

**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 February 23, 2022.

Officials Present:	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Absent
	Robert N. Fiorio	Trustee
	Demetrius J. Gibson	Trustee
	Lauren Saternus	Trustee
	Matthew J. Steward	Trustee

The following business was transacted.

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

Supervisor Heneghan called the roll and the Pledge of Allegiance followed.

PUBLIC COMMENT

PRESENTATION

James Windisch and Lisa Dowling, Polco provided an overview of their services to perform a Community Needs Assessment. The process beginning to end has a 16-18 week time line with Polco handling the process completely. The company just completed an assessment of this type for the Village of Schaumburg, so they are familiar with the area and community. In 2019 Polco and the National Research Center merged, creating a broader scope of services and data. Their assessment is part standardized (for benchmarking opportunities) and can include custom questions as well. Efforts target residents and business leaders. Focus on oversampling toward capturing the harder to access populations, with statistical validation ensured.

Mindy Schneiderman, Northern Illinois University Center for Governmental Studies also provided an overview of their services to perform a Community Needs Assessment. Their team has a lot of experience with working with several Townships in the area. Their assessment is entirely customizable, as they do not engage with benchmarking analytics. Efforts focus on residents, have provided business leader outreach for this project. Oversampling and option for focus groups were discussed.

John Haniotes and Shannon Devinger, Barrington Bank discussed their services and outlined their many relationships with several Townships and municipalities. The Township foundation account is currently with Barrington Bank. Services offered include remote deposit capture, fraud mitigation, and positive pay through the online portal.

The Fidelity Financial Advisor was not able to attend the meeting.

MINUTES

- A. Moved by Trustee Saternus and seconded by Trustee Steward to approve the minutes of the January 19, 2022 Committee of the Whole and the January 26, 2022 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.**

DEPARTMENT AND COMMITTEE REPORTS

Kenneth Young Center:

- Linda Springer, Senior Clinical Director of Behavior Health followed up on mental health first aid that Kenneth Young has trained trainers that are available to train staff.
- Currently child calls have an 18-day waitlists, they receive approximately 200 call a month and only see patients from Schaumburg and Elk Grove Townships.
- Adult calls have an 8-day waitlist, they receive approximately 350 calls a month for adult patients.
- High risk patients get an assessment much quicker.
- Staff are celebrating Black History month and welcome the board to visit each of their facilities.
- Written report on file. No action items.

Disabled Services Department:

- Disability Services is currently finalizing plans for an Egg Hunt which will be held April 9 from 2-3 pm. Besides and egg hunt that will be inclusive for individuals with various disabilities, we are also going to have the Easter Bunny available for photos and there will be other games and activities for the participants to do.
- Disability Services is also planning on bringing back our annual Summer Celebration this year on Saturday, June 18 with an outdoor picnic, DJ, and games.
- Written report on file. No action items.

Senior Services Department:

- Senior Services is happy to announce the Diane Saverson has joined our team as a full time Receptionist for Senior and Disability Services. She has been working with us as a temp since November. Her first day as an official Township employee was yesterday, February 28th.
- AARP Tax Aide season is in full swing. We have approximately 500 appointments scheduled for this season and at this time are full. We are directing individuals who are still looking for tax appointments to other Tax Aide sites in the area.
- Senior Services is planning an Earth Day event for April 22 that all departments will be participating in. We will have representatives from CUB, Cook County, the Villages of Hoffman Estates and Schaumburg, ComEd, Nicor, and the Metropolitan Reclamation District of Greater Chicago.
- The department has also partnered with Wings and will be a donation collection station for them beginning in mid-March and will continue through Earth Day.
- Written report on file. No action items.

Transportation Department:

- Director Christopher noted that they drove a large group of Seniors to see a play today at Marriott Lincolnshire. As programs pick up again, Transportation expects to be very busy.
- Written report on file. No action items.

Welfare Services Department:

- Associate Director of Welfare Services McGinn stated the Department is very excited for Director Zaroni and her move to Florida, but very sad to lose her as part of their team.
- The Department is doing applications for Hanover Parks new program, Low Income Household Water Assistance Program (LIWOP.)
- Trustee Gibson asked for clarification on the program Blessings in the Backpack. Associate Director Nelson explained the school is currently providing over 100 lunches and plan to go up to 150. Trustee Gibson requested for her to see if they would have a representative available to come to the Township for an overview of the program and explain fundraising needs.
- Written report on file. No action items.

Community Relations Department

- In collaboration with Cook County Department of Public Health and Cook County Commissioner Kevin Morrison's office, we were able to get 1,000 KN95 masks to distribute to the public. We had a sign-up form online and gave some to departments for clients who aren't able to easily navigate the internet or don't have access. We are distributing the remainder of the unclaimed masks to clients within the departments.
- The resource bookmark for homeless community members has been printed and are available for board and staff to hand out.
- Community Relations Coordinator Trent is working on sharing edits with the website developer. We have many more capabilities on the new site, which should create a better user experience as well as a better staff experience.
- Written report on file. No action items.

