

**FINANCE COMMITTEE  
AND REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP  
December 21, 2009  
7:30 P.M.**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG**

Supervisor Fleming called the meeting to order at 7:32 p.m., in the Board Room of the Palatine Township Center. This was followed by the Pledge of Allegiance to the Flag and a brief moment of silence.

**ROLL CALL**

Clerk Moran called the roll and the following were present: Supervisor Fleming, Clerk Moran, Highway Commissioner Powers, Assessor Kelly, Collector Johnson, Trustees Farina, Goes, Langlotz-Johnson and Administrator Pioch.

Arrived at 8:25 p.m.: Trustee Huley

**AUDIENCE RECOGNITION**

Matthew Flamm addressed the Board with several questions directed to the Highway Commissioner, regarding employees, salaries, snowplow overtime, reduction in unincorporated highway miles in Palatine Township. He'd like to see the Township explore the option of villages within the Township responsible for their roads instead of the Township Highway Department.

Barb Figlewicz addressed the Board with concerns regarding the lack of accessibility to Board Meeting Dates and Times on the website. She'd also like to see the Board Meeting agendas posted online as well.

**PRESENTATIONS**

**A. Dental Program**

Nancy Colovos, current Director of the Mobile Dental Clinic and Karen Baker, Director of Community Services with Northwest Community Hospital began their presentation by thanking Palatine Township for their continued support of the Mobile Dental Clinic over the years. Director Colovos reviewed the Mobile Dental Clinic numbers. While the Clinic is also shared with Wheeling and Elk Grove Townships, it works three to four days a month in Palatine Township with over 2500 visits last year providing a limited scope of dental services. Because of the limited types of services they can provide in the mobile setting, a fixed site dental clinic was conceived.

NCH Director Baker reviewed the proposal for the fixed site dental clinic that Northwest Community Hospital has initiated. She highlighted the fact that the developmentally disabled in our community have been underserved, and specifically noted Little City here in Palatine Township. Many of Little City residents have to be driven to a clinic in Rockford for dental care. NCH would like to offer expanded service especially to this underserved segment of our population.

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The site would be centrally located to the three townships that would be funding this site, at 1614 Central Road in Arlington Heights, just down from the hospital. Schaumburg Township has been approached for funding for service to their residents as well. The Board was provided a packet that included a blueprint of the site layout, a budget including potential funding sources, and the 2009 Annual Report for the Mobile Dental Clinic. They will be requesting \$35,000 from the Township through the Human Needs Committee Funding. This funding is separate from the \$20,000 amount the Township already provides for the Mobile Dental Clinic annually. In the fixed site, fifty percent of the clients served will be the under-resourced and the other fifty will be the developmentally disabled.

**B. Health Insurance for 2010**

Insurance Committee Chair, Terry Kelly, informed the Board that the committee met to do preliminary work prior to providing the board with the proposal included in the Board Packet. Josh Pierce from Pierce Benefits presented the Board with the new annual Insurance plan for Township employees. He noted that this is the worst year he's seen on renewal rates in the last twelve years. He gathered five quotes from Health Insurance Providers, Blue Cross Blue Shield whom is the current provider, Humana, Starmark, Aetna and United Health Care. After reviewing the final quotes, Blue Cross Blue Shield's quote was most competitive. The Insurance Committee also factored in the sentiments of the Township employees who have expressed their satisfaction with BC/BS Insurance provided by them currently and in the past. The premium quote of \$18,158 a month includes dental and vision. The benefits in this proposal are the same as last year's coverage. A series of specific questions were asked by board members and answered by Mr. Pierce and Chairman Kelly.

MOTION by Trustee Langlotz-Johnson, second by Trustee Farina to move agenda item XII. B Health Insurance for 2010 to Presentations agenda section.

No Roll Call was taken.

Chairman Kelly informed the board that the Insurance Committee agreed to a 25% increase in employee deductible portion and a five dollar co-pay increase. Certain members of the board pointed out and agreed that this was "the best deal in town" as the employees are only picking up about five percent of the cost whereas private sector employees are typically paying about 25% of the cost for health insurance according to Mr. Pierce. Some discussion ensued on the total amount that employees and their families pay monthly. Chairman Kelly will get that information to the Board members. Trustee Goes suggested voting to approve the budgeted amount in the proposal and discuss the detailed employee portions at a future meeting.

