



**MINUTES OF THE JANUARY 9, 2018
TOWNSHIP BOARD MEETING**

Township of New Trier
County of Cook
State of Illinois

PRESENT: Alan Goldberg, Supervisor
Jerome Hoynes, Clerk
Elliott Robbins, Trustee
John Thomas, Trustee
Gail Schnitzer Eisenberg, Trustee
Kevin Boyd, Trustee
Jan Churchwell, Assessor
Diane Tye, Director of Administration and Finance

ALSO PRESENT: Paul Lively, Township Agency Oversight Committee;
Edward Olinger, Township Mental Health Committee;
Ann Sickon, Money Follows the Person (MFP) Committee;
Stephanie Rupp, League of Women Voters, Wilmette.

CALL TO ORDER / ROLL CALL:

Following a roll call of attendees, Clerk Hoynes announced that a quorum for conducting official business had been established. Supervisor Goldberg called the Meeting to order at 7:32 p.m. and then led the reciting of the *Pledge of Allegiance to the Flag of the United States of America*.

PUBLIC COMMENTS: None

APPROVAL of DECEMBER 12, 2017 TOWNSHIP BOARD MEETING MINUTES

Due to technical issues, review and approval of the December 12, 2017 Township Board meeting minutes was tabled to the next Township Board meeting scheduled on February 27, 2018.

SUPERVISOR'S REPORT:

Supervisor Goldberg presented the following announcements and recommendations:

- Shared information with the Board about an organization that is a cooperative between the Department of Human Services Office of Developmental Disability and several groups of providers and consumers of services for developmental disability services in the State of Illinois. One of the most active and responsive groups across the State now meets at Temple Bethel in Northbrook. The meetings are scheduled on the 3rd Thursday of each month. Noting the group's next meeting is January 18 at 9:30 AM, Supervisor Goldberg noted that Trustees able to attend any meeting and would be welcome allowing them to have an opportunity to hear from both the providers and consumers of services. He emphasized that would offer a "grasp of the realities" and issues faced by the agencies that the Township funds and the people served by those agencies.
- The new State of Illinois' requirement to pass an ordinance against sexual harassment will be accomplished in this meeting. He noted that this issue has been part of the Township's policy manual for many years.

CLERK'S REPORT:

Clerk Hoynes reported on the following activities:

- Has had a series of productive meetings with Communications Director Jack Macholl in planning the Township's Annual Town Meeting (ATM), which is scheduled on April 10, 2018 at the North Shore Senior Center in Northfield. Trustees interested in joining the planning process are welcome to provide ideas and comments.
- With many newly elected officials across the Township villages, an updated mailing list is being prepared to assure effective information distribution.

FINANCIAL REPORT:

Director of Administration and Finance, Diane Tye, presented and reviewed the November 2017 year-to-date financial reports which included overviews of both the Town Fund and the General Assistance Fund:

- 11/30/2017 YTD Financial Report
- FY 2018 Budget vs. 11/30/17 YTD Funds activity
- She indicated the year-to-date reports represent nine months activity, which denotes 75% of the fiscal year. A brief overview of the revenue sources and expense activity was presented for each fund. She highlighted the categories and line items that will require review at the end of the fiscal year.

Ensuing discussion included:

- A FY 2018 year-end line item transfers report scheduled for the February Board meeting
- The fiscal year-end process as it relates to budgeted dollars that were not expended
- The outstanding year-end expenses that will be included in the February month-end expenses

- Overall, Budgeted vs. Actual receipts of revenues is 85%.
- Agency payments noted as 67% YTD represents the June and October payments that have been made to the Township's funded agencies. A third (final) budgeted payment will be distributed at the end of February 2018.

ASSESSOR'S REPORT:

Assessor Churchwell distributed reports on:

- The last quarter of statistics on building permits
- Assessor's Office recent activity
- Three quarters of sales by month

She stated the 2017 Cook County *Senior Exemption* tax forms are now posted on the Township website as well as in the mail to all seniors. She added that the County has a new policy that if the forms are not returned, it will assume no one is home and therefore will cancel all exemptions for that address. This will result in no exemptions in the July 2018 tax bill for said address. She added, if this occurs, the Assessor can assist the senior in re-instating the exemption with a form that can be taken to the Skokie Court House where the corrected tax can be paid.

COMMITTEE CHAIR PRESENTATIONS:

A. Money Follows the Person (MFP) Committee Chair:

Ann Sickon thanked her committee members and Trustee Eisenberg for their work and assistance over the past year. She added a special thank-you to Community Service Administrator Brian Leverenz for all the support he supplies to each of the committees. The MFP committee had two review sessions in October 2017, funding hearings in November 2017 and a funding decision meeting in December 2017. A major focus of discussion was identifying criteria that should be consistently applied when reviewing funding requests.

