**Approved**

**September 3, 2024**

**Rockford Township**

**Regular Meeting Minutes**

**7:00 p.m.**

**Call to Order**

Chairperson Otten called the meeting to order at 7:00 p.m. at the Rockford Township Hall. Present were Supervisors Dale Otten, Joel Kjome, Dennis Beise, Troy Beise, Clerk/Treasurer Rachelle McDougall, and Maintenance Crew Allen Valentine. Supervisor Nancy Norsby was absent from the meeting.

**Agenda**

A **motion** was made by Supervisor Dennis Beise and seconded by Supervisor Troy Beise to adopt the agenda as with the addition under maintenance for the change order for the paving project. **Motion carried unanimously**.

**Meeting Minutes**

A **motion** was made by Supervisor Dennis Beise and seconded by Supervisor Troy Beise to approve the regular meeting minutes from August 6, 2024 as printed. **Motioned carried unanimously.**

**Continued Items**

**Pay Equity**

Supervisor Otten updated the board that he has been researching and accessing the pay equity website. Supervisor Otten noted the previous report filed in 2021 shows the maintenance employees were reported having 213 pay equity job points. Supervisor Otten wanted to discuss with the board if they should leave the 213 points as previously reported.

Supervisor Otten noted the pay equity report needs to be filed the day after the next Township meeting. Clerk McDougall informed the board she was unsure why the board placed the maintenance employees at 213 pay equity job points since the board didn’t officially make any motions to change them from 200 to the 213.

Supervisor Kjome commented this is a numbers game and maintenance job hadn’t changed in over 20 years as far as the job they do. Supervisor Dennis Beise questioned if wages would change if they kept the maintenance employees job points at 213. Supervisor Otten stated it would not change wages. Supervisor Dennis Beise recommended leaving the points at 213. Supervisor Otten agreed because he was unsure how it could be changed from 213 as previously reported to 2021.

A **motion** was made by Supervisor Kjome and seconded by Supervisor Dennis Beise to leave pay equity job points for the maintenance employees at 213 since the previous report shows them at 213. **Motion carried by a unanimous vote.** Supervisor Otten commented and it would not make a difference or change the maintenance employees to a different category.

Supervisor Otten discussed that the clerk is at 275 and Clerk McDougall assigned the 268 points to her deputies and was unsure if he agreed with that. Supervisor Otten stated the board has to give the final approval and when reviewing job points he recommended assigning the deputy clerk and deputy treasurer at 228 job points. Supervisor Otten noted the deputies are separate positions and not combined as clerk/treasurer.

Supervisor Kjome questioned if the Board is separating the office and garage again. Supervisor Otten said yes it is Clerk McDougall with 275 points and the two deputies. Supervisor Kjome stated it was all one place before and they are part time, the guys are full-time and questioned why they wouldn’t have 228 or 268 job points instead of 213.

Supervisor Kjome stated if the board is going to say the office is different and a separate entity versus the garage and Supervisor Otten interjected to explain points are based on job descriptions. Supervisor Kjome then questioned Supervisor Otten for clarification that the point system doesn’t mean anything to which Supervisor Otten told him yes, its pay equity end of things.

Supervisor Kjome stated it doesn’t amount or add up to anything and then commented he was thinking if they had a higher number then they would have more authority or work load.

Supervisor Otten commented it’s based off job descriptions and it’s not based off of what kind of work it’s just not that way. Supervisor Kjome asked if it’s a formula Supervisor Otten had. Supervisor Otten informed the board it’s based on the formula he has. Supervisor Kjome noted he will agree with Supervisor Otten since it is a verified state program.

The board continued this item to the next meeting.

**Maintenance**

Maintenance Crew Al Valentine was present and the board discussed the change order.

A **motion** was made by Supervisor Kjome and seconded by Supervisor Dennis Beise to approve the change order for the 30th St. SE paving project with majority of completion by September 27, 2024. **Motion carried unanimously.**

**New Items**

**Planning Commission Recommendations from September 3, 2024**

A **motion** was made by Supervisor Dennis Beise and seconded by Troy Beise to approve the September 3, 2024, Planning Commission recommendations. **Motion carried unanimously**.

**City of Rockford Fire Board Discussion**

The board will be attending a fire board meeting on September 5, 224. The Fire Department is going to discuss the proposed equipment they would like to purchase and will be requesting approximately $404,000 from Rockford Township. This item was continued to the next meeting for further discussion.

**Supervisor Joel Kjome** – Supervisor Kjome discussed having the wash stall service doors upgrade to include push bars. Supervisor Troy Beise will obtain costs for the two doors and bring it to a future meeting.

**Supervisor Troy Beise** – Supervisor Troy Beise noted the employment attorney will provide a couple meeting date options for reviewing and discussing the eight complaints submitted by Clerk McDougall.

Supervisor Troy mentioned that the drainage ditch located on Deadrick Ave. SE had been dug out.

The board also discussed cleanup day on September 21, 2024 and Supervisor Kjome will verify with J.R. Appliance that they will be here that day. The dumpsters are confirmed.

**Supervisor Dennis Beise** – Supervisor Dennis Beise questioned if there was an update about the roof leak. Supervisor Kjome mentioned the roofing company felt the leak may be coming from a rooftop A/C unit. Supervisor Kjome mentioned the A/C Company who maintains the rooftop units disagrees. Supervisors Troy and Kjome will access the roof during the week of September 9, 2024 and view the area that may be causing issues.

**Supervisor** **Otten** – Supervisor Otten discussed a resident who contacted him about the work being done in the ditch area. This was pertaining to the Spectrum installation project.

**Clerk/Treasurer –** None

**Funds Report** – Through July 31, 2024

A **motion** was made by Supervisor Dennis Beise and seconded by Supervisor Otten to approve the funds report through July 31, 2024. Motion carried unanimously.

**Review of Claims**

A **motion** was made by Supervisor Troy Beise and seconded by Supervisor Dennis Beise to approve the claims #5329 to claim #5357 for $19,555.96 including payroll. **Motion carried unanimously.**

**Adjourn Meeting**

Supervisor Otten adjourned the meeting at 7:48 p.m.

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**Dale Otten (Chairperson)**

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**Rachelle McDougall (Clerk/Treasurer)**