

RIVER FOREST TOWNSHIP

Regular Meeting

Tuesday, July 12, 2021

The regular monthly meeting of the RIVER FOREST TOWNSHIP Board of Trustees was called to order on Monday, July 12, 2021 by Supervisor Carla Sloan, at 6:08 pm. This was a meeting held both in person and electronically by Zoom.

Roll called: Supervisor Sloan, Trustees: Helene Connolly, Deana Herrman, Karen Taubman, Keith Strom. Also present: Clerk Vanessa Druckman, Mental Health Services/General Assistance Administrator Avis Rudner, Senior Outreach Coordinator Betsy Kelly.

Public Participation: Sarah Schwarting, our new Mental Health Administrator.

Approval of Minutes

A motion was made by Trustee Connolly and seconded by Trustee Strom to approve the minutes of the June 15, 2021 regular meeting. Roll call was taken. Yeas: Supervisor Sloan, Trustees Connolly, Strom, Herrman, and Taubman. Nays: none. The minutes were approved unanimously.

Public Participation:

- Supervisor Sloan welcomed Sarah Schwarting, our new Mental Health Administrator. Sarah is from Oak Park and has an extensive mental health and social work background. She went to Dominican for undergrad and graduate school. She is also trained in ABA therapy and so has some experience with working with people with disabilities.

Assessor

Pamela Kende

As Assessor Kende was not present at the meeting, Clerk Druckman read the assessor report.

- The Assessor's Office is continuing with the daily activities of the office: Returning phone calls, processing exemptions and answering questions regarding purchases, etc.
- The Access One Phone system that Supervisor Sloan had installed is a great help.
- Assessor Kende updated the Assessor's web page on the Township website with new information and press releases.
- The Cook County Treasurer believes the second installment tax bills will come out in August with a September due date, but this has not been confirmed.
- All 2020 exemptions must be filed with a certificate of error.
- Assessor Kende has not received any building permits since March. This is due to a shift in process at the Village to online permits. She is working with the Village to figure out how to receive the permits for her to send Downtown with this new process.

Mental Health Services/General Assistance

Sarah Schwarting

Carla gave Avis' report:

- The Mental Health Committee does not meet in July or August.
- Avis Rudner's last day was June 30th. Sarah Schwarting who is here tonight will be replacing her. We will vote to approve Sarah's hiring at our next meeting, retroactive to July 12.
- FY2022 grants contracts will be sent out to funded mental health agencies as soon as Sarah begins her position.
- The HUB website issues have been resolved. Lynda Murphy is returning to her training and recruiting efforts.

Senior Outreach Coordinator

Betsy Kelly

- Betsy attended her regular monthly meetings.
- Betsy continues to send out Community Connect every week and River Forest email monthly. She is targeting September to shift to using Constant Contact for the River Forest mailing and the Community Connect mailing.
- No Coffee Monday in July but topics have been planned through December.
- Township Senior Services Committee had its final meeting until September.
- The Home Repair Program is up and running. The local handyman is David Taub. Matt Baron is working on an article to promote the program in local press.
- Betsy spoke with Supervisor Sloan and Pam Mahn about initiating a home sharing program in River Forest.
- Working with Supervisor Sloan on getting flyers and letters for a mailing to River Forest senior homeowners in August.
- Betsy had a few meetings with Ruth Reko and Pat Gulick from Grace Lutheran to continue planning the **Home Safety/Fall Prevention Event** on October 3 and 10th. We are in need of optometrists and audiologists to volunteer to give exams.
- The Age Friendly Cooperative met on June 21st. The purpose of these meetings is to bring together different communities to discuss ageing. Maywood and Forest Park did not attend.

Youth Services

Carla Sloan

- Supervisor Sloan and Youth Services Director Megan Traficano presented to the Kiwanis chapter about Oak Park and River Forest Townships Youth Services. The Kiwanis organization is very focused on youth issues, and they are interested in making donations.

- Youth interventionists trained Park District of Oak Park and River Forest Park District summer camp employees on cultural competency and other topics.
- Supervisor Sloan offered youth interventionists to train River Forest Community Center camp counselors. They can also assist with individual camper issues or general classroom chemistry. Discussion ensued.

Supervisor's Report

Carla Sloan

- The Townships of Cook County (TOCC) Annual Conference was held on June 17. As a member of the TOCC board, Supervisor Sloan was in attendance.
- Supervisor Sloan attended a Townships of Illinois webinar on Meeting and Parliamentary Procedure.
- Supervisor Sloan framed and delivered/mailed all 2019 and 2020 proclamations to honorees.
- Supervisor Sloan announced that the River Forest Township will be sponsoring the Rotary Food Truck Rally again on August 28 in Keystone Park. We will have a tent open from 3-6, a senior bus, and a roulette wheel.

Approval of Bills

- A motion was made by Trustee Herrman and seconded by Trustee Connolly to approve Operating Fund bills as of July 31, 2021 in the amount of \$49,261.73. Roll was called. Ayes: Trustees Herrman, Taubman, Strom, Connolly and Supervisor Sloan. Nays: None. The motion passed unanimously.

Unfinished Business

- The Access One phone installation went smoothly. The system offers great new features.
- New copier was installed on 6/30.
- Supervisor Sloan, Trustee Strom and Clerk Druckman are reviewing 3 website design proposals that were submitted on 7/2. They are wide-ranging in terms of cost. A couple of the proposals support our desire to use squarespace, the third is encouraging us to use Wordpress. We are investigating the differences and hope to have a decision by the end of July, given vacation schedules.
- The annual audit took place on June 16 and went well. Audit draft will go out to the trustees via email for comments.
- Supervisor Sloan announced that the Township is still looking for Director and Officer Insurance through two insurance brokers.

- The bank account signature process is not complete - Fifth Third is done but Byline Bank and Forest Park Bank need more signatures.

New Business

- Supervisor Sloan proposed a General Assistance (GA) Intergovernmental Agreement with Oak Park Township. Details were included in the meeting packet. An annual administrative fee of \$3,000 is paid to Oak Park for administration of RFT GA, and the River Forest Township pays monthly flat grants to any clients. \$3,000 is the average of our GA admin fees over the last three years.
Trustee Connolly made a motion to approve the General Assistance Inter Agency Agreement with Oak Park. Trustee Herrman seconded the motion. Roll was called. Ayes: Trustees Herrman, Taubman, Strom, Connolly and Supervisor Sloan. Nays: None. The motion passed unanimously.
- Sarah Schwarting's contract approval will take place at our August meeting.

Announcement of the Next Regular Monthly Meeting

The next regular meeting of the River Forest Township will be on Tuesday, August 17, 2021 at 6:00 pm. A motion was made by Trustee Strom and seconded by Trustee Connolly to adjourn the meeting at 6:40pm. Roll call was taken. The motion was unanimous.

Respectfully submitted, Vanessa Druckman, Clerk