

Rock Island Township

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

Town Board Minutes

May 20th, 2013 - 4:45 p.m.

In attendance: Supervisor John E. Brown, Jr.: Supervisor Elect, Alan Carmen, Clerk Mary Ellen Penny, Clerk Elect Joan Clark: Trustees: Matthew Parker Jr., James H. Kerr, Heather Gray, Vincent Thomas & Rita Kirk. Others in attendance; Rock Island Township Assessor Brenda Carmen, Township staff: Susan Gregan Visitors: Vickie Blair & Brian McMaster (RI Urban Garden Consortium).

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

Pledge of Allegiance.

I. Approval of the Minutes from the April 22nd, 2013 Board Meeting.

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

II. Swearing in of Clerk, Supervisor & Trustees:

Town Clerk, Mary Ellen Penny administered the Oath of Office to newly elected Town Clerk, Joan Clark. Town Clerk Clark then administered the Oath of Office to Supervisor Alan Carmen, Trustees: James H. Kerr, Sr., Heather Gray, Vincent Thomas and Rita Kirk. Having all been sworn in the new board took their seats for the remainder of the meeting.

III. Assessor

Assessor Carmen provided a written report to the board of the happenings in the Assessors Office over the past month.

IV. Township Holiday & Meeting Schedule Ordinance

The board reviewed the Meeting & Holiday Schedule for 2013-14. Motion to approve the Ordinance made by Trustee Gray. Seconded by Trustee Kerr. 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 Thomas. Seconded by Trustee Gray. 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.

The board reviewed the claims to be paid in the General Assistance Fund.

VII. Supervisors Report

A. Central Management Services (Staff Health Insurance) Contract

Supervisor Carmen stated he, along with the Clerk and a representative from Moline Township traveled to Starved Rock to learn about the township health insurance and get the new rates for the year beginning in June, 2013. He then asked the Clerk to go over the new Contract. The Clerk stated the rates will stay the same at \$ 856.00 per month, per employee. The Trustees then asked questions about the coverage and the cost of the coverage to the employee. Supervisor Carmen stated the benefit is currently budgeted for but the board would have the opportunity to review the cost at a later date. Motion to approve the contract made by Trustee Gray. Seconded by Trustee Kirk. Roll Call Trustee Kerr, Yes; Trustee Gray, Yes; Trustee Thomas, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

B. Township Credit Card for Supervisor Carmen.

Motion to approve a Credit Card for the Supervisor Carmen with a credit limit of \$2,500.00 to be used for township use only made by Trustee Kirk. Seconded by Trustee Kerr. Roll Call: Trustee Kerr, Yes; Trustee Gray, Yes; Trustee Thomas, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

C. Reimbursement for half of Travel Expense & per diem to Supervisor Carmen for trip to Health Care Meeting on April 22, 2013 at Starved Rock.

Motion to approve half of travel expense & per diem made by Trustee Thomas. Seconded by Trustee Gray. Roll Call: Trustee Kerr, Yes; Trustee Gray, Yes; Trustee Thomas, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

D. Request to rent the Town Hall.

Supervisor Carmen stated our mail carrier had asked to use the Town Hall for an event she was hosting on June 30th. Staff told her the board had decided not to rent it anymore because of problems they had incurred. Staff said she would ask if the board would make an exception. Following discussion: Trustee Kerr made a motion to make an exception and allow the rental this one time. Trustee Thomas seconded the motion. Motion passed. Trustee Gray asked that we revisit the policy decision on the rental of the Hall.

E. Update on bill from TYCO.

Supervisor Carmen stated the bill had not been paid and would not be paid until TYCO responded to the Board's request for a detailed explanation of charges. TYCO is continuing its internal review and will report their findings to the Supervisor. The board will continue to be kept informed.

G. Clerks Office

Supervisor Carmen asked the Clerk to go speak to her Memo. The Clerk went over her May 12th Memo with the Board suggesting the following: desk removal, chairs replaced, office cleaned and a new bookcase for the Notebooks that she has to keep. Following discussion the board agreed with the suggestions.

H. Sacred Heart Food Pantry/St. Joseph Evening Meal.

Supervisor Carmen stated 1650 people were served at the Food Pantry and 1274 people were served at the Evening Meal. The numbers seem to be increasing.

I. Requests:

A. RI Urban Garden Consortium. Vickie Blair & Brian McMaster spoke on behalf of the Consortium. Questions relating to: future funding, duplication of services, liability issues, storage of items and use of items were discussed. Future funding is being sought through grants from local and federal sources totaling more than \$4500.00 are being sought. The group had requested \$2500.00 from the Township. Funding in the amount of \$1250.00 was approved at the April 22nd meeting of the Board pending answers to questions. The questions having been answered led to: Motion made by Trustee Thomas to increase the amount of the award \$1250 to the full requested amount of \$2500.00. Trustee Kerr seconded the motion. Roll Call: Trustee Kerr, Yes; Trustee Gray, Yes; Trustee Thomas, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

B. First Day Fund. The board discussed the request and decided not to fund the First Day Fund this year. Discussion focused on the possibility of the Township providing funding directly to the schools in the Township. Supervisor Carmen will write a letter to the First Day Fund stating the funds were not granted this year.

VIII. New Business: Meetings Trainings.

- A. Boot Camp for Elected Officials – July 19th, 2013. Attending: Carmen, Clark, Kirk, Thomas. Possible: Kerr, Gray. Supervisor Carmen encouraged the board to let the office know so the rooms, mileage etc. can be arranged.
- B. Strategic Planning Process. Supervisor Carmen has met with 3 of the 4 trustees individually to discuss future plans for the township. More on the process will be discussed at future meetings.

IX. Reports

Supervisor Carmen also stated payment for board meetings will be done on the 15th or the 30th of each month. This will work better for staff as well as IRS payments.

Supervisor Carmen also asked if the board wanted the board packets e-mailed to them or continue to receive a hard copy. The consensus was to continue to receive a hard copy. Supervisor Carmen also asked that the board provide email addresses for the office. He will be sending township information out between meetings to keep the Trustees informed of important issues as they arise.

X. Adjournment:

Motion was made by Trustee Thomas to adjourn the meeting. Seconded by Trustee Gray. Motion passed. The meeting adjourned at 6:17 p.m.

Respectively Submitted:

Joan Clark, Township Clerk