

**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 September 22, 2021.

Officials Present:	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk
	Robert N. Fiorio	Trustee – remotely via Zoom
	Demetrius J. Gibson	Trustee
	Lauren Saternus	Trustee – remotely via Zoom
	Matthew J. Steward	Trustee – logged in 7:04 pm remotely

The following business was transacted.

Supervisor Heneghan called to order the Regular Board of Trustees Meeting at 7:01 p.m.

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

PUBLIC COMMENT

A resident commented on a recent incident where her identity was stolen and needed assistance. Interim Administrator Cordes stated she would provide resources for her to contact after the board meeting.

PRESENTATION

- Karen Baker, Executive Director of Community Service, Northwest Community Hospital provided an overview of the Mobile Dental Clinic program. The Dental Clinic provides a wide range of service to residents who qualify for their services and include individuals from the age of 2 and up. The Director stated the rating of their services had a n excellent rating of over 90%.
- The Township has made this program available to eligible residents since 2013.

MINUTES

Moved by Trustee Gibson and seconded by Trustee Steward to approve the minutes of the August 18, 2021 Committee of the Whole Meeting. 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 Saternus after noting a correction that Trustee Steward arrived at 7:24 pm not Trustee Gibson, and then seconded by Trustee Gibson to approve the minutes of the August 25, 2021 Regular Board Meeting. 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 Steward and seconded by Trustee Saternus to approve the minutes of the August 30, 2021 Special Meeting of the Board. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

DEPARTMENT AND COMMITTEE REPORTS

Disabled Services Department:

- Disability Services Resource Fair will be Saturday, September 25 from 9-12 pm with 34 vendors, including township departments attending. There will also be two sensory friendly touch a trucks, a balloon artist. The event will be outside in the township parking lot.
- The department has two upcoming virtual programs in a few weeks – one on Special Needs Trust and the Regional Transportation Authority (RTA).
- Deaf Services Coordinator Phadke ran the Deaf Services Support Group yesterday with 40 in attendance.
- The Disability Services is now coordinating its own Adopt-A-Family program accepting both donor and recipient applications through October 29.
- Written report on file. No action items.

Senior Services Department:

- Staff has been making appointments and taking applications for the Low Income Home Energy Assistance Program (LIHEAP) and Percentage of Income Payment Plan (PIPP). Program continues on through May 31st or until funding is exhausted.
- The flu clinic will be held at the Township on Thursday, September 30.
- Intake Coordinator Bisolious left to pursue other career opportunities.
- Seniors recently went on trips to Four Winds and the Paramount Theater and both were thoroughly enjoyed.
- Senior Services coordinated along with Chandler's an Octoberfest drive through meal pick up on September 17th.
- The Senior Department is also coordinating an Adopt-A-Senior program for the holidays.
- Written report on file. No action items.

Transportation Department:

- Director Christopher commented on how much everyone enjoyed the Historical Tour which the Township provided the transportation.
- Demand for rides have been increasing and are currently scheduling out 5-10 days in advance to accommodate resident needs.
- Trustee Gibson questioned if it was a staffing issue and if so, Director Christopher should consider looking into hiring "temp" drivers.
- Written report on file. No action items.

Welfare Services Department:

- Supervisor Heneghan noted that the Food Pantry van was at Schaumburg Septemberfest and he appreciated staff being there and providing the township's food pantry advertising.
- Written report on file. No action items.

Community Relations Department

- The website update is underway and work is progressing on the first mockups.
- Our Communications and Graphic Design Intern started last week. She has undertaken some media request forms, social media content platform research and is assisting with our e-Newsletters, among other projects.
- This Friday, the Township Disability and Senior Services will be represented at a table during the Schaumburg Farmers Market. Next week, Welfare Services will have a table there representing the township.
- We will also be participating in the Hoffman Estates' National Night Out on October 5th. Additional details will be available soon, for that event.
- Written report on file. No action items.

Assessors Department:

- Written report on file. No action items.

Kenneth Young Center:

- Written report on file. No action items.

Highway Commissioner:

- No written report on file.

