

MINUTES OF THE REGULAR MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, NOVEMBER 14, 2018, AT 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 7:09 p.m. On the call of the roll the following were present: Supervisor Clarmarie Keenan, Trustees Ade Onayemi, Eric Davis, and Clerk Gregory White. Township Manager Gavin Morgan and Attorney John Garofalo were also present. Trustees Michelle Mbkeani-Wiley and Margaret Trybus were absent.

APPROVAL OF CONSENT AGENDA

Trustee Onayemi moved to approve the Consent Agenda, including the Minutes of the October 23, 2018 Regular Board of Trustees Meeting, Minutes of the October 23, 2018 Executive Session Meeting, and Township bills for the period October 6, 2018 through November 9, 2018. Trustee Davis seconded the motion which passed unanimously.

APPROVAL OF 2018 TENTATIVE PROPERTY TAX LEVY

Manager Morgan presented a draft of a recommended Property Tax Levy for 2018 with a 2.1% increase, as discussed by the Board at the previous meeting. The draft also included an ordinance reducing the Township's levy loss factor from 3% to 1.23%. After discussion, Trustee Davis moved to approve **ORDINANCE 2018-, TENTATIVE TOWNSHIP 2018 PROPERTY TAX LEVY**, in the following amounts, to be taken to Public Hearing on December 12, 2017:

Town Fund	\$2,932,909
General Assistance Fund	\$496,733
Community Mental Health Fund	<u>\$1,506,756</u>
TOTAL LEVY	\$4,936,398

Trustee Onayemi seconded the motion. Supervisor Keenan stated that she felt it would be best to have a levy with no CPI increase this year, keeping the levy amounts the same as 2017. Trustee Davis then moved to amend the motion to include "with the understanding that the Manager provide study sheets to Board members in the interim with figures reflecting the lower amount. Trustee Onayemi seconded the amendment which passed unanimously. The amended motion was then passed unanimously, with the Tentative Levy to be taken to public hearing on December 11, 2018. A copy of the Tentative Levy is available for inspection in the Clerk's Office.

APPROVAL OF MEMO OF UNDERSTANDING WITH DISTRICT 97 RE: CARGO CIRCLES

Board members reviewed a draft of a memo of understanding between District 97 Elementary Schools and the Township regarding provision of Cargo Circles provided by Township Youth Services to students within District 97 schools. Youth Services Director John Williams was present to answer any questions or concerns of Board members regarding the agreement. David Yamashita was also present and spoke in support of the Intergovernmental Agreement and the need to act quickly, since the program has not begun this academic year due to the lack of a written memo/agreement. He further questioned the need for a lengthy written agreement, which he criticized as "bureaucratic". Supervisor Keenan stated that it was the responsibility of the Township to have a clearly stated written agreement which addressed concerns of the Board regarding responsibilities and liabilities.

After discussion, Trustee Onayemi moved to approve the **INTERGOVERNMENTAL COOPERATION AGREEMENT BETWEEN THE BOARD OF EDUCATION OF OAK PARK ELEMENTARY SCHOOL DISTRICT NO. 97 AND OAK PARK TOWNSHIP REGARDING THE PROVISION OF YOUTH SERVICES AND CARGO CIRCLES**, a copy of which is attached to and made a part of these minutes. Trustee Davis seconded the motion which passed unanimously.

DISCUSSION OF POLICY ON YOUTH SERVICES GRANTS

Trustee Davis, liaison to the YSC, requested Board opinion and clarification regarding Youth Services Funding Contracts, particularly on the issue of deadlines. Representatives of the *E -Team* Program missed the deadline and were given extra time to submit their application. After discussion, it was the consensus of the Board that deadlines are exact, with no extensions given to any group or program. Supervisor Keenan expressed concern over the repeated funding of several programs, and grants to public schools which have their own tax levies. Consideration should be given to new programs and funding reserved for Youth Services other increasing expenses such as the Youth Interventionist Program.

DISCUSSION OF TOWNSHIP PERSONNEL POLICY

Manager Morgan reminded Board members that the Township's existing Personnel Policy was forwarded to Board members for their review and input of possible revisions. Supervisor Keenan commented on several topics, and Board members were requested to send their comments to Mr. Morgan prior to administrative review of the policy.

TOWNSHIP MANAGER'S REPORT

Manager Morgan reported that a series of checks prepared for payable and mailing to vendors were reported missing. The issue was reported to the bank and there has been no issue of payments nor charges incurred to the Township.

SUPERVISOR'S REPORT

Supervisor Keenan reported the following to the Board:

- Topics covered at the recent Council of Governments Meeting were explained to the Board.
- *YEMBA* recently celebrated its successes with area over the last several years.
- Building security, including procedures for the front reception area and visitors within Township offices, are being reviewed and changes implemented.

EXECUTIVE SESSION

Trustee Onayemi moved to enter Executive Session at 8:49 p.m. to discuss a real estate matter. Trustee Davis seconded the motion which passed unanimously.

Clerk White left the meeting at 9:05 p.m.

The Board returned to open session at 9:13 p.m.

NEXT MEETING

The next meeting of the Oak Park Township Board of Trustees will be a Public Hearing on the Tentative Township Tax Levy Ordinance for 2018, immediately followed by a Regular Board of Trustees Meeting, at 7:00 p.m. Tuesday, December 11, 2018, at the Oak Park Township Hall, 105 S. Oak Park Ave., Oak Park, IL.

ADJOURNMENT

Trustee Davis moved to adjourn at 9:14 p.m. Trustee Onayemi seconded the motion which passed unanimously.

Respectfully submitted by
and recorded in the office of

Gregory White, Township Clerk

Approved: