

MORaine TOWNSHIP, LAKE COUNTY, ILLINOIS
MINUTES OF REGULAR MEETING
August 13, 2020, 6:00 PM

The meeting was called to order at 6:00 p.m. at Moraine Township's Mooney Cemetery, and upon roll call the following members were present: Supervisor Anne Flanigan Bassi, Trustees Pablo Alvarez, Dwayne Douglas, Cindy Wolfson and Amy Zisook.
Also present: Assessor Mark Lindsay and Clerk Gail Feiger Brown.

Public Comment

Trustee Wolfson commented on the beauty of the rain gardens at Mooney Cemetery.

Approval of Minutes

Trustee Zisook moved, seconded by Trustee Douglas, to approve the July 9, 2020 and July 23, 2020 Regular Board Meeting Minutes. The motion passed unanimously by voice vote.

Approval of Bills

Trustee Douglas moved, seconded by Trustee Alvarez, Approval of the bills for the period July 24-August 13, 2020 in the following amounts: \$12,441.35 General Assistance Fund, \$29,174.79 Town Fund. Voting Aye by Roll Call Vote: Supervisor Bassi, Trustees Alvarez, Douglas, Wolfson and Zisook; voting Nay: none.

Action Items

- **Approval of Intergovernmental Agreement between Lake County and Moraine Township regarding the Lake County COVID-19 Relief Fund**

Trustee Douglas moved, seconded by Trustee Zisook, Approval of Intergovernmental Agreement between Lake County and Moraine Township regarding the Lake County COVID-19 Relief Fund. Voting Aye by Roll Call Vote: Supervisor Bassi, Trustees Alvarez, Douglas, Wolfson and Zisook; voting Nay: none.

- **Amendment to contract with Moraine Township Assessor Mark Lindsay**

Trustee Wolfson moved, seconded by Trustee Alvarez, approval of the amendment to the contract with Moraine Township Assessor Mark Lindsay. Voting Aye by Roll Call Vote: Supervisor Bassi, Trustees Alvarez, Douglas, Wolfson and Zisook; voting Nay: none.

- **Authorization for Moraine Township Supervisor to sign letter of engagement with Primera Engineers, Ltd. For consulting engineering services for electrical design for UV project to kill air viruses**

The item failed for lack of a motion.

Reports

Assessor's Report Mark Lindsay

The Assessor's office is in the 30-day period for assessment appeals, handling calls remotely. The bulk of calls are from property owners wanting to appeal 2020 assessed valuations. The Assessor reported that all the townships in Lake County have agreed to consider economic hardship for commercial property owners whose tenants have been unable to pay rent. Property owners are required to provide two affidavits of vacancy.

Supervisor's Report Anne Flanigan Bassi

- Trustees were given the 15-month service report for May, 2019 through July, 2020.
- To date, 66 applications have been filed for Emergency Assistance. 45 applications have been approved, totaling in distributions of \$45,148.14.
- Supervisor Bassi shared the call report and transportation report with Trustees as we monitor volume of calls to assess whether to reassign staff or additional scheduled van days.
- Supervisor Bassi is working with Staff Linda Contreras, Lupe Somerville and Sanela Abazovic to establish a simpler system for managing distribution of gift cards and remote reconciliation of inventory and distribution.
- The sewer line on the office side of the building was relined on August 13 to repair breaks in the parkway and on Central Avenue.
- Moraine Township received a clean audit report, stating that Moraine Township's financial statements "present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Moraine Township, Illinois as of March 31, 2020," (George Roach and Associates, July 19, 2020).
- A two-page newsletter was mailed to residents with time-sensitive information.
- An Executive Order deferring employee portion of Social Security tax as of September 1 creates uncertainty for implementation. Expecting IRS guidance to be issued.
- Staff has been given a \$40 stipend for masks and reimbursement for using their private phones for remote work; full-time staff will receive \$50/month and part-time staff will receive \$25/month.
- The intercom/door unlock buzzer system for the office will cost approximately \$4,500.00. The two front doors of the Food Pantry will need to be adjusted to push handles for fire exiting safety when exiting the locked door, so the intercom/unlock system will cost approximately \$5,300.00.
- The ceiling for emergency assistance from Moraine Township Charitable Fund, Inc. has been raised to: \$1,700.00 for rent, utility bills or other household expenses: \$800.00 for a single member household, \$825.00 for a household of two, \$850.00 for a household of three, and \$25.00 for each additional household member.
- Trustees were given information about various air purifiers that could enhance building air quality for staff and visitors to aid in lessening the effects of COVID, flu, allergies, dust and pollen. Supervisor Bassi will work with Trustee Wolfson, Staff Abazovic and consult with other governmental entities to continue to assess options for improved building safety.

Latino Advisory Committee Report Pablo Alvarez

The committee met on August 6 via Zoom teleconference and discussed ways to support families during the start of school. Trustee Alvarez reported that there were lots of positive comments about Moraine Township services.

Food Insecurity Issues Report Amy Zisook

Trustee Zisook and Clerk Brown are working on weekend food bags for K-8 schools and snack bags for HPHS students.

Food Pantry Report Anne Flanigan Bassi

Supervisor Bassi distributed a Pantry Usage report to Trustees showing weekly usage since the Pantry was converted to drive-through and delivery to residents not able to visit the Pantry.

Pantry Plants Garden Report Anne Flanigan Bassi

No report

Lake County Coordinated Transportation Services Committee (LCCTSC) Report

No report

Human Relations Advisory Group Report (HRAG)

No report

Cemetery Report

No report

Old Business

None

New Business

- **Elected Officials Salaries** Anne Flanigan Bassi and Mark Lindsay
Moraine Township Board of Trustees is required by November 1 to set the salaries for Township Elected Officials including Supervisor, Assessor, Clerk and Board of Trustees for the Term of Office 2021-2025. Supervisor Bassi and Assessor Lindsay distributed materials to Trustees on salaries of elected officials in other townships in Lake County, as well as for other assessors and deputy assessors. Assessor Lindsay discussed with the Board his assessment of why he believes Moraine Township Assessor salary should be \$80,000.00, excluding IMRF and health insurance benefits.

Executive Session

Trustee Wolfson moved, seconded by Trustee Douglas, moved to enter into Executive Session pursuant to 120/2(c)(11) to discuss pending or threatened litigation. Voting aye by Roll Call Vote: Supervisor Bassi, Trustees Alvarez, Douglas, Wolfson and Zisook; voting Nay: none.

Executive Session was entered into at 7:47 p.m.

The Regular Board Meeting resumed 7:51 p.m.

Adjournment

With no further business to conduct, Trustee Douglas moved, seconded by Trustee Wolfson that the meeting be adjourned at 7:51 p.m. The motion passed unanimously.

Respectfully submitted,

Gail Feiger Brown, Moraine Township Clerk