

**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 January 26, 2022.

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

PUBLIC COMMENT

None

MINUTES

- A. Moved by Trustee Gibson and seconded by Trustee Saternus/ to approve the minutes of the November 3, 2021, and November 10, 2021 Special Meeting of the Board and the December 15, 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.**

DEPARTMENT AND COMMITTEE REPORTS

Kenneth Young Center:

- Grace Hong Duffin, CEO gave an overview of their services.
- Kenneth Young Center will be a 988 crisis provider and suggested they would like to work with the Township to get this information to our community.
- Trustee Saternus asked about the wait time for their clients. Unfortunately, there is currently a shortage of youth therapists and there are only 12 Spanish speaking therapists at Kenneth Young. That combined with just having experienced a hiring fail has caused a backlog of 100 on the wait list and adult services are about 2 months out. However, the Center is planning to be more successful with additional hiring sessions to soon be filling the open positions.
- Written report on file. No action items.

Disabled Services Department:

- Disability Services hosted a 3-part housing series with open communities this month. The sessions included information on fair housing laws, how to avoid foreclosure, and rental counseling and were well attended.
- Written report on file. No action items.

Senior Services Department:

- Yesterday was the first day Senior Services started scheduling appointments for AARP Tax Aid. Over the past two days, 151 appointments have been scheduled. Both staff and volunteers have helped with the scheduling. The high volume of calls that were received provided special challenges both answering and responding but township staff proved to be up to the needs of residents and deserve our thanks.
- Tax Aide appointments will be held 9 am-12pm on Monday, Tuesday and Friday from February 7 – April 8.
- Written report on file. No action items.

Transportation Department:

- Director Christopher noted that one-way rides are way down due to COVID and the cold weather. In December 371 rides were canceled. However, this is not expected to be a long-term problem.
- Written report on file. No action items.

Welfare Services Department:

- Associate Director of Welfare Services McGinn noted December, CEDA launched the state's new water billing assistance program, the Low-Income Home Water Assistance Program (LIHWAP).
- This program provides support to low-income households with disconnected accounts, households facing disconnection, and households with bills of more than \$250.00 in arrears.
- CEDA selected the Township to participate in a "soft launch" of the water billing assistance program.
- The Villages are aware of this program and are directing households to the township for assistance.
- Written report on file. No action items.

Community Relations Department

- The February Town Crier will be mailed next week. It is the first edition with this new look, so, we're excited to get it out there.
- Last week's blood drive was successful, since we exceeded our donor goals and had 14 first-time Versiti donors! Our next drive is scheduled for April 20.
- On January 20, Community Relations Coordinator Trent spoke to the Township Officials of Cook County (TOCC) Supervisors Division Meeting about social media best practices.
- Written report on file. No action items.

Assessors Department:

- Currently the Assessors Department is in the middle of Open Appeals.
- Served over 300 residents prior to opening day (Jan. 3rd).
- Another 400 residents have either visited or have requested our office to handle their appeal via a phone call or email.
- Appeals run until February 1st at midnight for the residents to file their requests.
- We thank staff and Mary Pat for their hard work during this busy period along with Katy for her assistance with social media and publicity.
- Written report on file. No action items.

Mental Health Committee:

- The Committee's chairperson is about to have her second baby, so she will be out for a couple months.
- Vice Chair (MaryAnn Ogilvy) will step into the Chair role during this time period.
- Two events to note: NAMI presentation of In Our Own Voice at the Township on February 24 and in conjunction with AMITA, will host a free and virtual Mental Health First Aid training on March 30.
- Written report on file. No action items.

Highway Commissioner:

- Commissioner Kegarise commented on the underground storage tank that the EPA is looking to close. He provided background information he was aware of and noted Highway Foreman Schackleton worked here at the time in question should any additional information be needed.
- No written report on file.

