

**MINUTES OF THE REGULAR MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, MARCH 27, 2018, 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 7:03 p.m. On the call of the roll the following were present: Supervisor Clarmarie Keenan, Trustees Margaret Trybus, Ade Onayemi, Michelle Wiley, and Eric Davis. 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 March 13, 2018 Regular Board of Trustees Meeting, and Township bills for the period March 10, 2018 through March 23, 2018. Trustee Onayemi seconded the motion which passed unanimously.

**APPOINTMENT TO COMMUNITY MENTAL HEALTH BOARD**

Trustee Davis moved to appoint Gustavo Espinosa to a full four-year term on the Community Mental Health Board. Trustee Trybus seconded the motion which passed unanimously.

**APPROVAL OF TOWNSHIP MISSION AND VISION STATEMENTS**

Board members discussed a draft of a revised Township Mission, Vision and Values Statements. After revision, Trustee Davis moved to approve the **OAK PARK TOWNSHIP MISSION, VISION, AND VALUES STATEMENT**, a copy of which is attached to and made a part of these minutes. Trustee Trybus seconded the motion which passed unanimously. The revised Statement will be unveiled to the public at a special reception prior to this year's Annual Town Meeting on April 10.

**FORMATION OF TOWNSHIP ADVISORY COMMITTEE**

Manager Morgan shared a draft for the purpose and structure of the proposed Township Advisory Committee, as discussed at prior meetings. The scope of the committee would be to focus on the business aspects of the Township such as the audit, budget, etc. and to serve as an independent and advisory role, offering objective advice and recommendations. This committee will be guided under the same policy as other Township Committees. The consensus of the Board was to present the draft for the Advisory Committee at the next Board meeting and then advertise for 3-5 community representatives to serve on the committee.

**GENERAL ASSISTANCE BUDGET PRESENTATION**

Manager Morgan presented the recommended General Assistance Budget for FY2019 in the amount of \$466,524. He noted the need for restructuring the administrative line item due to personnel changes. GA expenditures for grants and client amounts increased in FY2018, but number of clients declined. The actual expenditure for FY2018 is 13% lower than the projected budget. Mr. Morgan also shared study sheets of past years data, as well as information on the GA Fund balance.

**DISCUSSION OF OUTSOURCING TOWNSHIP FINANCE FUNCTION**

Manager Morgan shared a proposal from Governmental Accounting, Inc. (GAI) of Inverness, IL with the Board, for outsourcing the Township's Finance Function. Two

options were presented, and could lead to savings of \$32,000 to \$55,000 per year to the Township.

Mr. Morgan noted that both Hanover and Schaumburg Townships utilize this vendor and have given all positive reviews. He has also spoken with the Township's current auditing firm, as they have worked with GAI for other local governments. Finally, Mr. Morgan stated that the proposed costs from GAI to compared favorably to other firms offering similar services.

### **PROCLAMATION FOR CELEBRATING SENIORS MONTH**

Trustee Trybus moved to approve **OLDER AMERICANS MONTH 2018: A PROCLAMATION**, a copy of which is attached to and made a part of these minutes. Trustee Onayemi seconded the motion, which passed unanimously.

### **DISCUSSION OF ANTI-RACISM TRAINING**

Board members discussed a request from Oak Park Call To Action for \$1,000 for an anti-racism training workshop on April 7. Board members expressed concern over the lack of training specifics and declined participation at this time.

### **TOWNSHIP MANAGER'S REPORT**

Manager Morgan reported the following items to the Board:

- Anti-harassment training will be provided for all staff by our insurance provider. Training will be concluded by the end of May.
- The Township will participate in this year's *National Drug Take Back Day*, and will also hope to have a shredding truck available to the public on site.
- Township Senior Services is posting for a vacant Case Manager position.

### **SUPERVISOR'S REPORT**

Supervisor Keenan reported the following to the Board:

- This year's Memorial Day Parade is on Monday, May 28; *A Day In Our Village* is June 3; and the Independence Day Parade will be on the morning of July 4. Board members were encouraged to participate.
- A local meeting on the concept of a "Senior Playground" will be held at 7 p.m. on April 4 at Pleasant-Mills House.
- Former Village President David Pope has been appointed Chairman of the Village Efficiency Committee.
- The Township is looking at cost efficiencies for maintenance of the Township parking lots.

### **BRIEF REPORTS**

Trustee Onayemi, CMHB Member and Trustee Liaison, reported that the current lease for office space for the CMHB at 1010 Lake St. will be expiring soon. CMHB Administration is moving to a larger space at 1011 Lake St., which also has a projected savings of \$21,770 over the next four years.

Trustee Wiley expressed concern over the low number of African American juveniles being served by the *FACE-IT* Program of Township Youth Services. Clients have to be referred by a court judge for participation in the program.

**NEXT MEETING**

The next meeting of the Oak Park Township Board of Trustees will be the ANNUAL TOWN MEETING, immediately followed by a Regular Board of Trustees Meeting, at 6:30 p.m. Tuesday, April 10, 2018, at the Oak Park Township Senior Services, 130 S. Oak Park Ave., Oak Park, IL.

**ADJOURNMENT**

Trustee Davis moved to adjourn at 9:36 p.m. Trustee Onayemi seconded the motion which passed unanimously.

Respectfully submitted by

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Margaret Trybus, Acting Clerk  
and recorded in the office of

\_\_\_\_\_  
Gregory White, Township Clerk

Approved: