

RIVER FOREST TOWNSHIP

Regular Meeting

Tuesday, August 17, 2021

The regular monthly meeting of the RIVER FOREST TOWNSHIP Board of Trustees was called to order on Monday, August 17, 2021 by Supervisor Carla Sloan, at 6:03 pm. This was a meeting held both in person and electronically by Zoom.

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

Public Participation: Joanna Strom.

Approval of Minutes

A motion was made by Trustee Strom and seconded by Trustee Taubman to approve the minutes of the July 12, 2021 regular meeting. Roll call was taken. Yeas: Supervisor Sloan, Trustees Strom, Herrman, and Taubman. 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.

- Tax bill update from the Cook County Treasurer: Second Installment bills are now available on the Cook County Treasurer's Website. The Tax Year 2020 Second Installment due date is October 1, 2021. We anticipate mailing the tax bills in late August.
- We promoted and attended a virtual zoom meeting with Commissioner Tammy Wendt, our new Cook County Board of Review Commissioner.
- Assessor Kende attended CCTA meetings.
- Deputy Assessor Kathy Elliott attended exam classes toward her CIAO designation.
- Assessor Kende is writing letters to the two residents who are on the 2018 annual tax sale list.
- Assessor Kende continues to work with realtors and lawyers. There have also been calls regarding vacancy, sales, exemptions, and possible purchases and tax implications.
- Assessor Kende submitted to the Village of River Forest e-newsletter and updated our website.
- Certificate of Errors is now needed for 2020 exemptions.

Mental Health Services/General Assistance

Sarah Schwarting

- Sarah stated that Q1 stats have been received from all grantees. FY2022 grants contracts have also gone out to all eleven funded mental health agencies. Four have already been received back. Q1 checks will be going out on Wednesday, August 18, based on the Q1 stats received. Process has been revised to be a little less paper-intensive.
- Supervisor Sloan added that the contracts have been revised to require all grantees to be trained on the HUB and provide quarterly stats. A note was also added stating that the River Forest Township reserves the right to convert to flat grants or raise rates as needed, as was done during COVID to better support the agencies' financial situation.
- Sarah plans to review the existing contract with Attorney Pat Deady before 2022.
- Sarah attended HUB training.
- Sarah will begin meeting agency directors this month and will emphasize HUB.
- Supervisor Sloan stated that Lynda Murphy is renewing her contract as HUB manager.
- Supervisor Sloan provided an update on the General Assistance program currently administered by Oak Park Township. We had one client for the last two months. After being directed to job resources, he found a job and is no longer on General Assistance. The General Assistance fund helped him pay off his outstanding utilities bill.

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 continuing to train on using Constant Contact for the River Forest mailing and the Community Connect mailing.
- Betsy stated that Coffee Monday was inside with 10 attendees, 3 speakers, Megan Traficano and Betsy. The talk was on Fraud and Scams and there was a good discussion. The next Coffee Monday will be with Kurt Strom and Carla Mayer from the Hemingway Foundation.
- The Dementia Friendly Group will be starting again next Monday, the 23rd and will be held at River Forest Village Hall in their Community Room.
- The Handyman program has had 39 customers, 14 completed visits, and 3 repeat clients. Matt Baron wrote a wonderful article highlighting the program.
- Betsy has been attending Digital Meetings through a group called Make Room at the Table- which started during Covid about the best way to reach older adults digitally.
- A number of events have either been postponed or will be held remotely. The Fall Prevention Event with Grace Lutheran will still be on October 3rd but will now be held via Zoom as well as some seating at Grace Lutheran to watch the event on a large screen for those who do not know how to use Zoom. The October 10th resource Fair will be postponed until further notice. The Housing Event with AWN's will be focusing on the

“Missing Middle” (not single family or high rise housing) in November is now postponed until the Spring. Betsy will be working on the flyer for the event on the 3rd.

