

**MINUTES OF THE REGULAR MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, SEPTEMBER 8, 2020, ELECTRONICALLY CONDUCTED**

**CALL TO ORDER AND ROLL CALL**

Supervisor Keenan called the meeting to order at 7:03 p.m. On the call of the roll the following participated electronically: Supervisor Clarmarie Keenan, Trustees Eric Davis, Margaret Trybus, Ade Onayemi and Clerk Gregory White. Township Manager Gavin Morgan, Attorney John Garofalo, Senior Services Director Pamela Mahn and Prevention Services Manager Kelly O'Connor also participated in the meeting.

**APPROVAL OF CONSENT AGENDA**

Trustee Trybus moved to approve the Consent Agenda, including the Minutes of the August 18, 2020 Regular Board of Trustees Meeting; August 4, 2020 and September 1, 2020 Special Board of Trustees Meetings; and Township bills for the period August 14, 2020 through September 3, 2020. Trustee Davis seconded the motion which passed unanimously.

**APPROVAL OF PROPOSAL FROM RGW CONSULTING**

Manager Morgan reported on discussions with RGW Consulting regarding the proposal for improving the Township's Diversity, Equity and Inclusion Discovery Process, and recommended Board approval of the proposal. He then answered questions from Board members regarding the procedures, costs and administrative aspects of the project. Trustee Trybus expressed a desire for measurable outcomes from the proposal along with specifics on the Human Resources Coordinator's role in the process.

Trustee Onayemi then moved to approve the **AGREEMENT FOR SERVICES WITH RGW CONSULTING FOR THE TOWNSHIP**. Trustee Davis seconded the motion which passed unanimously.

**APPROVAL OF AMENDMENT TO TOWNSHIP FLEXIBLE BENEFIT PLAN**

Manager Morgan shared information on changes to Employees; Flexible Benefit Plans which the Board could approve for Township employees if desired. After discussion, Trustee Onayemi moved to approve **AMENDMENTS TO THE OAK PARK TOWNSHIP FLEXIBLE BENEFIT PLAN**, regarding elimination of prescriptions required for over-the-counter use and allowing employees to make changes mid-year. Trustee Trybus seconded the motion which passed unanimously.

**GOVERNOR'S APPROVAL OF ELECTION DAY HOLIDAY FOR EMPLOYEES**

Manager Morgan reported that Governor Pritzker recently signed a proclamation declaring Election Day, including the November 3, 2020 General Election, as a paid holiday for all Illinois governmental offices and employees. This would avoid past congestion at voting sites and hopefully encourage employees to serve as judges of election and poll watchers on Election Day. The Board concurred with the Governor's proclamation and issued a directive to Manager Morgan to communicate this information to all Township staff.

## **DISCUSSION OF TOWNSHIP ANNUAL MEETING REFERENDUM PROCESS**

Board members discussed the Annual Meeting Referendum process for electors as it exists under current statute. Several citizens have questioned the low amount of signatures (15) required for action, along with questions proposed which are often irrelevant to Township matters. Clerk White recommended that the Township refrain from taking a position on the process and continue the Township's role as an impartial resource to citizens seeking to advance matters of public importance.

Board members requested Manager Morgan contact Senator Harmon suggesting that the number of signatures required for passage of a question be raised from the current 15 to 5% of the votes cast in the last Township election as an improved procedure.

## **DECLINE OF TOWNSHIP PARTICIPATION IN PAYROLL TAX WITHOLDING HOLIDAY**

Board members discussed the option proposed by the President allowing employers and employees to reduce employee withholding taxes during the remainder of 2020, but which would have to be repaid during 2021. After consideration and negative effects cited by the Township's Finance Director, it was the consensus of the Board not to allow Township participation in the program. The decision will be communicated to all staff.

## **TOWNSHIP MANAGER'S REPORT**

Manager Morgan shared a detailed weekly written report on recent topics and events of importance to Board members and Township staff. Highlights included:

- The Township initiated a collaboration with the Oak Park Public Library and Park District of Oak Park on an application for the Robert Wood Johnson Foundation's *Culture of Health Prize*.
- Due to effects of Covid-19, this year's audit of Township finances is somewhat behind schedule but will be available for Board approval in the near future.
- The Township Employee Hotline is now available to all staff. Mr. Morgan thanked the *Re-opening Safely Task Force* for its assistance with the project.
- Prevention Services Manager Kelly O'Connor reported on a presentation to the Rotary Club of OPRF later in September.
- Senior Director Pamela Mahn reported on a \$12,700 grant from the OPRF Community Foundation for the *Women Leaders In Philanthropy* Program. Funding will be used for the *Great Neighbors* and *Memory Café* Programs, funding for technical assistance for devices to be used by senior participants.

## **SUPERVISOR'S REPORT**

Supervisor Keenan commented on the proposed *Culture Of Health Pride* Program as previously discussed. She emphasized the need for clarity of the partners' roles and fairness in the structure of the program. Publicity of Township services in the community also remains a priority.

## **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 22 ,2020, conducted electronically.

**ADJOURNMENT**

Trustee Onayemi moved to adjourn at 8:22 p.m. Trustee Trybus seconded the motion which passed unanimously.

Respectfully submitted by  
and recorded in the office of

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Gregory White, Township Clerk

Approved: