

MINUTES

TOWN OF THE CITY OF CHAMPAIGN BOARD OF TRUSTEES

DATE: December 4, 2018

CALL TO ORDER: The meeting was called to order by Chairperson Feinen at 7:02 p.m.

BOARD MEMBERS PRESENT:	Vanna Pianfetti Alicia Beck Tom Bruno Will Kyles	Greg Stock Angie Brix Matthew Gladney Chairperson Feinen
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BOARD MEMBERS
ABSENT: Clarissa Fourman

OTHERS PRESENT: Andy Quarnstrom, Township Supervisor
Fred Stavins, Township Attorney
Paul Faraci, Township Assessor

PUBLIC HEARING: Discussion of the City of Champaign Township Levy – Chairperson Feinen opened the public hearing at 7:03 p.m. and invited the public to speak. No one spoke. She invited comments by Board Members and Township Supervisor Quarnstrom, no one spoke. The hearing was closed at 7:04 p.m.

APPROVAL OF MINUTES: None

CORRESPONDENCE: None

APPROVAL OF SUMMARY OF CHECKS WRITTEN – ALL FUNDS, OCTOBER 2018: October showed the total for the Town Fund was \$47,853.49; General Assistance was \$15,430.42; IMRF was \$4,073.93; and the Social Security Fund was \$648.40. Total expenditures for the month of October 2018 were \$68,006.24. Board Member Stock, seconded by Board Member Gladney, moved to accept and place on file the summary of expenditures. A voice vote was taken on the motion to approve the expenditure report and place it on file; all voted yes. Motion carried.

ACTION ON ORDINANCES & RESOLUTIONS:

RESOLUTION 2018-1202, “A Resolution Approving A Professional Services Agreement with Devnet Inc. for Scanning and Sketching Township Assessor Property Cards”

Board Member Stock, seconded by Board Member Gladney, moved to adopt the Resolution.

PRESENTATION OF RFP – Digitizing Township Property Record: Assessor Faraci explained the rationale for digitizing and sketching the property records dating from 1979, totaling approximately 20,000 cards. 2,500 cards relate to commercial properties, and 100 are agriculture cards. 7,500 cards will be processed at a time beginning January 10, 2019 with an estimated completion date of April 1, 2019. Board Member technical questions and comments included the following topics: ability to view the scanned cards on-line; updating cards and combining those with scanned cards into the new system; time to complete each phase; accessing cards being processed; whether cards will have optical character recognition (OCR) with recognizable information; what is sketching and how it is done; time period to retain paper records until destruction; inputting data from cards and archiving information; duplicating efforts by scanning and maintaining data and cards; prior approval of the proposal; reviewing historic data; vendor location; use of iPads to update cards from the field; and appreciate efforts to update the existing system. A roll-call vote was taken on the motion to approve the Resolution; all voted yes. Motion carried.

CM Fourman joined the Township Session at 7:30 p.m. after the vote on the digitizing resolution.

ORDINANCE 2018-1201: Tax Levy, “An Ordinance Levying Taxes for all Township Purposes for the City of Champaign Township, Champaign County, Illinois for the Tax Year 2018, Collectible in 2019”

Board Member Stock, seconded by Board Member Gladney, moved to adopt the Ordinance. Supervisor Quarnstrom noted the estimated levy ordinance was approved last month. The levy increase amount is 4.73% based on growth, but the levy rate remains the same. A roll-call vote was taken on the motion; all voted yes. Motion carried.

FY 17-18 TOWNSHIP AUDIT: Board Member Stock, seconded by Board Member Gladney, moved to accept and place on file the Township audit. Supervisor Quarnstrom noted nothing out of the ordinary with the audit; and that the audit is available in the Township Office. A voice vote was taken on the motion; all voted yes.

AUDIENCE PARTICIPATION: None

TOWN BOARD AND TOWNSHIP SUPERVISOR’S COMMENT:

Board Member Stock thanked the Supervisor and Assessor’s Offices for being responsive to public needs and wishes.

NEXT MEETING: Regular Monthly Township meeting of January 8, 2019.

ADJOURNMENT: Board Member Stock, seconded by Board Member Gladney, moved to adjourn. A voice vote was taken on the motion to adjourn; all voted yes. Motion carried.

The meeting adjourned at 7:33 p.m.



Marilyn L. Banks
Town Clerk