

# Wauponsee Township Board Meeting Minutes

## May 9, 2018

The regular scheduled meeting of the Board of Trustees of Wauponsee Township of Grundy County, the State of Illinois, was held on the above date at the Wauponsee Township Road and Bridge Office for the purpose of conducting normal business. Supervisor Fannin opened the meeting at 7:00. The Pledge of Allegiance to the flag followed immediately.

The meeting attendance roll call results are shown below.

Trustees:	Jeff Carr	Physically Present
	Andy Chandler	Physically Present
	Tom Baker	Physically Present
	Neil Romines	Physically Present
Supervisor:	Steven Fannin	Physically Present
Road Commissioner:	Mark Doerfler	Absent
Township Clerk	Charles Sargent	Physically Present

Residents Present:  
None

Public Comments  
None

Approval of Minutes

Meeting minutes for the April 10th meeting was presented. A motion to approve the minutes as presented was made by Trustee Chandler and seconded by Trustee Romines. The motion passed on a voice vote.

Approval of Claims

A motion was made by Trustee Baker and seconded by Trustee Carr to authorize the Township Fund claims as presented by the Treasurer.

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Tom Baker	Yes
	Neil Romines	Yes
Supervisor:	Steven Fannin	Yes

The motion passed on a roll call vote. The claim details are listed on the attachment to these minutes.

A motion was made by Trustee Chandler and seconded by Trustee Romines to authorize the Wauponcee Township Road and Bridge Fund claims as presented.

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Tom Baker	Yes
	Neil Romines	Yes
Supervisor:	Steven Fannin	Yes

The motion passed on a roll call vote. The claim details are listed on the attachment to these minutes.

Supervisor's Report

Supervisor Fannin reported the following:

- The new payroll services company is taking out the federal tax which is different than the previous practice. This only applies to the Road Commissioner, Supervisor and Clerk.

## Road Commissioner's Report

Commissioner Doerfler was not in attendance at the meeting but he provided the attached written report.

## Clerk's Report

A letter from the State Board of Education requested support for a Summer Meals Program. This topic will be placed on the June Meeting Agenda.

## Unfinished Business

### Replacement Property Tax Assessor

The MTAD is planning an approach to the potential increased levy for the district. The candidate for the assessor's office position was interviewed in late April. The candidate, Adam Fannin, has the necessary skills to do the work and has agreed to accept the salary of \$9,000 a year. The Norman / Wauponsee MTAD has approved the hiring of Mr. Fannin contingent on his completion of the required certification training.

## New Business

### Sexual Harassment Policy for Review

A proposed sexual harassment policy was downloaded from the TOI website and modified for Wauponsee Township. A copy was provided for the Board members for their review. The discussion and vote on the proposal will be held at the June Board meeting.

### Approval of Hiring "Paycheck" to do payroll services

A company named "Paycheck" has been identified. The company provides payroll services which includes direct deposit options. Company representative Kevin Walker has offered to accept the Township payroll duties for \$37.00 per month. Trustee Romines made a motion to hire Paycheck to do payroll services for the Township and Road District. Trustee Carr seconded the motion. Supervisor Fannin called for a roll call vote.

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Tom Baker	Yes
	Neil Romines	Yes
Supervisor:	Steven Fannin	Yes

The motion passed on a roll call vote.

### Budget Hearing Notice Approval

The tentative Road District and Township budgets were reviewed. The Budget Hearing date was scheduled for June 13, 2018. The required newspaper notice will be published.

### Adjournment

Being no further business, Trustee Romines made a motion to adjourn the meeting. Trustee Chandler seconded the motion, which carried on a voice vote.

The meeting was adjourned at 7:24 PM.

Meeting minutes approved on June 13, 2018

----- Trustee

----- Trustee

----- Trustee

----- Trustee

----- Supervisor

----- Township Clerk



Welcome	Reports ▼	Transfers and Payments ▼	Account Services ▼	Administration ▼	
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Favorites: (Edit)

**Welcome WAUPONSEE TOWNSHIP.** [Print this page](#)

Your last Business Express sign on was Tuesday, May 08, 2018 at 12:16 PM ET.

