

RIVER FOREST TOWNSHIP

Regular Meeting

Tuesday, February 15, 2022

The regular monthly meeting of the RIVER FOREST TOWNSHIP Board of Trustees was called to order on Tuesday, February 15, 2022 by Supervisor Carla Sloan, at 6:04 pm. This was a meeting held electronically by Zoom.

Roll called: Supervisor Sloan, Trustees: Deana Herrman, Keith Strom, Karen Taubman, and Helen Connolly. Also present: Clerk Vanessa Druckman, Assessor Pam Kende, Dick Chappell, Mental Health Services Administrator Sarah Schwarting, and Senior Outreach Coordinator Betsy Kelly.

Public Participation: Joanna Strom.

Approval of Minutes

A motion was made by Trustee Connolly and seconded by Trustee Herrman to approve the minutes of the January 18, 2022 regular meeting. Roll call was taken. Yeas: Supervisor Sloan, Trustees Strom, Taubman, Connolly and Herrman. Nays: none. The minutes were approved unanimously.

Assessor

Pamela Kende

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

- Fielded questions regarding new sale price and their relationship to a tax bill.
- Completed and verified permits sent to Cook County.
- Processed Certificates of Exemption.
- Helped residents with Board of Review appeals.
- Fielded questions regarding when the Board of Review will announce their results (Board of Review closed January 4).
- Updated the Assessor's website with 2021 exemptions requirements, auto renewal and 2022 tax bill cycle information and exemption timing.
- Submitted Village of River Forest e-newsletter information.
- Provided notary services.
- Attended the CCTA zoom meeting.

Mental Health Services/General Assistance

Sarah Schwarting

- The Mental Health Committee is working on site visits, with one report returned as of 2-15-22.
- All agency Q3 data is in; checks will be mailed February 16.
- D200 parent university will be held March 3rd from 6:30-9pm on zoom, with topics including resilient youth, parent self-care, marijuana use and teens, loneliness and teens and supporting racial equity. A flyer is in this meeting's packet. It was thought that the D90 parent university date had not been set but Deana reported that it was held Feb 10th.
- Two initiatives exist as opportunities for contacting legislators, the first is "They Deserve More" focusing on increased hourly pay for Direct Support Professionals (DSPs), and the second is in support of funding for domestic violence. A form letter for contacting legislators will be sent to the board by tomorrow and when the call to action for "They Deserve More" is issued that will be circulated as well.
- NAMI resources have been organized to include information on the following topics: families and MH, youth, general info, policy, and peer support.
- Sarah is currently talking with another interested Mental Health Committee member, Elisabeth (Beth) Dunne, who is very interested in the position, and will likely have her materials submitted by the March 15th board meeting.
- Chris Ward from the Way Back Inn and Sarah are currently working on brainstorming ways of forming partnerships with local colleges for partnerships surrounding young adult substance use/misuse/abuse.
- I/DD and Behavioral Health Consortiums are currently meeting this week, online, one discussing services offered for those with intellectual disabilities/developmental disabilities & one meeting about services offered for those with mental health and/or substance use disorders.
- IPLAN is an ongoing process with the Village of OP public health department, with meetings taking place every two weeks, occasionally with additional meetings taking place in the interim. Both Supervisor Sloan and Sarah are attending.
- A HUB training with the new HUB Project Manager will take place on Wed morning March 2nd.
- Supervisor Sloan reported that we have one GA client who came on board in December. April Dugal continues to do an excellent job for us administering GA. We have received a couple of inquiries from other residents in need.

Senior Outreach Coordinator

Betsy Kelly

- Betsy is attending her regular meetings and sending weekly email and monthly River Forest Community Connect emails.
- Betsy has held three Circle of Friends meetings. Two were on zoom and one was in person. Betsy is planning to ask the group if they would like to hold their next meeting in person as it is easier than virtual meetings.
- Betsy and Supervisor Sloan met with Norah Collins Pienta, the Dominican University Dean of Students, about Home Sharing. She was very open to the idea, especially for graduate students. Betsy also spoke with one senior River Forest resident about Home Sharing.
- Betsy reported that the latest Coffee Monday was a presentation by Phyllis Rubin from Arbor West Neighbors on recycling and the Go Plastic Free program.
- Betsy continues to plan for Celebrating Seniors Week, May 12-19. Four programs are planned with the River Forest Park District. One program is planned with Arbor West Neighbors. An additional possible program may be held with Oak Park Township. After a 2-year hiatus, this will be the 10th Celebrating Seniors Week (CSW).
- Betsy is collecting stories of people aged 60+ who are doing good things in the community, in support of the 60 Over 60 Award nomination process.
- Betsy continues to meet with the Fall Prevention Event planning group. The event will take place at Grace Lutheran Church on May 11, as a “preview event” for CSW.
- Betsy and Assessor Kende met to discuss the potential impact of Home Sharing for seniors who have the Senior Freeze Exemption for their property taxes.
- Supervisor Sloan met with Pam Mahn to review the 2-year Township Senior Services intergovernmental agreement which is up for renewal in June. Oak Park Township is budgeting 5% salary increases to Senior Services employees and will be requesting the same increase from River Forest Township. This increase will be for salaries only, not services. Pam Mahn stated that these salary increases may be partially offset by reduced services costs, due to COVID.

Youth Services

Carla Sloan and Trustee Herrman

- Trustee Herrman announced that Jonathan Brown has started as the Youth Intervention Program director and is working well with District 90.
- Trustee Herrman announced that Girls on the Rise has 80 participants in Oak Park. Township Youth Services will begin the program at Roosevelt Middle School next fall. In

Oak Park, Girls on the Rise is part of the curriculum; at Roosevelt it will start out as an afterschool program.

