

**Rock Island Township**

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

**Town Board Minutes**

**Monday December 18<sup>th</sup>, 2017 - 4:15 p.m.**

**I. In attendance:** Roll Call: Supervisor Alan Carmen, Clerk Joan Clark, Trustees: James Kerr, Vincent Thomas, Rita Kirk and Heather Gray. Others in attendance: Township staff Doris Quigley. The meeting was called to order by Supervisor Alan Carmen at 4:15 p.m. The following township business was transacted:

**Pledge of Allegiance**

**II. Approval of the Minutes from the November 27<sup>th</sup>, 2017 Board Meeting (Attachment A):** Motion made by Trustee Kirk; seconded by Trustee Gray. Motion passed.

**III. Assessor's Report:** Assessor Carmen was not in attendance. Supervisor Carmen reported that Coventry Apartments is one of the businesses asking for a reduction in taxes.

**IV. Review and Approval – claims paid in Township funds 11/20/2017-12/12/2017 (Attachment B):** Motion made by Trustee Gray to approve the claims in the Town, General Assistance & Building Funds; seconded by Trustee Thomas. Roll Call: Trustee Kerr, Yes; Trustee Thomas, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

**V. Supervisor's Report:**

**A.) Budget Review #1 (Attachment C)**

Supervisor Carmen briefly reviewed his draft budget with the Board. Trustee Kirk asked if a special meeting could be held to review in more detail the specifics of the budget. Trustees Gray and Thomas agreed it would be helpful to have a meeting dedicated to the budget. Supervisor Carmen stated he would update the budget and call a meeting in early February, specifically for the Board to review and ask questions about the budget.

**B.) Approval of Sexual Harassment Ordinance and Policy. (Attachment D)**

Supervisor Carmen reviewed the policy with the Board. He stated the township attorney had reviewed the document and approved it. Motion made by Trustee Gray to approve the policy and name Clerk Joan Clark as the Township Designee if a complaint is filed against the Supervisor or Assessor; all other complaints would be heard by the Township Supervisor. Motion seconded by Trustee Thomas. Roll Call: Trustee Kerr, Yes; Trustee Thomas, Yes; Trustee Kirk, Yes; Supervisor Carmen, Yes. Motion Passed.

**C.) Items of Interest (can be found in the packet information – Attachment C)**

**D.) Food Pantry / Meal Site:** A total of 2,860 people were provided with food and/or a hot meal during November 1-30, 2017.

Sacred Heart Food Pantry – 1,073, Fiscal year to date: 8,669. St. Joseph Evening Meal – 1,036, Fiscal year to date: 8,867. The Church of Peace Food Pantry served – 751; fiscal year total: 6,300.

**E.) General Assistance Activity – November 2017:** a) Number of Active Clients – 45 b) Number of Intakes – 6 c) Number Terminated/Denied/Left Program – 7

<b>F.) Emergency Assistance:</b> Done until 4/1/18	November	Fiscal Year 4/1/17 – 3/31/18
a) Number of applications taken	23	114
b) Approved applications	13	81 (50 rent; 34 utilities)
c) Denied	0	1
d) Not returned	6	39
e) Funds spent - \$26,956.99 (\$370 average)		

<b>G) Emergency Food &amp; Shelter Grant Program</b>	<b>November</b>	<b>Total</b>
a) Number of inquiries	12	27
b) Applications processed	7	13
c) Approved	8	9
d) Pending	0	0
e) Denied	1	1
f) Not Returned	5	14

g) 9 total approved cases; \$3,505 paid out

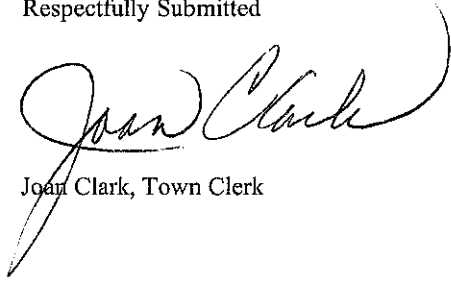
h) Program started on 10/19/17; approximately \$26,000 available County-wide; funds spent first come first serve.

**VI. New Business: None**

**VII. Public Comments: Trustees, Assessor, Supervisor, Public: None**

**VIII. Adjournment:** Trustee Gray made a motion to adjourn the meeting; seconded by Trustee Thomas. Motion passed. The meeting was adjourned at 4:55 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.