

**CANTEEN TOWNSHIP
MEETING MINUTES
July 14, 2021**

1. Call to Order: 6:01 pm
2. Prayer: 6:02 pm Angie Rodgers
3. Pledge of Allegiance:
4. Roll Call:
 - A. Angie Rodgers Present
 - B. Sally Rodriguez Present (Had to leave at 7:01)
 - C. Cynthia Guttierrez Present
 - D. Michael Kokotovich Present
 - E. Norman Miller PresentQuorum (5 Present)

5. Approval of Previous Meetings: June 23, 2021
 - A. Motion to Approve: Angie Rodgers
 - B. 2nd: Cynthia Guittierrez
 - C. Roll Call:
 1. Angie Rodgers Yes
 2. Sally Rodriguez Yes
 3. Cynthia Gutierrez Yes
 4. Michael Kokotovich Yes
 5. Norman Miller YesApproved (5 Yes)

6. Termination of Township Secretary (Effective June 1, 2021 due to job abandonment)
 - A. Motion to Approve: Angie Rodgers
 - B. 2nd: Sally Rodriguez
 - C. Roll Call:
 1. Angie Rodgers Yes
 2. Sally Rodriguez Yes
 3. Cynthia Gutierrez Yes
 4. Michael Kokotovich Yes
 5. Norman Miller YesApproved (5 Yes) (Secretary employment terminated)

7. **Employment of Township Secretary:**

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

8. **Renewal of Lawyer Contract:**

- A. **Motion to Approve:** Michael Kokotovich
 - B. **2nd:** Norman Miller
 - C. **Roll Call:**
 - 1. Angie Rodgers Yes
 - 2. Sally Rodriguez Yes
 - 3. Cynthia Gutierrez Yes
 - 4. Michael Kokotovich Yes
 - 5. Norman Miller Yes
- Approved (5 Yes) Gregory Moredock will remain.

9. **Canteen Debit and Credit Cards:**

- A. **Number of Cards:**
(Notes: 2 cards Roads and Bridges and Canteen Township)
- B. **Who has usage authorization?**
(Notes: Juliette Gosa uses Canteen card to purchase cleaning supplies. Receipts are in office.)

11. **Building Keys:**

(Notes: Norman Miller is the only person with keys to the building. Ms. S. Rodriguez suggested an emergency in case Mr. Miller is unable to the open building. Tim Hasamear will have the other set of keys to open the building.)

12. **General Assistance:** Juliette Gosa

(Notes: Will take 30 days for approval. The employee will have to submit a picture ID, Social Security Card, and a utility bill. Application must be on file.

13. **Employee Health Insurance:**

(Notes: Michael Kokotovich is currently looking into health insurance for employees.)

14. Public Comments:
(Notes: Ms. Melissa Blanchard, mother of Princess Blanchard) stated that Princess informed Norman Miller of her resignation. Princess Blanchard stated that she was tired of doing everyone's job and not compensated. Ms. Blanchard also requested that Job Abandonment be taken off her employee record.

15. Executive Session: 7:18 pm
A. Motion to Approve: Angie Rodgers
B. 2nd: Cynthia Guitierrez
C. Roll Call:
1. Angie Rodgers Yes
2. Sally Rodriguez Absent
3. Cynthia Gutierrez Yes
4. Michael Kokotovich Yes
5. Norman Miller Yes
Passed (4 Yes - 1 Absent)

16. Start Executive Session: 7:21 pm
A. Roll Call:
1. Angie Rodgers Yes
2. Sally Rodriguez Absent
3. Cynthia Gutierrez Yes
4. Michael Kokotovich Yes
5. Norman Miller Yes
Passed (4 Yes – 1 Absent) Quorum

(Notes: Angie Rodgers asked Mr. Miller about the \$9,085 check that was written to GA on 4/19/21 out of the Canteen Township Account. Mr. Miller stated that he didn't know what it was but he does have it written in his notebook. Cynthia Guitierrez asked Mr. Miller would he be able to give more information regarding the check at the next meeting. Mr. Miller responded "yes".

*Cynthia Guitierrez stated that the amount on her pay stub is incorrect. Ms. Guitierrez asked the Canteen Clerk (Kawaii Williams) to look into it.

B. Motion to Adjourn: 7:31 pm Angie Rodgers
C. 2nd: Cynthia Guitierrez
D. Roll Call:
1. Angie Rodgers Yes
2. Sally Rodriguez Absent
3. Cynthia Gutierrez Yes
4. Michael Kokotovich Yes
5. Norman Miller Yes
Passed (4 Yes – 1 Absent) Adjourned

17. Meeting Resume: 7:32 pm

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

Quorum (4 present- 1 Absent)

(Notes: Michael Kokotovich stated that there was no more business to discuss.)

18: Meeting Adjourn: 7:35 pm

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

Meeting Adjourned (4 Yes – 1 Absent)

Kawaii Williams
Canteen Township Clerk