Supervisors Report

- Supervisor Heneghan thanks Doug Kettel and Director Dionesotes for working with HASMAT teams this past Saturday to have all old chemicals removed and disposed of properly.
- Supervisor Heneghan thanked Community Relations Coordinator Trent for her presentation at the recent Township Officials of Cook County (TOCC) meeting on her presentation on social media.
- The Supervisor noted he again got outstanding results and compliments in bus driver questionnaires recently sent out.
- TOCC will be hosting DEI training in early March,
- The Supervisor noted the tremendous work of Frank Zuccarelli who passed in January and had been the long serving Supervisor of Thornton Township.

Administrators Report

- Administrator Williams stated she hosted her first "all staff" meeting.
- She set expectations and her goals for staff to "find the joy" coming to work daily.
- Administrator Williams is currently performing "skip level" meetings with all staff. These are one on one meetings with her directors, direct reports.

- These meetings are proving the Administrator with a better sense of the individual and their job duties, as well as their goals for their future with the Township.
- The Administrator has appointments with Harper to discuss DEI training for staff.
- We are happy to announce the new Human Resource Coordinator will start on Monday, January 31, 2021.
- The Administrator noted and confirmed the Senior and Disability team were doing a wonderful job with the AARP scheduling calls.

Financial Report:

- Written report on file. No action items.

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 Table 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 Steward and seconded by Trustee Gibson to Table 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 Saternus and seconded by Trustee Steward to Approve Resolution 2021-2022 #28, a Resolution Approving and Authorizing the Proposal of Partner Engineering and Science, Inc. to Perform a State Required Environmental Study for the Township of Schaumburg. 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 Gibson and seconded by Trustee Saternus to Table Resolution 2021-2022 #29 a Resolution Approving Proposal by Quality Lighting Associates with a total project cost of \$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.**

- E. Moved by Trustee Saternus and seconded by Trustee Gibson to sign proposal with Trane to update the Train Tracer SC HTML5 Software in the amount of \$64,672. 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 Steward and seconded by Trustee Saternus for approval of Schaumburg Township Emergency Sick Leave Policy, Rev 1. 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 Steward and seconded by Trustee Gibson to approve Town Fund Warrant 2021-2022 #11 in the amount of \$518,070.71. 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 Gibson to approve Road & Bridge Warrant 2021-2022 #11 in the amount of \$105,719.59. 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 Steward to approve Welfare Services Warrant 2021-2022 #11 in the amount of \$73,912.16. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

ANNOUNCEMENTS

- February 3, 2022** – TOCC Clerks Meeting, hosted by Niles Township, 7 PM
- February 21, 2022** – Township Closed for Presidents Day
- February 23, 2022** – Regular Board of Trustees Meeting, Town Hall, 7 PM
- March 16, 2022** – Committee of the Whole Meeting, Town Hall, 7 PM
- March 23, 2022** - Regular Board of Trustees Meeting, Town Hall, 7 PM

SUPERVISOR AND TRUSTEE COMMENTS

Clerk Vinnedge stated that Karen Yarbrough will present at the next Clerks Meeting on February 3, 2022.

Trustee Steward thanked the Administrator for the reminder that Open Meetings Act training is now online again and the Trustees can now complete their training.

EXECUTIVE SESSION

Moved by Trustee Steward and seconded by Trustee Saternus to go into Executive Session at 8:01 p.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. Roll Call: Trustee Fiorio-Absent, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Nays-0. Absent-1. **Motion carried.**

Moved to return to open session at 8:26 p.m., by Trustee Gibson and seconded by Trustee Saturnus. Roll Call: Trustee Fiorio-Absent, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

ADJOURNMENT

There being no further business, Trustee Gibson moved to adjourn the meeting at 8:27 p.m. and Trustee Saturnus seconded the motion. Roll Call: Trustee Fiorio-Absent, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

APPROVAL CERTIFICATION

I hereby certify the approval of the forgoing Minutes of the Township of Schaumburg.


Clerk

Date 2-23-22