

CITY OF BELLEVILLE  
BELLEVILLE TOWNSHIP TASK FORCE  
MEETING MINUTES  
Wednesday, September 21<sup>st</sup>, 2016 5:00 p.m.

Members Present: Cheryl Brunsmann  
Bill Kreeb  
Gerry Hasenstab  
Barb Hohlt  
Doug Boyer  
Nichele Moore  
Jeff Dosier

Members Absent: Cory Hartz  
Scott Schmelzel

Chairperson Bill Kreeb called the meeting to order at 5:10 p.m.

Cheryl Brunsmann provided an exclamation of the Disaster Procedure.

There was a motion to approve the agenda format by Cheryl Brunsmann the motion was seconded and approved.

Bill stated that the minutes of the four previous meetings have been tabled. The committee now needed to approve these minutes each individually.

Barb made a motion to approve the minutes of the Belleville Township task force for Wednesday, June 1, 2016. The motion was seconded by Gerry and approved.

Doug made a motion to approve the minutes of the Belleville Township Task Force for Wednesday, June 22, 2016 the motion was seconded by Jeff and approved.

A motion was made by Jeff to approve the minutes of the Belleville Township task force for Wednesday, July 20, 2016 the motion was seconded by Cheryl and approved.

A motion was made by Cheryl to approve the minutes of the Belleville Township task force for Wednesday, August 3, 2016 the motion was seconded by Barb and approved.

The next order of business was the presentation of a draft of the recommendations for the Township Transition.

Bill asked if everyone had received copies of the Background Information and a draft of the recommendations.

Everyone stated that they had reviewed the Background Information. Barb stated that she felt it would be educational for the City Council to have this information. It was recommended that the 2 year Budget Comparison be included also.

Bill asked if any additional information should be in the Background Information.

There was a discussion on the Ordinances that had to be approved by the City Council and agreed to by the Township Trustees.

Several recommendations were made to correct information in the Background Information related to statistics.

Cheryl stated that the Background Information was important for other cities that may end up doing the same thing.

Bill stated that he would make the necessary changes to the Background Information.

Michael Hagberg, a guest, stated that the Township had just released the Financial Statements for the past Fiscal Year.

Barb asked when was the official date that the Township would be resolved. The official date is May 15, 2017.

Bill asked if the merger could be accomplished earlier. It was stated that part of the issue centers around the elected officials of the Township and the end of their term

and if they would still be paid through the end of their term. It was stated that this would have to be brought to the City's and Township Attorney's.

Bill stated that he felt it was important for the Task Force to consider the implications of the State of Illinois's Budget Crisis and the impact of the elections on future federal funding.

Bill stated that if the Affordable Care Act is eliminated that it could result in the increase of between \$300.00 to \$500.00 per month for each person on General Assistance.

Jeff asked if the Task Force could obtain more information on the impact of the Affordable Care Act.

Jeff also asked if the Financial Audits for the past two years could be provided to the Task Force.

Nichele stated that there was not anything in the Recommendations that the General Assistance Amount would be increased.

It was stated that Evanston did substantially increase the amount of General Assistance provided to eligible residents. It was recommended that some wording be included to recommend that the amount of General Assistance Funds be increase.

The Task Force had received the first draft of the Recommendations.

The task force read and discussed each of the initial recommendations for the Task Force.

Cheryl recommended that the full correct title of the City Department, which is referred to under the first recommendation , be used. That title is Human Resources and Community Development Department.

Nichele ask if the director was over both the Human Resource and the Community Development. Cheryl stated that the present director was over both research and development. Nicole recommended that the duties and responsibilities of the Township should just fall under community development.

Bill read the second recommendation regarding the number of persons that would be assigned to the community development department.

There was discussion specifically regarding the level of work that the Director of would have to do in regards to supervision of the two staff persons. There was also discussion about the specific type of work that would be involved in the administration of the program since it is anticipated that much of this work will be taken over by one of the cities other departments specifically the finance department.

It was agreed that the Director of the Community Development Department would complete an assessment of the work that the Township Supervisor was presently involved in and the level of work at the two Staff (Administrator/Case Manager) were doing and make a final determination as to the staffing needs for the program.

The third recommendation was read. Barb suggested that it was important that a six-month of a wishing process be completed.

It was also suggested that the word “existing” be taken out of the recommendation as it relates to the two support staff positions.

Cheryl recommended that the specific number of staff that would be needed would be determined after the complete assessment is done by the Director of the Community Development Department. Under recommendation 3 it was recommended that the wording be as follows; Two support staff positions with one being a minimum of one being a Case Manager.

The two staff positions were being recommended because there was a need to have sufficient back up when residents came into the office.

It was recommended to get a legal opinion regarding confidentiality of people who receive general assistance.

There was discussion on the current tax levy and whether or not it should be adjusted/reinstated for general assistance. It was agreed to wait until December to decide on what to do with the tax levy.

Bill suggested that he would like someone who is qualified to access how much general assistance/money a person needs.

The Task Force agreed that the tax levy does need to be raised. There is not an exact dollar amount yet, but they all were on the same page when Nichele mentioned that she believed it should be raised.

Bill recommended also thinks there should be someone that the city recommends shadow the existing township staff to help them learn the program.

#### Public Participation:

Michael Hagberg gave a little history on general assistance payments and how the Wal-Mart gift cards are used. Also, he stated there needs to be at least two people working for the program at all times because of sick time and vacation time the employees would have. There is no need for two full-time people. He thinks the general assistance program should be transferred into the City Clerk's Office. The Clerk should also assume all duties assigned to the Township Supervisor.

Bill Kreeb adjourned the meeting.