- ❖ Assistance to New Trier residents who actually live *in* the Township, rather than to family members now living outside the Township
- ❖ The level of State and Federal funding currently received should be taken into consideration, noting that different agencies receive different amounts of State and Federal funding
- ❖ Residential services vs. other services, acknowledging the country's severe affordable housing crisis
- ❖ Consideration of agencies endowment funding or reserves: those with funding and/or operating reserves over one year are not seen as in immediate need.
- ❖ Overall number of Township residents served

Recommended funding of agencies reviewed by the MFP Committee:

- | | |
|-------------------------------|-----------|
| • Center for Enriched Living | \$ 25,000 |
| • Lambs Farm | \$ 17,000 |
| • Arts of Life/Artist Support | \$ 8,000 |
| • YAP/SNAP at GYS | \$ 9,000 |

• Glenkirk	\$ 97,500
• Clearbrook	\$ 45,000
• Special Gifts Theater	\$ 21,000
• Our Place of New Trier Township	\$ 120,000
• Josselyn Center	\$ 170,725
• New Foundations/Thresholds	\$ 50,000
• NAMI	\$ 14,000
• SEARCH/JJ's List	\$ 10,000

Recommended Total FY 2019 MFP Funding

\$ 587,225

B. Mental Health Committee Chair:

Ed Olinger thanked the Mental Health Committee members for their hard work, noting that many committee members visited agencies to which they were assigned as liaisons and kept in contact with the agencies throughout the year. He also expressed appreciation for Trustee Elliott Robbins and Administrator Brian Leverenz for their consistent support of the committee's work. The committee met twice in October, reviewing proposals from 10 agencies. Each agency had a 30-minute funding hearing in November. On December 14, 2017, the committee met for final funding decisions.

Following a detailed review of the histories, activities, numbers of Township clients served by the agencies, financial position, leadership, positive outcomes, and relationship to the Township with each of the agencies the committee oversees, Chairman Olinger stated confidence that Township dollars are invested wisely, with commitment to providing quality services to residents which are consistent with its mission of service to the Township.

Agencies reviewed by the Mental Health Committee:

• HAVEN	\$ 118,000
• HARBOUR	\$ 15,000
• PEER Services	\$ 102,000
• Cancer Wellness Center	\$ 10,000
• Children's Advocacy Center	\$ 7,000
• Erika's Lighthouse	\$ 16,000
• Family Counseling/ Glencoe	\$ 40,000
• Family Counseling/Wilmette	\$ 65,000
• North Shore Counseling	\$ 32,000
• ANGLES/Glenview Youth	\$ 34,000

Recommended Total FY 2019 Mental Health Committee Funding

\$ 439,000

C. Agency Oversight Committee

Paul Lively praised and thanked the members of the Agency Oversight Committee for their hard work. He expressed thanks to Board Liaison Trustee John Thomas and appreciation to Administrator Brian Leverenz for his support and historical perspective, which was very helpful in evaluating the funding proposals of this committee's ten agencies. He stated that, with the Township's guidance, the

committee tried to collaborate to come to decisions by consensus but also challenged everyone on their thoughts about what the committee was doing and how it should be doing it. Each agency funding decision was reviewed in detail.

Recommended funding of agencies reviewed by the Agency Oversight Committee:

• North Shore Senior Center	\$ 151,960
• YWCA/Shelter & Legal Advocacy	\$ 25,000
• NTT Volunteer Ctr/Vol. Services	\$ 13,000
• Meals At Home	\$ 15,000
• Senior Action Service	\$ 11,500
• Glencoe Jr. High Project/Youth Svc	\$ 20,000
• Glencoe Youth Services/Youth Svc	\$ 35,000
• Winnetka Youth Organization	\$ 51,000
• Youth Connection/Youth Svc	\$ 28,000
• Warming House Youth Center	\$ 52,165
• Career Resource Center	\$ 12,000
• Rebuilding Together	\$ 25,000
• CJE Senior Life	\$ 3,000
• Alliance for Early Childhood	\$ 6,165

Recommended Total FY 2019 Agency Oversight Committee Funding: **\$448,790**

Supervisor Goldberg thanked the committee chairs for their comprehensive reports and stated the Township is very fortunate to have a level of service and leadership from its committees that make this Township work as well as it does.

