

**MORAIN TOWNSHIP, LAKE COUNTY, ILLINOIS**  
**MINUTES OF BOARD MEETING**  
**April 17, 2024**

The meeting was called to order at 6:00 p.m. by Supervisor Anne Flanigan Bassi.

The following Board Members were in attendance in person: Supervisor Anne Flanigan Bassi, Trustees Pablo Alvarez, Mark Haggarty, Allison Levin, and Nancy Chausow Shafer.  
Also present: Clerk Gail Feiger Brown.

**Pledge of Allegiance**

Clerk Brown led the recitation of the Pledge of Allegiance.

**Public Comment**

There was no public comment.

**Action Item**

**Acceptance of resignation of Assessor Mark Lindsay**

Trustee Alvarez moved, seconded by Trustee Haggarty, to table the acceptance of the resignation of Assessor Mark Lindsay until the next meeting.

**The motion passed unanimously by voice vote.**

**Motion to enter into Executive Session**

There was no Executive Session.

**Approval of Minutes**

Trustee Levin moved, seconded by Trustee Shafer, approval of minutes from the board meeting of March 13, 2024.

**The motion passed unanimously by voice vote.**

**Approval of Bills**

Trustee Shafer moved, seconded by Trustee Levin, to approve bills for the period March 14, 2024, to April 17, 2024, in the amount of \$107,306.20 for the Township Corporate Fund and \$26,234.70 for the General Assistance Fund.

Voting Aye by roll call vote: Supervisor Bassi, Trustees Alvarez, Haggarty, Levin, and Shafer.

Voting Nay: none. **The motion passed.**

**Action Items**

**a. Adoption of Budget and Appropriation Ordinance for Fiscal Year 2024-2025**

Trustee Shafer moved, seconded by Trustee Haggarty, adoption of the Budget and Appropriation Ordinance for the fiscal year beginning April 1, 2024 and ending March 31, 2025, for total appropriations of \$1,793,247.00, including the following funds: Township Corporate Fund: \$1,162,412.00, General Assistance Fund: \$420,735.00, Capital Maintenance Fund: \$25,000.00, and Community Chest: \$185,100.00.

Voting Aye by roll call vote: Supervisor Bassi, Trustees Alvarez, Haggarty, Levin, and Shafer.

Voting Nay: none. **The motion passed.**

- b. Approval of Fair Housing Proclamation Resolution Supporting Fair Housing Month**  
Trustee Levin moved, seconded by Trustee Shafer, to approve the proclamation declaring April, 2024 to be Fair Housing Month in Moraine Township.  
**The motion passed unanimously by voice vote.**

## Reports

### Supervisor's Report: Supervisor Bassi

- a. A copy of the Moraine Township March 31, 2024 bank balance report was distributed to Trustees.
- b. A copy of the Emergency Assistance report for Fiscal Year ended March, 2024 was distributed to Trustees.
- c. A copy of the monthly service report for the 15-months January, 2023 through March, 2024, was distributed to Trustees.
- d. The City of Highland Park Historic Preservation Commission has awarded Daggitt Cemetery a 2024 Historic Preservation award for headstone restoration and landscape design. The award will be presented on May 2. Congratulations and thanks to former Trustee Cindy Wolfson for spearheading the project over the last four years.
- e. The "Around Town" pilot program for Door-to-Door van transportation will be offered in May and June and has been publicized in the City of Highland Park Highlander, on the Township website and at the Township office.
- f. Thanks to QuadA for their office furniture donations which were welcomed by Township staff. The Township furniture that was replaced was donated to A Safe Place, Arts for Life, Boys and Girls Club, and the North Suburban Legal Aid Clinic.
- g. Supervisor Bassi conducted staff reviews over the past week.
- h. Supervisor Bassi is taking staff to lunch for Administrative Professional Appreciation Day on April 24. Thanks to Clerk Brown for covering the counter and phones.
- i. A luncheon honoring Assessor Mark Lindsay will be held at the office on April 26. Staff, trustees, and former trustees are invited.
- j. Supervisor Bassi updated Trustees on the status of the civil litigation and excess accumulation lawsuits.
- k. Thanks to Trustee Haggarty for representing the Township at the City of Highland Park Neighborhood Meeting on April 26 at Highland Park Public Library.
- l. Thanks to Donna Novickas, Ron Altman, and the Volunteer Income Tax Assistance (VITA) volunteers for processing over 330 returns. A thank-you luncheon was held for them at the office on April 13.
- m. Thanks to Trustees Levin and Shafer and Clerk Brown for their participation at the Annual Town Meeting held on April 9.
- n. Trustees were reminded to file their Statements of Economic Interest with the Lake County Clerk by May 1.
- o. The City of Highland Park will a Fourth of July parade this year. The Board will determine the Township's participation when details of the parade are finalized.

- p. Supervisor Bassi and Clerk Brown are working on compliance with First Amendment Audits and meeting posting requirements.
- q. Thanks to Trustee Shafer for representing the Township at the League of Women Voters of Highland Park/Highwood Local Program Planning meeting and at the First Bank of Chicago Advisory Committee meeting.
- r. Thanks to Trustee Levin for drafting an Employee Health Club Reimbursement policy, which will be voted on at the May 8 board meeting. Trustee comments are welcome.
- s. Supervisor Bassi shared with Trustees thank you notes from staff for holiday gifts.
- t. Case worker Lupe Somerville is working with Jewel-Osco to resolve gift card fraud for some Township holiday gift drive recipients.

**Latino Advisory Committee Report: Trustee Alvarez**

The Committee's community resource fair will be held April 20 at Highland Park High School. The Township will donate a \$50.00 Jewel gift card for a raffle. Thanks to Supervisor Bassi, Trustee Shafer, and staff Rosa Machabanski and Sylvana Osorio for helping at the fair. Thanks to all the agencies and the Highland Park Police Department for bringing information about the Police Academy in English and Spanish.

**Food Pantry Report: Supervisor Bassi**

- a. A copy of the Food Pantry Usage report was distributed to Trustees.
- b. Restaurant-style buzzers are now in use for clients' entry to the Pantry.
- c. A copy of Community Chest donations to date in 2024 report were distributed to Trustees. Many thanks to an anonymous donor for an \$18,000.00 gift.
- d. Staff will be trained by the Northern Illinois Link2Feed program for new client pantry electronic sign-ins after the summer intern is in place.
- e. Thanks to Alan Berkelheimer and his bride for asking their wedding guests to donate to the Pantry.
- f. Thanks to the staff at Mariano's Northbrook for collecting and donating a \$150.00 gift certificate.
- g. Thanks to the staff at Crate and Barrel for donating six boxes of gift-bagged dish soap and sponges.
- h. Thanks to Northshore School District 112 Presidents' Council for offering to hold food drives this spring.

**Food Insecurities Report: Supervisor Bassi**

Eleven food bags were picked up by Oak Terrace families in March.

**Old Business**

- a. **Letter Carrier Food Drive: Trustee Haggarty and Trustee Shafer**  
The Drive will be held on Saturday May 11. Volunteers are signing up to work shifts.
- b. **Citizen Advisory Grant Committee: Clerk Brown**  
The committee met on April 10 to discuss grant applications. The report summarizing the committee's recommendations will be presented at the May 8 board meeting.

**New Business**

None.

**Adjournment**

Trustee Haggarty moved, seconded by Trustee Shafer, adjournment of the meeting at 8:09 p.m.

Respectfully submitted,



Gail Feiger Brown

Gail Feiger Brown, Meraine Township Clerk