**Important Information re:Your Privacy and Security.**

Click here to review the current Business Account Agreement at [www.firstmidwest.com/businessacctagreement](http://www.firstmidwest.com/businessacctagreement)

Message Center

**New messages:** 36

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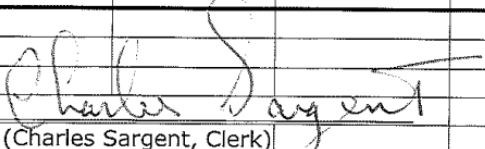
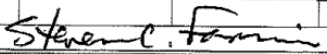
**Deposit Account Balances as of 05/09/2018**

To view deposit account details, click the Account Number.

ABA/TRC	Account Number	Description	Balance
<b>Checking Accounts</b>			
071901604	<a href="#">*6014</a>	CHECKING-6014	<a href="#">\$23,566.28</a>
071901604	<a href="#">*7014</a>	CHECKING-7014	<a href="#">\$17,404.77</a>
071901604	<a href="#">*8018</a>	CHECKING-8018	<a href="#">\$92,678.51</a>
071901604	<a href="#">*0018</a>	NORMAN WAUPONSEE MULTI	<a href="#">\$2,956.65</a>
<b>Savings Accounts</b>			
071901604	<a href="#">*0208</a>	NORMAN WAUPONSEE MULTI	<a href="#">\$353.51</a>
071901604	<a href="#">*7204</a>	SAVINGS-7204	<a href="#">\$5,008.32</a>
071901604	<a href="#">*8118</a>	SAVINGS-8118	<a href="#">\$13,031.58</a>

**CD Account Balances as of 05/08/2018**

ABA/TRC	Account Number	Description	Balance
071901604	<a href="#">*1209</a>	CD-1209	\$0.00

Wauponsee Township Town Fund						
9-May-18						
Employee	Monthly					Total/Month
	Salary	FICA	Medicare	State		
Baker, Tom	\$ 100.00	\$ 6.20	\$ 1.45	\$ 4.95	\$ 87.40	
Carr, Jeff	\$ 100.00	\$ 6.20	\$ 1.45	\$ 4.95	\$ 87.40	
Chandler, Andy	\$ 100.00	\$ 6.20	\$ 1.45	\$ 4.95	\$ 87.40	
Romines, Neal	\$ 100.00	\$ 6.20	\$ 1.45	\$ 4.95	\$ 87.40	
Sargent, Charles	\$464.53	\$ 28.80	\$ 6.74	\$ 22.99	\$ 406.00	
Fannin, Steve	\$1,201.67	\$ 74.50	\$ 17.42	\$ 59.48	\$ 1,050.26	
Doerfler, Mark	\$2,847.86	\$ 176.57	\$ 41.29	\$ 140.97	\$ 2,489.03	
	\$ 4,914.06			Total	\$ 4,294.89	
Payable To	For				Town Fund	
Steve's Lawn	5/23, 5/30				\$ 100.00	
TOIRMA	Yearly invoice	Road District				\$ 7,417.00
	Yearly invoice	Town Fund				\$ 2,884.00
EFTPS	Federal 941's on-line				\$ 950.75	
			FICA	\$ 770.58		
			MED	\$ 180.17		
			WH			
IL TAXNET	State tax on-line (NOV)				\$ 233.03	
				Total	\$ 11,484.78	
Payable To	For				General Assistance Fund	
				Total	\$ -	
Loan/Transfer				Total		
				<b>Total All</b>	<b>\$ 15,779.67</b>	
Attest			Signed			
	(Charles Sargent, Clerk)			(Steve Fannin, Supervisor)		

**TOWNSHIP HIGHWAY COMMISSIONER'S MONTHLY REPORT  
TO  
COUNTY ENGINEER**

County of **GRUNDY**  
**WAUPONSEE** Township

To: Brian Tjernlund, Interim County Engineer  
245 North Illinois Route 47  
Morris, Illinois 60450

