

**MINUTES OF THE
TOWNSHIP OF SCHAUMBURG – BOARD OF TRUSTEES
STATE OF ILLINOIS
Cook County
Town of Schaumburg**

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk located at One Illinois Boulevard, Hoffman Estates, IL 60169-3314 on July 28, 2021.

Officials Present:	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk
	Robert N. Fiorio	Trustee
	Demetrius J. Gibson	Trustee
	Lauren Saternus	Trustee
	Matthew J. Steward	Trustee
	Scott M. Kegarise	Highway Commissioner

The following business was transacted.

Supervisor Heneghan called to order the Regular Board of Trustees Meeting at 7:00 p.m.

Clerk Vinnedge called the roll and the Pledge of Allegiance followed.

VETERANS' HONOR ROLL

Clerk Vinnedge honored.

Specialist Terence M. Butz ~ U.S. Army 1972 – 1975

Corporal Kenneth H. Couture ~ U.S. Marine Corp 1966 1968

Supervisor Heneghan honored.

Schaumburg-Hoffman Lions Club

PRESENTATION

Grace Hong Dunnin, President and CEO of the Kenneth Young Center presented and overview of services provided by Kenneth Young. Questions were asked and answered. Written report on file. No action items.

James Howard, Governmental Accounting presented an overview of Year To Date Financials for the Township. James will return at the next Board Meeting in August to review the Financial Audit. Questions were asked and answered. Written report on file. No action items.

PUBLIC COMMENT

None

MINUTES

Moved by Trustee Saternus and seconded by Trustee Gibson to approve the minutes of the June 16, 2021 Committee of the Whole. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

Moved by Trustee Gibson and seconded by Trustee Saturnus to approve the minutes of the June 23, 2021 Regular Board Meeting. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

Moved by Trustee Steward and seconded by Trustee Gibson to approve the minutes of the July 13, 2021 Special Meeting. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

DEPARTMENT AND COMMITTEE REPORTS

Disabled Services Department:

- Interim Director Ewan stated that they are looking forward to upcoming Movie Night sponsored by ITAC and the Schaumburg-Hoffman Lions Club on July 31st. About 50 guest have registered to attend.
- Planning underway for the Disability Services Resource Festival Saturday, September 25 from 9-12pm. Emailed 65 invites to agencies and organizations to attend. The goal of the Festival is to provide awareness about disability services and programs that are available in the local community and connect residents to those services and programs. The Outdoor Resource Festival will have a face painter, raffle prizes, food, and sensory friendly touch-a-trucks and a carnival like game at each table as part of the festival type atmosphere we want.
- Written report on file. No action items.

Senior Services Department:

- Intake and Referral Coordinator Bisioulis has 5 volunteers for orientation training on Thursday, August 5th. The volunteers will shadow Coordinator Bisioulis during the week of August 9th.
- Program Specialist Kettel mentioned we are up to 60 participants for Bingo and a lotto is done every 2 weeks for sign up.
- The Crochet group will be going to Trickster Gallery to do a Monarch Butterfly & Art Butterfly in the Park Family fun event. There is a fee and donation with gift raffle prizes and any money made after that comes back to the Township.
- Two classes coming up such as Creative Writing and Spanish classes at end of September.
- Program Coordinator Remer has some programs such as the Secretary of State Mobile unit coming August 13th and in October Rules of the Road here at the Township.
- Benefit Specialist De Marchi who participates monthly on the Hoarding Task Force has coordinated Bury In Treasures program which will run for 16 weeks with a facilitator
- Interim Director Newell along with other Township staff will be having upcoming trainings in Excel at Harper. Other trainings will include LIHEAP and First Aid so all in department are certified.
- Written report on file. No action items.

Transportation Department:

- Director Christopher noted that he has met with the Historical Society and another tour is being planned for September 18th.
- Written report on file. No action items.

Welfare Services Department:

- Director Zanoni reported Pack the Bus is set for August 7th from 9am – 3pm at Target.
- Stockperson Evans and Support Specialist Treni represented the Township at Car and Truck show on Saturday July 24th, Entry to the event was to provide a food item for the pantry.
- Representative Mussman stopped in to see the Food Pantry, Specialist Assistant O'Dette had the opportunity to provide the tour.
- Welfare is starting to have outside agencies in 2x a week, by-weekly – Children's Home and Aid and The Harbor will be here to share information with residents.
- Written report on file. No action items.

Community Relations Department

- This summer the Township has made an effort to attend several community events and we have several slated for the fall including: National Night Out with the Schaumburg Park District on Aug 3rd, and with Hoffman Estates on October 5th.
- We will also participate in the Village of Schaumburg Farmer's Market on September 24th and October 1st.
- We hope to continue attending community events to share information about our programs and services.
- Written report on file. No action items.

Assessors Department:

- We recently have concluded another very successful appeal period as offered by county Assessor as our office was scheduled a few months earlier than usual. Generally, we are scheduled in mid-August through mid-September. We are currently reviewing and counting all the applications submitted to our office; we have a large stack and we should have the official count (numbers) for our next Board meeting.
- This concludes year 2 and next year we will be our re-assessment (tri-year) whereby all the residents will be notified which typically means that it is time to appeal their assessment, as they tend to increase in year 3.
- We hope to have a seminar as offered by the Assessor but we will monitor how things go with this new virus issue in 2022. We generally reserve Schaumburg High School's gymnasium to host this large event every 3 years.
- Staff are using the summer months to take classes and renew credentials.
- Second installment property tax bills will be delayed this year according to the county Treasurer and mailed in late August. We have had many township residents concerned, have called, and visited our office inquiring about their 2nd installment bill. No late fees or penalties will be applied through Oct. 1st the due to the late mailing.
- Written report on file. No action items.

