

**MINUTES OF THE
TOWNSHIP OF SCHAUMBURG
COMMITTEE OF THE WHOLE
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 November 18, 2020. Also, taking into account the Governor's Executive Order in response to COVID-19, participants appeared in person or remotely electronically as indicated below. Accordingly, the invitation to participate electronically or by phone was extended in advance to the public.

Officials Present:	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk - Participating Remotely
	Diane Dunham	Trustee - Participating Remotely
	Jeffrey S. Mytych	Trustee
	Nimish Jani	Trustee
	Charlotte Kegarise	Trustee

The following business was transacted.

Supervisor Heneghan called to order the Special Meeting of the Board of Trustees at 6:00 p.m.

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

PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

- A. **Estimate of Levy Discussion.** After a review of all the plans and capital projects planned for the coming year and consideration was given to whether increase, decrease or keep the levies flat or the same for the current year. It was the consensus that the board could keep the levy for the town fund the same as was levied for the current year with a 3% reduction in the levy for General Assistance. With regard to the Road and Bridge Levy, it was the opinion of the Highway Commissioner that it needed to be increased by 5% due to the unknown amount to be received from the motor fuel tax along with unexpected needs due to weather and other conditions beyond our control. Regardless, we have to be prepared to repair and maintain roads for the safe and proper use in the unincorporated areas.

- B. 2020 Annual Town Hall Meeting.** In previous discussions, the board had anticipated being able to hold the 2020 Annual Town Meeting in December 2020. However, presently, we may have to postpone it till either January or February 2021. Regardless, there are no urgent items on the agenda requiring action before then. Moreover, the township still has a period of up to 30 days to hold the meeting after the expiration of the Governor's Executive Order relating to limiting the number of residents which in turn should provide for a safer environment while limiting the spread of the coronavirus. In the meantime, a potential date can be revisited as conditions change to establish a date that will allow the meeting to be held safely.
- C. Lower-Level Flooring Replacement.** In conjunction with the renovation of the Food Pantry renovation, the flooring and carpeting down the hallway of the lower-level is being proposed to include the replacement of the carpeting in the office space used by the Kenneth Young Center (KYC) and the Conference Room 114. This would then result in a total replacement of all the old carpeting throughout the building. Also, there is a small station of cabinets used as a mini-kitchen in the office space used by KYC which needs replacement. Further, it was explained the additional work and materials involved will fall within the projected budget cost of the Food Pantry renovation project which is \$40,000. Questions asked and answered.
- D. COVID-19 Operation Updates.** The upcoming changes in the Governor's Executive Order involving tier three mitigation were conveyed. Most notable is working using only 25% of the capacity of our facility and prioritizing work from a number of employees at home. During this particularly busy time of the year with both Medicare appointments, Holiday parties, property tax appeals, food pantry and GA appointments, it poses some challenges. However, some person-to-person counseling can be made by appointment over the phone and most of the parties have been relegated to virtual meetings with some special surprises. Further by limiting the visits to the food pantry and GA appointments it was felt the risk of contagion would be limited to no more than going to the grocery store by following all the proper CDC guidelines. As for transportation services, our buses will be limited to two passengers per bus with priorities focused on medical appointments. Passports are still being processed by appointment which is easily handled due to travel available beyond our borders. The real challenges of the three-tiered mitigation are that there are not enough computers for employees to work directly from home. However, with social distancing, virtual meetings and telephone appointments, it will be workable. As a somewhat related discussion, it was brought up about possibly offering drive-thru COVID testing that was available at both Hanover and Elgin. However, they experienced up to a 500 car back up which would be impossible logistically at our facility. A traffic jam of that size on Illinois Blvd. and Schaumburg Road would be unacceptable and unsafe. Questions asked and answered.

ANNOUNCEMENTS

November 25, 2020 – Township Closes at Noon

November 26 & 27 – Township Closed for Thanksgiving Holiday

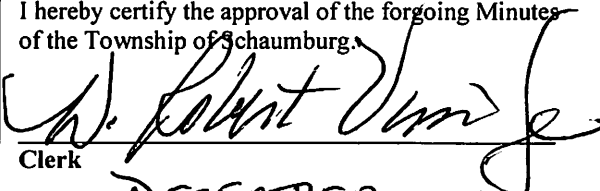
December 16 – Regular Meeting of the Township Board, 7 PM

EXECUTIVE SESSION

None

ADJOURNMENT

There being no further business, Trustee Kegarise moved to adjourn the meeting at 6:44 p.m. and Trustee Mytych seconded the motion. Roll Call: Trustee Dunham-Aye, Trustee Mytych-Aye, Trustee Jani-Aye, Trustee Kegarise-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

<p>APPROVAL CERTIFICATION I hereby certify the approval of the forgoing Minutes of the Township of Schaumburg.</p> <p> Clerk</p> <p>Date <u>DECEMBER 21, 2020</u></p>