Month of **MAY** 2018

Date	Order No.	Payable to	For What	General Road & Bridge Fund
5.2.18	7463	Jack Duvick	Labor - Gross\$645, IST\$24.19, Med\$9.35, FICA\$39.99	\$ 574.47
5.2.18	7464	Bill Doerfler	Labor-Gross\$655, IST\$24.65, Med\$9.50, FICA\$40.61	\$ 580.33
5.8.18	7465	Void	Void	\$ -
5.8.18	7466	Void	Void	\$ -
5.8.18	7467	Steffes Seamless	New Gutter on North Building -- Ice Damage	\$ 1,200.00
5.8.18	7468	Chucks Sealcoating	Driveway Patch from Last fall	\$ 775.00
5.8.18	7469	Lafarge	Stone for Pine Bluff Road	\$ 459.07
5.8.18	7470	Menards	IPWMAN, Supplies	\$ 684.34
5.8.18	7471	Patton Cat	Mirrors for Backhoe	\$ 386.58
5.8.18	7472	Waste Management	Dumpster Empty -- IPWMAN	\$ 106.50
5.8.18	7473	ComCast	Telephone/ Internet/ TV	\$ 192.71
5.8.18	7474	Countywide Plumbing	Washer and Drier Hook up	\$ 940.04
5.8.18	7475	Bonnell Industries	Fluid Film	\$ 21.90
5.8.18	7476	Big R	Supplies	\$ 163.97
5.8.18	7477	Matteson Ace	Supplies	\$ 37.09
5.8.18	7478	Kindelspires	Truck Supplies	\$ 89.49
5.8.18	7479	Bankcard Processing Center	Credit Card -- IPWMAN/ Supplies, Battery for Truck 1, Godaddy	\$ 1,932.13
5.8.18	7480	Johnson Oil	Gasoline	\$ 155.31
Monthly Total				\$ 8,298.93

**Monthly Summary Of Receipts, Expenditures, & Balances**

Beginning Month Balance		
Receipts During Month	\$	8,298.93
Ending Month Balance	\$	(8,298.93)

Attest

  
(Charles Sargent)

Signed

\_\_\_\_\_  
(Mark W. Doerfler)

# Highway Commissioners Report

## May 9, 2018

- Budget – Closely mirrors last year's budget. There might be a bit of a discrepancy in the beginning balance, once that is straightened out, I will deduct that amount from "Maintenance Contractual Services – Road". I added a IPWMAN income and expense category. These will balance each other out and are only in place in order to track it easier.
  - The new gutter was installed on the south side of the north building, a new gutter is going to be installed on the north side of the south building, current one is leaking and causing damage to the asphalt lot. Ice guards will be installed on the roof above the new gutters on both buildings.
  - Chuck finally billed us for a job that was completed last fall. Evidently it slipped through the cracks.
  - Most of the Menards bill is for IPWMAN Stuff. We will be getting reimbursed almost \$1600 from IPWMAN very soon.
  - I purchased mirrors for the outside of the backhoe to make driving safer.
  - IPWMAN will be reimbursing us for the dumpster emptying.
  - The Free washer are up and working we got the bill for the water hook ups
  - Most of the credit card balance is for IPWMAN and we will be reimbursed for that as well.
  - D Construction will be cutting the butt joints on Thursday and paving Southard Road on Friday
  - Truck number 4 is at Bonnell in Dixon having the rear dump body hinge repaired, the central lube system repaired and some other things repaired as well. Not sure when it will return.
-



## NOTICE OF PUBLIC HEARINGS TOWN OF WAUPONSEE and WAUPONSEE ROAD DISTRICT, GRUNDY COUNTY, ILLINOIS

### TENTATIVE 2018/2019 BUDGET AND APPROPRIATION ORDINANCES

**NOTICE IS HEREBY GIVEN** that a public hearing will be held by the Board of Trustees of the Town of Wauponsee, Grundy County, Illinois, to consider the tentative 2018/2019 Appropriation Ordinances of the Town of Wauponsee and Wauponsee Road District, Grundy County Illinois.