Building and Grounds Department:

- Supervisor Recchia reported that he had completed approximately 90% of the items noted on an insurance safety audit with a deadline of September 30th.
- Interim Administrator Cordes stated she had just reviewed open items and disputed this,

referencing a walkthrough of the building today.

- The Board gave a deadline to have 75% completed by the August Board Meeting and 100% completed by the September Meeting.

Highway Commissioner Report:

- No written report on file.

Supervisors Report

- Supervisor Heneghan noted he attended a meeting arranged by Mayor Craig with other local officials.
- Supervisor Heneghan will speak at the next meeting of the Citizens Police Academy.

Administrators Report

- Interim Administrator Cordes reported that the Township was awarded the GFOA (Government Finance Officers Association) certification. Audit results will be presented at the August Board Meeting.
- We are watching CDC & IDPH guidelines for mask updated policy. If things change, staff will be advised and change policies.
- Senior Services and Disability Services are requiring residents to wear masks at all indoor events.
- Tuesday, July 20th, Mayor McLeod awarded Disability Services a Proclamation for 31st Anniversary for Americans with Disabilities Act. He delivered it during Deaf Services' ice cream social, which was very special for those clients. Trustee Saturnus attended, Rep. Mussman was there, as were some other new officials from Hoffman Estates.

Financial Report:

- Written report on file.

Clerk's Report:

- Written report on file. No action items.

OLD BUSINESS

None

NEW BUSINESS

- A. Moved by Trustee Saturnus and seconded by Trustee Steward for Approval to Reappoint Donna Kaywood to the Senior Citizens Services Committee Effective Immediately Through September 30, 2023. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- B. Moved by Trustee Steward and seconded by Trustee Saturnus for Approval to Reappoint Marilyn Pande to the Senior Citizens Services Committee Effective Immediately Through

- September 30, 2023. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- C. Moved by Trustee Gibson and seconded by Trustee Saturnus for Approval for Interim Township Administrator to Recruit and Fill Three Internship Positions in Senior Services, Disability Services, and Communications. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- D. Moved by Trustee Gibson and seconded by Trustee Steward for Approval to Hire Patrick Bennett as Maintenance and Food Pantry Assistant at the Rate of \$17.17 per Hour Effective Immediately. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- E. Moved by Trustee Steward and seconded by Trustee Gibson for Approval of Resolution 2021-2022 #12, a Resolution approving and authorizing an agreement for Professional Recruitment Service between GovHR USA LLC and the Township of Schaumburg. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- F. Director Christopher explained to the board and issue Transportation is experiencing with the request to drive Township Residents to a location 4 blocks out of our route. Discussion followed.

APPROVAL OF BILLS

Moved by Trustee Saturnus and seconded by Trustee Gibson to approve Town Fund Warrant 2021-2022 #5 in the amount of \$ 297,205.38. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

Moved by Trustee Steward and seconded by Trustee Gibson to approve Road & Bridge Warrant 2021-2022 #5 in the amount of \$ 31,901.46. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

Moved by Trustee Gibson and seconded by Trustee Sternus to approve Welfare Services Warrant 2021-2022 #5 in the amount of \$ 57,406.56. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

ANNOUNCEMENTS

August 7, 2021 – Pack The Bus Event, 9AM – 3PM

August 14, 2021 – Rabies Clinic, 10AM - 1PM

August 18, 2021 – Committee of the Whole, Town Hall, 7PM

August 25, 2021 – Regular Board of Trustees Meeting, Town Hall, 7 PM

September 6, 2021 – Township Closed, Labor Day

SUPERVISOR AND TRUSTEE COMMENTS

- Trustee Steward stated he was curious about research learned when the Township last looked into IMRF (Illinois Municipal Retirement Fund.) It was assigned to Director Dionesotes to find all previous records and report on the information.
- Trustee Gibson stated he is interested in the Township researching a pilot program for children with food disparity, perhaps giving a meal or 2 on a Friday to carry them through the weekend when school meals are not provided.
- Trustee Fiorio stated District 211 already has such a program and we could gain information from them.

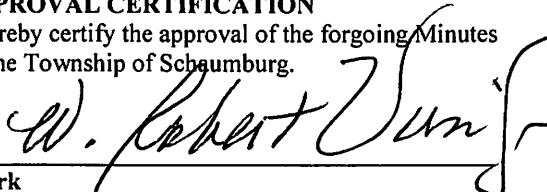
EXECUTIVE SESSION

Moved by Trustee Steward and seconded by Trustee Gibson to adjourn to Executive Session at 9:00p.m. pursuant to Section 5 ILCS 120/2 (c) (1) of the Open Meetings Act to consider the appointment, employment, compensation, or dismissal of specific employees.

Moved by Trustee Steward and seconded by Trustee Gibson to go into Open Session at 9:05 p.m. All in favor. **Motion carried.**

ADJOURNMENT

There being no further business, Trustee Saturnus and seconded by Trustee Fiorio seconded the motion to adjourn the meeting at 10:28 p.m. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

APPROVAL CERTIFICATION	
I hereby certify the approval of the forgoing Minutes of the Township of Schaumburg.	
Clerk	
Date	8-25-2021