MINUTES OF THE REGULAR MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, January 25, 2022, CONDUCTED ELECTRONICALLY.

CALL TO ORDER AND ROLL CALL

Clerk DaToya Burtin-Cox called the meeting to order at 7:05 p.m. and the meeting was conducted electronically. On the call of the roll the following participated: Supervisor Clarmarie Keenan; Trustees Margaret Trybus, Ade Onayemi, Tim Thomas, Eric Davis; Clerk, DaToya Burtin-Cox; Township Manager, Gavin Morgan, Ali ElSaffar, Assessor, and Township Attorney, John Garofalo. Megan Traficano, Youth Services, Kelly O'Connor of Prevention Services, Pam Mahn of Senior Services, and Cheryl Potts of CMHB also participated in the meeting electronically.

PUBLIC COMMENTS

None available

APPROVAL OF CONSENT AGENDA

Trustee T. Thomas moved to approve the Township Bills for the period of January 1, 2022 through January 14, 2022. Trustee E Davis seconded the motion which passed unanimously.

January 11, 2022, Board Meeting minutes were also accepted pursuant to the motion.

YOUTH SERVICES DATABASE

- Database to be used to maintain records and create reports for providers
    - Database will cover all Youth Services Programs
- Trustee Onayemi indicates that the identified provider is the lowest responsive and responsible bidder
- Trustee Trybus asks about storage of data
    - Data is stored through the Amazon Cloud Services
        - Secure
        - Used by many databases solutions
        - Stored as long as Township requires
        - Easily portable
        - Township owns rights to data
        - No ceiling on number of records, only on number of users
        - Can be used for expanded programs
- Supervisor Keenan inquired about increased costs and who has control within Township
    - Yearly cost increase. Database contract provides costs for next three years
    - Township has identified key program personnel to have admin right.
    - Trustee Davis requested copy of the cost breakdown
- ***Trustee Thomas made a motion to allow Youth Services to enter into contract for Database solution. Trustee Onayemi second the motion. Motion passed unanimously****.*

YOUTH SRVICES COMMITTEE MEMBER

- Genevieve Grove is the candidate
    - Interviewed by Supervisor Keenan and Trustee Onayemi
    - Trustee Onayemi indicated that the candidates background was impressive
        - Children Librarian at Oak Park Library
        - OP Library since 2008
            - Elementary you service librarian6 yrs.
            - D97 committee 3 yrs.
            - Resident of Oak Park
    - Supervisor Keenan was impressed with candidates view on Township government role

- ***Supervisor made a motion to accept the candidate on Youth Services Committee. Trustee Onayemi seconded the motion. Motion passed unanimously***

TAX LEVY ADJUSTMENT- presented by Assessor Ali ElSaffar

- Purpose of law is to allow taxing government bodies to recoup money lost due to disbursement of refund allowed through appeals
- Question whether recoupment is necessary with Cost & Loss calculated into tax amount, to be determined
- Other taxing bodies
  - Park District
    - Vote to abate
  - School Districts
    - Have not voted
- Trustee Davis indicated that the Township loss is approximately 1.5%
- Town Board must formalize its decision no later than April 1, 2022

CPI / SALARY INCREASES

- CPI in 2021- 7%, property tax limitation is a 5% increase + new growth
- Budget will be developed with an average salary increase of 5% and adjustments made based on the review of compensation structure
- Trustee Trybus requested more information
  - Township Manager indicates a formal presentation will be made closer to the budget period
    - IMRF contributions will decrease - 7.62% to 5.75%
    - Health insurance – unknown but may go up estimated 5%

General Assistance Shelter Amount

- Township is doing research on the trends (data from Regional Housing Center)
  - Average studio - $950
  - Average 1 bdrm - $1100
- Currently, if living alone GA pays $400
- Will make recommendation at next meeting
- Non-shelter amount set by State/DHS - $350
- Trustee Thomas inquired whether this amount is meant to cover or off-set costs
  - To off-set costs

BRANDING

- Messaging and framework
  - Added external financial stewardship message
- Setting priority for launch [on target for April]
- Reviewing content for web
- Nancy Morris – messaging is a framework/guide/foundation to build from

MANAGER REPORT

- Collected vaccination cards from staff
  - Board needs to send updated vaccination cards
- COVID Policy has been updated
  - Must always wear mask in the building
- Sup. C. Keenan ask about the status of vacation time
  - Manager indicated that they were working on spenddown
- Mental health/youth
  - Cheryl, Megan, and Kelly working on piece to send to Wednesday Journal/publication
  - Sup. C. Keenan opposes the idea of Township penning open letter to the editor to get message out. Recommend using social media to disseminate information
  - Trustee Onayemi agreed with Sup. Keenan
  - Trustee Trybus recommend sending piece to school boards
  - Trustee Thomas suggest using all other available vehicles/sources to

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disseminate information

Supervisor

- Thanked staff for hard work during these times
- Updated Board re: meeting from other agencies – will make better effort disseminating info.
    - D97 will host mtg for CLAIM legis.
- Intends on speaking with Wednesday Journal

Youth Services Committee (Trustee Onayemi)

- 10 contract proposals received (pending review on 2/4/22)
    - Amount requested – approx. $220,000
    - Committee to follow-up

CMHB (Trustee Trybus)

- Cheryl is working on requests
    - Largest funding request is DePaul University
    - Grant hearings next week
- Agencies struggling with telehealth
    - Need more personnel

Senior Services (Trustee Thomas)

- Thank you to Senior Services for the work they do
- Continuous positive feedback from the community
- Director Mahn did a great presentation on Senior Service work

I-GOV (Trustee Davis)

- Thanked Dir. Mahn re: blood drive assistance
- Dir. Mahn (Senior Services)
    - Abuse report are up
        - Increased investigator availability for investigations
    - Age options suspended/limited in-person services (i.e., dinning)

ADJOURNMENT

- Trustee Davis moved to adjourn at 8:45 p.m., 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 electronically among Board members at 7:00 p.m. Tuesday, February 8, 2022, at 7 pm to be conducted virtually.

Respectfully submitted by
and recorded in the office of

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DaToya Burtin-Cox, Township Clerk

Approved:

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