Said hearings will be held at the Wauponsee Township Road District Office and Garage, 35 E. Southmor Road, Morris, Illinois at the hour of 7:00 P.M. on Wednesday, June 13, 2018.

**NOTICE IS FURTHER GIVEN** that the Town Board of Trustees, at the public hearing, may adopt the tentative Budget and Appropriation Ordinance, or any part thereof, as such the Board of Trustees deems necessary.

All citizens of the Township present at the hearing and desiring to be heard concerning the tentative Budget and Appropriation Ordinance will be given an opportunity to do so.

**NOTICE IS FURTHER GIVEN** that said tentative Budget and Appropriation Ordinances will be filed and made conveniently available for public inspection in the office of the Wauponsee Township Clerk. Contact Township Clerk, Charles Sargent; telephone 815-260-3893, to view the ordinance.

Dated: May 9, 2018

Clerk, Township of Wauponsee  
Grundy County, Illinois



# Illinois State Board of Education

100 North First Street • Springfield, Illinois 62777-0001  
www.isbe.net

James T. Meeks  
Chairman

Tony Smith, Ph.D.  
State Superintendent of Education

April 2018

Charles Sargent  
Wauponsee Township-Grundy County  
Po Box 969  
Morris, IL 60450-0969



Dear Charles,

The countdown to summer break can be exciting for Illinois schoolchildren but it can also lead to increased food insecurity. Many children rely on free and reduced priced meals during the school year but do not have access to healthy meals when school is out for the summer. In Illinois, for every 100 children who receive meals through the School Breakfast and National School Lunch Programs (NSLP), only 11 have access to meals over the summer.

The Summer Food Service Program steps in to help fight hunger during the summer months. To help our communities close the meal gap, we'd like to share information about the U.S. Department of Agriculture's Summer Food Service Program, also known as "Summer Meals," which is administered by the Illinois State Board of Education. You can help fight hunger in your community.

#### What can you do?

- **Become a sponsor.** Government entities (such as municipalities, townships, park districts, or library districts) can receive training, apply for the program, and receive the meal reimbursements.
- **Provide a feeding site** (such as parks, community centers, and police or fire stations). You may also want to consider providing police officer engagement at existing feeding sites.
- **Help identify potential not-for-profit organizations** that can become sponsors and/or feeding sites.
- **Help promote** the program and hotline information. Call or email us to request bookmarks and other marketing materials.

Thank you in advance for considering what you can do to increase the number of eligible Illinois children receiving healthy nutritious meals during the summer months. If you have questions regarding Summer Meals, please contact the Summer Food Service Program at ISBE by calling (217) 782-2491 or (800) 545-7892, or by emailing Amy Bianco at [abianco@isbe.net](mailto:abianco@isbe.net) and Megan Kuchar at [mkuchar@isbe.net](mailto:mkuchar@isbe.net).

