

## WEST DEERFIELD TOWNSHIP BOARD OF TRUSTEES

State of Illinois  
Lake County  
Town of West Deerfield

DATE: August 19, 2014

The regular monthly meeting of the Board of Trustees of West Deerfield Township was called to order by Supervisor Alyson M. Feiger at 7:00 p.m. This meeting was held at the West Deerfield Township Center, 601 Deerfield Road, Deerfield, Illinois.

The Pledge of Allegiance was led by Supervisor Feiger. Roll call was taken by Clerk Kristen Scott. Present were Trustees Marc Brown, Ron Levitsky, Ron Schwartz and Jack Strom; Supervisor Feiger; and Clerk Scott.

Present at Board request were engineer Pat Bleck and Jeffrey M. Rollefson, CPA.

### MINUTES

Trustee Levitsky moved to approve the minutes from the July 15, 2014 Board meeting. Trustee Schwartz seconded the motion. There being no discussion, a voice vote was taken. All those were in favor and the minutes were approved.

### PUBLIC COMMENT

Pat Bleck presented an overview of the road improvement project recently undertaken in the Lake Eleanor subdivision, explaining that the project is complete and had gone smoothly. He anticipated presenting the final invoice for the project to the Township within several weeks. Supervisor Feiger stated that she had received several calls from residents thanking the Township for the road repairs. She thanked Mr. Bleck for his competent oversight, and for providing the Board with an update.

### OLD BUSINESS

#### **For discussion and potential action: West Deerfield Township Scholarship Program policy**

The Board discussed the wording of a policy governing the Township college scholarship program, suggesting improvements for making the policy more specific. Supervisor Feiger will make the suggested changes and present the policy at the September Board meeting for possible action.

### NEW BUSINESS

#### **A. For discussion and potential action: Audit for Fiscal Year 2013-2014**

Supervisor Feiger welcomed Jeff Rollefson of Evans, Marshall & Pease, who conducted the Township's annual audit. The audit presented no issues or deficiencies. Discussion followed, with Mr. Rollefson answering several follow up questions from Trustees. Trustee Levitsky moved to approve the Audit for Fiscal Year 2013-2014. Trustee Brown seconded the motion. There being no further discussion, Clerk Scott took roll call: Trustee Levitsky (aye), Trustee Strom (aye), Trustee Schwartz (aye), Trustee Brown (aye); and Supervisor Feiger (aye). All being in favor the motion was approved.

**B. For discussion and potential action: General Assistance staffing**

Supervisor Feiger outlined what she sees as a greater need for services to assist residents navigating the public aid system, and that she feels a part-time General Assistance caseworker will help West Deerfield Township fill this need. Substantial discussion followed. Trustee Levitsky asked for a thorough briefing on the proposed position by the time of the next Board meeting, including job description, hours proposed, salary, job qualifications, educational requirements, etc. Supervisor Feiger agreed to provide a job description for the Board's consideration at its September meeting.

**C: For discussion and potential action: SWALCO recycling bin**

Trustee Schwartz moved that West Deerfield Township give a 60-day written termination notice to USAgain textile recycling company, and then sign an intergovernmental agreement with SWALCO (Solid Waste Agency of Lake County) that they will supply West Deerfield Township with one of their recycling bins for residents' use. Trustee Strom seconded the motion. There being no discussion, a voice vote was taken. All were in favor and the motion carried.

**D. For discussion and potential action: Healthy Lifestyle Expo and level of Township participation**

Supervisor Feiger gave a brief recap of West Deerfield Township's participation at last year's Expo, presented by the DBR Chamber of Commerce. Trustee Levitsky motioned to authorize an expense of \$500 for sponsorship of the Healthy Lifestyle Expo on September 20, 2014. Trustee Strom seconded the motion. There being no further discussion, roll call was taken: Trustee Levitsky (aye), Trustee Strom (aye), Trustee Schwartz (aye), Trustee Brown (aye); and Supervisor Feiger (aye). All being in favor the motion was approved.

**E. For discussion and potential action: Establishment of guidelines for Supervisor's spending parameters.**

The Board discussed the draft of a tentative resolution which would provide guidelines and spending limits for the Township supervisor, beyond which he/she would require Board approval. Trustee Levitsky asked several questions and Supervisor Feiger asked that the issue be tabled until September to follow up on his questions.

**F. For discussion: West Deerfield Township building security**

Supervisor Feiger reported that the specific security proposals requested by the Board at its August 5 special meeting had not yet been submitted. She suggested that Trustee Strom assist with reviewing the proposals once they are submitted, and that she would bring them to the Board's attention as soon as they were available.

**SUPERVISOR'S REPORT**

Supervisor Feiger apprised the Board of matters of interest, including a) the Township Halloween Party for children with special needs would be coordinated again by Clerk Scott; b) a "Fill the Convertible" food drive will be held at the Deerfield Farmer's Market on August 23, coordinated by Bob Rosenbacher; c) she has been working with NAMI (National Alliance on Mental Illness); and d) she would like to begin work on establishing the Levy for 2015 at the September meeting.

### **OPEN DISCUSSION OF THE BOARD**

Trustee Brown asked Supervisor Feiger when the revised West Deerfield Township website would be running, stressing the importance of Township's showcasing its relevancy through media. Supervisor Feiger replied that she expected the new website to be in use within several weeks. Trustee Brown reported on his volunteering that day at NiCasa Behavioral Health Center in North Chicago. Trustee Levitsky encouraged Board members to volunteer at the pet vaccination clinic in Deerfield on Saturday, September 27. Trustee Levitsky further urged the Board to continue its support of NAMI (National Alliance on Mental Illness); and follow up on Margie Fischer's suggestion of supporting seniors experiencing loss or loneliness through programming geared to their specific needs.

### **AUDIT AND APPROVAL OF BILLS**

After brief discussion, Trustee Levitsky moved to approve the bills as presented. Trustee Schwartz seconded the motion. Roll call was taken: Trustee Levitsky (aye); Trustee Strom (aye); Trustee Schwartz (aye); Trustee Brown (aye); and Supervisor Feiger (aye). All being in favor the motion was approved.

### **ADJOURNMENT**

There being no further business, Trustee Levitsky moved to adjourn the meeting. Trustee Strom seconded the motion. A voice vote was taken; all were in favor and the meeting was adjourned at 9:16 p.m. The next regular Board Meeting will take place on Tuesday, September 16, 2014 at 7:00 p.m. at West Deerfield Township Center, 601 Deerfield Road, Deerfield, Illinois.

Respectfully submitted,

Kristen Scott  
West Deerfield Township Clerk