

## WEST DEERFIELD TOWNSHIP BOARD OF TRUSTEES

State of Illinois  
Lake County  
Township of West Deerfield

DATE: November 20, 2018

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

Roll call was taken by Clerk Kristen Scott. Present were Trustees Ron Levitsky, Ron Schwartz, Paras Parekh and Supervisor Feiger. Trustee Kaye Kharasch arrived at 7:08 p.m.

Assessor Tom Healy, Martha Healy, Robbie Boudreau, Sarah Feiger and Lily Feiger were also present.

### MINUTES

Trustee Schwartz motioned to approve the minutes from the October 16, 2018 Board meeting and was seconded by Trustee Levitsky. There being no discussion, a voice vote was taken. All were in favor and the minutes were approved.

### PUBLIC COMMENT

Supervisor Feiger invited Robbie Boudreau, executive director of Southeast Lake County Faith in Action Volunteers, to provide an overview of their program as it impacts West Deerfield Township residents, especially the extended transportation services FIA provides to augment the Township's own program. (Written report attached). The Board thanked Ms. Boudreau for her ongoing partnership with the Township in serving its senior residents.

### OLD BUSINESS

#### **A. Status of formal building security review and potential approval of construction and moving costs**

Supervisor Feiger outlined steps taken thus far in reviewing security and safety procedures in the Township offices. Assessor Healy plans to move his staff to the second floor by mid-March, 2019. Supervisor Feiger stated that a committee to recommend and implement changes and determine costs for the entire building would be led by Trustee Kharasch. Trustee Schwartz questioned whether the move by the Assessor would be necessary pending a recommendation by the committee to the Board.

### NEW BUSINESS

#### **A. Status of 2019 Community Service contracts**

Supervisor Feiger referred the Board to a calendar assigning dates for the acceptance and review of Community Service Agency funding applications, and the committee's presentation to the Board scheduled for March 19, 2019.

**B. For discussion and potential action: Report by Robbie Boudreau and approval of gap-filling grant of \$8,000 to Faith in Action to augment the Township's transportation program**

As Ms. Boudreau had given her report earlier in the meeting, Trustee Levitsky moved to fund Southeast Lake County Faith in Action Volunteers in the amount of \$8,000.00 for gap-filling transportation services to Township residents. Trustee Schwartz seconded the motion. There being no further discussion, Clerk Scott took roll call: Trustees Levitsky (aye), Schwartz (aye), Parekh (aye), Kharasch (aye), and Supervisor Feiger (aye). All being in favor the motion was approved.

**C. For discussion and potential action: Approve schedule of Board meetings for 2019**

Trustee Levitsky motioned to approve the schedule for 2019 Board meetings presented by Clerk Scott (attached), and was seconded by Trustee Schwartz. A voice vote was taken; all were in favor and the schedule was approved.

**D. For discussion and potential action: Adopt Resolution for ACA services by Ron Schwartz**

Supervisor Feiger motioned to approve Resolution 2018-2, authorizing a contract with Ron Schwartz to provide ACA services to Township residents. Trustee Kharasch seconded the motion. Discussion followed, and the Board decided to table the motion until the December meeting.

**E. For discussion and potential action: Waive bidding process for paratransit van purchase**

Supervisor Feiger noted that she is working with two paratransit van conversion companies to replace the Township's current van. The Township attorney advised the Supervisor that when a purchase is for a unique design or specifications, and there are likely to be few bidders, the bidding process can be waived. Trustee Levitsky motioned to waive the formal bidding process for replacing the van, and was seconded by Trustee Kharasch. Following discussion, Clerk Scott took roll call: Trustees Levitsky (aye), Schwartz (nay), Parekh (aye), Kharasch (aye), and Supervisor Feiger (aye). The majority being in favor the motion was approved.

**SUPERVISOR'S REPORT**

Supervisor Feiger apprised the Board of various issues including a) Early Voting taking place in the Township October 22 through November 3; b) her attendance at the Township Officials of Illinois meeting in Springfield, at which security and consolidation were popular topics; c) the Township office is entering its busiest time of year, with Thanksgiving dinner distribution and the Holiday Wish program for Food Pantry clients.

**OPEN DISCUSSION OF THE BOARD**

In response to Trustee Schwartz's queries, Supervisor Feiger stated that a Township newsletter would be mailed in mid-January, 2019, and that the Township was indeed granted a "Mighty Message" communications award for its historical brochure at the TOI meeting. Trustee Levitsky thanked Clerk Scott for coordinating the Halloween party for children with special needs, calling the event one of the best the Township offers.

**AUDIT AND APPROVAL OF BILLS**

Following brief discussion, Trustee Levitsky motioned to approve the bills with the exception of payment to Ron Schwartz, and was seconded by Trustee Parekh. Clerk Scott took roll call: Levitsky (aye), Schwartz (aye), Parekh (aye), Kharasch (aye), and Supervisor Feiger (aye). All being in favor the motion was approved. Trustee Levitsky then motioned to approve payment of \$315.00 to Ron Schwartz

for ACA services, and was seconded by Trustee Kharasch. Clerk Scott took roll call: Levitsky (aye), Schwartz (abstain), Parekh (aye), Kharasch (aye), and Supervisor Feiger (aye). The majority being in favor the motion was approved.

**ADJOURNMENT**

There being no further business, Trustee Levitsky motioned to adjourn the meeting. Trustee Schwartz seconded the motion. A voice vote was taken; all were in favor and the meeting was adjourned at 8:35 p.m. The next regular Board Meeting will be held on Tuesday, December 18, 2018, at 7 p.m., at the West Deerfield Township Center, 601 Deerfield Road, Deerfield, Illinois.

Respectfully submitted,

Kristen Scott  
West Deerfield Township Clerk