Sincerely,

Mark R. Haller, SNS  
Division Administrator  
Nutrition and Wellness Programs

## How You Can Support Summer Meals in Your Community

1. Use your visibility to promote summer meals now and throughout the summer. Post information on your website and newsletters. **Find sites by calling (800) 359-2163 or text “FoodIL” to 877877.** For Information on the program or how to become a sponsor, call (800) 545-7892 or (217) 782-2491 or email Amy Bianco and Megan Kuchar at [abianco@isbe.net](mailto:abianco@isbe.net) and [mkuchar@isbe.net](mailto:mkuchar@isbe.net).
2. Empower your community organizations to champion summer meals! Let these groups know that federal funds are available to support their efforts and that the city is supporting them as well. Highlight their efforts in local media, city newsletters, or other publications, thereby gaining free press for summer meals and ensuring more families know free summer meals are available for their children.
3. Work with public agencies in your city, such as the parks and recreation department, the public housing authority, and the city libraries, to ensure that children participating in their summer programs are receiving summer meals.
4. Work with local agencies active in your community to ensure they are engaged in your summer feeding effort. Local housing authorities, human services offices, and other city agencies that provide services to low-income citizens may have resources that can be shared and can share information about summer meals with their clients in your community.
5. Work with school officials in your city to ensure that schools in low-income areas provide summer meals. Schools are ideal locations for summer meal programs because they are recognized as safe places that serve nutritious food. Remind school officials that many children in their schools are hungry in the summer when they lose access to school meals.
6. Publicize summer meals through constituent mailings, local human service agency newsletters, local newspapers, PSAs, and religious bulletins.

### Summer Meals Resources

- **Free Summer Meals Flier** (and other materials): Download and distribute program flyers throughout your city. <https://www.isbe.net/Pages/Summer-Food-Service-Program-Resources.aspx>
- **Economic Benefits of Summer Meals:** Find specific information on state participation rates and how increases in participation can increase federal financial support for your city. <http://www.fns.usda.gov/outreach/SNAPandSFSPmap.htm>
- **Summer Meals Texting Hotline:** Post and share the texting hotline information – Text “FoodIL” to 877877 (Spanish “ComidasIL”)
- **Summer Meals Hotline:** Publicize the National Hunger Hotline to your community, (800) 359-2163. Families can use the hotline to find summer meal sites.
- **SFSP Outreach Toolkit:** The USDA SFSP Outreach Toolkit includes webcasts, free radio public service announcements, templates for promotional items, and resources in Spanish. To access the Toolkit, please visit <http://www.summerfood.usda.gov/Outreach.htm>.

## **WAUPONSEE TOWNSHIP POLICY PROHIBITING SEXUAL HARASSMENT**

### **SECTION I: Definitions.**

- A. "Employee" means a person employed by the Wauponsee Township and Wauponsee Township Road and Bridge, whether on a fulltime or part-time basis or pursuant to a contract, whose duties are subject to the direction and control of an employer with regard to the material details of how the work is to be performed, but does not include an independent contractor.
- B. "Employer" means the Wauponsee Township or Wauponsee Township Road and Bridge
- C. "Officer" means a person who holds, by election or appointment, an office in Wauponsee Township, regardless of whether the officer is compensated for service in his or her official capacity.
- D. "Sexual Harassment" means any unwelcome sexual advances, requests for sexual favors or any conduct of a sexual nature when:
  - 1. Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment;
  - 2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
  - 3. Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.
- E. "Working environment" is not limited to a physical location an employee is assigned to perform his or her duties.

### **SECTION II: Prohibition on Sexual Harassment.**

- A. Each Employee and officer of Employer has the responsibility to refrain from sexual harassment in the workplace and is prohibited from engaging in conduct that constitutes sexual harassment.
- B. Conduct which may constitute sexual harassment includes:

1. Verbal: sexual innuendos, suggestive comments, insults, humor, and jokes about sex, anatomy or gender-specific traits, sexual propositions, threats, repeated requests for dates, or statements about other employees, even outside of their presence, of a sexual nature.
  2. Non-verbal: suggestive or insulting sounds (whistling), leering, obscene gestures, sexually suggestive bodily gestures, “catcalls”, “smacking” or “kissing” noises.
  3. Visual: posters, signs, pin-ups or slogans of a sexual nature, viewing pornographic material or websites.
  4. Physical: touching, unwelcome hugging or kissing, pinching, brushing the body, any coerced sexual act or actual assault.
  5. Textual/Electronic: “sexting” (electronically sending messages with sexual content, including pictures and video), the use of sexually explicit language, harassment, cyber stalking and threats via all forms of electronic communication (e-mail, text/picture/video messages, intranet/on-line postings, blogs, instant messages and social network websites like Facebook and Twitter).
- C. The most severe and overt forms of sexual harassment are easier to determine. On the other end of the spectrum, some sexual harassment is subtler and depends, to some extent, on individual perception and interpretation. The courts will assess sexual harassment by a standard of what would offend a “reasonable person.”

