

**DON GRAY****CAPITAL TOWNSHIP CLERK**

200 SOUTH NINTH STREET – ROOM 101

SPRINGFIELD, ILLINOIS 62701

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**MINUTES****CAPITAL TOWNSHIP BOARD OF TRUSTEES****MARCH 8, 2021****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. Mark Crawford, Marilyn Yokem, and Magalene Daniels were also present. Joe Roesch was present as Legal Counsel.

A motion was made by Trustee Carlson, seconded by Trustee Berning, to approve the minutes of the previous meeting. A motion was made by Trustee Purchase, seconded by Trustee Berning, to amend the minutes of February 8, 2021. Trustee Purchase stated the name Sheila Scott Smith should be changed to Sheila Stocks-Smith. Upon a roll call vote, there were 5 Yeas - 0 Nays, for approval of the minutes as amended.

Supervisor Aiello stated they have customer service complaints from two people who are present. He made a motion to move them to the top of the Agenda. There were no objections.

Magalene Daniels, residing at 709 Wellesley Ave, Springfield, addressed the board. She stated she has a complaint against Justine Macklin with the General Assistance Office. Ms. Daniels stated she has a business at 1031 S. 11<sup>th</sup> Street. She has been closed and will be open up for curbside service. She talked to someone about Capital Township and turned in information to them in December for someone she wants to interview for a job. She told Capital Township she did not want the person they had. They have not hired her person and it has been since December. She wants to know why. Supervisor Aiello asked when she opened up. Ms. Daniels stated she was going to open in December but could not because she was going to do curbside service, but she couldn't hire the person she wanted. Supervisor Aiello explained how the process works. They take people who are challenged and place them in positions to enhance their job skills. The program is for their clients. Ms. Daniels stated the person she has to work

has never been interviewed. She is ready to open, and this lady is a person she can work with.

Supervisor Aiello explained that Capital Township does not allow the employers to send people to them and demand they work for them. Ms. Daniels stated she did not demand anything. She was told she does not have to hire them if she doesn't want to. Justine just works with who she wants to work with.

Trustee Carlson stated the policy/procedures is for the client to come to them first and then they place them. Ms. Daniels stated that Justine told the person she would get back with them and she never did.

Supervisor Aiello asked how many employees they have. Ms. Daniels stated there are four employees and she sometimes does catering. Supervisor Aiello explained they should keep in mind that this program is established to help the clients. Ms. Daniels asked how long it takes for them to send a person to them. Supervisor Aiello stated the issue is she was not open when they first started the process. Ms. Daniels stated she has been open since 2002. Supervisor Aiello stated it is his understanding she was closed in December and January. Ms. Daniels stated she was closed in January because she was getting ready to do curbside service. She didn't need someone because she already had someone to apply. This is not the first time. She has turned down other people that wanted to work. She has her own little personal reasons. She is not a fair person, and she thinks Justine takes her authority and runs away with it. Supervisor Aiello stated he would make note of this, talk to Justine, and get back with Ms. Daniels.

Trustee Purchase said when Ms. Daniels reached out to her and Sharon, they stated that Justine talked to her, asked Sharon to send in the information, and she never got a phone call back since December. That is why they reached out to her. Supervisor Aiello stated from the information he has, Sharon has not been the easiest person to get ahold of. He suggested that Justine call her every day, twice a day until she talks to her, and he thinks she did that and they finally started talking. They are going to be very diligent about taking care of their clients because that is what they do. It also has to be a business in good standing and one that is open to allow them to get 70 hours a month in. They don't want to create an unstable workplace where they are open one day and not open the next.

Trustee Purchase stated two different people are making the same complaint. They just need to be careful how they talk to people. Supervisor Aiello stated customer service is a high priority to him.

Marilyn Yokem, residing at 3541 Fernwood Dr. in Springfield, addressed the board on behalf of Deandre Yokem who lives at 2715 S. MacArthur, #70 in Springfield. She spoke with Capital Township after she learned her grandson was having a problem paying his rent. His work hours were cut due to COVID. The entire ceiling was falling down and he was told by building management he would get two months free rent. Another manager said he could not do this. She has worked for the state for 30 years, so she knows about customer service. Her grandson has given Capital Township permission to talk to her about this. He is young and does not always

say what he should. He called Capital Township and got a letter saying he was approved. The apartment complex told Justine it was not approved. He had applied for a \$5,000 grant and was not approved because of his apartment complex. He did receive \$1,000 in assistance and two months free. That money was from the CARES Act. He also went through a loan shark and she gave him the rest. He then got another letter saying he was denied. Ms. Yokem stated she is aggravated. You cannot treat people like this. Justine did not offer him anything. He finally got a second job. He has received a five-day eviction notice. The Governor has extended the moratorium on evictions. They are not putting him out. She will go to the Governor's office and to the City of Springfield. She will not deal with Justine's attitude.

Supervisor Aiello stated there are several different services they receive money from. They can help him in six months. They are going to offer customer service and sensitivity training to all of their employees. The COVID thing has been a struggle for everyone. He was not considered for their workfare program because he has a job. Supervisor Aiello apologized for this. Tax dollars are provided so they can provide these services. He is sorry for the attitude and poor customer service. He will address that. Justine has a lot of years of service and he is not giving up on her. They just need to work on this with her and others. He explained if someone applies and meets the criteria, then they can get approved for a grant.