Assessors Department:

- In January and thru February, our office was open for 2nd Round of Appeals as offered by the Cook County Board of Review. We had many residents contact our office for remote appeals.
- We had over **650 residents** file with our office in January only and another **300 resident** files were reviewed but did not meet the qualification to file the appeal as the resident may have received a previous reduction. Last December, for example, the Assessor granted a special 'Covid Reduction' to all the county residents.
- We currently assisting our residents and reviewing their 1st Installment Bills and working to solve any discrepancies with the Cook County Treasurer's office as the property bill is due in a couple of days (March 1st). Unfortunately, no extensions were allowed for this tax year.
- Beginning March 1st, all of our newly minted (and young) seniors will be able to apply for their much-anticipated Senior citizen or Senior Freeze exemption as the new forms for Tax Year 2021 (in calendar year 2022) will become available. This will also be for our new Homeowners who have recently moved into our Township. We have over 100 residents waiting to sign up with our office.
- Written report on file. No action items.

Mental Health Committee:

- The “In Our Own Voice” presentation will be tomorrow at 7pm at the Township. There are 19 people registered right now, which is great!
- Mental Health First Aid Training sign-ups are underway. Some staff plan to attend.
- Written report on file. No action items.

Highway Commissioner:

- Staff want to thank Commissioner Kegarise for providing a lunch on Valentine's Day.
- No written report on file.

Supervisors Report

- Supervisor Heneghan thanked all the Department Heads for all the hard work that went in to create the new fiscal year budget.
- The Supervisor also thanked everyone for being in person for attendance at this evening's meeting. He felt with COVID numbers in a better place and vaccines being more prevalent, it was time to get together again.
- Township Officials of Illinois (TOOC) will host DEI training on March 9th.
- The Supervisor had an opportunity to meet with staff from the Water Reclamation District and discussed the purchase or use of land to make available for our residents, possibly for garden lots, or walking paths.

Administrators Report

- Administrator Williams is currently working on visiting all of the villages in our Township and has already been to Hoffman Estates, Schaumburg and Hanover.
- The Administrator and Director Cordes went to the Kenneth Young Center, found it to be an excellent facility and learned of their many wonderful services even including an onsite pharmacy.
- The Administrator, Trustee Gibson and Coordinator Trent attended a Juneteenth meeting, the group is focusing on events for Father's Day and the Black male.
- The Administrator has completed skip level one on ones with almost all staff of the Township. She feels the moral in the Township is quite good, she encouraged self-care after the tremulous past few years of adjustments and stress with the pandemic.
- Administrator Williams is working with Directors on succession planning for each department.

Financial Report:

- James Howard, Governmental Accounting walked through 11 months of the Township financials and feels the accounts are in good order.
- Mr. Howard stated all indications show that the Township should end the year below budget.

Clerk's Report:

- Written report on file. No action items.

OLD BUSINESS

None

NEW BUSINESS

- A. Moved by Trustee Gibson and seconded by Trustee Saternus to Approve Ordinance No. 2022/2023 #07, an Ordinance Making Appropriations for the General Town Fund and General Assistance Fund Final Budget for Fiscal Year Commencing on the 1st Day of March 2022 and Ending on the 28th Day of February 2023 for the Town of Schaumburg, Cook County, Illinois. 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 Gibson to Approve Ordinance No. 2022/2023 #08, an Ordinance Making Appropriations for the Road and Bridge Fund Final Budget for Fiscal Year Commencing on the 1st Day of March 2022 and Ending on the 28th Day of February 2023 for the Town of Schaumburg, Cook County, Illinois. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0.
- C. Moved by Trustee Steward and seconded by Trustee Saternus to Approve Resolution 2021-2022 #29 a Resolution Approving Proposal by Quality Lighting Associates with a total project cost of approximately \$59,242 after Commonwealth Edison Utility Incentive. 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 Fiorio and seconded by Trustee Steward to Approve Resolution 2021-2022 #30, a Resolution Authorizing an Agreement with TK Elevator Corporation for Elevator Inspection and Maintenance Services. 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 Gibson and seconded by Trustee Steward to Approval to appoint Thais Perez to the Diversity, Equity and Inclusion Taskforce. 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 Saternus and seconded by Trustee Gibson to approve Town Fund Warrant 2021-2022 #12 in the amount of \$243,220.32. 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 Saternus to approve Road & Bridge Warrant 2021-2022 #12 in the amount of \$54,854.68. 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 Steward to approve Welfare Services Warrant 2021-2022 #12 in the amount of \$50,437.75. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

ANNOUNCEMENTS

March 16, 2022 – Committee of the Whole, Town Hall, 7PM

March 23, 2022 – Regular Board of Trustees Meeting, Town Hall, 7 PM

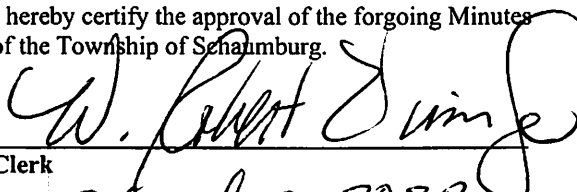
April 12, 2022 – Annual Town Meeting, 7PM

SUPERVISOR AND TRUSTEE COMMENTS

- Trustee Steward asked the Administrator to send out the price listing for Polco Community Assessment.
- Trustee Saternus suggested putting COVID protocol on the March Committee of the Whole agenda.
- Trustee Gibson wished everyone a happy Valentine's Day and suggested everyone go out and celebrate Black History Month.

ADJOURNMENT

There being no further business, Trustee Steward moved to adjourn the meeting at 8:12 p.m. and Trustee Gibson 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	
Date	March 3, 2022