

**SPECIAL BOARD MEETING OF THE BOARD OF
TRUSTEES OF PALATINE TOWNSHIP
March 9, 2020
7:00 P.M.**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG

Supervisor Langlotz-Johnson called the meeting to order at 7:06 p.m. in the Conference Room of the Palatine Township Center. This was followed by the Pledge of Allegiance to the Flag.

ROLL CALL

Clerk Moran called the roll and the following voting members were present:
Supervisor Langlotz-Johnson, and Trustees Kern and Pohlman

**Please note that Trustee Kalkounos arrived late as noted below*

Also in attendance: Clerk Moran, Assessor Kelly, Administrator Lopez, Assistant Administrator Chychula, Bookkeeper Moy, Parliamentarian Boles

ABSENT: Kincaid

PUBLIC COMMENT

None

NEW BUSINESS

A. Approval of Resolution #06 -2020 -Eagle Scout Project - Harmon Bhasin

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to approve *Palatine Township Resolution 06-20*, as presented

MOTION CARRIED by voice vote

Assessor Kelly read *Resolution 06-20* aloud. The full Board congratulated Harmon Bhasin for all of the efforts noted in the Resolution re: his Raspberry Pi Program he developed, benefiting 15 Township families by providing them with home-built computers. Assistant Administrator Chychula took numerous photos with him, his family, and the Board.

**Assessor Kelly departed the meeting*

OLD BUSINESS

A. Approval of Resolution #02 – 2020 Cornerstone National Bank & Trust

Supervisor Langlotz-Johnson distributed the report, *Procedures for Check Writing*, which highlighted the current flow of the invoice payment/check writing process, along with her proposed revisions to the current procedure noted in red.

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Wade Arthur, Senior Accountant with Tighe, Kress, & Orr, addressed the Board's questions relating to the proposed change in the process of bookkeeping noted in the red revisions of the report. He stated that both the current and proposed procedure are acceptable practices he sees in working with other Townships.

Trustee Kern noted her concern with the ability to track large checks, and advocated keeping the current procedure in place. She also noted that there could be violations of the law by having certain sums of money in one bank. She stated that state law mandates that bonds need to equal the Township's reserves.

Supervisor Langlotz-Johnson noted that she revised the Township's current general liability bond coverage from \$250k to \$500k, upon the recommendation from Bill Bradish of *Bradish Associates, LTD*. She also proposed a change in banks stemming from a desire to move from large national banks to local banks that don't charge fees, separately noting that \$350 in fees were incurred this month alone.

Trustee Kalkounos gained concurrence from the board members to ask the bank(s) to use Positive Pay (an automated fraud detection tool), and to have two signatories on each check. Some discussion ensued about adding a policy to define the final agreed upon invoice payment/check writing process, noting a need to assure that account transfers are not by unilateral authority of the Supervisor. He noted consideration of holding off any movement on these resolutions for another four to six months.

**Trustee Kalkounos arrived at 7:32p.m., during the discussion period noted above*

MOTION by Trustee Kalkounos, seconded by Supervisor Langlotz-Johnson to table the discussion of three agenda items: Resolutions 02-2020 & 03-20 Corporate Authorization Resolutions – Cornerstone National Bank & Trust, and Approval of ICS Deposit Placement Agreement with Promontory Interfinancial Network, LLC, until the March 23 Regular Board Meeting

MOTION CARRIED by voice vote

B. Approval of Resolution #03 – 2020 Cornerstone National Bank & Trust

**See discussion and motion above*

C. Approval of ICS Deposit Placement Agreement with Promontory Interfinancial Network, LLC

**See discussion and motion above*

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EXECUTIVE SESSION

None

ACTION ON MATTERS FROM EXECUTIVE SESSION

None

ADJOURN

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to adjourn at 9:10 p.m.

MOTION CARRIED by voice vote

Respectfully submitted,



TOWN CLERK