MOTION by Trustee Goes, second by Trustee Langlotz-Johnson to approve the Health Insurance Proposal from Blue Cross Blue Shield for \$18,158.

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**ROLL CALL:**

Ayes: Farina, Goes, Langlotz-Johnson, Fleming

Nays: None

Abstains: Huley

MOTION CARRIED 4-0.

**EXECUTIVE SESSION**

None

**APPROVAL OF MINUTES**

MOTION by Trustee Goes, second by Trustee Farina to approve the Minutes of September 28, 2009 as presented.

**ROLL CALL:**

Ayes: Farina, Goes, Fleming

Nays: None

Abstain: Langlotz-Johnson and Huley

MOTION CARRIED 3-0

MOTION by Trustee Goes, second by Trustee Langlotz-Johnson to approve the Minutes of November 16, 2009 as presented.

**ROLL CALL:**

Ayes: Huley, Goes, Langlotz-Johnson, Fleming

Nays: None

Abstain: Farina

MOTION CARRIED 4-0

**REPORTS**

**Supervisor's Report:**

Correspondence and monthly reports included in Board packets were the following:

- A. January calendar
- B. Monthly statistics for Township Administration & Transportation
- C. Food Pantry monthly reports/statistics

Supervisor Fleming informed the Board that she attended the Townships of Cook County Winter Meeting along with other fellow Board members.

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She reported that 505 Thanksgiving Baskets were donated as well as 291 turkeys. The Angel Tree donations were received by 170 senior citizens and 412 children. The Township handed out presents to 355 families from the Adopt-A-Family Program. All of these generous donations were provided at no expense to the taxpayers of Palatine Township.

Supervisor Fleming extended the Board's prayers and thoughts to fellow board member Bill Huley on the passing of his beloved wife Helen.

Supervisor Fleming wished all in attendance a safe and wonderful holiday and a happy and healthy New Year.

Trustee Langlotz-Johnson made note of the extra turkeys that were leftover from the Thanksgiving program that were handed out to employees. Funds were taken from the Town Fund and Road and Bridge Fund to pay the Food Pantry back for these turkeys.

**Finance/Administration Committee– Chairman Huley**

Chairman Huley informed the Board that the Committee met and that the Town Fund remains on target for a balanced budget.

**Public Health/Safety Committee– Chairman Langlotz-Johnson**

Chairman Langlotz-Johnson referred to a letter she received regarding the Palatine High School Health and Safety Fair being held on January 29<sup>th</sup> from 10a.m. to 1p.m. This Fair is held to help students make healthy life decisions as well as raise awareness of programs that exist outside of PHS. She plans on hosting a table which will include information on the services the Township provides.

**Communications Committee- Chairman Johnson**

Collector Johnson referenced an email sent out reminding Board Members of the January 11<sup>th</sup> date for article submission for the Spring newsletter to arrive in homes by March 15<sup>th</sup>.

Collector Johnson reported on the continuing Township website modernization. Collector Johnson noted that the training date will take place towards the end of January.

**Inter-Governmental Affairs/Transportation/Technology Committees – Chairman Farina**

Chairman Farina commented on the YHOP Bake Sale fundraiser that took place at the Fremd Homecoming Football game. They had enough student volunteers, but the weather was terrible that evening.

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**Human Needs Committee – Chairman Goes**

Chairman Goes reminded the Board that the Calendar Cycle was moved later in the year to allow for the Agency Funding Requests to be submitted on December 15<sup>th</sup>, which has been well received by the agencies applying for Human Needs Committee Funding. The meetings for Agency Reviews will be held on January 9<sup>th</sup> and 23<sup>rd</sup> at 8 a.m. There are 25 agencies requesting a total of \$822,000 which is \$182,000 over last year's funding level. The reason for the larger amount is due to four new agencies applying and asking for \$33,000 and the remaining agencies asking for higher amounts of funding than the previous year.

