

**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 March 23, 2022.

<b>Officials Present:</b>	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk
	Robert N. Fiorio	Trustee
	Demetrius J. Gibson	Trustee
	Lauren Saternus	Trustee – absent
	Matthew J. Steward	Trustee
	Scott Kegarise	Highway Commissioner – 7:10 p.m.

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.

**PUBLIC COMMENT**

None

**MINUTES**

- A. Moved by Trustee Steward and seconded by Trustee Gibson to approve the minutes of the February 23, 2022 Regular Board Meeting. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

**DEPARTMENT AND COMMITTEE REPORTS**

**Kenneth Young Center:**

- A drug take-back program to dispose of expired and unused prescriptions is now in place.
- Meals On Wheels is now distributing 7,000.00 meals per month in Schaumburg Township.
- They are also looking to hire a number of new individuals to assist with additional programs.
- Also, they had 100% participation in the Illinois Youth Survey involving all the middle and high schools in our service area.
- Written report on file. No action items.

**Disabled Services Department:**

- March is Disability Services Awareness month.
- This year there were 16 deaf clients that took advantage of the AARP tax services program that was nan increase from last year.

- Written report on file. No action items.

**Senior Services Department:**

- So far, there are 525 seniors scheduled to have their taxes completed for free by the AARP Tax Aid program.
- Written report on file. No action items.

**Transportation Department:**

- Director Christopher reported that applications for part-time drivers has been implemented and several received so far.
- Written report on file. No action items.

**Welfare Services Department:**

- Director Nelson of Welfare Services stated that we had an Eagle Scout named Jackson from Troop 493 who organized and collected food donations along with \$300.00 in cash donations. It was suggested the township should have him present at a board meeting to thank him properly.
- Written report on file. No action items.

**Community Relations Department**

- Katy Trent reported that the township collaborated with the library, area villages and others to collect and donate items for the people in crisis in the Ukraine.
- We will participate once a month in the Farmer's Market starting in June and concluding in October.
- Written report on file. No action items.

**Assessors Department:**

- Many residents have been filing senior exemptions making contact either in person, by phone or e-mail keeping staff quite busy.
- Written report on file. No action items.

**Mental Health Committee:**

- There will be virtual training for Mental Health First Aid training towards the end of March.
- Written report on file. No action items.

**Highway Commissioner:**

- Commissioner Kegarise commented on being involved in answering some FOIA requests that required both the road district and the township that it was obvious our attorneys should be involved. Attorney Melissa Wolf will be responding since there were so many layers to these requests.
- The highway department has been contacted by the Village of Schaumburg on a \$5,000,000.00 road project between Wise and Irving Park Roads on Spring South. This project will likely occur in approximately five years. The Federal government will cover

75% and 25% by the village and the township. Since we only have responsibility for 10% of that road our contribution should amount to \$400,000.00. It was suggested that since the monies aren't needed right away a special levy might be imposed and saved for when the monies are needed.

- No written report on file.

### **Supervisors Report**

- The Supervisor noted he again received many nice thank you notes and compliments from residents using the township transportation services.

### **Administrators Report**

- Administrator Williams stated that two of our larger projects are coming along and there should be more to report later in April on both the lighting replacement program and the Trane units to be received and installed on the roof.
- Also, she reported on the revamping of the personnel policy manual that will be reviewed and revised with direct input from her, Patti's and our Human Resources manager. Then the board will receive a copy comment and approval. For now, the anticipated date for presentation will be the COW Meeting in May.
- Further, the individual department strategic plans have been completed. The plans project where the township expects to be in three to five years. Once the Administrator has reviewed them, she will send them on to the board.
- With regard to community assessment, Administrator Williams discovered in talking with the Village Manager of Roselle that they had all their costs paid for through the funds made available from CMAP. She is looking into to this to determine if the township would also be eligible for reimbursed as well.
- Finally, the Administrator talked about a program known as Core Strength which is intended to promote greater communication and strategic thinking between groups and she feels it will be something that should greatly assist us.

### **Financial Report:**

- Written report on file. No action items.

### **Clerk's Report:**

Written report on file. Clerk Vinnedge reminded the Trustees to take the required training for the Open Meetings Act that can be accomplished online..

### **OLD BUSINESS**

None

### **NEW BUSINESS**

- A. Moved by Trustee Gibson and seconded by Trustee Steward the Approval of Resolution 2022-2023 #1 a Resolution Designating Freedom of Information Act Officers for the Township of Schaumburg. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee

- Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**
- B. Moved by Trustee Steward and seconded by Trustee Fiorio the Approval of Resolution 2022-2023 #2 a Resolution Designating Open Meeting Act Compliance Officers for the Township of Schaumburg. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**
- C. Moved by Trustee Steward and seconded by Trustee Gibson the Approval of Resolution 2022-2023 #3 a Resolution Designating Deputy Clerk for the Township of Schaumburg. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**
- D. Moved by Trustee Fiorio and seconded by Trustee Steward the Approval of Resolution 2022-2023 #4 a Resolution Approving a Bank change from Parkway Bank to Barrington Bank. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**
- E. Moved by Trustee Gibson and seconded by Trustee Steward the Approval to sign the services agreement with Polco Confluence, Inc. to provide a Community Assessment Survey for the Township of Schaumburg. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**
- F. Moved by Trustee Steward and seconded by Trustee Fiorio for the Approval of New Township Mission, Vision, Values Statement. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**
- G. Moved by Trustee Gibson and seconded by Trustee Steward the Approval of updated Covid Policy. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**
- H. Moved by Trustee Fiorio and seconded by Trustee Gibson the Approval of Annual Town Meeting Agenda for April 12, 2022. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

## **APPROVAL OF BILLS**

Moved by Trustee Steward and seconded by Trustee Fiorio to approve Town Fund Warrant 2022-2023 #1 in the amount of \$584,976.39. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

Moved by Trustee Fiorio and seconded by Trustee Gibson to approve Road & Bridge Warrant 2022-2023 #1 in the amount of \$35,176.56. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

Moved by Trustee Gibson and seconded by Trustee Fiorio to approve Welfare Services Warrant 2022-2023 #1 in the amount of \$54,670.07. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

**ANNOUNCEMENTS**

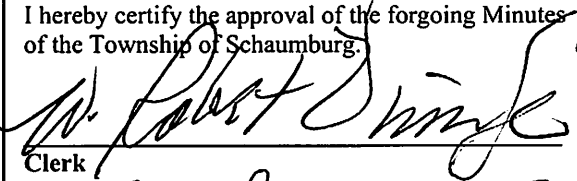
April 12, 2022 – Annual Town Meeting, 7 PM  
April 20, 2022 – Committee of the Whole, Town Hall, 7 PM  
April 27, 2022 – Regular Board of Trustees Meeting, Town Hall, 7 PM

**SUPERVISOR AND TRUSTEE COMMENTS**

In closing, the Highway Commissioner reminded the Clerk of noticing his meeting with the Electors at 6:45 p.m. before the opening of the Annual Town Meeting on April 12, 2022. His report on the past year and any questions by the Electors of his budget are required.

**ADJOURNMENT**

There being no further business, Trustee Steward moved to adjourn the meeting at 7:53 p.m. and Trustee Gibson seconded the motion. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

<p><b>APPROVAL CERTIFICATION</b> I hereby certify the approval of the forgoing Minutes of the Township of Schaumburg.</p> <p> Clerk</p> <p>Date <u>April 27, 2022</u></p>
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