

Rock Island Township

2827 - 7th Avenue, Rock Island, IL. 61201

Town Board Minutes

August 25th, 2014

4:45 p.m.

I. In attendance: Roll Call: Supervisor: Alan Carmen, Clerk: Joan Clark, Trustees: Heather Gray, Rita Kirk, James H. Kerr Sr. and Vince Thomas. Others in attendance: Rock Island Township Assessor Brenda Carmen, Township staff Doris Quigley and Architect Italo Milani, General Contractor Andy Love, Walt Sibigroth and Township auditor Jim Taylor. The meeting was called to order by Supervisor Carmen at 4:45 p.m. The following township business was transacted:

Pledge of Allegiance

II. Approval of the Minutes from the July 28th, 2014 Board Meeting: (Attachment A) Motion made by Trustee Gray to approve the minutes as written. Seconded by Trustee Thomas. Motion passed.

III. Bid Award (Attachment C)

Motion made by Trustee Kirk to move Bid Award under Supervisor's Report below to be heard at this point of the meeting. Seconded by Trustee Kerr. Motion passed.

Supervisor Carmen stated that on August 5th, 2014, 2 sealed bids were opened by the town clerk. The first bid from Q.C. General was for \$131,393.00. The second bid was from Lower Construction in the amount of \$135,200.00. Following discussion about time lines and payment, Trustee Gray made a motion to approve the Contract for Rock Island Township remodeling with Q.C. General in the amount of \$131,393.00 and authorize the Township Supervisor to execute contract documents and proceed with the remodeling. Trustee Thomas seconded the motion. Roll Call: Trustee Thomas, Yes; Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

IV. Audit Presentation: CPA Jim Taylor distributed and reviewed the 2013-14 Township Audit. Motion to accept the 2014 Audit made by Trustee Kirk. Seconded by Trustee Kerr. Roll Call: Trustee Thomas, Yes; Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

V. Assessor's Report: Assessor Carmen told the board our factor this year would be .9832. Market value should be up next year. Total EAV - \$161,099,446 (not adjusted for TIF districts).

VI. Review and Approve all claims paid in the Town, General Assistance & Building Funds, July-August 2014: (B). Motion to approve the claims paid in the Town, General Assistance & Building Funds made by Trustee Thomas. Seconded by Trustee Gray. Roll Call: Trustee Thomas, Yes; Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

VII. Supervisor's Report

A. Bid Award (Item moved to number III (above))

B. Lease Extension – DeLacerda House (Attachment D)

Motion to approve the DeLacerda House Lease for one year without a rent increase and authorize the Township Supervisor to execute the amendment made by Trustee Kirk. Seconded by Trustee Gray. Roll Call: Trustee Thomas, Yes; Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

C. Lease Extension – Roofers' Union (Attachment E)

Motion to approve the Roofers' Union Lease for one year without a rent increase and authorize the Township Supervisor to execute the amendment made by Trustee Kirk. Seconded by Trustee Gray. Roll Call: Trustee Thomas, Yes; Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

D. Credit Card Policy (Attachment F)

Motion to approve the Credit Card Policy with modifications; meals for the Supervisor/Assessor will be paid for with the official(s) per diem checks. The board will be notified as quickly as possible if there is a need for the limit on the card to be increased. Motion made by Trustee Thomas seconded by Trustee Gray. Roll Call: Trustee Thomas, Yes; Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

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E. Items of Interest's (Attachment G)

Item	Update
Website	Website updated routinely. Snow Plowing RFP and Trustee Kerr's Beautification Award newest additions. www.rockislandtownshipil.gov .
Emergency Food & Shelter grant	Awaiting 2 nd release of funds.
November 2014 TOI Conference	All but Trustee Gray are planning to attend. Please inform immediately if plans change.
Newsletter	Will speak with Don Johnston and Argus/Dispatch after Labor Day RE: mailing costs and township mailing list.
Quarterly Budget Report	Attached.
Snow Plowing RFP	RFP posted on website also sent to 10 companies. Deadline is Sept 10 th .
Travel Policy	Approved policy attached for board use.

F. Sacred Heart Food Pantry/St. Joseph Evening Meal. A total of 2,543 people were provided with food and/or a hot meal from (June 24th – August 20th); Sacred Heart Food Pantry – 1,081; St. Joseph Evening Meal – 1,023.

G. General Assistance Activity -- July, 2014

- 1) Number of Active Clients – 47
- 2) Number of Intakes – 13
- 3) Number of Terminated/Denied/Left Program - 16

VIII. New Business:

- A. Supervisor Carmen noted that Flu Shots will be available September 25th, 2014.
- B. Trustee Kirk noted that there is no handrail on the steps, from the North parking lot to the entrance of the Food Pantry. Supervisor Carmen stated he would check with the contractor to see if it can be added to the work.
- C. Supervisor Carmen handed out an informational leaflet created by the Rock Island County Area Project that had been requested by the board.
- D. Town Clerk, Joan Clark, asked that the minutes of board meetings, which are submitted for the township web page, were crooked (the second page of the minutes). They really need to be straightened so they would not reflect badly on the township or the clerk. Supervisor Carmen stated it would be taken care of as soon as the office can get someone to come in and fix the copier (scanner).

IX. Adjournment:

Trustee Kerr made a motion to adjourn the meeting. Trustee Thomas seconded the motion. Motion passed. The meeting was adjourned at 6:13 p.m.

Respectively 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.