

MINUTES OF THE REGULAR MEETING OF THE OAK PARK TOWNSHIP BOARD OF TRUSTEES HELD TUESDAY, AUGUST 28, 2007, AT THE OAK PARK TOWN HALL, 105 SOUTH OAK PARK AVENUE, OAK PARK, ILLINOIS

CALL TO ORDER AND ROLL CALL

Supervisor Boulanger called the meeting to order at 7:03 p.m. On the call of the roll the following were present: Supervisor David Boulanger, Trustees Clarmarie Keenan, Eric Davis, Mary Cozzens, William Troyer and Clerk Gregory White. Collector Trevor Agard, Township Manager Sharon Hammer and Attorney John Garofalo were also present.

PUBLIC COMMENTS

Richard Carroll, President of the Community Mental Health Board, expressed his desire to change the tone of communications between the Town Board and the CMHB. He stressed the need for a more respectful approach in coming to an agreement on a governance policy between the Town and CMH Boards. Dr. Carroll requested the scheduling of a joint meeting of representatives of the Town Board, CMHB, and the Association of Community Mental Health Authorities of Illinois to resolve the disputes and come to an agreement.

Kathy Kern and Jim DuBoyce of Parenthesis were present and expressed support for the work of the Community Mental Health Board along with a request for continued financial support. Supervisor Boulanger answered that funding is a decision of the CMHB, which he complimented for its financial management in the past.

APPROVAL OF CONSENT AGENDA

Trustee Davis moved to approve the Consent Agenda, including the minutes of the July 24, 2007 Regular Board of Trustees Meeting, and the Township bills for the period July 21 through August 20, 2007. Trustee Troyer seconded the motion which passed unanimously, except for Trustee Cozzens, who abstained because she was not present for the Board Meeting.

DISCUSSION OF HOUSING OAK PARK

Board members discussed a memorandum from Supervisor Boulanger including an invitation to join the coalition *Housing Oak Park*, which seeks to promote affordable housing for all in the Oak Park community. Trustee Davis requested the Board's support of the coalition's goals. After discussion, the Board reached consensus to support the goals of *Housing Oak Park*, and to learn more about membership entailments and the work of the group.

DISCUSSION OF POLICY ON BOARD FUNDING

Manager Hammer shared a revised policy draft on the allocation of Township Board funds. She requested Board input on certain issues, along with questions to be determined by the Board. Discussion followed on the issues raised, and the Board agreed that there would not be a specific budget item for special funds, but discretionary funding for community-wide special projects or programs within a determined policy. Supervisor Boulanger and Manager Hammer will continue work on the proposed policy for further consideration by the Board.

APPROVAL OF TOWN FUND FUND BALANCE DESIGNATIONS

Manager Hammer shared a memorandum with the Board reviewing the current Township Fund Balance Policy, and explaining the differentiation between reserved and unreserved fund balance, the latter which may be designated by the Board for budgeting. The current policy provides for 4-6 months of current budgeted expenditures and an undesignated fund balance of \$2,013,729, which exceeds the targeted fund balance policy. Additionally, the FY 2008 Policy Statements is to increase program opportunities and space for Township Senior Services. Therefore, she recommended that the designated funds for capital improvements be increased and money designated for replacement of the Senior Services paratransit bus and the Home Delivered Meals truck. This action would reflect prudent use of the excess fund balance in anticipating program and departmental future needs.

Trustee Troyer moved to show \$700,000 as designated for capital improvements and \$50,000 designated for vehicle replacement in the FY 2007 Comprehensive Annual Financial Report. Trustee Davis seconded the motion which passed unanimously.

UPDATE ON THE ILLINOIS OPEN MEETINGS ACT

Manager Hammer shared copies of the amended section of the Illinois Open Meetings Act as signed by the Governor. The amended Act changes the definition of a "meeting" for a five-member board to a quorum. A quorum is defined as three members. The Act also provides that it takes an affirmative vote of three members of a five-member board to pass a motion, resolution, or ordinance. These changes are effective immediately. This further means that two members of the Town Board may discuss Board business without violating the Open Meetings Act, and that it takes three members to pass a vote on any subject.

DISCUSSION OF COMMUNICATION WITH THE ASSOCIATION OF COMMUNITY MENTAL HEALTH AUTHORITIES OF ILLINOIS

Supervisor Boulanger shared a memorandum with Board members detailing his communications with Mr. Gil Zych of the Association of Community Mental Health Authorities of Illinois (ACMHAI), including a document entitled "Relationship Between Governing Bodies and Community Mental Health Boards". He invited Mr. Zych to write a response and to join the Town Board at the August 28th meeting. The Supervisor stated that it is the Town Board's responsibility to establish a policy regarding the Town Board's oversight of the Community Mental Health Fund, and questioned the resistance to this action from Mr. Zych and the CMHB.