The Board will need to select a tentative figure for the Committee's allocation purposes as was done successfully the last two years. Board members will need to provide that HNC amount at next month's meeting. Chairman Goes suggests keeping the same amount as last year, \$640,000 and consider an across-the-board freeze.

**Highway Department Report- Highway Commissioner Powers**

Commissioner Powers informed the Board that tonight and in the future he would respond to direct questions regarding the Highway Department at each meeting or the following meeting. He addressed Trustee Langlotz-Johnson's concern from last meeting regarding the Auto Call Back, sympathy card purchases, and bottled water purchases.

Commissioner Powers then presented the board with a large poster board describing the rehabbing of a twelve year old truck resulting in a \$90,000 savings to the Township over 20 years. Commissioner Powers reiterated how proud he was of the small, but very talented crew, and the hard work that results in savings for the taxpayers.

**Collector's Report- Chairman Johnson**

Collector Johnson reported that she attended the TOCC Fall Conference on Dec. 2<sup>nd</sup>. The speaker that evening addressed the economic threats to townships. Collector Johnson found it timely and informative and she highlighted the key aspects of his presentation for the Board.

**Assessor's Office and Cemetery Committee Reports- Assessor Kelly**

Assessor's Office:

Assessor Kelly passed out a sheet of statistics highlighting the first half of December and the workload volume. Two graphs were also included highlighting the increase in both calls and visits to the Assessor's office. He feels that despite the County's effort to become more efficient through online services, the number of visits to the Township Assessor's office has still increased.

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Cemetery Committee:

Chairman Kelly advised the Board that on December 5<sup>th</sup>, Helen Wildermuth with Stonehugger Cemetery Restoration of Indiana, spent an afternoon with Chairman Kelly, Jean from Cady Questers and Beth from the Cemetery Committee. They visited Hillside and Cady together. To restore headstones and install slotted bases at Cady Cemetery the total cost would be \$20,750 which could be done in multi-year phases as budget allows. The pricing is good through 2011. Chairman Kelly suggested the Board consider appropriating the \$5000 that has been the budgeted line item amount, with the hope that private donations would cover the remaining amount.

**Clerk's Office- Clerk Moran**

Clerk Moran reported on the clarification received from Attorney Krafthefer regarding proper approval to release Executive Session Minutes.

She also updated the Board on all FOIAs from the beginning of her term in May. In the future Clerk Moran will be advising the Board on all FOIA updates at each monthly meeting.

-June 1, 2009- Joseph Rotunno requested info from Road and Bridge. Reply on June 2<sup>nd</sup>.

-Sept. 28, 2009- Patrick Rehkamp requested info from Road and Bridge. Reply on Oct. 2<sup>nd</sup>.

-Oct. 9 and Nov. 30, 2009- Robert Bergman requested info from Road and Bridge. Replies on November 4<sup>th</sup> and December 1<sup>st</sup>.

Clerk Moran also informed the Board that she was correcting an improper Board practice that was brought to her attention by Highway Commissioner Powers and noted in the Clerk's Handbook. It concerns the Clerk signing off on each individual warrant or invoice on a monthly basis prior to the Board meetings. As Clerk of the Road District/Highway Department she is required to countersign these claims/invoices and will be doing so moving forward each month. Supervisor Fleming noted that both she and Commissioner Powers searched through past records to see if any previous Township Clerk had signed off on the Road District warrants, and could find no examples of this. It was noted that the four Trustees and Supervisor sign off on one warrant for all of the Road District invoices prior to each Board Meeting.

Commissioner Powers asked to address the Board on Mr. Bergman's FOIA's reported on by Clerk Moran. Mr. Bergman was the previous Highway Commissioner prior to Commissioner Powers and then employed for two years or so by him to plow roads. Commissioner Powers stated that Mr. Bergman has an issue with the amount of money transferred from Road District to Town Fund for Senior Transportation.

