

CUNNINGHAM TOWNSHIP BOARD
Monday, December 3, 2018

The Cunningham Township Board met in Regular session Monday, December 3, 2018 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; Dean Hazen; Jared Miller; Dennis Roberts;
Township Clerk: Charles A. Smyth
Supervisor: Danielle Chynoweth
Assessor: Wayne T. Williams

ELECTED OFFICIALS PRESENT VIA TELECONFERENCE: None

ELECTED OFFICIALS ABSENT: Eric Jakobsson; Maryalice Wu; *(Ward 3 is vacant)

OTHERS PRESENT: Frederic Grosser, Wendy Hundley, Eric Ray,

1. **ROLL CALL**

Chair Marlin called the meeting of the Cunningham Township Board to order at 7:06 p.m.

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

Trustee Brown made a motion to approve minutes from November 5, 2018. Trustee Miller seconded and 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 presented in omnibus fashion by Supervisor Chynoweth:

- a. Town Fund - \$49,535.98
- b. General Assistance Fund - \$41,060.43

Trustee Miller made a motion to approve the Town Fund for \$49,535.98 and the General Assistance Fund for \$41,060.43. Trustee Hazen seconded and the motion passed by unanimous voice vote.

6. **REPORTS OF OFFICERS**

a. **Supervisor's Report:**

Supervisor Chynoweth provided the board with a written monthly report. She gave a summary of her written report, focusing on the assistance statistics as of December 3, 2018. General assistance participants are at 87 down from 121 as of last month, of which 39 are homeless; 28 are assigned to community workfare, mostly at Salt and Light; six are on the job search track; 50 are disabled with pending social security income (SSI)/social security disability (SSDI) cases, and their age average is 40.

The reason for the fluctuation is due to the following circumstances: three participants secured sufficient employment; three received SSI; six moved out of township (lost contact mostly from homeless participants); seven repeated missed appointments without notification while on probation; two are incarcerated; 14 failed to participate in community work programs after probationary period (six are homeless).

7. **UNFINISHED BUSINESS**

There was none.

8. **NEW BUSINESS**

- a. Audit Presentation - FY 2017-2018 – Clifton Larson Allen – Hope Wheeler

Supervisor Danielle Chynoweth introduced Sandy Cook Director, CPA from Clifton Larson Allen LLP. Ms. Cook presented the FY 2017-2018 audit on behalf of Ms. Hope Wheeler. She reviewed the three reports provided to Township: Required Communications (Governance Letter), Financial Statement Highlights, and the Management Letter. She mentioned their findings which were noted on the management letter. Ms. Cook and Ms. Chynoweth addressed all questions from trustees.

Trustee Roberts made a motion to accept the Audit report as presented. Trustee Hazen seconded and the motion passed by unanimous voice vote.

- b. **Ordinance No. T-2018-12-004:** An Ordinance Levying Taxes for all Town Purposes for the Town of Cunningham, Champaign County, Illinois, for the Tax Year 2018, Collectible in 2019

Supervisor Chynoweth presented this item for approval. There being no further questions or concerns from trustees. Trustee Miller made a motion to approve Ordinance No. T-2018-12-004 as presented. Trustee Roberts seconded. Motion carried by roll call vote.

Brown – Aye

Miller - Aye

Hazen – Aye

Roberts – Aye

Ordinance No. T-2018-12-004 was approved by a roll call vote (4-Aye: 0-Nay).

- c. **Resolution No. T-2018-12-018R:** A Resolution Approving and Authorizing an Agreement Concerning the Disposition and use of Funds Disbursed through the Cunningham Township Fiscal Year 2018-2019 (Courage Connection for Emergency Shelter FY 2018-2019)

Supervisor Danielle Chynoweth presented Resolution No. T-2018-12-018R with the recommendation for approval. Eric Ray from Courage Connection was also available to answer questions about the program.

Ms. Chynoweth gave a PowerPoint presentation explaining the purpose of the resolution which was to approve funding for the expansion of a shelter for women and children.

This proposed agreement would address three major issues:

- The urgent need for shelter among women, women with children, and transgender residents.
- The need for greater funder and agencies collaboration.
- Honor the contributions of public bodies, faith organizations, and individuals.

After the presentation and discussion. Trustee Miller made a motion to approve Resolution No. T-2018-12-018R as presented. Trustee Roberts seconded. Motion carried by unanimous voice vote.

- d. **Resolution No. T-2018-12-019R:** A Resolution Authorizing the Cunningham Township Assessor to sign a Contract with JRM Consulting for Computer Aided Mass Inc. Appraisal (CAMA) Software

Township Assessor Wayne Williams presented Resolution No. T-2018-12-019R with the recommendation for approval. After researching what other cities are using, he narrowed it down to CAMA based on feedback from other townships. After explaining the need for the software and lease agreement trustee, Roberts made a motion to approve Resolution No. T-2018-12-019R as presented. Trustee Miller seconded. Motion carried by a unanimous voice vote.

- e. **Resolution No. T-2018-12-020R:** A Resolution Authorizing the Cunningham Township Supervisor to Sign a contract with Blue Cross Blue Shield for Health Insurance Coverage (Effective January 1, 2019)

Supervisor Danielle Chynoweth presented Resolution No. T-2018-12-020R with the recommendation for approval. This resolution would authorize the supervisor to renew employee benefits for the new calendar year. The only change to the policy was adding the option of domestic partnership.

Trustee Roberts made an observation about the generosity of the benefits, and Ms. Chynoweth said that her staff helps the most vulnerable in the community and the least she could do was provide excellent benefits for their wellbeing.

After discussion, trustee Brown made a motion to approve Resolution No. T-2018-12-020R as presented. Trustee Hazen seconded. Motion carried by unanimous voice vote.

- f. **Resolution No. T-2018-12-021R:** A Resolution Authorizing the Cunningham Township Supervisor to Sign a Contract for Flexible Spending Account for Health Insurance Coverage with Key Benefit Administrators

Supervisor Danielle Chynoweth presented Resolution No. T-2018-12-021R with the recommendation for approval. No discussion. Trustee Miller made a motion to approve Resolution T-2018-12-021R as presented. Trustee Brown seconded. Motion carried by unanimous voice vote.

- g. Approval of 2019 Township Board Meeting Schedule

Supervisor Chynoweth asked to change the meeting of January 7, 2019 to January 14, 2019 as she will not be available to attend, due to a scheduling conflict with a HUD conference she is required to attend by the township bylaws.

Trustee Miller move to approve and accept changes. Trustee Roberts seconded. Motion carried by unanimous voice vote.

9. **ADJOURNMENT**

There being no further business to come before the Cunningham Town Board, Chair Marlin declared the meeting adjourned at 8:11 p.m.

Wendy M. Fundley

Deputy Town Clerk

This meeting was video recorded with website link (viewable on demand):

<https://www.urbanaininois.us/node/7332>

This meeting was broadcast on cable television (UPTV) and streamed live:

<http://urbanaininois.us/upty>

Minutes Approved: January 14, 2019