Richard Carroll, CMHB President, suggested to continue discussion with a meeting of representatives of the Town Board, Mr. Zych, the ACMHAI, and the CMHB in a respectful approach to agree on mutual language for a policy. The Supervisor expressed his frustration with the continued delay of a policy, and that the CMHB's and ACMHAI's positions should be based on statutes. Supervisor Boulanger further stated his intent for another review of the proposed policy at the Sept. 11 Town Board Meeting, and for final action at the Sept. 25 Meeting. It was agreed that CMHB Executive Director Lydia Tuck would contact Manager Hammer to arrange a meeting of the Supervisor, Manager, and representatives of the Town Board and Community Mental Health Board.

APPROVAL OF CMHB CHANGE IN DATES FOR APPOINTMENT

Board members discussed a memorandum from CMHB Executive Director Lydia Tuck requesting that the Town Board change the term of appointment for CMHB members to follow the calendar year rather than the Township's Fiscal Year. The memo quoted the Community Mental Health Act, which states that all terms shall be measured from the first day of the year of appointment, and noted that the CMHB has accordingly changed its by-laws. Trustee Keenan moved to change the appointment dates of members of the CMHB to January 1, as requested by the CMHB, but to "grandfather" the current members to serve their terms through April 30, 2008, as originally appointed. Trustee Davis seconded the motion.

Trustee Troyer moved to amend the motion and consider the appointment date and ending date of current members as two separate motions. Supervisor Boulanger seconded the amendment. On the call of the roll, the vote on the amended motion was as follows: ayes: Trustees Davis, Troyer, and Supervisor Boulanger; nays: Trustees Keenan and Cozzens. The amended motion was declared passed. On the call of the roll, the vote to change the appointment dates of members to the CMHB to January 1 was as follows: ayes: Trustees Keenan, Davis, Cozzens and Supervisor Boulanger; nays: Trustee Troyer. The motion was declared passed.

Trustee Cozzens moved that in order to implement the transitory date, the current terms of members originally appointed through April 30, 2008, will instead expire on December 31, 2007. Trustee Troyer seconded the motion. On the call of the roll, the vote was as follows: ayes: Trustees Cozzens, Davis, Troyer and Supervisor Boulanger; nays: Trustee Keenan. The motion was declared passed.

YOUTH SERVICES COMMITTEE REPORT

Trustee Keenan, liaison to the YSC, reported that the proposed retreat for the Youth Services Committee and staff members has been postponed. The vacant Youth Interventionist position has not been filled but is expected to be shortly, pending final interviews. Discussion continues with Concordia University representatives regarding a possible internship in Youth Services. Finally, YS Director John Williams recently traveled to Montana and has been certified as a trainer for the Olweus Bullying Prevention Program.

SUPERVISOR'S REPORT

Supervisor Boulanger reported on the feasibility study of the current YMCA property, which has announced its closing and relocation to Forest Park. Community representatives and those of the YMCA have not reached a decision on negotiations for the property, and another meeting is scheduled to discuss the matter.

TOWNSHIP MANAGER'S REPORT

Township Manager Sharon Hammer shared printed copies of the Township's Budget Document, and highlighted some of the main sections and financial statements. The Board commended her for the fine work in producing this document.

GENERAL ASSISTANCE REPORT

The General Assistance Administrator's Report for May, 2007 was as follows: total contacts, 235; total number of persons inquiring about General Assistance, 41; persons interviewed for General Assistance, 183; cases approved, 8; cases closed, 9; active number of cases, 77; active interim assistance cases, 27; SSI applications approved, 1; reimbursement funds received, \$0; participants in Community Work Program, 5; amount for Transient Assistance, \$0; General Assistance Funds expended, \$19,864.86.

The General Assistance Administrator's Report for June, 2007 was as follows: total contacts, 192; total number of persons inquiring about General Assistance, 19; persons interviewed for General Assistance, 170; cases approved, 4; cases closed, 9; active number of cases, 72; active interim assistance cases, 24; SSI applications approved, 1; reimbursement funds received, \$0; participants in Community Work Program, 4; amount for Transient Assistance, \$0; General Assistance Funds expended, \$18,035.04.

FOR THE GOOD OF THE ORDER

Clerk White shared information on the September 20 Township Officials of Cook County Fall Conference. He also reported that personal contributions were requested on behalf of TOI Past President and Lyons Township Assessor Barbara Weyrick, who was seriously burned in a camping accident earlier this summer.

NEXT MEETING

The next meeting of the Oak Park Township Board of Trustees will be a Regular Board of Trustees Meeting at 7:00 p.m. Tuesday, September 11, 2007, at the Oak Park Town Hall, 105 S. Oak Park Ave., Oak Park, IL.

ADJOURNMENT

Trustee Keenan moved to adjourn at 9:35 p.m. Trustee Cozzens seconded the motion which passed unanimously.

Respectfully submitted by
And recorded in the office of

Gregory White, Township Clerk

Approved: 9/11/07