

MORAIN TOWNSHIP, LAKE COUNTY, ILLINOIS

MINUTES OF REGULAR MEETING

February 13, 2020, 7:00 PM

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

Also present: Clerk Gail Feiger Brown, Assessor Mark Lindsay, Moraine Township resident Daniel Henderson, and videographer Andrew Henderson.

Public Comment

There was no public comment.

Approval of Minutes

Trustee Zisook moved, seconded by Trustee Alvarez, Approval of the Minutes of the February 27, 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 February 28-March 12, 2020 in the following amounts: \$2,270.77 General Assistance Fund, \$11,623.38 Town Fund. Voting Aye by Roll Call Vote: Supervisor Bassi, Trustees Alvarez, Douglas, Wolfson and Zisook; voting Nay: none.

Action Items

- **Adoption of Agenda for Annual Town Meeting April 14, 2020**
Trustee Wolfson, seconded by Trustee Alvarez, Adoption of the Agenda for the Annual Town Meeting April 14, 2020. Voting Aye by Roll Call Vote: Supervisor Bassi, Trustees Alvarez, Douglas, Wolfson and Zisook; voting Nay: none.
- **Fair Housing Proclamation**
Trustee Douglas moved, seconded by Trustee Alvarez, approval of the Fair Housing Proclamation. Voting Aye by Roll Call Vote: Supervisor Bassi, Trustees

Alvarez, Douglas, Wolfson and Zisook; voting Nay: none. Trustee Douglas read the proclamation aloud.

- **Motion to post Tentative Budget and Appropriation Ordinance for Fiscal Year 2020- 2021**

Supervisor Bassi distributed the proposed Budget and Appropriation Ordinance for Fiscal Year 2020-2021. Trustee Wolfson moved, seconded by Trustee Alvarez, to post the Tentative 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..

- **Reports**

- **Assessor's Report** Mark Lindsay

The 2020 Assessed Valuation books will be closed shortly. Moraine Township processed 3000 2019 appeals, representing 27% of Township parcels. Supervisor Bassi commended the Assessor Staff. Their holiday lunch is scheduled for March 16 at Casa De Isaac and Moishe.

-

- **Supervisor's Report** Anne Flanigan Bassi

- Trustees were given monthly service reports for November, 2018 through February, 2020.
- Supervisor Bassi received a call from Career Resource Center (CRC). CRC is experiencing financial difficulty and have increased their fees to \$250. Moraine Township residents have continued to receive invaluable employment assistance from CRC.
- Supervisor Bassi and Trustee Zisook need to file their Statements of Economic Interest by May 1.
- Supervisor Bassi has spoken to Moraine Township Attorney Jim Hartman about the impact of Covid-19 on the Township. She and Jim are developing a policy for board meetings. Other local governmental bodies and agencies in the Township have cancelled meetings and closed their facilities. A bill paying policy is in place.
- Supervisor Bassi is attending a weekly intergovernmental meeting hosted by the City of Highland Park to keep everyone up to date on COVID 19 issues.
- Saturday, March 14 will be the last date that VITA services will be offered until the shelter in place order is lifted.
- Supervisor Bassi is developing COVID 19 policies for Moraine Township staff and programs. She emailed employees on March 12 about basic safety. Supervisor Bassi and Moraine Township Administrator Sanela Abazovic have attended webinars about labor

and personnel issues. Staff will be rotating working from home and the Township office. IT specialist Dan Johnson is working to enable employees to receive email and phone calls at home. The Passport program will be suspended. The Food Pantry will be closed to clients as of March 17, as we transition from from client choice to pre-packed food bags.

- The Door-to-Door Van service may be modified to ensure passenger and driver safety. A new safety protocol has been put in place; everything will be wiped down after each rider exits the vehicle. There will be no more shared rides. Riders for dialysis and chemotherapy and other serious medical issues will take priority.
- Supervisor Bassi and Staff Lupe Somerville are scheduled to attend General Assistance training in April in Rockford.
- Assessor staff have upcoming trainings that have not yet been cancelled.
- Moraine Township employees will have five additional days of paid personal time off if they are sick so they don't need to use their existing paid personal time off or vacation days.
- Supervisor Bassi spoke with Scott Jewitt at Northern Illinois Food Bank about waiving sign-in requirements.

○

Latino Advisory Committee Report Pablo Alvarez

The Committee met on March 4. Several local organizations sent representatives who shared information about upcoming programs.

○ **Food Insecurity Issues Report** Amy Zisook

- At Supervisor Bassi's initiation, there will be a meeting on March 13 with Northshore School District 112 to discuss partnering to feed the students on free and reduced lunch.
- Spring vacation breakfast/lunch bags will be packed on March 18.

○

○ **Food Pantry Report**

See Supervisor's Report

○

Lake County Coordinated Transportation Services Committee

(LCCTSC)

No report

○

Human Relations Advisory Group Report (HRAG)

No report

○

Cemetery Report

No report

● **Old Business**

None

New Business

○

Grant Committee Amy Zisook

The Board concurred that the grant application deadline should be moved from April 1 to May 1.

○

Fourth of July Parade Amy Zisook

Trustee Zisook will submit an application for Moraine Township to participate in the City of Highland Park Fourth of July parade.

Executive Session

None

Adjournment

With no further business to conduct, Trustee Douglas moved, seconded by Trustee Alvarez that the meeting be adjourned at 8:16 p.m. The motion passed unanimously by voice vote.

Respectfully submitted,

Gail Feiger Brown, Moraine Township Clerk