



**MINUTES  
REGULAR SESSION OF THE TOWN OF  
THE CITY OF BLOOMINGTON TOWNSHIP  
MONDAY, OCTOBER 24, 2022, 5:30 P.M.**

The Board of Trustees for the Town of the City of Bloomington convened in regular session in the Government Center Chambers at 5:30 p.m., Monday, October 24, 2022. The meeting was called to order by Trustee Mwilambwe.

**Pledge of Allegiance**

All present participated in the Pledge of Allegiance.

**Roll Call**

**Trustees Present:** Grant Walch, Donna Boelen, Sheila Montney, Nick Becker, De Urban, Mollie Ward, Jeff Crabill, Tom Crumpler, and Mboka Mwilambwe

**Trustees Absent:** Julie Emig

**Elected Officials Present:** Deborah L. Skillrud, Township Supervisor, and Steve Scudder, Township Assessor

**Staff:** Leslie Yocum, Township Clerk

**Consent Agenda**

*All items under the Consent Agenda are routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Trustee or Elected Official so requests, in which event, the item will be removed from the Consent Agenda and considered separately.*

Trustee Bolen made a motion, seconded by Trustee Becker, that the Consent Agenda, including all items listed below, be approved as presented.

Item 4.A. Approve of the Minutes of the September 26, 2022, Board Meeting, as requested by the Township Clerk (Recommended Motion: The September 26, 2022, Board Meeting minutes be approved.)

Item 4.B. Certify the September 2022 Statement of Funds for the General Town Administration Fund, General Assistance Fund, and Cemetery Fund, as requested by the Township Supervisor (Recommended Motion: The September 2022 Statement of Funds be certified.)

Item 4.C. Approve the October 24, 2022, General Town Fund Request for Payments, as requested by the Township Supervisor (Recommended Motion: The October 24, 2022, Request for Payments be approved.)

Trustee Mwilambwe directed the Township Clerk to call the roll:

**AYES:** Walch, Boelen, Montney, Becker, Urban, Crabill, Crumpler, Mwilambwe

Motion carried.

Trustee Ward arrived at 5:31 p.m.

## Regular Agenda

Item 5. Pass the Ordinance Authorizing the Creation and Implementation of a Housing Eviction Relief Efforts (HERE) Program for Eligible Residents of City of Bloomington Township (Recommended Motion: The Ordinance authorizing the creation and implementation of a HERE Program be passed.)

Township Supervisor Skillrud explained that the McLean County Housing Coalition recognized multiple gaps in services and barriers in meeting the needs of residents. She noted that Township would be able to assist with rental assistance where there are limited funds available from other government programs. Supervisor Skillrud explained that Township created the HERE program to utilize surplus funds from the Community Emergency Response Program (CERP) to provide aid for those facing evictions with rental/mortgage payments, as well providing property tax, property insurance and utility assistance. HERE would also allow flexibility in qualification requirements to permit applicants on a fixed income aged 62 and over or individuals with a Class X or Class 1 drug felony. Supervisor Skillrud said applicants could apply for up to \$3,000. She went on to explain that \$200,000 of the \$250,000 CERP funds were proposed for funding the HERE program for fiscal year 2023 and could be reassessed with the new fiscal year to determine need and budget.

Trustee Ward and Supervisor Skillrud discussed the proposed allotted funds to be used by the end of the fiscal year.

Trustee Crabill asked if the HERE program would be publicized or if it would be used internally. Supervisor Skillrud confirmed the program would be publicized. They then discussed Township's participation in the Eviction Clinics with Prairie State Legal.

Trustee Crabill asked how quickly funds could be disbursed. Supervisor Skillrud explained that applicants for HERE would be evaluated through the General Assistance review process and disbursement would depend on how quickly the applicant provides the necessary documents for evaluating eligibility.

Trustee Ward referenced language in the packet and asked for further clarification on the amount of funding allotted for CERP and HERE. Supervisor Skillrud confirmed that CERP would be reduced to \$50,000 and HERE would increase to \$200,000 in funds.

Trustee Boelen made a motion, seconded by Trustee Crabill, the Ordinance authorizing the creation and implementation of a HERE Program be passed.

Trustee Mwilambwe directed the Township Clerk to call the roll:

AYES: Walch, Boelen, Montney, Becker, Urban, Ward, Crabill, Crumpler, Mwilambwe

Motion carried.

Item 6. Approve the Project Services Agreement with Farnsworth Group to Provide Professional Services for COBT Office Building Renovations, as requested by the Township Supervisor (Recommended Motion: The Project Services Agreement with Farnsworth Group be approved, and the Supervisor authorized to execute the necessary documents.)

