection days in which we would transfer all collected bottles to Libertyville. This can be offered multiple times through the year as desired. The County also offers additional analysis tests, including lead, which are an additional fee. Podgorski stated that while this is a Township decision, he would consider contributing a portion of IGA revenue into membership in future. Trustee Born made a motion which was seconded by Trustee Parisi not to renew the BACOG membership in June. Roll call: Born – yes; Talbot – absent; Parisi – yes; Karam – absent; Kainz – yes. Motion carried

D. Emergency planning for Coronavirus

There was discussion on how the Town office should proceed in the event of future closure requirements. It was assumed that the school district would soon be closing school and moving to E-Learning. There is the potential for most Town employees to work remotely if needed. The consensus was that we wait and follow suit with any recommended guidelines imposed. The Food Pantry would need to reconsider how recipients would receive items and considered switch to a gift card option if needed.

VII. Items for Consideration and Adoption

A. Adopt agenda for April 9th Annual Town Meeting

Knapik made a note that the date listed on this agenda is incorrect and that the meeting is scheduled for April 14th. The ATM will be followed immediately by the Regular Board meeting. The Annual Town Meeting Agenda has the correct date. Trustee Parisi made a motion that was seconded by Trustee Born to approve the agenda for the 170th Annual Town Meeting. The motion was approved by a unanimous voice vote.

B. Employee Handbook revisions

This item has been tabled to a future meeting.

VIII. Reports

A. Assessor's report

Tonigan reported that there was an approximate loss of 3.4% of the EAV after appeals. There were 1400 appeals in Cuba and 25k in Lake County. Tonigan feels that there will likely be a 3% state factor applied. Tonigan presented an article in which the Tall Grass subdivision was purchased at an approximate market value of 14k each which was a huge loss.

B. Clerk's report

Knapik reminded the Board that the Statement of Economic Interest reports are due by May 1st. Knapik also mentioned that this is the year where elected salaries are to be set for the future 4 years and recommended beginning looking into this.

C. Highway Commissioner's report

Podgorski reported that they already have begun some scheduled draining projects and MFT paving has gone out to bid. Kainz inquired about the Hart Road closure project. Podgorski stated that there are different phases and that Hart Road, south of Rt. 14 will be closed during the week of Spring Break. Podgorski inquired with the engineer on obtaining additional signage at the Highland and Taylor intersections but was told that they would reevaluate if needed based on traffic studies later in May.

C. Supervisor's / BACOG report

Kainz reported that the permit process for the elevator project is still ongoing and he is having difficulty with approval because they are requesting additional specifications on the elevator prior to approval. Kainz is pursuing a partial permit to start the reconstruction. 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 Born made a motion which was seconded by Trustee Parisi to adjourn. The motion was carried by unanimous voice vote. The meeting was adjourned 7:10 PM.

Respectfully submitted,

Nicole E. Knapik
Township Clerk