Supervisor Aiello stated they know there is a moratorium right now and he is glad she is pointing that out to them. Landlords do not make any decisions. They just see that they are behind. There are some landlords that do not want money, and will evict them. Ms. Yokem stated she does not want her grandson to become another statistic. Supervisor Aiello explained the primary purpose of General Assistance is to keep people from being homeless. If something changes with his salary, then we will be able to help him. If not, then they will have to wait another six months. Do not let him pass up another opportunity to get money from the Urban League or somewhere else.

A motion was made by Trustee Berning, seconded by Trustee Carlson, to approve payment of the Supervisor/Collector/General Assistance Administration Expenditures, in the amount of \$750.00. Upon a roll call vote, there were 5 Yeas – 0 Nays.

A motion was made by Trustee Purchase, seconded by Trustee Carlson, to approve payment of the Township Clerk/Township Assessor's Administration Expenditures, in the amount of \$1,496.16. Upon a roll call vote, there were 5 Yeas – 0 Nays.

#### **REPORT FROM LEGAL COUNSEL**

There was no report from legal counsel.

## **ANNUAL TOWN MEETING AGENDA (2020 & 2021)**

Supervisor Aiello stated the emergency order is still in effect, but they are in Phase 4, which allows them to have meetings. The Township Officials' of Illinois suggested they hold two separate meetings. The first meeting for 2020 should be conducted and then closed and then open the 2021 meeting, conduct business and close. The stipulation with regard to Phase 4 of the pandemic coupled with the recommendations of the Township Officials' of Illinois is that they hold it, get a letter of approval from Public Health. He will have to send something to them asking to give approval based on the room they will use, who might attend and when. If they hold the annual meeting in the County Board room, they can hold approximately 25 people in that room. He asked if they would all be comfortable holding both the 2020 and 2021 meetings on the same night in the County Board room. There were no objections.

He has presented them Agendas for the both the 2020 and 2021 meetings. The meetings are scheduled for the 2<sup>nd</sup> Tuesday of April. Trustee Berning asked if, by law, the town meetings would occur after 6:01 p.m. would take care of the 2021 meeting but the fact that the 2020 meeting is now after the 2021 meeting. Can they possibly meet before 6:01 p.m.? Supervisor Aiello stated that is up to the group. Joe Roesch stated it is his understanding they could not conduct the meeting as usual because of the Governor's order. He thinks it would work either way, and go ahead and have the meeting and have the 2020 meeting before 6:00 p.m. Supervisor Aiello stated they could have the 2020 meeting at 5:00 p.m. and the regular meeting at 5:30 p.m. and 6:01 p.m. for the 2021 annual meeting.

A motion was made by Trustee Purchase, seconded by Trustee Aiello Hewell, to approve the Agenda for the 2020 Annual Meeting on April 13, 2021 at 5:00 p.m. Upon a roll call vote, there were 5 Yeas – 0 Nays.

A motion was made by Trustee Carlson, seconded by Trustee Aiello Hewell, to approve the Agenda for the 2021 Annual Meeting on April 13, 2021 at 6:01 p.m. Upon a roll call vote, there were 5 Yeas – 0 Nays.

Supervisor Aiello stated they would work with Clerk Don Gray on proper publication of the public notices. The original approved calendar already has the regularly scheduled meeting at 5:30 p.m. and the 2021 annual meeting at 6:01 p.m.

## **SUPERVISOR'S REPORT**

Supervisor Aiello stated going forward send him the information as soon as they get it and do not send applications to him that includes social security number and ID information so they can take care of these customers.

Trustee Berning noted that to approve 2020 annual meeting minutes, you would just have an hour to get those prepared. Supervisor Aiello suggested they just put a template in place.

Trustee Purchase stated she would like to go through the training with the General Assistance employees. Supervisor Aiello stated he would send her the information. If anyone receives any complaints or has issues, they should send to him immediately and he will address them. Trustee Purchase asked if there would be any type of reprimand. Supervisor Aiello stated there is progressive discipline. They want to make these employees better and give them an opportunity to improve. They had issues before with employees and they were addressed. He will handle employee issues. If anyone has any issues, just send them his way.

Supervisor Aiello stated they are making their website more user friendly and are almost done with it. They have streamlined it and added links to different programs. It is not as cumbersome as it used to be. Let him know if you have any thoughts or ideas on this.

Supervisor Aiello stated the Veteran's Office is running smooth in their building. They will soon be in a month-to-month lease with them. They will talk about it later what they want to do with the building.

#### **OLD BUSINESS**

Trustee Purchase asked how the drafting of the letter is going on the TIF districts. Supervisor Aiello stated they are reviewing some things and talking to some people, and are taking a deeper look at some things with the TIF district throughout the City and Enos Park. Trustee Berning asked if a new bill has been submitted. Supervisor Aiello stated there was a house bill submitted and went to Rules Committee. He knows in the old days, things when to Rules Committee to die, but he doesn't know if that has changed under the new leadership. He spoke to Tim Butler about that bill prior to him introducing it, and he doesn't have any other sponsors at this point. They need to get something done by their April or May meeting. He is committed to continue looking at these numbers. They need to make sense for all the taxpayers and not just those within the TIF districts throughout the city. They are getting closer.

#### **ADJOURN**

A motion was made by Trustee Berning, seconded by Trustee Purchase, to adjourn the meeting to April 13, 2021 at 5:00 p.m. Upon a roll call vote, there were 5 Yeas – 0 Nays.

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