Trustee Langlotz-Johnson stated that she received a letter from Mr. Bergman. She feels that his point is that if the Road District is levying \$400,000 to pay for a \$200,000 project, then the taxpayer is being double-taxed and she thinks there should be a better way to handle this even though state statute allows this due to the disbursement of half

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the property taxes received going to the individual villages. She feels that the Town Fund should levy for that amount directly, and that she's comfortable going to a ballot referendum that would raise Town Fund taxes. A lengthy discussion ensued with no resolution, including the possibility of taxi rides replacing and discontinuing the Senior Transportation Department at the Township.

Commissioner Powers addressed the Board regarding an email Trustee Langlotz-Johnson sent out alleging a number of things. He pointed out that the figures she quoted in that email were erroneous and incorrect. Supervisor Fleming, Clerk Moran and Trustee Goes explained to her and the Board that in that email she was confusing the levy and budget amounts in quoting an inflated figure. Trustee Langlotz-Johnson did not feel her figures were in error.

**CORRESPONDENCE**

No correspondence

**OLD BUSINESS**

A. Policies: Approval of the following policies:  
Policy 130 Access to Public Records  
Policy 140 Meeting Chair in Supervisor's Absence  
Policy 150 Attendance by Speakerphone  
Policy 156 Agenda Item Required to Take Action  
Policy 160 Policy Development  
Policy 310 Ethics and Gift Ban  
Policy 320 Hiring of Relatives Prohibition

Policy Chairman Goes informed the Board that there were some issues with quorum, etc. with the last Policy Committee Meeting, and that our attorney advised that we can proceed with action on the matters from that meeting at the meeting tonight, since no action was taken at that committee meeting. The next Policy Committee Meeting is open to the public as well as board members and will be held on January 5<sup>th</sup> at 7 p.m.

Policy 310 was withheld from consideration this evening due to last minute typos found just prior to meeting time.

Supervisor Fleming questioned the need for Policy 140 since that had been in effect for some years. Trustee Goes wants the policy to be written without specific names listed so it can be valid moving forward and part of the Policy Manual being developed.

Commissioner Powers asked that "Road District" be stricken from Policy 320, as the Road District sets its own policies. He did comment that he does agree with the policy though, and that typically the Road District follows the same policies of the Township. Trustee Goes withdrew Policy 320 so that it can be discussed at the next meeting.

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MOTION by Trustee Goes, second by Trustee Farina to approve Policies 130, 140, 150, 156, and 160.

ROLL CALL:

Ayes: Farina, Huley, Goes, Langlotz-Johnson

Nays: Fleming

MOTION CARRIED 4-1

B. 2010 Board Meeting Schedule- Revise to March 29, 2010

Supervisor Fleming informed the Board that the March date was moved allowing for the thirty days needed for Road District Budget.

MOTION by Trustee Farina, second by Trustee Goes to approve the revised 2010 Board Meeting Schedule as presented.

MOTION CARRIED by unanimous voice vote.

C. Update of Budget Calendar

Trustee Goes reviewed the Budget Calendar and the dates noted on it.

D. 2009 Town Fund & General Assistance Levy- Ordinance 03-09

MOTION by Trustee Farina, second by Trustee Goes to approve the Town Fund and General Assistance Levy Ordinance 03-09.

Trustee Goes asked that the Ordinance presented be amended to note a 2 % increase rather than the 4.95% amount noted in the current Ordinance Proposal in front of them. The new levy amount with the smaller increase would be \$1,545,250 for purposes of discussion. Trustee Goes discussed the levy matter in detail with Townships of Illinois, Special Projects Coordinator, Bob Porter. The extended levy amount is going to be much less than the actual levy, which is last year's amount plus the new construction (possibly only one percent growth) and the CPI, which is currently only a tenth of a percent. Levying the 4.95 percent versus the 2 percent only amounts to a few hundred dollars. He reiterated that while the change may merely be symbolic, the symbolism of less government and cost of government matters. Assessor Kelly, Highway Commissioner Powers and Supervisor Fleming felt that we need to capture the higher percentage from those coming off of TIF Districts and those purchasing new construction. Clerk Moran agreed with the two percent figure and stated that the important fact that not all residents realize is that almost all property owners in the Township will only realize a one tenth of a percent increase based on the CPI/tax caps despite the 2% increase being sought in the

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levy. She emphasized that the 2% figure will only affect about one percent of all property owners, those who purchased new construction in 2009.

