

Minutes – Board of Town Trustees

State of Illinois,

Lake County, ss

Town of Grant,

June 18, 2024 at 4:30PM... FINAL
Board of Trustee Policy & Procedure Meeting

The Board of Town Trustees met at the
Grant Township Administration Building at 26725 W. Molidor Road June 18, 2024 4:30 PM

Attendees:

Supervisor:	Kay Starostovic	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Trustee:	Robert Hamm	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
	Bob Selle	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
	Tom Lippert	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
	Karen Fischer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
	Clerk:	Judy Martini	<input checked="" type="checkbox"/> Present

Ms. Kay Starostovic acting as Chairperson and Judy Martini as Clerk, the following official business was transacted:

1-2. Call to Order:

The meeting was called to order at 4:40 PM with the pledge to the Flag.

3. Roll Call of Officials:

Present: Trustees Hamm, Selle, Lippert, Fischer and Supervisor Starostovic

Absent: None

Also Present: Administrative Assistant Nancy Rogers, Highway Commissioner Kim Kiesgen, Assessor Lisa LaMantia

4. Audience:

No comments from the audience.

5. Review of Policy and Procedures:

Supervisor Starostovic stated that the Board needed to review sections on notary and social media. The Townships notary policy is that residents can bring in documents in person to have their documents notarized. The law requires that notary ledgers be kept for 5 years and is the property of the notary, not the Township. She also reported that the Clerk is updating all FOIA information at the Township.

Trustee Fischer stated she wanted to discuss the following policies: Gift Ban, Social Media and Gas. The Gift Ban states anything over \$100 accumulative value is not allowable. There was a question on employee bonuses. There were also questions that if we contract with an entity can the Township donate to them. Supervisor Starostovic stated she will ask our attorney to attend a board meeting to update the Board. Several Trustees mentioned having a policy to make donations so the Township doesn't get involved in a discrimination claim. Several Trustees want to make sure that donations are legal if using a 501-C3 non-for-profit. There were Trustee questions if the Township needs a policy for a grant process to make donations allowable.

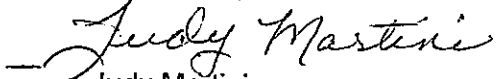
Several Trustees questioned the Highway Department about the Township Gas Policy. Highway Commissioner Kim Kiesgen responded that 20 School buses fill up at the Highway Department pump. Trustee Selle commented on Fox Lake's computerized system. There were comments from several Trustees who reported that the system is not expensive and worth the cost for accurate detailed reporting. Highway Commissioner Kiesgen responded she will look into the cost for the Trustee's.

Supervisor Starostovic reported that they are still working on a Township Facebook Page and that there would be a need for social media training.

6 Adjournment

There being no further business, Trustee Fischer made a motion to adjourn; second by Trustee Lippert. All in favor and the meeting was adjourned at 5:25 PM

Respectfully submitted,


Judy Martini
Grant Township Clerk