### **SECTION III: Reporting an Allegation of Sexual Harassment**

- A. An employee who either observes or believes herself/himself to be the object of sexual harassment should deal with the incident(s) as directly and firmly as possible by clearly communicating her/his position to the offending employee and her/his supervisor, or the Township Supervisor..
- B. It is not necessary for sexual harassment to be directed at the person making a complaint.
- C. During the occurrence of an incident of sexual harassment or following reporting, the Employer may document or record each incident. (what was said or done, the date, the time, and the place). Additionally, the Employer may collect and/or compile related written records such as letters, notes, memos, electronic messages, and telephone messages.

- D. All charges, including anonymous complaints, will be accepted and investigated regardless of how the matter comes to the attention of the Employer. However, because of the serious implications of sexual harassment charges and the difficulties associated with their investigation and the questions of credibility involved, the claimant's willing cooperation is a vital component of an effective inquiry and an appropriate outcome.
- E. Proper methods of reporting conduct believed to be sexual harassment include the following:
1. Electronic/Direct Communication. If there is sexual harassing behavior in the workplace, the harassed employee should directly and clearly express her/his objection that the conduct is unwelcome and request that the offending behavior stop. The initial message may be verbal. If subsequent messages are needed, they should be put in writing in a note or a memo.
  2. Contact with Supervisory Personnel. At the same time direct communication is undertaken, or in the event the employee feels threatened or intimidated by the situation, the problem must be promptly reported to the immediate supervisor or the Township Supervisor. If the harasser is the immediate supervisor; the problem should be reported to the next level of supervision or the Township Supervisor.
  3. Formal Written Complaint. An employee may also report incidents of sexual harassment directly to Township Supervisor. The Township Supervisor will counsel the reporting employee and be available to assist with filing a formal complaint. The Employer will fully investigate the complaint and advise the complainant and the alleged harasser of the results of the investigation.
  4. Resolution Outside Employer. The purpose of this policy is to establish prompt, thorough and effective procedures for responding to every complaint and incident so that problems can be identified and remedied internally. However, an employee has the right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) about filing a formal complaint with those entities. An IDHR complaint must be filed within 180 days of the alleged incident(s) unless it is a continuing offense. A complaint with the EEOC must be filed within 300 days.

- F. All reports shall be received and handled as confidential to the extent permitted by law and subject to any disclosure requirements pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 *et seq.*).
- G. The employee experiencing what he or she believes to be sexual harassment must not assume that the Employer is aware of the conduct. If there are no witnesses and the victim fails to notify a supervisor or other responsible officer, the Employer will not be presumed to have knowledge of the harassment.

**SECTION IV: Prohibition Against Retaliation for Reporting Sexual Harassment**

- A. An Employee shall not be retaliated against by the Employer or the Employees or Officers of the Employer due to the Employee's:
  - 1. Disclosure or threatened disclosure of any violation of this policy,
  - 2. The provision of information related to or testimony before any public body conducting an investigation, hearing or inquiry into any violation of this policy, or
  - 3. Assistance or participation in a proceeding to enforce the provisions of this policy.
- B. No individual making a report will be retaliated against even if a report made in good faith is not substantiated.
- C. The Employer will take reasonable steps to protect from retaliation any Employee or Officer who is a witness.
- D. Supervisors must ensure that no retaliation will result against an employee making a sexual harassment complaint.
- E. Similar to the prohibition against retaliation contained herein, the State Officials and Employees Ethics Act (5 ILCS 430/15-10) provides whistleblower protection from retaliatory action such as reprimand, discharge, suspension, demotion, or denial of promotion or transfer that occurs in retaliation for an employee who does any of the following:
  - 1. Discloses or threatens to disclose to a supervisor or to a public body an activity, policy, or practice of any officer, member, State agency, or other State employee that the State employee reasonably believes is in violation of a law, rule, or regulation,

