

**MINUTES OF THE GENERAL BOARD MEETING OF THE OAK PARK TOWNSHIP
BOARD OF TRUSTEES HELD TUESDAY, August 23, 2022, CONDUCTED IN-
PERSON.**

CALL TO ORDER AND ROLL CALL

Clerk DaToya Burtin-Cox called the meeting to order at 7:02 p.m. and the meeting was conducted in person and electronically. In-person the following participated: Supervisor Clarmarie Keenan; Clerk, DaToya Burtin-Cox; Trustee Margaret Trybus, Trustee Tim Thomas, Trustee Eric Davis; Township Manager, Gavin Morgan, and Township Attorney, John Garofalo. Also in attendance electronically: Cheryl Potts, Executive Director CMHB.

PUBLIC COMMENTS

None available

APPROVAL OF CONSENT AGENDA

Trustee Eric Davis moved to approve the Township Minutes from July 26, 2022, with clarifications. Motion was seconded by Trustee Tim Thomas and approved unanimously.

The Township bills we not available for review and tabled until the next Board meeting, September 13, 2022.

BUSINESS ITEMS

Consideration and Approval of Township Building and Senior Services Building Roof Replacements Contract

- Contract is with Garland/DBA, Inc
- The contract is lower than expected and estimated budgeted by approximately \$100,000
- Project is scheduled to begin in late October 2022
- The contract indicates that the project will take 7 business days to complete for each building
- The Board requested that the construction take into consideration Township/Village events and festivities
- The Township has made the staff aware of potential parking restrictions and will continue to keep staff informed of restrictions and alternatives
- The project will be completed one building at a time
- Trustee Eric Davis, an employee with Cook County, indicated that he was not involved in the solicitation or award of the Township roofing contract
- Trustee Davis indicated that the First page, 2nd paragraph of the contract was ambiguous
 - o Paragraph should be amended to identify each property and its address
- Trustee Trybus inquired about the \$35,000 contingency
 - o Informed that the money was for unknown conditions that may arise during the construction and add-ons
- Supervisor Kenan requested that the Township place permits prominently in the windows and provide the public notice about the work and that the Contractor keep work site clean
- Trustee Davis moved to accept the contract
- Trustee Trybus seconded the motion
- The Board approved the motion unanimously

Purchase of Routing Software for Transportation

- The contract is with Ecolane
- The contract amount is within budget
- Township Manager recommended that the Board approve Option One, purchase of the software to be installed on the Township's server

- Trustee Davis questioned whether this option was the best value
- Trustee Thomas inquired about the data security
 - Township Manager indicated that the software would not maintain personal information, but that it would only track the Township buses/transportation vehicles
- Trustee Trybus inquired about training on the software
 - Township Manager indicated that the contract includes ongoing training
- Township Manager indicated that the software was found through a cooperative purchasing arrangement and that the public will be given notice of the transportation upgrade
- Trustee Thomas inquired as to whether the software will track pick-up of individuals
 - Township Manager indicated that the Township already uses My Senior Center for that purpose
- The matter involving the transportation software will be tabled to allow the Township Manager to obtain further analysis of pricing options

DISCUSSION ITEMS

Senior document disposal events

- Looking into program for the disposal of cellular telephones and documents
- Currently the Oak Park Police Depart pick-up cellular telephones that are deposited into the collection boxes at each Township building
- Currently the Township has a contract with to shred documents quarterly
- Village has shredding events every 6 months (Spring/Fall)
- Township could do events in summer/winter

MANAGER REPORT

- Communications Specialist resigned
- Housing Authority/ Housing Forward seeking letter of support for HUD program that assist kids aging out of foster care with housing needs
 - Township will support through General Assistance
- LIHEAP transition
 - Ages 60+ will move under General Assistance from Seniors
 - CEDA conducted a recent site visit
 - 2021-2022 – Township received 330 LIHEAP applications
 - \$200,000 was awarded to Oak Park and River Forest residents
 - Contract was renewed
- Advisory referendum will be on the November 2022 Ballot
 - The referendum passed at the 2021 Annual Township Meeting was placed on the Nov. 2022 Ballot. There was an oversight did not allow it to be placed on the April 2022 Ballot.
 - Township Manager will do a press release before the November election
- Reparation Task Force
 - Township Manager spoke w/ Christian Harris, re: the Oak Park Reparations Task Force
 - 1300 surveys are being sought
 - Receive 500 completed surveys so far
 - Doing research on other communities' reparation actions
 - Their internal deadline has been pushed back
- Village I-Plan
 - Community Foundation/Community Works [Transportation expansion] still being reviewed and considered
- Fraud
 - Township check was cashed fraudulently. Looking into matter with the help of our bank

Supervisor Keenan

- Thank you to Manager, Board and Staff
- Would like to continue trajectory of having in-person meetings
- The Public Relation materials have worked out great
 - Continue to let public see the Townships new look

- Trustee Thomas inquired about lapel pins
 - Township manager will investigate
- Trustee Thomas inquired whether all committee members were given swag bags
 - Township manager indicated bags were distributed to all committees in session over the summer
- Reiterates need to keep committees full
- Would like committees to consider ways that they can do something for the community

CMHB (Director Potts)

- No Board meeting this month
- D97 voted to contribute \$200,000 for Mindful Middle School Program
- Beginning program audits of grantees
- Requesting proposals for FY 2024
- Trustee Davis inquired about programs regarding services in wake of the pandemic
- Update on Community Rec Center
 - Working on coordinating facility and program needs
 - Park District is hiring social worker as part of the staffing

I-GOV

- 9/24/2022 – Sustainability Forum There will be a sustainability forum in the early Fall
- Trustee Thomas informed Board about the Free Sale occurring at Rehm Park on 9/17 (10 am – 2 pm)

ADJOURNMENT

- Trustee Trybus moved to adjourn at 8:42 pm; Trustee Thomas 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 in-person and/or electronically among Board members on Tuesday, September 13, 2022, at 7 pm at the Township Office locate at 105 S. Oak Park, Ave, Oak Park, IL.

Respectfully submitted by
and recorded in the office of

/s/ DaToya Burtin-Cox

DaToya Burtin-Cox, Clerk