Township Supervisor Skillrud explained that staff were ready to finalize the building project condition report. She provided an update on the proposed layout for the Township building. She noted key adjustments including a smaller reception area and increased lobby size. She clarified that the contract, in the amount of \$115,000, included design and development of construction documents, bid and permitting assistance, and construction administration.

Trustee Boelen made a motion, seconded by Trustee Crabill, that Project Services Agreement with Farnsworth Group be approved, and the Supervisor authorized to execute the necessary documents.

Trustee Mwilambwe directed the Township Clerk to call the roll:

AYES: Walch, Boelen, Montney, Becker, Urban, Ward, Crabill, Crumpler, Mwilambwe  
Motion carried.

Item 7. Accept the Proposed Fiscal Year 2023 Amended Budget, as requested by the Township Supervisor (Recommended Motion: The Proposed Fiscal Year 2023 Amended Budget be accepted and placed on file for a thirty-day review period.)

Township Supervisor Skillrud referred the Board to the memo detailing the line item changes to the budget and reminded the Board that Township had accumulated funds over time for the maintenance and repair of the building. To address the Board's previous concerns of an excess in reserve, she explained that the amended budget results in an anticipated ending balance that is below the allowable 2.5 times the annual average expenditure of the previous three fiscal years, as per Illinois Township Code Accumulation of Funds (60 ILCS 1/85-65).

Trustee Boelen asked for clarification that the amendment addressed the capital fund for the redo of the building. Supervisor Skillrud responded in the affirmative.

Trustee Boelen made a motion, seconded by Trustee Crabill, that the Proposed Fiscal Year 2023 Amended Budget be accepted and placed on file for a thirty-day review period.

Trustee Mwilambwe directed the Township Clerk to call the roll:

AYES: Walch, Boelen, Montney, Becker, Urban, Ward, Crabill, Crumpler, Mwilambwe  
Motion carried.

Supervisor Skillrud informed the Board that the public hearing for the budget amendment would be held in November just prior to the regular Board meeting.

Item 8. Approve the Estimated Fiscal Year 2023 Tax Levy for Tax Year 2022, as requested by the Township Supervisor. (Recommended Motion: The Estimated Fiscal Year 2023 Tax Levy for Tax Year 2022 of \$2,351,600 be approved.)

Township Supervisor Skillrud stated that the tax levy had not increased. She read the financial impact/analysis from the meeting packet noting that the Equalized Assessed Value (EAV) had decreased.

Trustee Boelen made a motion, seconded by Trustee Crabill, that the Estimated Fiscal Year 2023 Tax Levy for Tax Year 2022 of \$2,351,600 be approved.

Trustee Mwilambwe directed the Township Clerk to call the roll:

AYES: Walch, Boelen, Montney, Becker, Urban, Ward, Crabill, Crumpler, Mwilambwe  
Motion carried.

#### Reports by Elected Officials

##### Item 9.A. Comments by Deb Skillrud, Township Supervisor

Township Supervisor Skillrud addressed the Board and asked the Board to refer to the Township Supervisor Report in the packet noting that Township had recently been involved with training and community outreach.

##### Item 9.B. Comments by Steve Scudder, Township Assessor

Township Assessor Scudder addressed the Board and stated that the assessments were to be published in *The Pantagraph* which triggered a 30-day window for property owners to file a complaint with the McLean County Board of Review. He reported that McLean County would host an informational meeting on Wednesday October 26, 2022 at 5:30 pm to discuss the 1.257 multiplier for the City of Bloomington. He invited the Board to attend the meeting.

Trustee Montney asked if the County's multiplier was considered when EAV rates were configured or if it was in addition to the EAV. Mr. Scudder reported that the County's multiplier was consistent with multipliers assessed to all surrounding Townships. He noted that Township attempted to adjust EAV rates based on subdivisions to equalize the values across Bloomington, but McLean County did not believe it was sufficient, so the County added a multiplier for the entire City.

#### Public Comment

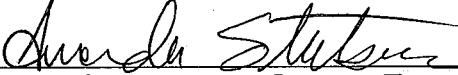
Trustee Mwilambwe opened the meeting to receive public comment. Leslie Yocum, Township Clerk, reported that no one had registered to speak live or had submitted emailed public comment.

#### Adjournment

Trustee Boelen made a motion, seconded by Trustee Crabill, that the meeting be adjourned.

Motion carried unanimously (Viva Voce).

The meeting adjourned at 5:58 p.m.

  
Amanda Stutsman, Deputy Township Clerk