2. Provides information to or testifies before any public body conducting an investigation, hearing, or inquiry into any violation of a law, rule, or regulation by any officer, member, State agency or other State employee, or
  3. Assists or participates in a proceeding to enforce the provisions of the State Officials and Employees Ethics Act.
- F. Pursuant to the Whistleblower Act (740 ILCS 174/15(a)), an employer may not retaliate against an employee who discloses information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. In addition, an employer may not retaliate against an employee for disclosing information to a government or law enforcement agency, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. (740 ILCS 174/15(b)).
- G. According to the Illinois Human Rights Act (775 ILCS 5/6-101), it is a civil rights violation for a person, or for two or more people to conspire, to retaliate against a person because he/she has opposed that which he/she reasonably and in good faith believes to be sexual harassment in employment, because he/she has made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing under the Illinois Human Rights Act.
- H. An employee who is suddenly transferred to a lower paying job or passed over for a promotion after filing a complaint with IDHR or EEOC, may file a retaliation charge – due within 180 days (IDHR) or 300 days (EEOC) of the alleged retaliation.

#### **SECTION V: Consequences**

- A. In addition to any and all other discipline that may be applicable pursuant to the Employer's policies, employment agreements, procedures, employee handbooks and/or collective bargaining agreement, any person who violates this policy or the Prohibition on Sexual Harassment contained in 5 ILCS 430/5-65, may be subject to a fine of up to \$5,000 per offense, applicable discipline or discharge by the Employer and any applicable fines and penalties established pursuant to local ordinance, State law or Federal law. Each violation may constitute a separate offense. Any discipline imposed by the Employer shall be



- separate and distinct from any penalty imposed by any ethics commission and any fines or penalties imposed by a court of law or a State or Federal agency.
- B. False and frivolous charges refer to cases where the accuser is using a sexual harassment complaint to accomplish some end other than stopping sexual harassment. It does not refer to charges made in good faith which cannot be proven. A false and frivolous charge is a severe offense that can itself result in disciplinary action. Any person who intentionally makes a false report alleging a violation of any provision of this policy shall be subject to discipline or discharge pursuant to applicable township policies, employment agreements, procedures, employee handbooks and/or collective bargaining agreements.
  - C. Any person who intentionally makes a false report alleging a violation of any provision of the State Officials and Employees Ethics Act to an ethics commission, an inspector general, the State Police, a State's Attorney, the Attorney General, or any other law enforcement official is guilty of a Class A misdemeanor. An ethics commission may levy an administrative fine of up to \$5,000 against any person who intentionally makes a false, frivolous or bad faith allegation.

**SECTION VI. Severability.**

It is the intention of the Board of Trustees that this policy and every provision thereof shall be considered separable, and the invalidity of any section, clause, or provision of this policy shall not affect the validity of any other portion of this policy.

**Acknowledgment of Receipt and Understanding of Policy Prohibiting Sexual Harassment**

Please acknowledge receipt and review of this policy by completing the following form and returning it to the Township Clerk.

I have read and I understand the Policy Prohibiting Sexual Harassment. I understand that if I ever have any questions or concerns I can speak to my supervisor or Township Attorney. I have signed and dated this acknowledgment to confirm my receipt and understanding of the policy.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Page 1 of 1

# **Wauponsee Township Board Meeting Agenda May 9, 2018 at 7:00 PM Township Road District Office**

1. Call Meeting to Order  
Pledge of Allegiance
2. Public Comment/ Statements
3. Approval of Minutes
4. Approval of Claims
5. Reports  
Supervisor's  
Highway Commissioner's  
Clerk's
6. Unfinished Business  
  
Replacement for Property Tax Assessor.
7. New Business  
Sexual Harassment Policy Review  
  
Approval of Hiring "Paycheck" to do payroll services  
  
Budget Hearing Notice Approval
8. Adjournment

**Next Meeting: June 13, 2018**