

**DON GRAY**

**CAPITAL TOWNSHIP CLERK**

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**MINUTES**

**CAPITAL TOWNSHIP BOARD OF TRUSTEES**

**NOVEMBER 9, 2020**

**CALL TO ORDER/ROLL CALL**

The Capital Township Board of Trustees met by phone due to the Governor’s Executive Shelter in Place Order regarding COVID-19. The following members answered to roll call: Joe Aiello, Richard Berning, Brad Carlson, Alysse Aiello Hewell, and Lakeisha Purchase-Williams. Mark Crawford was also present. Bruce Stratton and Joe Roesch were present as Legal Counsel.

**BUDGET HEARING**

A motion was made by Trustee Purchase-Williams, seconded by Trustee Berning, to go into a budget hearing. Upon a roll call vote, there were 5 Yeas – 0 Nays.

**MINUTES**

A motion was made by Trustee Purchase-Williams, seconded by Trustee Carlson, for approval of the Minutes of the October 13, 2020 meeting. Upon a roll call vote, there were 5 Yeas – 0 Nays.

**SUPERVISOR/GENERAL ASSISTANCE EXPENDITURES**

A motion was made by Trustee Berning, seconded by Trustee Aiello Hewell, to approve payment of the Supervisor/Collector/General Assistance Administration Expenditures in the amount of \$64.14. Upon a roll call vote, there were 5 Yeas – 0 Nays.

## **TOWN CLERK/TOWN ASSESSOR EXPENDITURES**

A motion was made by Trustee Carlson, seconded by Trustee Berning, to approve payment of the Township Clerk/Township Assessor's Administration Expenditures in the amount of \$528.43. Upon a roll call vote, there were 5 Yeas – 0 Nays.

## **FY2020-2021 BUDGET**

A motion was made by Trustee Berning. Seconded by Trustee Aiello Hewell, to approve the 2020-2021 Budget. Upon a roll call vote, there were 5 Yeas – 0 Nays.

## **LEGAL COUNSEL REPORT**

Supervisor Aiello stated he wants to discuss the matter of them meeting by phone. The question is, at what point do they start meeting in person? He asked Joe Roesch what his thoughts are on that. Mr. Roesch stated the Governor's order states you cannot have a meeting with more than 25 people. If you have a township meeting, there is always a possibility everyone in the township could show up. When you balance the Public Health Epidemic and the Governor's order, they need to do what is safe and legal to prevent the spread of the disease. Trustee Berning stated they have not had their annual meeting, and they are required to do that. If they called for a meeting in the County Board chambers and there were over 25 people, would there be a possibility of using a conference room that has some type of communication capability to the chambers. Then everyone could hear and they could address the group, if needed. Supervisor Aiello agreed on the meeting. One idea he and Mark had was to piggyback the County Board meeting at the Convention Center or any other meeting over there, and use that facility. He knows there are two rooms side-by-side in the basement with a capacity of 100 each. That is a logical possibility. If not, they could try it upstairs. Trustee Purchase-Williams stated they could also possibly have a Zoom meeting. Supervisor Aiello stated he would look at both options and try to get something set up for December. He will get an email out to everyone about this.

Supervisor Aiello mentioned he sent out a proposal on rental assistance to get the ball rolling on maybe helping tenants and landlords as they go into the winter season. They had discussed a three-month program. This could help tenants get caught up and take care of some landlords who are having a financial hardship. The requirements for qualifications are all still the same as under the current program. Trustee Berning asked what other townships might be doing with rental assistance. Supervisor Aiello stated he is not sure, but will make some calls to other townships. He will share that information with the group. Supervisor Aiello asked if they feel they are on the right track with this on the dollar amounts. Trustee Berning stated he thinks they are on the right track to making an enhancement.

Supervisor Aiello stated he has talked to a few landlords and they are struggling. They have tenants who are 6, 7, 8 and 9 months behind. The tenants know they have some protection, so it is a challenge. Trustee Purchase-Williams asked if there is a checks and balance to see if they are receiving assistance from other programs when they come to them. Supervisor Aiello stated if there is, that is part of the interview process. He thinks there is communication amongst the groups. There is some discussion by the United Way to create a one-stop shopping sort of approach. They would go there first and try to do some screening there. They are still in the early stages of this phase. They are talking about this with rent, utility, and food assistance. Trustee Purchase-Williams asked if Justine would be on the call. Supervisor Aiello stated Justine is home sick, so she is not on the call.

Supervisor Aiello asked if they want to do a two-tiered incentive for the tenants on the rental program. There are two separate programs and one is an incentive to pay a little more and get a little more time. He asked if they wanted to continue looking at that option. Trustee Purchase-Williams stated they do. Supervisor Aiello explained that it provides them a few more days on the property before they are evicted, gives them time to get their feet on the ground, and gives the landlord a little more money.

#### **SUPERVISOR UPDATE**

Supervisor Aiello stated they are pushing for Community Resources to give more assistance than what they can provide for rental assistance. They are now starting to see requests for more assistance on utilities. He sat down with Dave McDonough last week on the Community Resources and Capital Township relationship to make sure they maximize their ability to communicate, provide services, and work with each other. The building has been on sort of a shutdown, to a certain degree. They are going to open up the building to more access. People have been coming by to drop paperwork off, but they want to open up the intake windows on a limited basis. They are slowly getting back into the one on one and face-to-face conversations. He doesn't know where Ameren is on shutting people off, but he does know CWLP was shutting people off last week. Trustee Purchase-Williams asked how quick their turnaround was when people were getting utilities shut off. Supervisor Aiello explained that they would get on the phone with CWLP and tell them these people are qualified for assistance, and CWLP is good about holding things up. They have a relationship with their people over there. If the client does their part, then they can help them quickly. Supervisor Aiello asked Lakeisha if she is seeing anything out there with regards to cut offs. Trustee Purchase-Williams stated she did have a few tenants who said they were going to get shut off if they didn't make some type of payment. Supervisor Aiello stated they always encourage the tenant to come up with something and make a good faith effort and CWLP will work with them.

He doesn't know what the winter and what COVID will bring them, but they will continue working on the assistance program.

**OLD BUSINESS**

Trustee Berning asked about the letter from the school district on the TIF districts. Supervisor Aiello stated he doesn't have the letter and can't get it. All he knows is, the letter was not an endorsement. Trustee Purchase-Williams stated Michelle was asking if she could attend the meeting to speak regarding this. What is the process to attend the phone meetings? Supervisor Aiello stated they can call 753-6836 and he will give them all the information they need. Supervisor Aiello asked if there is any action the board wants to take regarding Enos Park. Trustee Purchase-Williams stated she would like her to come in and speak on one of their calls. Supervisor Aiello stated he would reach out to her and give her the information she needs to participate.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURN**

A motion was made by Trustee Berning, seconded by Trustee Purchase-Williams, to adjourn the meeting to December 14, 2020 at Noon. Upon a roll call vote, there were 5 Yeas – 0 Nays.

***Don Gray***  
***Town Clerk***