

Canteen Township

Meeting Minutes

December 28, 2022

6:00 pm

- 1. Call to Order: 6:01 pm**
- 2. Pledge of Allegiance: 6:01 pm**
- 3. Prayer: Angie Rogers**
- 4. Roll Call: 6:02 pm**

A. Angie Rodgers: Present
B. Sally Rodriguez: Present
C. Cynthia Gutierrez: Present

D. Michael Kokotovich: Absent
E. Norman Miller Jr.: Present
F. Kawaii Williams: Present

4: Present

1: Absent

Quorum: Yes

5. Approval of Previous Minutes

- A. Motion to Approve –December 14, 2022

Motion by: Cynthia Gutierrez

A. Angie Rodgers: Yes

B. Sally Rodriguez: Yes

C. Cynthia Gutierrez: Yes

2nd: Angie Rogers

D. Michael Kokotovich: Absent

E. Norman Miller: Yes

4: Yes

1: Absent

Passed: Yes

6. Bills

- A. Approve Bills

Motion by: Angie Rogers

A. Angie Rodgers: Yes

B. Sally Rodriguez: Yes

C. Cynthia Gutierrez: Yes

2nd Cynthia Gutierrez

D. Michael Kokotovich: Absent

E. Norman Miller: Yes

4: Yes

1: Absent

Passed: Yes

7. Old Business

- A. Employee Handbook

Motion to Approve Employee Handbook- Dated November 30, 2022

Motion by Sally Rodriguez

2nd: Cynthia Gutierrez

A. Angie Rodgers: Yes

B. Sally Rodriguez: Yes

C. Cynthia Gutierrez: Yes

D. Michael Kokotovich: Absent

E. Norman Miller: Yes

4: Yes

1: Absent

Passed: Yes

Notes: Ms. Gosa said the carpet has an odor. There are knots and bugs coming from the carpet. Mr. Miller or Ms. Gosa need to call around to have some people come in for some bids.

C. Discussion of letter from Twin Lake Towing Company and Larry Flynt for Purchasing of Canteen Township

Notes: Attorney John Baricevic said Canteen could go hire a real estate agent for the sale of the building, but they will get 20%. He also said we could reach out to Barber Murphy Real Estate. The Board of Trustees asked Supervisor Miller to reach out to Barber Murphy Real Estate and see if they will be available to come to the meeting January 11, 2023.

D. Cancellation of Credit Card

Motion by Cynthia Guterrez

2nd: Angie Rodgers

A. Angie Rodgers: Yes

D. Michael Kokotovich: Absent

B. Sally Rodriguez: Yes

E. Norman Miller: Yes

C. Cynthia Gutierrez: Yes

4: Yes

1: Absent

Passed: Yes

Notes: Mr. Miller no longer has the Regions Bank Card. He gave it to Trustee Guterrez. Mr. Miller would like to go on record that he no longer has the card. Clerk Williams will go to Regions Bank Thursday, December 29, 2022 to cancel the card and inform the bank there should not be another card issued.

E. Approval of Michael Kokotovich Retirement Letter

Motion by Angie Rodgers

2nd: Angie Rodgers

D. Angie Rodgers: Yes

D. Michael Kokotovich: Absent

E. Sally Rodriguez: Yes

E. Norman Miller: Yes

F. Cynthia Gutierrez: Yes

3: Yes

1: Absent

1: Restroom

Passed: Yes

F. Request 2019 Audit (Joe Joyner)

Motion by Cynthia Guterrez

2nd: Angie Rodgers

A. Angie Rodgers: Yes

D. Michael Kokotovich: Absent

B. Sally Rodriguez: Yes

E. Norman Miller: Yes

C. Cynthia Gutierrez: Yes

3: Yes

1: Absent

1: Maybe

Passed: Yes

Notes: The auditor (Joe Joyner) sent a list of items that's needed for auditing. The list was presented to Supervisor Miller tonight. The board is requiring Mr. Miller to have some if not all but at least most of the items by January 4, 2023.

9. Public Comment:

Mr. Nicholas Allen recommended we go and look at the other Township buildings to see how big or small they are.

10. Highway Commissioner Comments: Mr. Hasmear presented a letter to the board stating he will be laying off Marvin Dear effective January 1, 2023.

11. Trustee Comment: Trustee Rodriguez asked Clerk Williams to read the letters that she presented to the board this evening. One stated "All payroll checks must be reviewed by the Board of Trustees before her signature. This goes into effect January 1, 2023. The other one is a memo stating January 2023 Supervisor Miller will preside over every township meeting.

12. Supervisor Comment: N/A

13. Executive

Motion to Strike: Angie Rodgers

2nd: Cynthia Guterrez

A. Angie Rodgers: Yes

D. Michael Kokotovich: Absent

B. Sally Rodriguez: Yes

E. Norman Miller: Yes

C. Cynthia Gutierrez: Yes

4: Yes

1: Absent

Passed: Yes

14. Open Session: N/A

15. Reconvene in Open Session to Take Possible Action on Items Discussed: N/A

16. Adjourn

Motion to Adjourn

Motion by Angie Rodgers to Adjourn at 7:23 pm 2nd: Cynthia Guterrez

A. Angie Rodgers: Yes

D. Michael Kokotovich: Absent

B. Sally Rodriguez: Yes

E. Norman Miller: Yes

C. Cynthia Gutierrez: Yes

4: Yes

1: Absent

Passed: Yes Adjournment at 7:24

Submitted By:

Kawaii Williams, Clerk

