

MINUTES OF THE REGULAR MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, SEPTEMBER 13, 2016, AT THE OAK PARK TOWNSHIP HALL, 105 SOUTH OAK PARK AVENUE, OAK PARK, ILLINOIS

CALL TO ORDER AND ROLL CALL

Supervisor Boulanger called the meeting to order at 7:04 p.m. On the call of the roll the following were present: Supervisor F. David Boulanger, Trustees Clarmarie Keenan, Mary Cozzens, James Taglia, and Clerk Gregory White. Township Finance Director Jack Norton and Attorney John Garofalo were also present. Trustee Ade Onayemi was absent.

APPROVAL OF CONSENT AGENDA

Trustee Onayemi moved to approve the Consent Agenda, including the Minutes of the August 23, 2016, Regular Board of Trustees Meeting, and Township bills for the period August 19, 2016 through September 8, 2016. Trustee Keenan seconded the motion which passed unanimously.

APPROVAL OF AMENDED ADVISORY COMMITTEES AND CMHB POLICY

Supervisor Boulanger presented a draft of the proposed amended Advisory Committees and CMHB Policy, stating the criteria for changes and to be in accordance with Illinois statutes. Trustee Keenan then moved to approve the amended **ADVISORY COMMITTEES AND CMHB BOARD POLICY**, a copy of which is attached to and made a part of these minutes. Trustee Cozzens seconded the motion which passed unanimously.

ACCEPTANCE OF BID FOR TOWN HALL HVAC PROJECT

Manager Morgan shared a memorandum with Board members on the 105 Building HVAC project. Ten bids were submitted, and the tabulation sheet from all bidders was also shared. The lowest bid received was from Cablecom Corporation for \$85,731. After consultation with Attorney Garofalo on statutory requirements, the lowest responsible bidder must be awarded the contract. Mr. Morgan reported that he and Supervisor Boulanger, along with the Township architect and mechanical engineer, met with representatives of Cablecom to review the bid and assure that the firm's practices are in accordance with local standards and the Township's expectations for work.

Trustee Onayemi then moved to accept the bid from Cablecom Corporation for \$85,731 for the new HVAC system for the Township Hall, contingent on their ability to obtain the required performance bond and a satisfactory review of their references. Trustee Keenan seconded the motion which passed unanimously.

CHANGE OF BOARD MEETING DATE

Manager Morgan reported that the scheduled Board Meeting for November 8, 2016, is in conflict with Election Day and use of the Board Room as a polling place. Trustee Cozzens then moved to change the date of the meeting from November 8 to November 15, 2016; at 7:00 p.m. Trustee Onayemi seconded the motion which passed unanimously.

1ST DISCUSSION OF 2016 PROPERTY TAX LEVY

Manager Morgan shared study sheets with Board members in anticipation of determining the 2016 Township Tax Levy. The sheets included information on recent years' levies and budgets, fund balances, and levy history for the past ten years. More information and discussion will be held in future meetings.

DISCUSSION OF ELECTED OFFICIALS SALARIES

Supervisor Boulanger reported that Illinois statutes require local governments to set salaries for elected officials for the 2017-2021 term by mid-November. Discussion leaned toward retaining current salary levels and allowing for cost of living increases annually. The Board will take final action in the near future.

SENIOR CITIZENS SERVICES COMMITTEE REPORT

Trustee Cozzens, liaison to the SCSC, reported that she recently met with Director Desiree Scully-Simpkins, Administrative Assistant Pamela Mahn, and other Senior Services staff. Discussion was held regarding the number of Senior Committee meetings held, and the actual purposes of the Committee along with ideas for tasks and topics of interest to the area seniors. Staff members expressed concerns about new procedures, including payroll and reporting of hours. They see the need for a human resources staff person. Manager Morgan agreed to address the concerns. Finally, the Lunch Program is enjoying more success with large numbers of diners and satisfaction with the food quality.

YOUTH SERVICES COMMITTEE REPORT

Trustee Onayemi, liaison to the YSC reported that the Committee is having a Strategic Planning Day on October 1. Supervisor Boulanger reported that he will be meeting with the Superintendent of OPRF High School to clarify communication channels around the work of the Township Youth Interventionists.

COMMUNITY MENTAL HEALTH BOARD REPORT

Trustee Keenan, CMHB member and Trustee liaison reported that the CMHB will be having a regular meeting next week. CMHB Executive Director is looking into the possibility of local agencies dispensing Narcan, the heroin antidote drug. Local mental health agencies are being cautioned to follow directions carefully in applying for grant funding. Finally, work is underway for the 5-year Needs Assessment.

TOWNSHIP MANAGER'S REPORT

Manager Morgan reported that he has been communicating with a non-profit that distributes Nalaxone, the injectable version of Narcan, in the Chicago area about the possibility of the Township providing for Oak Park residents to access the heroin antidote. He has also been talking with the Oak Park Fire Department. Manager Morgan also met with the Executive Director and Performance Manager of New Moms, which has taken over Parenthesis' programs and contracts. They are located in the Austin community, and are possibly interested in bringing their job training and social enterprise programs to Oak Park. The General Assistance Social Workers Division of the Township Officials of Cook County (TOCC) meeting was hosted recently at Oak Park Township and went well.

SUPERVISOR'S REPORT

Supervisor Boulanger reported that the recent *BarrieFest* was a success and he again had a Township table for information. The Annual Volunteer Recognition Event will be held at Brookfield Zoo on October 15, and all staff are invited as well. The Township will have an information table and voter registration at the Farmers' Market on October 8. September 21 is Township Day at Senior Services from 2- 4 p.m. All are encouraged to attend. Finally, the *Elected Officials Barbecue* will be held at Austin Gardens on September 28.

CLERK'S REPORT

Clerk White reported that early voting will be available at OP Village Hall. The Clerk will be addressing the League of Women Voters on the topic of advisory referenda at their September 20 Meeting. Preparations for voter registration and other election services are also underway.

IGOV REPORT

Trustee Taglia reported that the next IGOV Assembly is scheduled for October 29. Trustee Keenan and Jim Gates are composing an information article for the *FYI Newsletter*.

NEXT MEETING

The next meeting of the Oak Park Township Board of Trustees will be a Regular Board of Trustees Meeting at 7:00 p.m. Tuesday, September 27, 2016, at the Oak Park Township Hall, 105 S. Oak Park Ave., Oak Park, IL.

ADJOURNMENT

Trustee Onayemi moved to adjourn at 8:59 p.m. Trustee Taglia seconded the motion which passed unanimously.

Respectfully submitted by
and recorded in the office of

Gregory White, Township Clerk

Approved: 9/27/2016