

**Canteen Township
Meeting Minutes
5500 Bunkum Rd.,
Washington Park Il., 62204
October 25, 2023
6:00 pm**

1.Call to Order: 6:00

2.Pledge of Allegiance: 6:00

3. Prayer:Angie Rodgers

4. Roll Call: 6:01

A.Rickie Thomas: Present

D. Nicholas Allen:Present

B.Cynthia Gutierrez:Present

E. Supervisor Rodriguez: Present

C.Angie Rodgers:Present

F. Clerk Kawaii Williams: Present

5:Present

Quorum: Yes

5. Supervisor Update on General Assistance:There are packets ready for anyone that would like to sign up for General Assistance. I have a connection with free phones and Ipad. If the Trustees know anybody that needs a free phone or Ipad they can apply. Alicia can help them with the application. They can call the office if they want to know about the free phones and Ipad. They can call the office. The girls usually tell them to come in between 9- 1. If you all know anyone that needs GA assistance, tell them to come. We need more people. We have that Ameren assistance is Big Time as long as the bill is in their name.

6. Approval of Previous Minutes:

A. Motion to Approve:

October 25, 2023

Motion by:Nicholas Allen

2nd:Cynthia Guterrez

A.Rickie Thomas:Yes

D.Nicholas Allen:Yes

B.Cynthia Gutierrez:Yes

E.Supervisor Rodriguez:Yes

C.Angie Rodgers:Yes

5:Yes

Passed:Yes

7. Bills:

A. Motion to Approve Bills

Motion by:Cynthia Guterrez

2nd:Angie Rodgers

A.Rickie Thomas:Yes

D.Nicholas Allen:Yes

B.Cynthia Guterrez:Yes

E.Supervisor Rodriguez:Yes

C.Angie Rodgers:Yes

5:Yes

Passed:Yes

8. New Business:

A.Hiring of Part-Time employee Stehanie Allen:

Motion by:Angie Rodgers

2nd:Cynthia Guterrez

A.Rickie Thomas:Yes

D.Nicholas Allen:Pass

B.Cynthia Gutierrez:Yes

E. Supervisor Rodriguez:Yes

C.Angie Rodgers:Yes

4:Yes

1:Pass

Passed:Yes

Notes: We received one resume, we kept the process open for two weeks. We went with Stephannie Allen. She was the only one that submitted a resume, did the application and came in and spoke. She is here Tuesday-Friday from 9-2. She is getting on the website already, she helped Supervisor Rodriguez finish the IMRF audit (which is a Big Task) and the FOIA. In the Decennial Committee we learned a lot and the Supervisor read over them and gave Mrs. Allen a copy of it and she pulled everything with Statues. She has everything ready for the next Decinnal Meeting.

B. Revised Employee Handbook for Review:

Motion by:Angie Rodgers to table until November 8, 2023 2nd: Cynthia Guterrez

A.Rickie Thomas:Yes

C.Nicholas Allen:Yes

B.Cynthia Guterrez:Yes

D.Supervisor Rodriguez:Yes

C.Angie Rodgers:Yes

5:Yes

Passed:Yes

Notes:Supervisor Rodgriguez asked that all Trustees review the Handbook before the next meeting, if they see anything that needs to be changed or corrected **“Please”** have them written down at the next meeting. It will be discussed and Mrs. Allen can change them. We canMrs. Allen is the one that created the Township and Road and Bridges Employee Handbook. She went on Tormia website,she took the handbook that was here from the previous administration and she combined them. Supervisor Rodriguez came in and sat with Mrs. Allen for four hours so they could go over things.

C. Motion to Approve Stephanie Allen as FOIA Officer:

A.Motion by:Cynthia Guterrez

2nd:Angie Rodgers

A.Rickie Thomas:Yes

D.Nicholas Allen:Pass

B.Cynthia Guuiterrez:Yes

E.Supervisor Rodriguez:Yes

C.Angie Rodgers:Yes

4:Yes

1:Pass

Passed:Yes

D. Resolution for Stepanie Allen as FOIA Officer

9. Highway Commissioner Comments: Update on Montgomery Rodgers case. I spoke with Brian Lee. No Agreement at this time we are still discussing Trying to get to an agreement so we can settle and get this case behind us. Second thing: everybody knows that 71st street has been a long project as well. All of our Permits have been entered to the County Engineers and IGB. If there are no hiccups with the County engineers it should be passed alone and approved. We should know something within a month or two to move forward with that project and get it completed. I did get a little bump on doing some demolition. I don't know exactly when it's going to take place. One place I have in mind is on Black Lane in State Park that has been burned 20x. State Park is unincorporated we can't do anything in Washington Park

10. Trustees Comments: Trustee Allen stated he will be able to get the bread for the Foodbox giveaway and might have a donation coming in. Supervisor Rodriguez said she has a donation coming in also.

11. Supervisor Comments: Mrs. Allen typed and helped me with the Donation Letter. I made some copies. This spreadsheet consists of items I was thinking of going into the Foodboxes. If you all can look through it, add items you think we should have. Alicia has a friend who works at a box company, she is trying to get us 200 boxes with the handle. Nic is going to do Bunny Bread as of right now, Roger is getting 200 dozens of eggs. I have a guy at St. Louis Produce Row I'm trying to see if he will donate the potatoes, onions, oranges and apples for free. If not he will do them at wholesale price. Alicia is going to contact Tyson VIA email and send them a letter to see if they will donate the chickens and turkeys. They are in Canteen Township. I was actually thinking about doing 150 boxes. I said let's do 200. We took vans to the place in Washington Park to have them cleaned, they did a Fantastic job. They charged \$150.00. Me and Alicia will go and buy everything a week before Thanksgiving and leave the items in the van.

12. Public Comments (3 minutes): N/A

13. Executive Session:

A. Motion to Approve Executive Session:

Motion by:Angie Rodgers to strike 2nd:Cynthia Guterrez
A.Rickie Thomas:Yes D.Nicholas Allen:Yes
B.Cynthia Guterrez:Yes E.Supervisor Rodriguez:Yes
C.Angie Rodgers:Yes
5:Yes Passed:Yes

13,Adjourn:

A.Motion to Adjourn:

Motion by:Angie Rodgers to adjourn at 6:30 2nd:Cynthia Guterrez
A.Rickie Thomas:Yes D.Nicholas Allen:Yes
B.Cynthia Guterrez:Yes E.Supervisor Rodriguez:Yes
C.Angie Rodgers:Yes
5:Yes **Adjourned:6:30**

Submitted By:

Kawaii Williams/ Clerk