

OFFICIAL PROCEEDINGS OF THE RICH TOWNSHIP BOARD OF TRUSTEES

July 1, 2019

**Leonard Robinson Family Center
22013 Governors Highway, Richton Park, Illinois**

Call to Order: Supervisor Al Riley called the meeting to order at 5:35 p.m. and led the Pledge of Allegiance.

Roll Call: Present: Supervisor Al Riley; Trustees Nick Bobis, Therese Goodrich, Elliott Johnson and Jackie Small (a quorum)

Officials Present: Assessor Sam Brown, Highway Commissioner Calvin Jordan

Others Present: Neal Smith, Attorney; Mark Mason, Interim Township Administrator/General Assistance Director; Carney Barr, Finance Advisor; Debbie Pascarella, Deputy Clerk; Laura Simmons, Road District Administrative Assistant; Paula Farr, Deputy Assessor; Tim Farr, Matteson; Denise McMullen, Unincorporated Matteson; Veloid Cotton, Matteson

Approval of Bills: Upon a motion made by Trustee Goodrich, seconded by Trustee Bobis, and unanimously passed by roll call vote, the Board approved Town Fund checks #36272--36384 in the amount of \$264,104.19; General Assistance Fund checks #27978--28102 in the amount of \$51,671.33; Road District Fund checks #7397--7422 in the amount of 29,203.96; Donation Fund check #1737 in the amount of 146.14; for the period of 05/29/19 thru 06/25/19.

Approval Of Minutes: Upon a motion made by Trustee Small, seconded by Trustee Goodrich, and unanimously passed by voice vote, the Board approved the minutes of the June 3, 2019 Board of Trustees meeting as presented.

PUBLIC PETITIONS

NONE

NEW BUSINESS

Motion to Amend the Date and Time of the 2019 Additional Monthly Board Meeting Schedule: Upon a motion made by Trustee Goodrich, seconded by Trustee Small, and unanimously passed by roll call vote, the Board approved amending the additional second meeting each month to the third Monday of the month at 5:00 p.m.

Discussion Regarding Development of a Spending Policy: Finance Advisor Carney Barr recommended that there is not a need for a spending policy as all vouchers are approved by the Supervisor and Administrator prior to a check being written, and then the checks are subsequently signed by the Supervisor and Administrator. Board approval is required prior to checks being distributed unless on the Approved Vendor Payment List.

Discussion Regarding the Prospective Administrative Assistant Position: Supervisor Riley noted that a job description had been completed, and that it is a very necessary position.

Resolution 19-07 Approving the Intergovernmental Agreement Between the Village of Park Forest and Rich Township in Regard to Access to Park Forest Municipal Fuel: Supervisor Al Riley explained that this applied to the Transportation Department vehicles. Upon a motion made by Trustee Bobis, seconded by Trustee Small, and unanimously passed by roll call vote, the Board approved Resolution 19-07.

Semi-Annual Review of Executive Session Minutes: Attorney Neal Smith noted that the executive session minutes contain employee issues and the need for confidentiality still exists. Upon a motion made by Trustee Goodrich, seconded by Trustee Small, and unanimously passed by roll call vote, the Board agreed for this reason not to release the November 5, 2018, December 3, 2018 and the January 14, 2019 executive session minutes at this time, and will review them again in six months.

OLD BUSINESS

Trustee Bobis suggested developing a policy concerning charitable donations.

REPORTS OF OFFICERS

Supervisor: Supervisor Al Riley attended the Shirley Ryan Ability Lab's 17th Annual Aphasia Awareness Day, and noted that he had a meeting with U.S. Bank regarding services.

Clerk: Deputy Clerk Debbie Pascarella thanked Highway Commissioner Jordan, Trustee Bobis, Trustee Johnson and Trustee Goodrich for presenting the township's scholarship awards at H-F, Rich South, Rich Central and Rich East's Awards Nights.

Assessor: Assessor Sam Brown introduced his Deputy Assessor Paula Farr, adding that she had obtained her Certified Illinois Assessing Officer (CIAO) designation. Deputy Clerk Pascarella gave the Oath of Office to Deputy Assessor Paula Farr. Assessor Brown noted Village of Matteson Trustee Veloid Cotton seated in the audience. He reported that his office had assisted 105 clients in June. Assessor Brown attended the TOCC Spring Conference, the monthly Cook County Assessors' meeting, the Concerned Neighbors of Matteson (CNOM) meeting and the Illinois Philharmonic Board meeting.

Highway Commissioner: Highway Commissioner Calvin Jordan noted that his staff handled the 8 ½ inches of rain that the area received recently. He reported on a pipe collapse on 203rd Street, and the highway department installing new culverts. Highway Commissioner Jordan attended several Operation Push events, Village of Matteson’s Concert Series, and the Richton Park President’s Scholarship event.

Trustee Goodrich: Attended the Kiwanis Key Club Scholarship event and the Park Forest Climate Forum.

Trustee Johnson: Attended the Richton Park President’s Scholarship event, and the TOCC Spring Conference, noting that he received an award for his two (2) terms as President of TOCC.

Trustee Bobis: Attended the TOCC Spring Conference and our “Township Day” event.

Trustee Small: Attended the TOCC Spring Conference and the Richton Park President’s Scholarship event.

Attorney: Attorney Neal Smith reported on the recent cannabis legislation.

ADJOURNMENT: Upon a motion made by Trustee Goodrich, seconded by Trustee Johnson, and unanimously approved by voice vote, the Board Meeting adjourned at 7:15 p.m.

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Supervisor	Clerk
Approval by the Board of Trustees	Date: _____

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