

MINUTES OF THE GENERAL BOARD MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, SEPTEMBER 13, 2022, CONDUCTED IN-PERSON.

CALL TO ORDER AND ROLL CALL

Clerk DaToya Burtin-Cox called the meeting to order at 7:01 p.m. and the meeting was conducted in person and electronically. The following participated in-person: Trustee Eric Davis, Trustee Margaret Trybus, Trustee Tim Thomas, Trustee Ade Onayemi; Supervisor, Clarmarie Keenan; Clerk, DaToya Burtin-Cox; Township Manager, Gavin Morgan; and Township Attorney, John Garofalo. Also in attendance electronically: Kelly O'Connor, Prevention Manager.

PUBLIC COMMENTS

None available

APPROVAL OF CONSENT AGENDA

Trustee Trybus moved to approve the Township Minutes from August 23, 2022, with clarifications. Motion was seconded by Trustee Eric Davis and approved by a vote of 4 with 1 abstention by trustee Onayemi. The clarifications were to punctuation and grammar, and to include language that Trustee Davis manages a contract with Garland for Cook County.

The Township bills for July 23, 2022, through Sept 12, 2022, were approved unanimously.

BUSINESS ITEMS

Transportation Routing Software Contract

- In option 1 the software service is included; contract costs less; software will be owned by OPT and on its server; software upgrades are included; the software being on server may prove to be more secure.
- Option 2 & 3 provides for leasing for either 3 or 5 years; contract annual costs for Option 3 are higher over the years; the software is stored in the cloud; software updates are done automatically through the cloud.
- Township Manager saw no benefit with going with Options 2 & 3; Manager recommends option 1.
- Trustee Trybus inquired about the benefit of the software being on the server vs. in the cloud.
 - o Manager Morgan suggested control and security could be a benefit
- Trustee Davis indicated that SaaS programs require constant internet connection for use. Programs on the server always being available.
- Trustee Trybus inquired about the ability to save information.
 - o Manager Morgan indicated that there will be daily back-ups.
 - o Supervisor Keenan inquired about back-up storage.
 - Manager Morgan indicated all information will be maintained in OPT records.
- The system will be in operation before close of 2022.
 - o A press release will go out regarding the routing system and information will be placed on social media.
- Trustee Davis made a motion to approve the purchase of the transportation software.
- Trustee Trybus seconded the motion which was accepted unanimously.

Town Hall Office Space

- No proposal for work to add additional office space for new employees has been received.
- The Board will table this discussion until a contract is provided.

DISCUSSION ITEMS

Public Act 102-1088

- June 2023 is the deadline for forming a committee
- Board must set up committee to study efficiency of Township government.
- Committee must produce report 18 months after committee established

Township shredding events

- Manager Morgan to look into pricing to hold event
 - o OPT current vendor charges \$245 for first 10 boxes and \$9 for each additional box.
- Trustee Onayemi suggests there could be a lot to shred due to Oak Park's new recycle vendor/disposal vendor not allowing shredded paper.

Township Fraud Activity Investigation update

- Bank pursuing on behalf of OPT
- Trustee Thomas – were there any similar issues in the past with this vendor?
 - o Manager Morgan indicated that he is not aware of previous issues involving vendor.
- Trustee Davis – did fraud occur before the audit?
 - o Manager Morgan indicated that this occurred after audit.

MANAGER REPORT

- Expansion of transportation program
 - o Community Foundation
 - Requesting study regarding need for transportation.
 - Foundation is open to hiring consultant to determine need for transportation expansion.
 - o OP interested in transportation for youth.
 - Transportation for middle school students from programs.
 - Study should look at access to programs.
- Transportation staff is discussing with the Village maintenance for vehicles.
 - o Maintenance for vehicles will take place at public works.
 - Intergovernmental Agreement being crafted.
 - o Sup. Keenan wants to make sure Village will be responsiveness to OPT vehicles.
 - Manager Morgan indicated that the Village Manager (Kevin Jackson) is understanding of OPT concerns and maintenance will be up to date; vehicles will be maintained like Village vehicles
 - Trustee Thomas inquired if the village will track the life/service schedule of vehicles
 - Manager Morgan indicated that it will
- Trustee Davis mentioned that Kelly O'Connor of Prevention Services was present at the Berrie Fest and that there was a lot of discussion regarding Senior services among the fest participants.
- Kelly O'Connor of prevention services mentioned that there would be a lunch and learn on Wednesday, September 21st discussing nutrition and cut health

SUPERVISOR REPORT

- Thank you to Manager, Board and Staff
- Continue to maintain committees

I-GOV

- 9/24/2022 – Sustainability Forum There will be a sustainability forum in the early Fall.
 - o Supervisor Keenan requested that if Township employees/Board present at the forum that they are deliberate in their presentation as far as it reflects Township position.

- Trustee Trybus inquired as to how the breakout discussion topics were identified.
 - Trustee Davis indicated that each topic was determined by the individual invited to lead the discussion.
- The Blood Drive was successful, and there will be monthly drives in Oak Park, either at the Public Library or Township Senior Services.

ADJOURNMENT

- Trustee Trybus moved to adjourn at 8:13 pm; Trustee Onayemi seconded the motion which passed unanimously.

NEXT MEETING

The next meeting of the Oak Park Township Board of Trustees will be a Regular Board of Trustees Meeting conducted in-person and/or electronically among Board members on Tuesday, September 27, 2022, at 7 pm at the Township Office locate at 105 S. Oak Park, Ave, Oak Park, IL.

Respectfully submitted by
and recorded in the office of

/s/ DaToya Burtin-Cox

DaToya Burtin-Cox, Clerk