

MEETING MINUTES - BOARD OF TRUSTEES

NUNDA TOWNSHIP

STATE OF ILLINOIS }
McHenry County } SS.
Township of Nunda }

The Board of Trustees met at the Nunda Township Town Hall, 3510 Bay Road, Crystal Lake, Illinois, on Wednesday, June 12, 2025, at 7:00 p.m.

Meeting called to order at 7:00 p.m.

Township Clerk Kyle Bussenger recorded the following official business.

The **Pledge of Allegiance** was recited at 7:00 p.m.

Roll Call answered by

- Trustee Joe Bratanick
- Trustee Bob Murray
- Trustee Sheila Halasz
- Supervisor Mike Shorten

Also in attendance: Highway Commissioner Rob Parrish and members of the public.

Public Comment

Residents and community members spoke in support of the Nunda Township Garden program. Comments highlighting the significant impact of the gardens produce donations as well as the role the garden plays in the community when it comes to education, community involvement and food pantry contributions. Supervisor Shorten addressed concerns about potential changes to township property use and emphasized that no decisions would be made without public input and due process.

Approval of Meeting Minutes

5A. Approval of May 8, 2025 Special Meeting Road District Budget Hearing Minutes

- Motion by: Bob Murray
- Second by: Sheila Halasz

- Voice Vote: All Ayes – Motion carries

5B. Approval of May 8, 2025 Regular Meeting Minutes

- Motion by: Bob Murray
- Second by: Joe Bratanick
- Voice Vote: All Ayes – Motion carries

5C. Approval of May 21, 2025 Special Meeting Minutes

- Motion by: Sheila Halasz
- Second by: Bob Murray
- Voice Vote: All Ayes – Motion carries

6. Road District Warrants for Approval for approval for payment for – June 12, 2025

Total (amended): \$187,713.57

- Motion by: Bob Murray
- Second by: Joe Bratanick

Discussion regarding the removed amounts that were related to bills that were created as a result of activities that were questionable. *(Covers \$16,750.00 / First Bank Card \$8,837.63 + \$1,540 + interest charges / J. Condon \$143.25 / Sal's Lawn Care \$420)*. Continued to discuss implications if Nunda pays these bills or does not pay these bills from previous road commissioner that were unlawful. Roll call was taken to pay the amended amount and enter executive session regarding the unlawful charges.

Roll Call Vote:

- Bratanick – Yes
 - Murray – Yes
 - Halasz – Yes
 - Shorten – Yes
- Motion carries

7. Township Warrants for Approval for payment– June 12, 2025

Total: \$57,157.88

- Motion by: Joe Bratanick
- Second by: Bob Murray

A legal bill from a previous administration was withheld until budget line adjustments in July.

Roll Call Vote:

- Bratanick – Yes
 - Murray – Yes
 - Halasz – Yes
 - Shorten – Yes
- Motion carries
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New Business:

8A. Ordinance No. 2025-06-12-01 – Nunda Township Ethics Ordinance

Supervisor Mike Shorten introduced an ordinance to adopt a formal ethics policy for Nunda Township, in compliance with a 2004 state statute.

The ordinance outlines restrictions on gifts, prohibits officials from hiring or awarding contracts to immediate family members unless through competitive bidding with full public disclosure, and requires written disclosure and recusal in matters involving conflicts of interest. The goal is to clarify standards and address historical concerns around nepotism and no-bid contracts.

Discussion followed regarding political activity restrictions. The board clarified that township-sponsored events such as Easter egg hunts or Touch-a-Truck are acceptable when conducted in an official capacity without political campaigning or use of township resources for electioneering.

Supervisor Shorten also noted he will appoint an ethics officer, possibly from the county's ethics commission, and will seek board input on the selection.

- Motion by: Joe Bratanick
- Second by: Bob Murray

Roll Call Vote:

- Bratanick – Yes
 - Murray – Yes
 - Halasz – Yes
 - Shorten – Yes
- Motion carries

8B. Resolution No. 2025-06-12-02 – IMRF Authorized Agent

Resolution approving Mike Shorten as the Authorized Agent for the Illinois Municipal Retirement Fund (IMRF).

- Motion by: Joe Bratanick
- Second by: Bob Murray

Roll Call Vote:

- Bratanick – Yes
 - Murray – Yes
 - Halasz – Yes
 - Shorten – Yes
- Motion carries

8C. General & Emergency Assistance Program Overview

Supervisor Shorten explained the structure and administration of the General Assistance (GA) and Emergency Assistance (EA) programs. He is working to update documentation, improve accessibility, and will bring a new policy proposal to the Board in July.

Old Business

None at this time.

Reports by the Supervisor, Town Clerk, Highway Commissioner, Assessor, Trustees and Cemetery Board Trustees

Supervisor Shorten reported on:

- Payroll completion and continuity
- Website modernization
- Phone system overhaul and consolidation
- IT hardware upgrades and professional accounting support
- Efforts to improve transparency, record-keeping, and constituent service

Commissioner Rob Parrish reported on:

- Termination of seven unnecessary positions and retention of essential part-time support
- Legal and financial concerns regarding unauthorized equipment sales and park projects by the previous commissioner
- Recycling program misuse and cost reduction through structural changes
- Plans for sealed fencing and controlled access at the recycling center
- Numerous intergovernmental cooperative paving projects
- Sale of unused equipment through public auction
- Coordination with HOAs for joint resurfacing projects
- Work with developers to restore or improve road infrastructure

- Long-term fiscal efficiency and transparency goals
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Cemetery Board Vacancy

Supervisor Shorten announced that the Township currently has no sitting members on its Cemetery Board and is seeking interested volunteers.

Closed Session

Motion to enter closed session to discuss pending or likely litigation.

- Motion by: Bob Murray
- Second by: Joe Bratanick

Roll Call Vote:

- Bratanick – Yes
 - Murray – Yes
 - Halasz – Yes
 - Shorten – Yes
- Motion carries
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The Board reconvened from Closed Session for adjournment only.

Motion to Adjourn:

- Motion by: Joe Bratanick
 - Second by: Bob Murray
- Voice Vote: All Ayes – Motion carries

Adjourned at: 9:12pm

Respectfully submitted,
Kyle Bussenger
Nunda Township Clerk