- Betsy visited Victory Center in Galewood, a supportive living facility for all incomes.
- Betsy talked to various home sharing providers about their programs: National Home Share (Homeshare Vermont), Center of Concern and Pathways and past OP/RF Senior Service Director. Betsy is pulling together all her home sharing information to share with the board as well as OP/RF Township.
- Betsy continues to work on a September flyer and letter with Supervisor Sloan about our programming: will advertise October 3 Event as well as the upcoming Circle of Friends.
- Betsy has been working with Barb Bodner from Arbor West Neighbors on a Circle of Friends event we will be doing with Mather, reaching out to older adults in different states via Zoom. We also hope to start another local Circle of Friends Group in October. We will also be talking with social services at Rush OP and Chicago about letting people know about Circle of Friends.
- Library programming is planned through the end of 2021.
- Supervisor Sloan announced that Ann O’Connell has resigned from the Senior Services Committee and expressed appreciation for her four years of service.
- Betsy provided an overview of Home Sharing programs. Discussion ensued.

Youth Services

Carla Sloan

- Supervisor Sloan announced that Megan Traficano is on maternity leave.
- A new Youth Interventionist has been hired.
- There will be an event on August 13 at Oak Park Township, hosted by OP RF Township Youth Services, to distribute backpacks of school supplies to OP and RF youth.
- The youth hygiene closet offering free hygiene products for pre-teens and teens has been reopened at the Oak Park Township offices at 105 S. Oak Park Avenue.

Supervisor’s Report

Carla Sloan

- Oak Park Township Clerk Greg White recently passed away. Supervisor Sloan noted his 34 years as Deputy Clerk and Clerk of Oak Park Township and spoke of the large number of attendees at his service. A moment of silence was held in his honor.
- Supervisor Sloan announced that the liaison system of Trustees and Committees will begin in the fall. Trustee Herrman - Youth Services, Trustee Connolly - Mental Health Services, Betsy Kelly - Senior Services, Trustee Taubman - Collaboration Sub-Committee, Trustee Strom - River Forest Civic Center Authority and Capital Improvements, Clerk Druckman and Trustee Strom - website relaunch.
- The Townships of Cook County (TOCC) supervisor division officers are having a meeting tomorrow. Supervisor Sloan will attend.

- Supervisor Sloan announced that 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, the senior bus, and a prize wheel which kids spin to learn about Township programs. Trustee Herrman, Betsy Kelly and Vanessa Druckman have offered to volunteer.

Approval of Bills

- A motion was made by Trustee Taubman and seconded by Trustee Strom to approve Operating Fund bills as of August 31, 2021 in the amount of \$73,857.25. Roll was called. Ayes: Trustees Herrman, Taubman, Strom, and Supervisor Sloan. Nays: None. The motion passed unanimously.
- A motion was made by Trustee Taubman and seconded by Trustee Strom to approve General Assistance bills as of August 31, 2021 in the amount of \$1,750. Roll was called. Ayes: Trustees Herrman, Taubman, Strom, and Supervisor Sloan. Nays: None. The motion passed unanimously.

Unfinished Business

- Supervisor Sloan announced that we are considering hiring Hutchinson Associates to redesign the River Forest Township website for a cost ranging between \$7,500 and \$10,000. Two other vendors submitted bids for the project - one much higher and one lower.

A motion was made by Trustee Taubman and seconded by Trustee Herrman to approve the hiring of Hutchinson Associates to redesign the River Forest Township website after the trustees have had a chance to review the contract. Roll was called. Ayes: Trustees Herrman, Taubman, Strom, and Supervisor Sloan. Nays: None. The motion passed unanimously.

- Supervisor Sloan announced that the FY2021 audit is complete. It was sent electronically to the trustees today. Clerk Druckman and Supervisor Sloan will file it with the Cook County Clerk.
- Supervisor Sloan announced that the Township is still looking for Director and Officer Insurance through two insurance brokers.
- The bank account signature process related to the new Township Board is complete.

New Business

- A motion was made by Trustee Taubman and seconded by Trustee Herrman to approve the hiring of Sarah Schwarting as Mental Health Administrator retroactive to July 12 for an hourly rate of \$28/hr. Roll was called. Ayes: Trustees Herrman, Taubman, Strom, and Supervisor Sloan. Nays: None. The motion passed unanimously.

Announcement of the Next Regular Monthly Meeting

The next regular meeting of the River Forest Township will be on Tuesday, September 21, 2021 at 6:00 pm. A motion was made by Trustee Strom and seconded by Trustee Herrman to adjourn the meeting at 7:01pm. Roll call was taken. The motion was unanimous.

Respectfully submitted, Vanessa Druckman, Clerk