

**STATE OF ILLINOIS**

*Diane Wolfe Marlin, Chair*

**CUNNINGHAM TOWNSHIP**

*Charles A. Smyth, Township Clerk*

**CUNNINGHAM TOWNSHIP BOARD**

**Monday, August 5, 2019**

The Cunningham Township Board met in Regular session Monday, August 5, 2019 at 7 p.m. in the Council Chambers at the Urbana City Building, 400 S. Vine Street, Urbana, Illinois.

**ELECTED OFFICIALS PHYSICALLY PRESENT:**

**Chair:** Diane Wolfe Marlin

**Trustees:** Bill Brown, Shirese Hursey, Eric Jakobsson, Jared Miller, Maryalice Wu

**Town Clerk:** Charles A. Smyth

**Supervisor:** Danielle Chynoweth

**ELECTED OFFICIALS PRESENT VIA TELECONFERENCE:** Wayne Williams, Assessor

**ELECTED OFFICIALS ABSENT:** Trustees Dennis Roberts; Dean Hazen

**OTHERS PRESENT:** Frederic Grosser

**1. ROLL CALL**

Chair Marlin called the meeting of the Cunningham Township Board to order at 7:02 pm.

**2. APPROVAL OF MINUTES OF PREVIOUS MEETING**

Trustee Miller made a motion to approve the minutes from the meetings held on July 1, 2019, July 1, 2019 Public Hearing, July 8, 2019 Joint meeting, and July 15, 2019 Joint meeting. Trustee Brown seconded motion. With no corrections, the motion carried by unanimous voice vote.

**3. ADDITIONS TO THE AGENDA**

There were none.

**4. PUBLIC PARTICIPATION**

There was none.

**5. COMMITTEE TO VERIFY BILLS**

The following items were presented in omnibus fashion:

1. Town Fund
2. General Assistance Fund

Supervisor Chynoweth noted bills for the Town Fund for \$39,383.65 and the General Assistance Fund for \$55,936.70. Discussion followed concerning township policy on payment of staff working lunches. Trustee Wu noted nothing excessive but would like guidelines. Concurrence was reached on a desire to have a standard policy, possibly patterned after the city's guidelines.

Trustee Miller made a motion to approve the Town Fund for \$39,383.65 and the General Assistance Fund for \$55,936.70. Motion was seconded by Trustee Wu. With no further discussion, the motion carried by unanimous voice vote.

**6. REPORTS OF OFFICERS**

Township Supervisor Danielle Chynoweth provided a written report to the board. She noted that there GA participation is between 100 and 115 and down to 104 this month, with 46 participants in community workfare, 58 on disabled, and 31 homeless. She reported that new tracking software is in use for housing stability and described the coding system. She noted an increase in homeless requests county wide. She announced an August 7<sup>th</sup> garden celebration in partnership with IMC and Public Arts where there will be an open mike as part of the entertainment.

Assessor Wayne Williams attended electronically and was able to hear the meeting, but was unable to speak due to technical difficulties.

7. **UNFINISHED BUSINESS**

There was none.

8. **NEW BUSINESS**

- a. **Ordinance No. T-2019-08-002:** Transfer of Appropriation Ordinance Cunningham Township Budget (FY 2018-2019)

Chair Marlin introduced Ordinance T-2019-08-002. Supervisor Chynoweth provided background explanation of the ordinance noting transfers to and from within the allowable 10% limits. She noted that the most expensive transfer was related to legal expenses but overall resulted in an under budget for the year. Trustee Jakobsson moved to approve Ordinance T-2019-08-002, seconded by Trustee Miller. Questions and discussion followed.

Trustee Wu noted \$7K for building repair and maintenance asking if that was put off. Supervisor Chynoweth indicated that these items were held pending legal expenses. She also noted a desire to make energy efficiency improvements as the monthly power bill is \$500, described the small steps taken to date, and has included this in the upcoming budget. Trustee Wu also raised concern about the large transfer related to travel and training in the Assessor's office noting past conversations about this with the Assessor concerning these expenses. She plans to clarify this with Assessor Williams. Trustee Jakobsson asked about energy efficiency gains and payback. Ms. Chynoweth provided more detail noting that only one of four energy audits has been done to date. Trustee Jakobsson noted that it might make sense to borrow if the payback is short enough. Ms. Chynoweth indicated that she has put in the budget large amounts for improvements. In response to Trustee Brown, Ms. Chynoweth noted a net under budget for the past year between \$15-20K. With no further discussion, the motion passed by roll call vote (5-0): Ayes: Brown, Hursey, Jakobsson, Miller, Wu.

- b. **Resolution No. T-2019-08-016R:** A Resolution Allowing the Supervisor to Open Accounts with PayPal and Network for Good for the purpose of Collecting Charitable Donations for the Township

Chair Marlin introduced Resolution 2019-08-016R. Supervisor Chynoweth discussed her Angel Donor Fund noting that 100% goes directly to support participants. She noted receiving checks and cash but an online method of donation has been requested. She summarized her research of PayPal and Network for Good noting that PayPal has a banking function.

Trustee Miller moved approval of Resolution 2019-08-016R, seconded by Trustee Jakobsson. Questions and discussion followed. In response to Trustee Brown, Supervisor Chynoweth discussed administrative fees comparing PayPal and Network for Good. Electronic methods for donation were further discussed.

With no discussion, the motion passed by roll call vote (5-0): Ayes: Brown, Hursey, Jakobsson, Miller, Wu.

- c. **Resolution No. T-2019-08-015R:** Resolution Regarding the Release of Closed Sessions Minutes (For the Period Ending July 31, 2019)

Chair Marlin introduced Resolution 2019-08-15R. Town Clerk Smyth noted that this is the twice yearly review of closed minutes providing for actions as listed in the Appendix Tables A, B, and C releasing certain minutes, holding others in confidence, and allowing destruction of recordings.

Trustee Wu moved approval of Resolution 2019-08-15R, seconded by Trustee Brown. With no discussion, the motion passed by roll call vote (5-0): Ayes: Brown, Hursey, Jakobsson, Miller, Wu.

9. **ADJOURNMENT**

Additional attempts were made to communicate with Assessor Williams who was attending electronically but voice transmission continued to fail. Chair Marlin noted that attempts would be made to provide his responses to the board. There being no further business to come before the Cunningham Township Board, Chair Marlin declared the meeting adjourned at 7:28 pm.

Charles A. Smyth  
Township Clerk

This meeting was taped and broadcast on cable television.

Website link for this meeting: <https://www.urbanillinois.us/node/7693>

**Minutes Approved: September 3, 2019**