Supervisors Report

- Supervisor Heneghan stated he recently attended an event at the Trickster Gallery on Voter Equality.
- He also attended the Flood Brothers Leadership Forum which presented on a program on Cyber Security and Water Reclamation.
- The Supervisor read a few comments submitted by residents complimenting the Assessor's Office and the Highway Department.

Administrators Report

- Interim Administrator Cordes explained that on September 10th, 3 buses and 1 van had their catalytic converters stolen. Township insurance pays most of the cost at \$5,851 after our \$1,000 deductible. Cages have been added to all of the buses to help prevent future vandalism.
- We are working with our IT team to add cameras to where the buses are parked.
- We are making progress to update all of the items on the insurance safety audit.
- Supervisor Heneghan and Interim Administrator Cordes provided a special thank you to the staff that assisted and completed the clean out required in the gym storage area.

Financial Report:

- Next month we will have the estimated Levy for the Board to review and discuss.
- Written report on file.

Clerk's Report:

- Clerk Vinnedge noted the delay in processing passports has not improved.
- Expedited passports are taking up to 12 weeks and standard processing up to 18 weeks.
- Clerk Vinnedge also reiterated the success of the Historical Tour noting it was a unified project with the Township providing Transportation, the Library providing Advertising and the Historical Society running the event.
- Written report on file. No action items.

OLD BUSINESS

None

NEW BUSINESS

- A. Moved by Trustee Gibson and seconded by Trustee Steward to Approve Michael Ramunno for the position of Passport and Resident Services at the rate of \$20.52 an hour in the department of Administrative Services. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- B. Moved by Trustee Saternus and seconded by Trustee Fiorio to Approve to appoint Andrew Miller to the Persons with Disability Committee for a term through May 31, 2024. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- C. Moved by Trustee Steward and seconded by Trustee Gibson to Approve to place Jonathan Schulz on unpaid leave until October 5, 2021 due to reasons discussed in Executive Session on September 15, 2021. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- D. Moved by Trustee Saternus and seconded by Trustee Steward to Approve the Senior Services Intake and Volunteer job description. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- E. Moved by Trustee Fiorio and seconded by Trustee Saternus to Approve a Mandatory COVID-19 Vaccination Policy. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- F. Moved by Trustee Gibson and seconded by Trustee Saternus to Approve the Resolution 2021-2022 #15, A Resolution Approving and Authorizing Agreement for the Provision of Consulting and Facility Management Services with Maintenance Reliability Consultants. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

APPROVAL OF BILLS

Moved by Trustee Gibson and seconded by Trustee Steward to approve Town Fund Warrant 2021-2022 #7 in the amount of \$287,561.99. 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 Steward and seconded by Trustee Saternus to approve Road & Bridge Warrant 2021-2022 #7 in the amount of \$101,122.39. 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 Saternus and seconded by Trustee Fiorio to approve Welfare Services Warrant 2021-2022 #7 in the amount of \$56,745.26. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

ANNOUNCEMENTS

- September 25, 2021 – Disability Services Resource Fair, 9AM – 12PM
- October 2, 2021 – Community Shred Event, 9AM – 11AM
- October 20, 2021 – Committee of the Whole, Town Hall, 7PM
- October 27, 2021 – Regular Board of Trustees Meeting, Town Hall, 7 PM

SUPERVISOR AND TRUSTEE COMMENTS

Trustee Gibson asked the status of the initiative to “Go Out and Visit Local Business.: Interim Director Cordes will continue to work on this. Trustee Gibson also stated he wanted to make a public declaration that he will continue to follow up on the program “Blessings in the Backpack” and wants to assure the Township’s involvement.

Trustee Steward asked about the steps toward converting the Township to the Illinois Municipal Retirement Fund (IMRF.) Director Dionesotes responded with the review and required timeline to apply as well as suggest the Township perform an internal audit of costs starting January 2022.

ADJOURNMENT

There being no further business, Trustee Steward moved to adjourn the meeting at 8:10 p.m. and Trustee Saternus seconded the motion. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-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	<i>W. Robert Stinson</i>
Date	<i>October 27, 2021</i>