Trustee Farina revised his motion as amended by Trustee Goes to the 2% amount. He emphatically stated that due to the economic conditions felt by our residents and many personal stories of those affected by this economy he agrees that the lower percentage levy is smart and sends the right message at this time. Looking ahead to budget discussions, he wants to see the Board decrease the upcoming 2010 budget by cutting any program that doesn't help the needy, disabled, unemployed, and the elderly.

Administrator Pioch recalculated the Ordinance Proposal for Town Fund to be \$1,545,839 and with General Assistance the total is \$1,909,392.

MOTION by Trustee Farina, second by Trustee Goes, to approve the revised Town Fund and General Assistance Levy Ordinance Proposals reflecting the 2% increase in the levy with the total amounts cited by Administrator Pioch.

**ROLL CALL:**

Ayes: Farina, Huley, Goes, Fleming

Nays: Langlotz-Johnson

**MOTION CARRIED 4-1**

**E. 2009 Road District Levy- Ordinance 01-09**

MOTION by Trustee Goes, second by Trustee Farina to certify the 2009 Road District Levy Ordinance 01-09, in the amount of \$2,864,000.

Trustee Goes quoted from the Trustees Operation Manual, citing the law that the Road District Levy has to be adopted by the Board of Trustees and that the Board may not amend the levy as determined by the Highway Commissioner. Trustee Goes felt that "certify" is a more appropriate term than "approve".

Highway Commissioner Powers pointed out that the reason for requesting a 4.99% levy was for the same reasoning he cited earlier for the Town Fund levy (maximizing new construction growth and TIF Districts without burdening the overwhelming majority of residents paying property taxes in the Township). Trustee Goes confirmed with Highway Commissioner Powers that there would also be a risk of losing \$180,000 in annual Motor Fuel Tax which would not be available to the Road District should the extended levy fall below the maximum allowed. It was noted that half of the Road District levy goes to the municipalities, as is directed by state statute.

**ROLL CALL:**

Ayes: Farina, Huley, Goes, Langlotz-Johnson, Fleming

Nays: None

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MOTION CARRIED 5-0

F. Payroll Service

Trustee Langlotz-Johnson asked Supervisor Fleming about the Payroll Service discussion initiated by Trustee Farina at a previous meeting and why the Township hadn't yet pursued that. Supervisor Fleming stated that the payroll service was going to be implemented once the new bookkeeper was hired. Trustee Langlotz-Johnson wondered why the Board couldn't choose a payroll service prior to the hiring of a bookkeeper. Administrator Pioch informed the Board that payroll service companies have already been reviewed and that when the bookkeeper position is filled a payroll service will begin. Supervisor Fleming stated that she is very close to hiring for this position.

G. Other

None

**RECOMMENDATIONS OF THE FINANCE COMMITTEE – APPROVAL OF  
PAYROLL, BILLS AND TRANSFERS**

MOTION by Trustee Huley, second by Trustee Langlotz-Johnson to approve the payroll and bills, as presented. Town Fund- \$166,291.51, General Assistance- \$33,218.31, and Road and Bridge- \$137,931.97.

Trustee Langlotz-Johnson questioned certain Road and Bridget expenditures. Also, after reviewing and questioning some of the General Assistance bills, she informed the Board that she met with GA Director, Angie Mahieu, who will review the voucher purchases questioned. Trustee Langlotz-Johnson noted a discussion with Administrator Pioch regarding a phone bill charge.

ROLL CALL:

Ayes: Farina, Huley, Goes, Fleming

Nays: Langlotz-Johnson

MOTION CARRIED 4-1

**NEW BUSINESS**

A. Matters of Executive Session

MOTION by Trustee Goes, second by Trustee Huley to approve to release previous Executive Session Minutes for the following dates: June 14, 2006, February 26, 2007, December 17, 2007, February 25, 2008, November 17, 2008.

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ROLL CALL:

Ayes: Farina, Huley, Goes, Langlotz-Johnson, Fleming

Nays: None

MOTION CARRIED 5-0

B. Health Insurance for 2010

This item was moved to Presentations earlier in the evening.

