

Canteen Township
Meeting Minutes
December 14, 2022
6:00pm

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| <p>1. Call to Order 6:00</p> <p>2. Pledge of Allegiance 6:00</p> <p>3. Prayer</p> <p>4. Roll Call:</p> <p style="margin-left: 20px;">A. Angie Rodgers Present</p> <p style="margin-left: 20px;">B. Sally Rodriguez Present</p> <p style="margin-left: 20px;">C. Cynthia Gutierrez Present</p> <p style="margin-left: 20px;">D. Michael Kokotovich Absent</p> <p style="margin-left: 20px;">E. Norman Miller Present</p> <p style="margin-left: 20px;">F. Kawaii Williams Present</p> <p style="margin-left: 40px;">(5) Present (1) Absent</p> <p>5. Approval of Previous Minutes:</p> <p style="margin-left: 20px;">A. Motion to Approve:</p> <p style="margin-left: 20px;">B. 2nd:</p> <p style="margin-left: 20px;">C. Roll Call:</p> <p style="margin-left: 40px;">1. Angie Rodgers Yes</p> <p style="margin-left: 40px;">2. Sally Rodriguez Yes</p> <p style="margin-left: 40px;">3. Cynthia Gutierrez Yes</p> <p style="margin-left: 40px;">4. Michael Kokotovich Absent</p> <p style="margin-left: 40px;">5. Norman Miller Yes</p> <p style="margin-left: 40px;">(4) Present (1) Absent</p> <p>6. Bills and Warrants:</p> <p style="margin-left: 20px;">A. Approval of Bills:</p> <p style="margin-left: 20px;">B. Motion to Approve:</p> <p style="margin-left: 20px;">C. 2nd:</p> <p style="margin-left: 20px;">D. Roll Call:</p> <p style="margin-left: 40px;">1. Angie Rodgers Yes</p> <p style="margin-left: 40px;">2. Sally Rodriguez Yes</p> <p style="margin-left: 40px;">3. Cynthia Gutierrez Yes</p> <p style="margin-left: 40px;">4. Michael Kokotovich Absent</p> <p style="margin-left: 40px;">5. Norman Miller Yes</p> <p style="margin-left: 40px;">(4) Yes (1) Absent</p> <p>7. Old Business</p> <p style="margin-left: 20px;">A. Employees 2023 Handbook</p> <p style="margin-left: 20px;">B. Motion: (to table)</p> <p style="margin-left: 20px;">C. 2nd:</p> <p style="margin-left: 20px;">D. Roll Call:</p> <p style="margin-left: 40px;">1. Angie Rodgers Yes</p> <p style="margin-left: 40px;">2. Sally Rodriguez Yes</p> <p style="margin-left: 40px;">3. Cynthia Gutierrez Yes</p> <p style="margin-left: 40px;">4. Michael Kokotovich Absent</p> <p style="margin-left: 40px;">5. Norman Miller Yes</p> <p style="margin-left: 40px;">(4) Yes (1) Absent</p> | <p>Angie Rodgers</p> <p>Present</p> <p>Present</p> <p>Present</p> <p>Absent</p> <p>Present</p> <p>Present</p> <p>Quorum (Yes)</p> <p>December 14, 2022</p> <p>Sally Rodriguez</p> <p>Angie Rodgers</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Absent</p> <p>Yes</p> <p>Passed</p> <p>Angie Rodgers</p> <p>Sally Rodriguez</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Absent</p> <p>Yes</p> <p>Passed</p> <p>Angie Rodgers</p> <p>Sally Rodriguez</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Absent</p> <p>Yes</p> <p>Tabled (until 12/28/2022)</p> |
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**(Notes: Trustees would like to look over the book before they approve it.
Clerk will discuss Investment Solutions: N/A)**

8. New Business:

A. Discuss/Hiring of New Attorney

- B. Motion: Angie Rodgers
- C. 2nd: Cynthia Gutierrez
- D. Roll Call:
 - 1. Angie Rodgers Yes
 - 2. Sally Rodriguez Yes
 - 3. Cynthia Gutierrez Yes
 - 4. Michael Kokotovich Absent
 - 5. Norman Miller Yes

(4) Yes (1) Absent Passed

(Notes: Mr. Baricevic suggested the Canteen pay him by the hour. It would be cheaper. We can call his office but emailing would be better. Secretary: Bettina Isom Office Manager: Claire Chatham)

B. Access to QuickBooks Report of Financial and Payroll Statements

- A. Motion: **(to table until December 28, 2022)** Sally Rodriguez
- B. 2nd: Angie Rodgers
- C. Roll Call:
 - 1. Angie Rodgers Yes
 - 2. Sally Rodriguez Yes
 - 3. Cynthia Gutierrez Yes
 - 4. Michael Kokotovich Absent
 - 5. Norman Miller Yes

(4) Yes (1) Absent Passed

(Notes: There is an item on the report that was questioned. Mr. Miller said it is the alarm system. It runs \$125.00 monthly. The trustees are requesting the report start January 1, 2020-December 2022. They would like for the report to be printed by individual accounts. Put it on Excel Spreadsheet. Email the report to the Trustees. If Ms. Gosa has any questions on how to do this call or email Trustee Gutierrez.)

