

MINUTES OF THE REGULAR MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, OCTOBER 12, 2021, CONDUCTED IN-PERSON AND ELECTRONICALLY.

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. On the call of the roll the following participated electronically: Supervisor, Clarmarie Keenan; Trustee, Tim Thomas. On the call of the roll the following participated in-person: Trustees Margaret Trybus, Ade Onayemi, Eric Davis, and Clerk, DaToya Burtin-Cox. Township Manager, Gavin Morgan, Attorney, John Garofalo, attended in-person. Communication Specialist, Wendy Sender; Senior Services Director Pamela Mahn; CMHB Executive Director, Cheryl Potts; Director of Youth Services, Megan Traficano and Prevention Services Manager, Kelly O'Connor also participated in the meeting electronically.

PUBLIC COMMENTS

No public Comments

APPROVAL OF CONSENT AGENDA

Trustee Margaret Trybus moved to approve the Consent Agenda, including the Minutes of the September 18, 2021, Regular Board of Trustees Meeting, and Township bills for period of September 4, 2021 through October 1, 2021. Trustee Ade Onayemi seconded the motion which passed unanimously. *See the Bills and Minutes Attached.*

PROCLAMATION FOR SUBSTANCE ABUSE PREVENTION MONTH

Township Manager, Gavin Morgan, introduced a Proclamation to be accepted by the Township Board. The Proclamation for Substance Abuse Prevention Month seeks to make the Oak Park Community aware of preventing substance abuse in order to achieve a healthy lifestyle. Oak Park and surrounding area community groups/programs are conducting outreach during the month of October 2021.

Trustee Ade Onayemi moved to approve the Proclamation for National Substance Abuse Prevention Month. Trustee Margaret Trybus seconded the motion which passed unanimously. *See the Proclamation attached.*

MERIT PAY INCREASE

Township Manager Gavin Morgan Presented steps for handling Township employee compensation increases effective October 2021. (Board previously agreed to a merit-based

increase to go into effect in October 2021). Township Manager, Gavin Morgan, provided the Board with his recommendations for the increase -

1. Job performance during the pandemic.
2. The fact that pay increase(s) were withheld in the past.
3. Increase would be based on the number of full quarters worked on the past eighteen months (April 2020 thru October 2021).
4. The cost of the increase would be \$59,000 annualized, or a 2.6% increase from current salaries.

Per Township Manager, the October increase is phase 1. Phase 2 would consist of a review of total pay and system for compensation delineation for the Township. The target for implementation of Phase 2 is April 2022

Trustee Margaret Trybus moved to approve the October pay increase. Trustee Eric Davis seconded the motion which passed unanimously.

2021 PROPERTY TAX LEVY

Township audit to be received.

Unexpected methodology used by Cook County for the 2020 levy caused a 4.7 % unintended increase.

Board agreed to Offset the increase in the next levy. Recommendation to go Propose Option B plus and take into consideration reduction of each of the three funds proportionately.

STAFF VACCINATION

6 Township employees not yet in compliance with the Vaccination policy.

- 2 employees schedule for vaccination, will be caught up with vaccinations by deadline
- 2 employees seeking medical exception
- 1 employee seeking religious exception
- 1 is making a decision
- 1 Board member needs to provide vaccination card

Consequences

- Med exception
 - o Will be tested weekly in office or test on own. Policy still being determined
- Religious exception
 - o Checking with risk management consultant on rules regarding compliance
- Distancing and Masking in all Township facilities will continue

Complete compliance 60 days from Oct. 18th

MANAGER REPORT

- S. Stearns put in resignation
 - o Community Srvc/ Community Engagement Programs transition managers
 - Kelly O'Connor will take over to align with FACE-IT and combine with restorative justice efforts
 - Township still looking for replacement for Stearns
 - o Trustee Davis request that Comm. Srvc/Comm. Engagement look into possibility that OP resident receive comm. srvc for misdemeanors in County Court as well as Village Adjudication.
 - o Trustee Trybus requested list of partnership sites for comm. srvc.
- Document retention
 - o Current policy in several locations
 - o Board directed Manager to create single uniform policy covering all forms of document retention.
- 2 positive articles about Township in the Wednesday Journal
- 9 General Assistance Inquiries
 - o Increase in activity
- Bar-b-que for elected officials on 10/13
- Office Holiday Party 12/10
- Group Picture of the Board to be taken at next mtg.

TOWNSHIP SUPERVISOR

- Noted staff efforts – APPRECIATED
- Concerned about document handling with respect to off-site work
 - o Spoke with the Township Atty.
- TOI fall conference
 - o Let Township know if Brd embers want to participate
- Trustee liaison should provide update on Senior Services and Youth Services committees
- Manager will provide Senior Service and Youth Services meeting schedules for the year
- Branding Report draft to be provided to the Board by next Board mtg.
 - o Board had discretion regarding the Branding message framework, logo, etc.

TRUSTEE LIASON REPORT

- Trustee Ade Onayemi- YOUTH SERVICES COMMITTEE
 - o Need for volunteers
 - Currently no quorum
 - 4 open positions for OP residents
 - 1 open position for RF residents
 - o RF will participate in the needs assessment
 - o Contract/RFP need to go out
 - o Mental health discussion

- Dist. 97 contract postponed until 10/23
 - Considering having youth participants in mtg.
 - Advertise through PSAs
- Trustee Margaret Trybus - MENTAL HEALTH BOARD
 - In transition of Director
 - Looking at strategic plan
 - Considering keeping former Director on Board
- Trustee Tim Thomas/Director Mahn – SENIOR SERVICES
 - Met on the 20th
 - In process of hiring new staff due to resignations
 - Nutrition Manager doing well
 - COVID Rpt moving in right direction
 - Holiday Food and Gift Baskets referrals beginning

NEXT MEETING

The next meeting of the Oak Park Township Board of Trustees will be a Regular Board of Trustees Meeting conducted electronically among Board members at 7:00 p.m. Tuesday, October 26, 2021 at 7 pm at the Township Office locate at 105 S. Oak Park, Ave, Oak Park, IL.

ADJOURNMENT

Trustee Margaret Trybus moved to adjourn at 8:35 p.m. Trustee Onayemi seconded the motion which passed unanimously.

Respectfully submitted by
and recorded in the office of

DaToya Burtin-Cox, Township Clerk

Approved: