

MORAIN TOWNSHIP, LAKE COUNTY, ILLINOIS

MINUTES OF REGULAR MEETING

April 23, 2020, 7:00 PM

The meeting was called to order at 7:00 p.m., and upon roll call the following members were present via conference call: Supervisor Anne Flanigan Bassi, Trustees Pablo Alvarez, Dwayne Douglas, Cindy Wolfson and Amy Zisook.

Also present: Clerk Gail Feiger Brown.

Public Comment

There was no public comment.

Approval of Minutes

Trustee Wolfson moved, seconded by Trustee Zisook, Approval of the Minutes of the March 12, 2020 Regular Board Meeting. The motion passed unanimously by voice vote.

Approval of Bills

Trustee Douglas moved, seconded by Trustee Alvarez, Approval of the bills for the period March 13-April 23, 2020 in the following amounts: \$41,257.28 General Assistance Fund, \$132,807.66 Town Fund. Voting Aye by Roll Call Vote: Supervisor Bassi, Trustees Alvarez, Douglas, Wolfson and Zisook; voting Nay: none.

Motion to Open Public Hearing

Trustee Zisook moved, seconded by Trustee Alvarez, to open the Public Hearing on the Moraine Township Budget and Appropriation Ordinance for Fiscal Year 2020-2021. Voting Aye by Roll Call Vote: Supervisor Bassi, Trustees Alvarez, Douglas, Wolfson and Zisook; voting Nay: none.

Public Hearing on Moraine Township Budget and Appropriation Ordinance for Fiscal Year 2020-2021.

Discussion was invited on the Moraine Township Budget and Appropriation Ordinance for Fiscal Year 2020-2021, which has been available for public inspection as of March 13. Supervisor Bassi made three calls for comment from the public. There was no public comment.

Motion to Close Public Hearing

Trustee Alvarez made a motion to close the Public Hearing; the motion was seconded by Trustee Zisook. Voting Aye by Roll Call Vote: Supervisor Bassi, Trustees Alvarez, Douglas, Wolfson and Zisook; voting Nay: none.

Action Item

- **Adoption of Moraine Township Budget and Appropriation Ordinance for Fiscal Year 2020-2021**

Trustee Douglas moved, seconded by Trustee Zisook, Adoption of the Moraine Township Budget and Appropriation Ordinance for Fiscal Year 2020-2021 in the amount of \$1,729,500.00:

\$1,166,349.00 Town Fund

\$373,151.00 General Assistance

\$190,000.00 Community Chest

Voting Aye by Roll Call Vote: Supervisor Bassi, Trustees Alvarez, Douglas, Wolfson and Zisook; voting Nay: none.

Reports

- **Assessor's Report**

No report

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Supervisor's Report Anne Flanigan Bassi

- Thanks to the amazing and dedicated Moraine Township staff who have adapted to ensure that residents seamlessly continue to receive excellent service.
- Thanks to Staff Carol Pomerantz, Rosa Machabanski and Sanela Abazovic who cover all incoming phone calls remotely.
- Thanks to Staff Linda Contreras, Lupe Somerville, Brian Kibitlewski for making wellness calls to all clients. Thanks to Moraine Township resident Jolita Narkus for assisting with calls to Russian speaking clients. We have received feedback that clients are deeply appreciative.

- Thanks to Door-to-Door Van Drivers Ralph Ortiz, Brian Kibitlewski and Matt Jennings for assisting with Food Pantry operations, continuing to transport our residents needing dialysis to their thrice weekly appointments, and for delivering food to housebound clients.
- Staff Linda Contreras and Lupe Somerville attended (remotely) Community Assistance Program (CAP) training. CAP provides rent assistance for clients with documentation, supplementing what the Township provides.
- The Department of Human Services is backlogged in processing Supplemental Nutritional Assistance Program (SNAP) applications. The Township is providing gift cards to local grocery stores to residents they help sign up until their benefits are approved.
- Supervisor Bassi and Administrator Sanela Abazovic are preparing for the annual Audit. Normally the auditors review the books at the Township office, however the audit may have to be completed remotely this year.
- With much of the Supervisor and Assessor staff working from home, IT expenses have increased, and are expected to continue to rise.
- Trustees were given monthly service reports for January, 2019 through March, 2020. Food Pantry usage was significantly higher for March, 2020 as clients went from bi-monthly to weekly visits to the Pantry. Revenue for the Door-to- Door Van Program decreased once ridership was limited to clients going to dialysis or chemotherapy. Staff continues to process Medicaid and SNAP applications as quickly as possible.
- 29 applications for Emergency Assistance were received in April.
- Our community has given generously to the Community Chest for the purchase of food and for emergency assistance. Monies have been used to purchase butter, eggs, milk, onions, potatoes, carrots, meat, shelf stable food, grocery gift cards, and also provide rent assistance. Local businesses have been generous as well. Thanks to Sunset Foods and Jewel-Osco for selling gift cards to us at a discount and for selling us ground beef and other shelf stable food. Thanks to Highland Baking for weekly donations of multi-grain bread.

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Latino Advisory Committee Report Pablo Alvarez

- Committee members are actively collaborating with activities and resources in the community, on issues such as rent and other monetary assistance, food, and children's books and games. They are also helping with outreach to increase awareness about services provided by Moraine Township.

- Highland Park High School hosted a virtual Zoom meeting for 50 Latino parents on April 22 which provided resources for parents and families in need.

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- **Food Insecurity Issues Report** Amy Zisook

- The Oak Terrace monthly bag program has switched from food bags to gift cards. Trustee Zisook delivered the gift cards to Oak Terrace, which were distributed to families by Principal Amy Cengel and Family Engagement Specialist Luisa Espinosa. The program will be repeated in May.
- Trustee Zisook spoke to Highland Park High School (HPHS) Assistant Principal Matt Wallace about food delivery to students during the summer. Currently HPHS is providing breakfast/lunch food for 80 families.
- The Moraine Township summer vacation breakfast/lunch bag program will not be offered this summer. Families are encouraged to register with the Food Pantry.

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- **Food Pantry Report**

- Effective April 20, masks are required by the City of Highland Park to be worn while engaging in essential services. Thanks to resident Charles Murphy who has been making masks for Food Pantry clients, and to other mask donors.
- Thanks to Door-to-Door Van Driver Ralph Ortiz and Moraine Township resident Jolita Narkus for assisting Staff Linda Contreras weekly with food distribution at the reorganized drive-through Pantry.
- Thanks to Highland Park High School teachers Ed Garza, Ray Finfer, Chris Kean and Shawn Tanner for coming in weekly to help coordinate traffic during food distribution.
- Thanks to Door-to-Door Van Drivers Brian Kibitlewski, Matt Jennings and Ralph Ortiz for continuing to provide transportation dialysis patients.
- Thanks to Staff Linda Contreras and Lupe Somerville for their tireless efforts to assist residents with needed services.
- Thanks to Trustee Alvarez for picking up food from restaurants as they've shut down, and distributing the food to residents, and for helping at the Pantry weekly.
- Thanks to Trustee Alvarez for dropping off 50 masks at St James Food Pantry to be distributed to their clients.

- The drive-through Pantry seems to be working well, although clients miss being able to shop at the client-choice Pantry.

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Lake County Coordinated Transportation Services Committee (LCCTSC)

No report

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Human Relations Advisory Group Report (HRAG)

No report

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Cemetery Report

No report

Old Business

- **Agency Grants** Anne Flanigan Bassi
The deadline for agency grant applications is May 1. The budgeted amount for agency grants is \$175,000.00. A second round of agency grant funding may be offered in the fall.

New Business

None

Executive Session

None

Adjournment

With no further business to conduct, Trustee Douglas moved, seconded by Trustee Alvarez that the meeting be adjourned at 8:47 p.m. The motion passed unanimously by voice vote.

Respectfully submitted,

Gail Feiger Brown, Moraine Township Clerk