- Trustee Herrman announced that the Youth Services Committee has a new Oak Park member who is a librarian at Oak Park Public Library.
- Trustee Herrman reported that many Youth Services grant applications were lacking in data and progress overview. The Connections at the River Forest Public Library application was strong. The Joint Programs which is the STEM program at Concordia and the Friday Night Place were tabled for a future vote. Intramurals at the OPRF High School will be funded. The I-Search program provided no outcome data or dates of visits in schools and needs further review and discussion.
- Supervisor Sloan met with Megan Traficano to review the Township Youth Services intergovernmental agreement which also expires in June. Oak Park Township is seeking a 5% salary increase for Youth Services.
- The Youth Services Committee is still seeking 2 River Forest committee members.

Supervisor's Report

Carla Sloan

- Supervisor Sloan spent a lot of time on IT getting Sarah's new PC up and running. We now need to address Betsy and Vanessa's aging desktop.
- Supervisor Sloan reported that all of the paperwork has been filed to officially switch over our insurance to ICRMT. There was no penalty to switch the building insurance, and we received a check back from the former insurer for the prorated amount. Supervisor Sloan is not sure yet about the other insurances, but it appears the situation will be similar.
- Township Topics Day will take place on Wednesday, April 6. Township officials and staff will head to Springfield to meet with legislators and other Townships. Supervisor Sloan is going and would love company. Chris Welch will be the luncheon keynote speaker.
- Supervisor Sloan thanked everyone for signing up for the one-hour zoom DEIA training.
- Supervisor Sloan shared that the OMA training is finally now available on the IL Attorney General's website. She reminded all that the training is mandatory for all once within 90 days of election; but was postponed due to the IL Attorney General website crashing. She will send out the link and info this week.
- Supervisor Sloan attended TOCC Supervisors Division meeting on zoom. The guest speaker was Katy Trent, the communications person for Schaumburg Township.

Approval of Bills

- A motion was made by Trustee Connolly and seconded by Trustee Taubman to approve River Forest Township Operating Fund bills as of February 28, 2022 in the amount of

\$61,035.31. Roll was called. Ayes: Trustees Herrman, Strom, Taubman, Connolly and Supervisor Sloan. Nays: None. The motion passed unanimously.

Unfinished Business

- Vanessa Druckman provided an update of the website redesign. Supervisor Sloan, Trustee Strom, and Vanessa Druckman met and chose the DeGraw Square Space Template with a clean and professional look and feel. Hutchinson Associates is moving forward with mocking up a few pages of our new site using the DeGraw template. Supervisor Sloan created a file with 304 photos related to River Forest Township. Vanessa Druckman selected 9 and sent them to Hutchinson Associates for the mockup. Hutchinson Associates will be providing a mockup of a few sample pages of the website by the end of the month.
- Trustee Taubman announced that the Collaboration Sub-Committee met this month. She provided a summary of what was discussed. District 90 is finding it difficult to hire substitute teachers. The River Forest Park District Keystone tennis courts and batting cages will be relocated. Washington Park is becoming ADA compliant. Assessor Kende asked if Trustee Taubman could ask the Village of River Forest to share their email list.

New Business

- Supervisor Sloan suggested that the website Project Manager agreement with freelancer Vanessa Druckman be expanded to include marketing and communications work, to be voted on during the March 2022 meeting.
- Supervisor Sloan shared the Holiday Food and Gift Basket grant request for FY2023 in the amount of \$1,500, which is the same as FY2022. This grant pays for Thanksgiving grocery gift cards for River Forest residents in need. FY2022 had a recipient decrease of 20%, likely due to fewer referrals during COVID, but this number should go back up in FY2023.

A motion was made by Trustee Strom and seconded by Trustee Taubman to approve the Holiday Food and Gift Basket program grant request for FY2023 for \$1,500.

Roll was called. Ayes: Trustees Herrman, Strom, Connolly, Taubman and Supervisor Sloan. Nays: None. The motion passed unanimously.

- Supervisor Sloan announced that she just sent the revised RFCCA Building lease terms to the River Forest Community Center (RFCC) Board and is giving them one month to review it. The revised lease is included in the February meeting packet. The River Forest Township Board of Trustees will vote on it during the March 2022 meeting, as will the

RFCCA Board of Managers. Trustee Connolly asked if there were significant changes. Supervisor Sloan stated the most significant changes were:

- o The lease term will now be 5 years with the option for both parties to approve an extension of 4 years,
 - o The structure of the capital improvement committee will be modified.
 - o The lease payments, which are used for capital improvements and major repairs, can also be used to support a grant writer and to pay consultants related to the building renovation needs.
 - o Dick Chappell suggested that the requirement that the RFCC gym schedule be sent to other entities be removed, with the schedule to be made available upon request.
- Supervisor Sloan shared that she would like to discuss updating the River Forest Township mission and vision statement at a future meeting. Trustee Herrman and Betsy Kelly have done some work to review the statements of other organizations and begin brainstorming a new statement for the River Forest Township. As we are updating our website, the time is right to consider updating our mission and vision statement.

Announcement of the Next Regular Monthly Meeting

The next regular meeting of the River Forest Township will be on Tuesday, March 15, 2022 at 6:00 pm.

A motion was made by Trustee Connolly and seconded by Trustee Strom to adjourn the meeting at 7:20pm. Roll call was taken. The motion was unanimous.

Respectfully submitted, Vanessa Druckman, Clerk