

**MINUTES OF THE REGULAR MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, OCTOBER 22, 2019, AT THE OAK PARK TOWNSHIP HALL, 105 SOUTH OAK PARK AVENUE, OAK PARK, ILLINOIS**

**CALL TO ORDER AND ROLL CALL**

Supervisor Keenan called the meeting to order at 7:05 p.m. On the call of the roll, the following were present: Supervisor Clarmarie Keenan, Trustees Margaret Trybus, Michelle Mbekeani-Wiley, Eric Davis and Ade Onayemi. Township Manager Gavin Morgan and Attorney John Garofalo were also present. Clerk Gregory White was absent.

**APPROVAL OF CONSENT AGENDA**

Trustee Davis moved to approve the Consent Agenda, including the Minutes of the October 8, 2019, Regular Board of Trustees Meeting; and Township bills for the period October 5, 2019 through October 18, 2019. Trustee Trybus seconded the motion, which passed unanimously.

**APPROVAL OF MEETING SCHEDULE CHANGE**

Trustee Davis moved to change the date of the next board meeting from Tuesday, November 19, 2019 to Wednesday, November 13, 2019. Trustee Trybus seconded the motion which passed unanimously.

**DISCUSSION OF CMHB/COMMUNITY WELLNESS CENTER PARTICIPATION**

During an Executive Session held at the last meeting of the CMHB, Trustee Trybus presented a list of questions from the Township Board regarding the proposed Community Center. The core issue for the Board is the representation of the Township and the responsible use of resources. The Township Board supports a Wellness Center or Community Center, rather than a Recreation Center, and had questions about the business model presented by the Park District and the mission, vision and targeted population for the project. Issues to be discussed with the Park District include marketing, signage, and inclusive design of the center.

**DISCUSSION OF 2019 TOWNSHIP TAX LEVY**

Manager Morgan shared Township Levy History for Tax Years 2012-18. The average collection rate for years 2012-2017 is 101.35% of the levy. The General Assistance and Community Mental Health Funds have remained flat for the last eight years due to the size of the fund balance in each fund. After discussion, Manager Morgan agreed to submit three levy proposals for the Board's consideration at the next meeting.

**DISCUSSION OF CONFIDENTIALITY/NON-COMPETE AGREEMENT**

Attorney John Garofalo guided the Board through a draft of a Confidentiality/Non-compete agreement as discussed at the last meeting. Concerns addressed over certain parts of the draft have been revised. The counsel stated that the draft is satisfactory, and the Township is protected. It was agreed to pair the document down. Township programs created with Township resources are deemed to be Intellectual property of the Township. Attorney Garofalo will present a clean copy of the document to the board for action.

## **DISCUSSION OF TOWNSHIP HUMAN RESOURCES POSITION**

Supervisor Keenan presented three options for the position of Human Resources Coordinator. The possibilities are as follows; a clerical person with coordination with the Manager, a part-time HR person, or a full-time HR Director. Responsibilities of the HR Director include training and some of the needs expressed in the Employee survey. We have some experience with the interim HR coordinator. There is funding in the budget for a part-time HR Coordinator working 20 hours/week. The Manager suggests an HR Coordinator/Office Manager working 30 hours/week. The Board prefers a full-time HR Coordinator. Manager Morgan will bring the job description for the position for the Board's consideration at the next meeting.

## **TOWNSHIP MANAGER'S REPORT**

Manager Morgan reported that the Youth Services Director is working on the update of the database and is currently entering the pilot phase. It should be up and running before the end of the year. Youth Services has submitted a Case Management proposal to CMHB. Youth Services is looking to write more grants. The VOP Manager has informed the Township that Village is not recommending continued funding of the Youth Interventionist Program. Prescription Take-Back Day is on Saturday, October 26, 2019, from 10:00 a.m. - 1:00 p.m. Retail Cannabis Open House on prevention is being scheduled to educate the community.

## **SUPERVISOR'S REPORT**

Supervisor Keenan and Trustee Davis attended Commissioner Johnson's Town Hall meeting. Judith Alexander from the North Avenue District raised concern regarding the Village's decision to allow the sale of cannabis anywhere with no restrictive zoning. Township will consider joining the public interest in this matter. Special Use requirements will alleviate the concern. The City of Chicago has restrictions on areas where cannabis can be sold. Due to the limits along the Village border with the City of Chicago, a primary concern is "Drive-by use." Township will present a letter at the VOP Board meeting scheduled for November 4, 2019. Supervisor Keenan was present at the Dementia Friendly Appreciation along with Mayor Abu-Taleb and Dr. Shaab. The Village is working on the first steps towards certification as "Dementia Friendly." Supervisor Keenan suggested Vocational training in Gerontology at the High School.

## **IGOV REPORT**

Visit from Barb Maloof of Cook County to ensure that there is no undercounting during the 2020 census. Manager Morgan stated that Senior Services Director Pamela Mahn and Wendy are key people at Township on the 2020 Census. The OP Library is providing library cards for municipal employees. District 97 will host a forum on taxes on either November 16<sup>th</sup> or November 23<sup>rd</sup>. Cook County Assessor Fritz Kaegi, Senator Don Harmon, and Township Assessor Ali ElSaffar will discuss the "Future of Taxation."

## **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, October 22, 2019, at the Oak Park Township Hall, 105 S. Oak Park Ave., Oak Park, IL.

**ADJOURNMENT**

Trustee Davis moved to go into Executive Session at 9:05 p.m. Trustee Trybus seconded the motion, which passed unanimously.

Trustee Mbekeani-Wiley moved to adjourn at 9:20 p.m. Trustee Davis seconded the motion, which passed unanimously.

Respectfully submitted by

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Ade Onayemi, Acting Clerk

and recorded in office of

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Gregory White, Township Clerk

Approved: