

## Rock Island Township

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

### Town Board Minutes

June 24<sup>th</sup>, 2013 - 4:45 p.m.

**In attendance:** Roll Call: Supervisor: Alan Carmen, Clerk: Joan Clark, Trustees: James H. Kerr, Heather Gray, Vincent Thomas & Rita Kirk. Others in attendance; Rock Island Township Assessor: Brenda Carmen, Township staff: Doris Quigley

The meeting was called to order by Supervisor Carmen at 4:45 p.m. The following township business was transacted:

Pledge of Allegiance.

Trustee Kerr was congratulated by the board for receiving the Charles Toney Sr., Civil Rights Hero Image Award at the NAACP Freedom Banquet held June 22<sup>nd</sup>, 2013.

#### **I. Approval of the Minutes from the May 20<sup>th</sup>, 2013 Board Meeting:**

Motion made by Trustee Gray to approve the minutes as written. Seconded by Trustee Thomas. Motion passed.

#### **II. Assessor Report:**

Assessor Carmen provided a written report to the board on happenings over the past month. The report is attached to these minutes.

#### **III. Prevailing Wage Ordinance**

Supervisor Carmen reviewed the purpose of the Ordinance with the Board. Motion made by Trustee Kerr to pass the Prevailing Wage Ordinance. Seconded by Trustee Gray. Motion passed.

#### **IV. 2013-14 Budget Ordinance**

Supervisor Carmen stated the 2013-14 Budget Ordinance, passed at the April 22, 2013, was passed without the proper Notice of Public Review and Hearing. When the error was found, a proper Notice was filed on May 15<sup>th</sup> in the Rock Island Argus. No changes were made to the Budget. Total Appropriation for this fiscal year remains at \$891,622.00. Trustee Kirk made a motion to close the regular meeting and open the Public Hearing for comments. Trustee Gray seconded the motion. Motion Passed.

Hearing no comments, Trustee Thomas made a motion to close the Public Hearing and reopen the regular meeting. Trustee Gray seconded the motion. Motion passed.

Trustee Gray made a motion to approve the original 2013-14 Budget Ordinance appropriating \$891,622.00. Trustee Thomas seconded the motion. Roll Call: Trustee Kerr, Yes; Trustee Gray, Yes; Trustee Thomas, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

#### **V. Review and Approve all claims paid in the Town, General Assistance & Building Funds. April-May 2013.**

Motion to approve the claims paid in the Town, General Assistance & Building Funds made by Trustee Kirk. Seconded by Trustee Thomas. Roll Call: Trustee Kerr, Yes; Trustee Gray, Yes; Trustee Thomas, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

#### **VI. Review claims to be paid in the General Assistance Fund.**

There were no claims for review.

#### **VII. Supervisor's Report**

##### **A. Request for \$100.00 – NAACP Ad:**

Trustee Gray made a motion to approve the request for an Ad in the amount of \$100.00. Trustee Kirk seconded the motion. Roll Call: Trustee Kerr, Yes; Trustee Gray, Yes; Trustee Thomas, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed. The board thanked Supervisor Carmen & the Clerk for developing the Ad with late notice on the request.

##### **B. Update on bill from Tyco:**

Supervisor Carmen notified the Board the Tyco bill has been resolved in the township's favor. Following months of dealing with TYCO over charges for repairs to our buildings security system, we have finally received notice that the disputed amount of \$742.49 has been credited to our account. The board thanked the Supervisor for his hard work on this issue.

##### **C. Building Improvements:**

Supervisor Carmen stated he met with Architect Lo Milani on May 20 to review the concept plans for the kitchen/bathroom renovation. Based on that meeting, discussion will continue and the board will be kept informed of future progress.

**D. Building Maintenance Schedule & Inventory:**

Supervisor Carmen met with the township building custodian regarding his schedule. Workload, preventative efforts and systems are now in place to assure the building is in good repair. A To-do list with deadlines has been developed to assure the work is completed timely, and that the condition of building and grounds improves.

**E. Update on Computers, Information Technology and Disposal of Surplus Equipment:**

Supervisor Carmen reported that over the past month a computer and a number of monitors have been purchased. The Clerks office has also been connected to the Township Office. This has resulted in some computer surplus items that need to be disposed of. The board stated they would like to see the items donated to a group who would need them.

**F. Open Meetings Act:**

Supervisor Carmen stated he, along with the Clerk, Assessor and Trustees Kirk & Gray had completed the required training of the OMA. The board members were directed to the Illinois Attorney General's Office to complete the training. Trustees Kerr and Thomas stated they would do so.

**G. Economic Interest Statement:**

The board was reminded to give the receipts for the most recent Economic Interest Statement to the Clerk.

**H. Second Baptist Chrch Food Pantry Thank You:**

Thank you letters were reviewed from the Township's contribution to the Second Baptist Church and also from the Post-Prom donation at Rock Island High School.

**I. Sacred Heart Food Pantry/St. Joseph Evening Meal:**

Guests served April-May 13: Sacred Heart Food Pantry – 1650. St Joseph Evening Meal – 1274.

**J. Interest in co-sponsoring Metro Youth Group with South Rock Island Township at a cost of \$200.00 per township.**

Item to be placed on July Agenda.

**VIII. New Business:**

A. Training: To date, elected officials signed up for Boot Camp Training include: Supervisor Carmen, Trustees Kerr, Thomas, Kirk and Clerk- Joan Clark. Training will be held on July 19<sup>th</sup>, 2013 in Rockford.

**IX. Executive Session for Security:**

A. Motion to recess to Executive Session for matter of Security made by Trustee Thomas. Seconded by Trustee Gray. Motion Passed.

The Board reconvened in regular session.

**X. Strategic Planning/Goal Setting:**

Trustee Kerr mentions the need for a newsletter and revamping the parking lot. He has another meeting and excuses himself at 5:40 p.m. Trustee Thomas excuses himself at 5:45 p.m.

Supervisor Carmen led the Goal Setting Session. We began by naming programs, activities, events (current and in the past) the township has been involved. The list will be taken from the black board and prepared for the next part of the process.

**XI Adjournment:**

Trustee Gray made a motion to adjourn the meeting. Seconded by Trustee Kirk. Meeting adjourned at 6:06 p.m.

Respectively submitted



Joan Clark, Town Clerk

Executive Session

Security Issues

June, 24<sup>th</sup> 2013

Time: 5:20 p.m.

Supervisor Carmen stated it has come to his attention the building security is at issue. The locks have not been changed in many years and no one seems to know who holds keys. He is also unsure if the passwords he has to open the doors are current.

Trustee Kirk stated that in her capacity as township caseworker she has never known of the locks to be changed or rekeyed.

Supervisor Carmen stated that, in a meeting with South Rock Island Township Supervisor, he learned that they have cameras throughout the building. He stated he wasn't sure we would want to go that route.

Trustee Gray stated it would be beneficial to have a master key that could be used throughout the building.

The board agreed that as the physical changes of the township offices take place this matter should be looked at closely.

Motion to return to the regular meeting made by Trustee Thomas. Seconded by Trustee Kirk. Motion passes

Time: 5:35 p.m.

Respectively submitted,



Joan Clark, Town Clerk

To be reviewed at December, 2013 board meeting