SEXUAL HARASSMENT ORDINANCE 2018-01:

Supervisor Goldberg noted that, as a non-home-rule governing body in the State of Illinois, the Township is required to pass an ordinance against sexual harassment by January 15, 2018. He stated this ordinance actually reaffirms New Trier Township's longstanding written policy manual's address of this subject. Trustee Eisenberg stated that her review of both the Township's policy manual and the new, required ordinance adds prohibition of the use of technology for said harassment as well as penalties now in place for sexual harassment violations.

Trustee Robbins moved and Thomas seconded approval of the State of Illinois Sexual Harassment Ordinance 2018-01:

WHEREAS, New Trier Township, Cook County, Illinois is a non-home rule unit of local government pursuant to Article VII, & 8 of the 1970 Illinois Constitution; and

WHEREAS, the Illinois General Assembly enacted Public Act 100-554 (the "Act"), effective November 16, 2017, which is a comprehensive revision of State statutes regulating policies prohibiting sexual harassment; and

WHEREAS, the Act requires that, no later than 60 days after the effective date of this amendatory Act of the 100th General Assembly, November 16, 2017, each governmental unit shall adopt an ordinance or Ordinance establishing a policy to prohibit sexual harassment; and

WHEREAS, the Board of Trustees has determined that, as a governmental unit, it must comply with the Act by passage of this Ordinance.

WHEREAS, because the Act provides for the imposition of significant penalties for violations of said local regulations, it is necessary to adopt the required regulations by Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF NEW TRIER TOWNSHIP, COOK COUNTY, ILLINOIS, THAT THE FOLLOWING ORDINANCE ESTABLISHING A POLICY TO PROHIBIT SEXUAL HARASSMENT BE AND HEREBY IS ADOPTED:

SECTION I: Adoption of Policy Prohibiting Sexual Harassment.

The Policy Prohibiting Sexual Harassment, included as Exhibit A to this Ordinance, is hereby adopted.

SECTION II: Existing policies.

All prior existing sexual harassment policies of New Trier Township that conflict with the policy contained in Exhibit A hereto shall be superseded by the Policy Prohibiting Sexual Harassment adopted by this Ordinance.

SECTION III: Severability.

It is the intention of the Board of Trustees that this Ordinance and every provision thereof shall be considered separable, and the invalidity of any section, clause, or provision of this Ordinance shall not affect the validity of any other portion of this Ordinance.

SECTION IV: Effective Date.

This Ordinance shall be in full force and effect from and after its passage.

Trustee Robbins moved and Trustee Thomas seconded adoption of Ordinance 2018-01; motion passed on a roll call vote:

5 Aye 0 Nay 0 Abstain

TRUSTEE LIAISON REPORTS:

Trustee Boyd reported progress on the Township's website redesign.

CONSENT AGENDA: STAFF REPORTS

- A. Community Services Administrator- Brian Leverenz
- B. Social Services Administrator- Jeanne Rosser
- C. Communications Director – Jack Macholl

Trustee Thomas moved and Trustee Robbins seconded acceptance of the Consent Agenda; motion passed by unanimous voice vote.

New Trier Township Board Meeting
January 9, 2018

OLD BUSINESS:

Trustee Robbins asked about the status of our involvement with and outstanding payments owed to Text-a-Tip Program. Discussion ensued and the Board will follow up on the resolution of this issue at future meetings.

NEW BUSINESS:

Trustee Eisenberg stressed the Board's desire to post the Board Packet prior to meetings. Director of Administration and Finance Tye is working to get this done for future meetings.

APPROVAL OF CLAIMS:

Trustee Thomas moved and Trustee Eisenberg seconded approval of the New Trier Township Payroll checks for the period December 1, 2017 through December 31, 2017, numbered 7043 through 7063 for a total disbursement of \$23,757.29; motion passed on a roll call vote:

5 Aye 0 Nay 0 Abstain

Trustee Thomas moved and Trustee Eisenberg seconded approval of the New Trier Town Fund checks for the period December 13, 2017 through January 9, 2018, numbered 23192 through 23229, for a total disbursement of \$31,419.97; motion passed on a roll call vote:

5 Aye 0 Nay 0 Abstain

JANUARY COMMITTEE OF THE WHOLE MEETING:

The January Committee of the Whole meeting was scheduled for January 23, 2018.

MOTION TO ADJOURN:

Trustee Thomas moved and Trustee Boyd seconded adjournment; motion passed by unanimous voice vote, and Supervisor Goldberg adjourned the meeting at 10:14 p.m.

Respectfully submitted,

Jerome Hoynes, Clerk