C. Dental Program- NCH

Supervisor Fleming suggested that the Board, at next month's meeting, consider funding the Dental Program, with remaining funds in the Human Needs Budget. Trustee Goes commented about the possibility of having 24 agencies present to the Board, but felt that was not the desire of this Board. Trustee Goes reminded the Board that they should consider indicating to the Board prior to the Feb. 5<sup>th</sup> HNC meeting, which agencies they feel deserve definite funding for 2010, if they cannot attend the meeting.

D. Vanguard Heating & Air Conditioning proposal- Bridge Unit

Supervisor Fleming advised the Board that the existing Carrier rooftop unit over the Bridge was repaired multiple times over the last several years and is currently not working adequately and should be replaced versus repaired, as per Vanguard Heating and Air Conditioning Inc., which services our units. Trustee Langlotz-Johnson questioned the absence of competing quotes for this job. The Board agreed that multiple bids were necessary. Trustee Farina expressed his views on the importance of asking that the competing bids quote a comparable unit highlighted in the Vanguard proposal.

MOTION by Supervisor Fleming, second by Trustee Farina, to approve up to \$7,820 for a Heating/Air Conditioning rooftop unit for the Bridge, with the direct stipulation that the most competitive of three proposals is accepted, with comparable units being quoted.

ROLL CALL:

Ayes: Farina, Huley, Goes, Langlotz-Johnson, Fleming

Nays: None

MOTION CARRIED 5-0

E. Policies- New Policies Submitted to the Board for 1<sup>st</sup> Reading

Supervisor Fleming asked that discussion on this matter be tabled until next meeting.

F. Invoice Payment to Ancel, Glink, Bush, DiCianni and Krafthefer

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Trustee Langlotz-Johnson alleged a conflict of interest between the Township's attorney, 'Ancel Glink', and certain current political campaigns. She also feels that the hiring of this law firm after the 2005 Caucus, and legal invoices billed to the Township for that caucus, are questionable due to its political nature.

She questioned why the Township Administrator sought legal opinion regarding the use of the Township logo on a candidate's website. Clerk Moran adamantly defended Administrator Pioch's decision as the Township's right and responsibility in protecting the Township's logo from misuse from any non-Township affiliated websites or organizations. This sentiment was echoed by other Board members who felt it would be neglectful not to seek legal opinion on this matter. Commissioner Powers reminded Trustee Langlotz-Johnson that she was bringing politics into the Township Board Meeting and he found that reprehensible.

Supervisor Fleming addressed the specific caucus allegation. She corrected Trustee Langlotz-Johnson's assertion that the Township hired Ancel Glink at the first meeting. She reminded the board and its audience members that the Township, by state statute, is expressly obligated to pay all Township Caucus expenses, including the attorney fees for that evening, and that a special judicial panel decided the same. Supervisor Fleming also addressed the first allegation brought by Trustee Langlotz-Johnson, and recounted by an audience member during this exchange, regarding the same law firm taking on a petition challenge in a current political campaign in town. Supervisor Fleming clarified that there was absolutely no Township Board involvement in this, as it was the affairs of Ancel Glink and not the Township and did not belong in a Township Board meeting.

Trustee Langlotz-Johnson went on to discuss a phone message left for Attorney Krafthefer regarding a conflict of interest, which she felt should not have been billed to the Township. A number of Board members again corrected Trustee Langlotz-Johnson, informing her that as a current Board member she was seeking advice of the Township attorney, and obviously the Township would be charged for such a call and its follow-up. Commissioner Powers argued that Trustee Langlotz-Johnson should pay that portion of the legal bill. Trustee Langlotz-Johnson said she would refuse to pay that and ended by requesting a suspension of legal services by Ancel Glink to the Township and stated that she is discussing these issues with the Attorney General. Assessor Kelly stressed the competency of Ancel Glink and cited numerous Township manuals they've drafted.

G. Other

None

**Adjourn**

MOTION by Trustee Farina, second by Supervisor Fleming to adjourn at 11:20 p.m.

MOTION CARRIED by voice vote.

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Respectfully submitted,

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TOWN CLERK