

**DON GRAY**

**CAPITAL TOWNSHIP CLERK**

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**MINUTES**

**CAPITAL TOWNSHIP BOARD OF TRUSTEES**

**SEPTEMBER 14, 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 was present as Legal Counsel.

**MINUTES**

A motion was made by Trustee Berning, seconded by Trustee Carlson, for approval of the Minutes of the August 10, 2020 meeting. Upon a roll call vote, there were 5 Yeas – 0 Nays.

**SUPERVISOR/GENERAL ASSISTANCE EXPENDITURES**

A motion was made by Trustee Purchase Williams, seconded by Trustee Aiello Hewell, to approve payment of the Supervisor/Collector/General Assistance Administration Expenditures in the amount of \$3,574.88. Upon a roll call vote, there were 5 Yeas – 0 Nays.

Supervisor Aiello stated there is one correction on the Americall expenditure. This bill should have went to Community Resources to pay. A motion was made by Trustee Purchase-Williams, seconded by Trustee Berning, to amend the Supervisor/General Assistance expenditures to remove the \$195 Americall expense and change the batch total to \$3,379.88. A voice vote was unanimous on the amendment. A motion was made by Purchase-Williams, seconded by Trustee Carlson, to approve the expenditures, as amended. A voice vote was unanimous.

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

A motion was made by Trustee Carlson, seconded by Trustee Purchase-Williams, to approve payment of the Township Clerk/Township Assessor's Administration Expenditures in the amount of \$1,914.26. Upon a roll call vote, there were 5 Yeas – 0 Nays.

Trustee Berning asked about the sketching software expense. He asked what it does. Supervisor Aiello stated he recalls the Township Assessor uses the iPad out in the field. Clerk Gray said they are looking at the software to make sure they are utilizing the best cost savings.

Mark Crawford stated the FY21 annual budget needs to be put on file for approval in November. There will be a budget hearing prior to the November meeting. Supervisor Aiello stated that he and Don Gray have been very busy with other issues and will take a closer look at the budget. They do have a healthy reserve. There is an opportunity to reduce the levy. They are also in good shape with the merger of the General Assistance office.

A motion was made by Trustee Berning, seconded by Trustee Carlson, to place the FY21 proposed budget on file. Upon a roll call vote, there were 5 Yeas – 0 Nays.

## **LEGAL COUNSEL REPORT**

There was no report from Legal Counsel.

## **SUPERVISOR'S UPDATE**

Supervisor Aiello asked for comments from the board members. Trustee Berning asked where they stand on the homeless lunch program, with the township office on 11<sup>th</sup> Street, and the program with Community Resources. Supervisor Aiello stated they have spent over \$90,000 on the lunch program, providing over 15,000 meals. There is still a lot of momentum there. He does not know if there will be an end in sight for providing meals. With the township building, the County is working to limit access to the building. The Veteran's Assistance office is looking for space since their office has turned into a first floor courtroom. He was asked if Veteran's Assistance could temporarily rent the building and take over all expenses since there is limited space in the County Building. He likes the idea, but the decision is up to the board. Trustee Purchase Williams stated her concern is they had said they did not want to rent the building. She asked how long they would rent it for and if it would then be available for other organizations to rent. Supervisor Aiello stated he has been told they could get \$150,000 to \$175,000 out of the building. We can get someone in there for six months and it makes sense for them with what they provide. After that, they can look at it again. Trustee Purchase Williams asked if they would take on all the light and heat expenses. Supervisor Aiello stated they would, and they would be responsible for all repairs. They would get about \$500 a month for the building.

Trustee Purchase Williams asked if the building would be open to others to rent when they move out. Supervisor Aiello stated it could be to the right groups. They would need to have

a good history of paying bills and there would be background checks. Trustee Purchase Williams asked if the trustees could get a list of items that need to be fixed at the building. Supervisor Aiello stated he would work with their legal team to get that for them. Trustee Carlson stated they spent \$90,000 because of COVID. They are trying to help another government body who will pay the bills and are not a private business. Trustee Berning asked when they think this will happen. Supervisor Aiello stated it would probably be mid October when they enter into a contract with them.

A motion was made by Trustee Berning, seconded by Trustee Carlson, to allow the building to be rented out to the Sangamon County Veteran's Assistance Office. Trustee Berning asked if they would have a special meeting to move faster on this. Supervisor Aiello stated they would. He will talk with legal counsel and will schedule a meeting. Trustee Purchase Williams asked if \$500 is the set amount. Supervisor Aiello stated it is something that will have to be negotiated. They will discuss this at the special meeting. Upon a roll call vote, there were 5 Yeas – 0 Nays, on the motion to allow the old General Assistance building to be rented out to the Sangamon County Veteran's Assistance office.

Supervisor Aiello stated they have been working hand and glove with Community Resources. They have developed a stronger relationship during COVID. They are helping to get rent paid and are working with other agencies. The building does have limited access. They have been paying more in utility assistance with the winter months coming up.

Trustee Purchase Williams asked how many slots are available with the workfare program. Supervisor Aiello stated they have 5 of the 10. They have 7 other new applications. They've had good luck with some and not so good luck with others. Trustee Purchase Williams asked if he could send them a list of employers already signed up. She asked if Capital Township is looking for more employers to sign up. Supervisor Aiello stated they are looking at it. They would have to be a right fit. He will send them out a list of the employers. Trustee Purchase Williams asked how they are doing with reassessing each program. Supervisor Aiello explained that COVID has slowed them down. It has forced them to look at their programs. There is too much on their website, so they are working with IT to clean it up to make it easier for clients to understand.

Trustee Purchase Williams asked about the rental assistance program. She asked if there is anything they can look at regarding the policies for evictions. Supervisor Aiello explained he does not know how far they have to go with the landlords on policing. They need to look and see if they qualify or not. Trustee Purchase Williams stated she would be open to looking at rental assistance. Supervisor Aiello explained they get rejected by the landlords on a regular basis because they do not want the tenants in there. Trustee Purchase Williams stressed that they need more communication with them to let them know what is going on. Supervisor Aiello stated some landlords are not interested in the rental assistance. There are other resources out there such as Catholic Charities.

Trustee Purchase Williams stated there is an influx of people applying for utility assistance. She asked if the trustees could be sent some information on that to be updated on it. Supervisor Aiello stated he would send something out. Pre-COVID, there were 75% not getting assistance and 25% getting assistance. Those numbers may have changed because of COVID and layoffs.

Trustee Berning asked if they should give the public an access code for these conference calls so they have an opportunity to comment. Supervisor Aiello stated the information is on the website and he has not had any calls regarding this.

#### **OLD BUSINESS**

Supervisor Aiello stated legal counsel would talk with the board regarding the annual meeting and when to schedule it.

#### **PUBLIC COMMENT**

There was no public comment.

#### **ADJOURN**

A motion was made by Trustee Purchase-Williams, seconded by Trustee Berning, to adjourn the meeting to October 13, 2020 at Noon. Upon a roll call vote, there were 5 Yeas – 0 Nays.

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