

Rock Island Township

Attachment A

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

Town Board Minutes

Monday November 23rd, 2015

4:15 p.m.

I. In attendance: Roll Call: Supervisor Alan Carmen, Clerk Joan Clark, Trustees James H. Kerr Sr., Heather Gray, and Rita Kirk. Trustee Vince Thomas, Absent. Others in attendance: Assessor Brenda Carmen, Township staff Doris Quigley, Representing *Thy Loving Kindness Ministries* – Sharon Hayslett. 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 October 26th, 2015 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 reported there were some appeals on township assessments. She felt the newly offered extended hours really helped avoid a lot of appeals that were discussed and resolved without the appeal process. She felt the upcoming Walgreens appeal was an issue but was secure in knowing a number of other townships were facing the same issue with Walgreens (who have made a practice of appealing all increased assessments throughout the County).

IV. Review and Approval – claims paid in Township funds (10/20/15 – 11/17/15; 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 Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

V. Supervisor’s Report

A) Funding Request from *Thy Loving Kindness Ministries* (Attachment C): Ms. Sharon Hayslett represented the *Ministries* Program. Ms. Hayslett stated the group has provided socks and other necessities for children in its 10 year history. During 2015 they provided 3,100 pairs of socks to needy children. They received their not-for-profit status. They have applied for funding through a number of other funders. Trustee Gray made a motion to approve \$200.00 for the grant request and asked for Rock Island Township kids’ documentation on who received the grant. Trustee Kirk seconded the motion. Roll Call: Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

B) 2015 Holiday Luncheon Catering Bid Award (Attachment D): Supervisor Carmen reviewed the proposal submitted by Montford & Friends Catering for the food for the Senior Holiday Dinner scheduled for December 9th, 2015. The bid offers a complete dinner at a cost of \$8.50 per plate. Trustee Gray made a motion to accept the Montford & Friends bid for \$8.50 per plate and a 20% gratuity. Trustee Kerr seconded the motion. Roll Call: Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

C) Senior Holiday Luncheon Expense Approval (Attachment E): Supervisor Carmen reviewed the Luncheon Expense needs for the 2015 event. He asked the board to authorize up to \$2,500.00 for the cost of food, decoration, gifts, entertainment (\$300.00 for Rock Island High School Choir) and Santa. Trustee Gray made a motion to authorize expenses, not to exceed \$2,500.00, for the Holiday Dinner. Trustee Kerr seconded the motion. Roll Call: Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

D) Snow Removal Bid Award (Attachment F): Supervisor Carmen reviewed the Snow Removal/Salting Bid Award submitted by Master Design Landscape. He stated that Master Design was responsive to our needs and provided excellent service. Based on that experience he recommends the board award the bid as presented by Master Design Landscape. Motion to approve the bid award to Master Design Landscape made by Trustee Kirk. The motion was seconded by Trustee Gray. Roll Call: Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

Trustee Thomas entered the meeting.

E) 2016-2017 Property Tax Levy (Attachment G): Supervisor Carmen reviewed the Property Tax Levy with the board. Following discussion, Trustee Kirk made a motion to approve the 2016-2017 Property Tax Levy ordinance at an amount of \$546,000.00. Trustee Kerr Seconded the motion. Roll Call: Trustee Gray, Yes; Trustee Kerr, Yes; Trustee Kirk, Yes; Trustee Thomas, Yes; Supervisor Carmen, Yes. Motion Passed.

F) Items of Interest

Item	Update
Trunk or Treat/Open House/Board serving Evening Meal.	Trustees Gray, Kirk, Clerk Clark & Supervisor & Assessor Carmen volunteered at the Event. Greenbush Neighbors also helped. 92 People were served the Evening Meal; Channel 4 provided TV coverage.

Emergency Assistance Program	9/14/15 – 10/31/15 – 27 Emergency Assistance Applications were approved. The program funds remaining in the budget are - \$8,428.34. Approximate average grant per client - \$355.00.
TOI Conference Summary	Supervisor Carmen reviewed the Conference workshops. Rock Island Township won the 2015 Mighty Message award in the 15,000 – 25,000 population Best Website category. He will coordinate press releases on the award.
Strategic Plan Update	We will continue discussion on the plan at tonight's meeting.

G. Food Pantry / Meal Site: A total of 2,349 people were provided with food and/or a hot meal in October, 2015:
Sacred Heart Food Pantry – 1,167, Fiscal year to date: 7,745. St. Joseph Evening Meal – 1,182, Fiscal year to date: 7,631

H. General Assistance Activity – October, 2015

- a) Number of Active Clients – 51
- b) Number of Intakes – 7
- c) Number Terminated/Denied/Left Program – 5

I. Emergency Assistance: 9-14-15 – 10-31-15

- a) Number of applications taken – 71
- b) Approved applications – 27
- c) Pending – 2

Funds spent - \$9,571.66; \$8,428.34 remaining. \$355.00 average per client

VI. **New Business:** Strategic Planning continued.

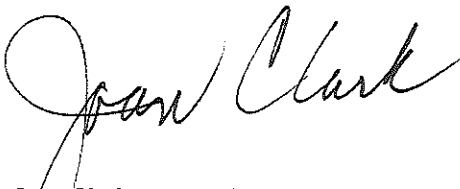
VII. **Public Comments: Trustees, Assessor, Supervisor, Public:**

No public comments.

VIII. **Adjournment:**

Trustee Gray made a motion to adjourn the meeting. Seconded by Trustee Kerr. Motion passed. The meeting was adjourned at 5:24 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.