

## West Deerfield Township Board of Trustees

State of Illinois  
Lake County  
Township of West Deerfield

May 17, 2016

The regular monthly meeting of the Board of Trustees of West Deerfield Township was called to order by Township Supervisor Alyson Feiger at 7:06 p.m. This meeting followed the Public Hearing on the 2016-2017 Budget and Appropriation Ordinance and was held at the West Deerfield Township Center, 601 Deerfield Road, Deerfield, Illinois.

Roll call was taken by Trustee Ron Levitsky (who also took minutes of this meeting). Present were Trustees Ron Levitsky, Ron Schwartz, and Jack Strom; and Supervisor Feiger. Trustee Marc Brown joined the board at 7:08 p.m. Clerk Kristen Scott was absent. Township Assessor Tom Healy was present, as was Jane McCarthy, representing the NSSRA Foundation.

### **Minutes**

Trustee Schwartz (seconded by Trustee Strom) moved to approve the minutes from the board's April 12, 2016 meeting. The minutes were approved as written.

### **Public Comment**

Jane McCarthy explained the purpose of the NSSRA Foundation and its relationship to NSSRA. The Foundation helps "to level the playing field" by awarding assistance with transportation and scholarships for NSSRA activities to residents in financial need. NSSRA was the first special education recreational organization in the nation. Many West Deerfield Township residents directly benefit from these programs. A "For Action" item will be placed on next month's board agenda regarding the possibility of a community service contract for the NSSRA Foundation.

### **Old Business**

#### **A. For discussion and potential action: Tentative Town Budget and Appropriation Ordinance for 2016-2017**

Trustee Schwartz asked Supervisor Feiger to consult with our township attorney to confirm that the wording of this agenda item is correct in order for the board to approve the budget. Trustee Strom moved (seconded by Trustee Levitsky) that the board approve the township budget and appropriation ordinance for 2016-2017. Discussion followed. Regarding the increased line item for Legal Services, Supervisor Feiger reminded the board that the township is currently in litigation and that it needs to update its employee handbook and transportation policy. A roll call was taken: Trustee Brown(abstain), Trustee Levitsky (aye), Trustee Schwartz (aye), Trustee

Strom (aye), and Supervisor Feiger (aye). The motion was approved. Trustee Strom shared with the board that the township's current cash balance in its bank account is approximately 3% lower compared to this time last year.

**B. For discussion and potential action: Approve funding for \$500 for Deerfield High School Food Assistance program**

Trustee Schwartz moved (seconded by Trustee Brown) that the board approve this item, funds to come from the "New Initiatives and Services" line item. Roll call was taken: Trustee Brown (aye), Trustee Levitsky (aye), Trustee Schwartz (aye), Trustee Strom (aye), and Supervisor Feiger (aye). All being in favor, the motion was approved.

## **New Business**

**For discussion and potential action: Participation in the Deerfield-Bannockburn-Riverwoods Chamber of Commerce 13<sup>th</sup> Annual Healthy Lifestyle Expo Event, including sponsorship of \$650**

Trustee Brown moved (seconded by Trustee Strom) to approve this item in the amount "up to \$650," funds coming from the "Senior Services" line item. Roll call was taken: Trustee Brown (aye), Trustee Levitsky (aye), Trustee Schwartz (aye), Trustee Strom (aye), and Supervisor Feiger (aye). All being in favor, the motion was approved.

## **Supervisor's Report**

1. The Food Pantry will reopen in June. Its format (the first in Lake County) will be "Pick and Choose," which, among other improvements, will be more respectful of our clients.
2. Supervisor Feiger attended a Township of Illinois (TOI) meeting. She will go into more detail at a later date but indicated the meeting gave a very positive examination of the good that townships do for their residents.
3. Both Jewels (Highland Park and Deerfield) have been very helpful in their support for our food pantry. This includes Jewel employees taking it upon themselves to raise money for the food pantry. The township plans to do something in the near future to honor Jewel.
4. Supervisor Feiger commended Assessor Healy on the positive way in which he works with residents who come into the Assessor's Office.

## **Audit and Approval of Bills**

1. Trustee Schwartz noted that, in the Cash Disbursement Journal, the township's property taxes should not be categorized as "legal services."
2. Trustee Schwartz asked why an honorarium is given to the Annual Town Meeting moderator. Supervisor Feiger will look into this question.

3. Trustee Schwartz is concerned that Janice Winter is being paid as an independent contractor instead of as a part-time employee. He requested that Supervisor Feiger obtain a legal opinion from our township attorney.
4. Trustee Strom inquired about the I.T. consultant bills. These bills mark a transition between the former and current consultant.
5. At Trustee Strom's request, Assessor Healy explained why the township received a property tax bill for the Chamber of Commerce (this was due to a previous lease; it will not reoccur).
6. Trustee Schwartz (seconded by Trustee Strom) moved to adopt the bills as submitted, except for the \$2500 for work done by Janice Winter. Roll call was taken: Trustee Brown (aye), Trustee Levitsky (aye), Trustee Schwartz (aye), Trustee Strom (aye); and Supervisor Feiger (aye). All being in favor, the motion was approved.
7. Trustee Schwartz (seconded by Trustee Strom) moved to approve an advance of funds, in the amount of \$2500, to Janice Winter. Roll call was taken: Trustee Brown (aye), Trustee Levitsky (aye), Trustee Schwartz (aye), Trustee Strom (aye); and Supervisor Feiger (aye). All being in favor, the motion was approved.

### **Adjournment**

There being no further business, Trustee Brown (seconded by Trustee Levitsky) moved to adjourn the meeting. A voice vote was taken; all were in favor. The meeting was adjourned at 8:45 p.m. The next regular Board Meeting will take place on Tuesday, June 21, 7 p.m., at the West Deerfield Township Center, 601 Deerfield Road, Deerfield, IL.

Respectfully submitted,

Ron Levitsky