C. Discussion of Purchasing Cameras for Canteen (inside and outside)

- A. Motion: **(to table)** Cynthia Gutierrez
- B. 2nd: Angie Rodgers
- C. Roll Call:
 - 1. Angie Rodgers Yes
 - 2. Sally Rodriguez Yes
 - 3. Cynthia Gutierrez Yes
 - 4. Michael Kokotovich Absent
 - 5. Norman Miller Yes

(4) Yes (1) Absent Passed

(Notes: Sally Rodriguez will be bringing somebody out September 16, 2022 at 11:00 to look over the building. Mr. Miller needs to contact a business for a bid also. The cameras will go by the front and back door work areas (office) under the canopy and on Tim Hasmear Building)

D. Reimbursement for Road and Bridges for Renting U-Haul for Picking Up Election Equipment (\$511.43)

- A. Motion: Sally Rodriguez
- B. 2nd: Cynthia Gutierrez
- C. Roll Call:
 - 1. Angie Rodgers Yes
 - 2. Sally Rodriguez Yes
 - 3. Cynthia Gutierrez Yes
 - 4. Michael Kokotovich Absent

5. Norman Miller Yes
(4) Yes (1) Absent Passed

E. Discussion of Van to be left at Township At All Times

A. Motion: Sally Rodriguez
B. 2nd Cynthia Gutierrez

C. Roll Call:
1. Angie Rdogers Yes
2. Sally Rodriquez Yes
3. Cynthia Gutierrez Yes
4. Michael Kokotovich Absent
5. Norman Miller Yes
(4) Yes (1) Absent Passed

(Notes: On March 7, 2020 the van was broken into. The windshield was broken, the battery was stolen and food was left in the van. The second (2nd) vandalism was before March 7, 2020. Mr. Miller is supposed to leave the van at the building.)

F. Obtain Police Report Concerning the Vandalism of the Township Van

A. Motion: (to strike this item) Angie Rodgers
B. 2nd Cynthia Gutierrez

C. Roll Call:
1. Angie Rodgers Yes
2. Sally Rodriquez Yes
3. Cynthia Gutierrez Yes
4. Michael Kokotovich Absent
5. Norman Miller Yes
(4) Present (1) Absent Passed

G. Revisit C R Williams (auditor) Contract

A. Motion: Sally Rodriguez
B. 2nd Angie Rodgers

C. Roll Call:
1. Angie Rodgers Yes
2. Sally Rodriquez Yes
3. Cynthia Gutierrez Yes
4. Michael Kokotovich Absent
5. Norman Miller Yes
(4) Yes (1) Absent Passed

(Notes: The Board of Trustees does not want to be on a payment plan. They would like to pay half up front and the rest when the audit is completed. The total cost for 2020-2022 will be \$25, 575.00. He will start when the board hires him and the consultant firm.)

9. Public Comment: N/A

10. Highway Commissioner Comments: Not Present

11. Trustees Comments: Trustee Rodriguez would like to meet with Mrs. Sailor and Kawaii Williams in January of 2023 to discuss the Thanksgiving Giveaway. Starting in January the board is requesting a quarterly briefing. They would like it from October 2022- December 2022. They would like this every three (3) months. For General Assistance, they would like to know what's going out and what's coming in, how many people that are on General Assistance, and they want to see a General Assistance blank application. There will be a luncheon December 21, 2022 at noon.)

12. Supervisor Comments: N/A

13. Executive Session:

A. Motion:

B. 2nd

C. Roll Call:

1. Angie Rodgers
2. Sally Rodriquez
3. Cynthia Gutierrez
4. Michael Kokotovich
5. Norman Miller

Angie Rodgers
Cynthia Gutierrez

Yes
Yes
Yes
Absent
Yes

(4) Yes

(1) Absent

Passed

14. Open Session:

A. Reconvene in Open Session for possible action on items discussed in Executive Session.

15. Adjournment:

A. Motion:

B. 2nd

C. Roll Call:

1. Angie Rodgers
2. Sally Rodriquez
3. Cynthia Gutierrez
4. Michael Kokotovich
5. Norman Miller

7:21

Angie Rodgers
Cynthia Gutierrez

Yes
Yes
Yes
Absent
Yes

(4) Yes

(1) Absent

Adjourned at 7:22pm

Submitted by:


Kawaii Williams