

# Rock Island Township

Attachment A

2827 - 7<sup>th</sup> Avenue, Rock Island, IL. 61201

3

## Town Board Minutes

Monday June 27, 2016 – 4:15 p.m.

**I. In attendance:** Roll Call: Supervisor Alan Carmen, Clerk Joan Clark, Trustees Heather Gray, Rita Kirk, James Kerr and Vincent Thomas. Others in attendance: Assessor Brenda Carmen, Doris Quigley, township staff and Jana Haskins, Rock Island County Probation-RISE UP Program. The meeting was called to order by Supervisor Carmen at 4:15 p.m. The following township business was transacted:

### Pledge of Allegiance

**II. Approval of the Minutes from the May 23, 2016 Board Meeting:** Motion made by Trustee Gray to approve the minutes as written; seconded by Trustee Kirk. Motion passed.

**III. Assessor's Report:** Assessor Carmen stated she turned in the books to Rock Island County. She also stated she and her staff had attended training in Elgin.

**IV. Review and Approval – claims paid in Township funds (5/17/2016 - 6/21/2017) - (Attachment B):** Motion made by Trustee Gray to approve the claims in the Town, General Assistance & Building Funds; seconded by Trustee Kirk. Roll Call: Trustee Kerr Yes, Trustee Gray, Yes; Trustee Kirk, Yes; Trustee Thomas, Yes; Supervisor Carmen, Yes. Motion Passed.

### V. Supervisors Report:

**A.) Funding Request from RISE UP Garden Program – Broadway Presbyterian as fiscal agent. (Attachment C)** Jana Haskins, representative of RISE UP Garden Program, talked about the program that will help disadvantaged youth. \$250.00 is requested to pay for bus tickets. Broadway Presbyterian Church will serve as the fiscal agent. Trustee Kirk asked if we have the contractual agreement with the group we learned about at the last training we attended. Supervisor Carmen stated he would have one soon. Trustee Kirk suggested we contact Ancel-Glick for a sample agreement. Supervisor Carmen stated he would contact the legal firm. Trustee Thomas made a motion to grant \$250.00 in support of the program. Trustee Kerr seconded the motion. Roll Call: Trustee Kerr, Yes; Trustee Gray, Yes; Trustee Kirk, Yes; Trustee Thomas, Yes; Supervisor Carmen, Yes. Motion Passed.

### B.) Illinois Township Day/Rock Island County Fair – Purchase of Handout Items (Attachment D)

Supervisor Carmen attended the Rock Island County Township Association meeting during May. There was discussion related to the County Townships participation at the Rock Island County Fair to promote our work. Supervisor Carmen recommended the board participate in manning the township booth and suggested an amount not to exceed \$750.00 be granted to pay for promotional materials. Trustee Kirk made a motion to restrict the spending of township funds on promotional handouts for the Fair. Trustee Gray seconded the motion. Roll Call: Trustee Kerr, No; Trustee Gray, Yes; Trustee Kirk, Yes; Trustee Thomas, No; Supervisor Carmen, No. Motion FAILED.

Discussion continued about a Township Day being held at Rock Island Township during September. The purpose of the event will be to promote and educate Rock Island Township residents about township programs and services. Trustee Kerr made a motion to spend \$500.00 on promotional handouts for Rock Island Township's Day and to use some of the handouts for those board members who would be working the fair. Trustee Thomas seconded the motion. Roll Call: Trustee Kerr, Yes; Trustee Gray, No; Trustee Kirk, No; Trustee Thomas, Yes; Supervisor Carmen, Yes. Motion Passed. Rock Island Township Day will be on the July Agenda for discussion. Trustees Kerr and Thomas along with Assessor Carmen and Supervisor Carmen will volunteer at the Rock Island County Township Association Booth at the County Fair.

### C.) Prevailing Wage Ordinance Approval (Attachment E)

The board reviewed the Prevailing Wage Ordinance. Trustee Gray made a motion to approve the 2016 Prevailing Wage Ordinance. Trustee Kirk seconded the motion. Roll Call: Trustee Kerr, Yes; Trustee Gray, Yes; Trustee Kirk, Yes; Trustee Thomas, Yes; Supervisor Carmen, Yes. Motion Passed.

### D.) Items of Interest (Attachment F).

Item	Update
Personnel Policy Update	Internal review is complete. The policy will be sent to the township attorney for review. Item will be on the July meeting Agenda.
Fire Marshall	Supervisor will proceed to contact electrical contractor about emergency lighting and other safety improvements. Item will be on the July meeting Agenda.
Other Building Improvements	Supervisor will be soliciting bids for painting Lund Hall and carpeting in the main office, Board Room and possibly some other locations.

4

E. Food Pantry / Meal Site: A total of 2,065 people were provided with food and/or a hot meal during May, 2016 Sacred Heart Food Pantry – 1,114, Fiscal year to date: 2,167. St. Joseph Evening Meal – 951, Fiscal year to date: 1,771.

F. General Assistance Activity – May, 2016

a) Number of Active Clients – 60    b) Number of Intakes – 8    c) Number Terminated/Denied/Left Program – 6

G.) Emergency Assistance:	May	Fiscal Year (4/1/16 – 3/31/17)
a) Number of applications taken	14	24
b) Approved applications	8	21(14 rent; 7utilities)
c) Pending	0	0
d) Denied	0	0
e) Not returned	1	10
f) Funds spent - \$4,981.98 (\$383.23 average)		

VI. New Business:

- Supervisor Carmen will look into the cost of a Smart TV for Lund Hall. The TV would be used to educate the public about township programs.
- Assessor Carmen asked if Rock Island County Township Association, Rock Island County Assessor Association or the Township Officials of Illinois were going to help with expenses of the information booth at the County Fair. The board did not have an answer to the question.

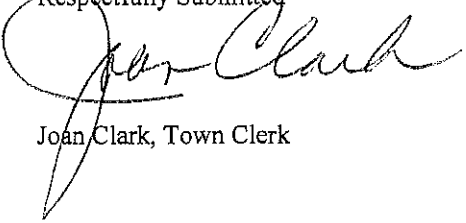
VII. Public Comments: Trustees, Assessor, Supervisor, Public:

- Clerk Joan Clark and Supervisor Carmen will attend training in Rockford about setting the **compensation ordinance** for the upcoming board, primaries versus caucuses, and common election issues in July.
- Supervisor Carmen stated the deadline for newsletter articles for the Fall Newsletter is August 11, 2016.
- Trustee Kerr thanked the board for their support of the NAACP banquet.

VIII. Adjournment:

Trustee Gray made a motion to adjourn the meeting; seconded by Trustee Kirk. Motion passed. The meeting was adjourned at 5:10 p.m.

Respectfully Submitted



Joan Clark, Town Clerk

Rock Island Township Mission Statement

To professionally, courteously, equitably and efficiently administer General Assistance, property assessment and other programs and to properly maintain the Township Hall and property for the benefit of Township residents and the building's tenants.