

**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 August 24, 2022.

<b>Officials Present:</b>	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk (Remote)
	Robert N. Fiorio	Trustee
	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**

- Resident questioned why the POW flag was not on our flag post currently.
  - It was taken down during Pride month and we flew that flag, it would be hung again on August 25, 2022 to correct the oversight.
- Resident complimented the Township for planning to move Transportation to purchase electric buses over the next few years.

**PRESENTATION**

**VETERANS HONOR ROLL**

*Lieutenant Colonel Walter Chyterbok ~ U.S. Army ~ 1969-1999*

**MINUTES**

- A. Moved by Trustee Saternus and seconded by Trustee Gibson minutes of the July 27, 2022 Regular Board Meeting and the August 17, 2022 Committee of the Whole, with the correction of two items noted by Trustee Gibson in the COW Minutes. 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:**

- August 31<sup>st</sup> is Opioid Overdose Awareness Day, which will be recognized by KYC through a free event at Kenneth Youngs Elk Grove Office to remember those we have lost, share recovery resources, and community connection. All are welcome to join us for a candlelight vigil and time of remembrance.

- September is Recovery Month, so please join us every Wednesday in September for “Webinar Wednesdays” as we offer free training and resources to the community. Each week we’ll discuss a different recovery topic, please visit our website for more information. [www.kennethyoung.org/events](http://www.kennethyoung.org/events).
- On September 10<sup>th</sup> KYC will host our annual *Remember. Recover. Discover.* event at our Elk Grove Office, when we encourage all members of our community to join us to learn more about recovery strategies, visit our resource fair with more than 20 recovery providers/resources, and be trained to safely administer Naloxone to prevent overdose. This event is from 11am-3pm and is free to the public.
- Written report on file. No action items.

#### **Disabled Services Department:**

- Director Cordes reported that Yesterday staff did an ITAC testing day at Wheeling Township where 7 individuals tested and ordered ITAC amplified phones and cell phone amplifiers. One of the clients became emotional after testing the cell phone amplifier because it was the first time in over 12 years, she has been able to hear clearly on the phone.
- Another client was extremely skeptical about if the phones would work for him and ended up shocked at how well he could hear. These are just a couple testaments of the importance and value of the ITAC program.
- Written report on file. No action items.

#### **Senior Services Department:**

- Today Program Coordinator Remer led a group of 24 seniors on a day trip to the Grohmann Museum in Milwaukee, WI.
- The department has seen an uptick in registration for day trips due to the Schaumburg Park District not doing them anymore.
- They have also received feedback from senior residents that they would like more day trips and programming in the evening. Our team will work together to create a plan for increased programming options in 2023.
- August 31 Senior Services will be at the Elderwerks Aging Better Expo @ the Triphan Center in Hoffman Estates. It is expected to be a well-attended event.
- Written report on file. No action items.

#### **Transportation Department:**

- Interim Fleet Coordinator Grigg has found a new mechanic for the fleet. Currently 2 buses have gone through a complete overview and any items that needed to be repaired has been done.
- One bus cost about \$5K, the other \$2K.
- The plan is to maintain all of the fleet and use the buses we own until we are able to move to electric buses.
- Interim Manager Maldonado met with Pat Birch with the Historical Society to discuss the need for drivers for their upcoming event. He plans on having 3 buses available to her.
- Written report on file. No action items.

**Welfare Services Department:**

- Director Nelson received Notification of Award today from CEDA regarding LIHEAP and Weatherization Partner Intake Site for PY2023.
- The LIHEAP program will begin September 1<sup>st</sup>.
- Welfare Services is fully staffed. Jake Wood started August 15<sup>th</sup> and we are happy to have him on our team.
- Written report on file. No action items.

**Community Relations Department**

- One new promotional material to share with you is our new Food Pantry bookmark. We created this for the upcoming D54 Run to Read, as part of their gift bags to participants. However, we plan to share this at community events and throughout the Township as a quick resource for food insecure households and donors alike.
- Content planning for 2023 will begin in the next month. Coordinator Trent will be meeting with staff authors to help them determine ideas for the various internal, external, print and digital newsletters as part of our ongoing conversations. This year, we hope to create a schedule with each department so staff feel confident as they write in the Township voice.
- Director Cordes and Coordinator Trent will be working on merging the Senior Newsletter and the Ablegram print newsletters. They have seen a lot of overlap in content, but there is still a need to address both communities. The new newsletter will be 16 pages with shared content for seniors and people with disabilities as well as separate pages for senior news and information for people with disabilities. The newsletter will be called Access Point.
- Township staff and elected officials will walk and hand out candy in the Septemberfest parade on September 5 alongside the food pantry van.
- Written report on file. No action items.

**Assessors Department:**

- Written report on file. No action items.

**Highway Commissioner:**

- The department has started to clean up the unincorporated areas.
- Paving of Sunset Hills is done, including marking lines.
- Next year's budget will include monies to replace the plow truck. Cost will be about \$250K and delivery on orders is out about a year and a half.
- The Highway department is ready for the parade in Septemberfest.
- Supervisor Heneghan mentioned that a resident on Summit has an issue that ComEd is putting another pole on his right of way which is unsightly. The Supervisor provided all of the information to Representative Crespo for any assistance he could provide.
- No written report on file.

**Supervisors Report**

- Supervisor Heneghan noted he got a nice note from the Monarch Butterfly protection group thanking the Road District for bringing tables and chairs to their recent event.

- The Supervisor also noted that he got a complaint from a home on Monterey about weeds. The Road District moved on it and took care of it this day.
- The Commissioner noted that residents ask them to take care of weeds, unless they get permission, they are not allowed to enter or work on private property,

#### **Administrators Report**

- Administrator Williams reported more information on the Transportation fleet. We will keep the buses we have doing proactive maintenance even taking care of their appearance by fixing rusted areas, etc.
- Her plan is to get information on infrastructure needs, then budget next year to complete those updates. She has an appointment on September 6 to walk our grounds and get a tangible quote and ideas of what all will be involved.
- We will then budget the year after that to purchase an electric bus and move forward from their to eventually replace the entire fleet. This will be a 3-5 year plan.
- The Administrator noted she is very excited with the “new” energy in the Transportation Department. The team has really pulled together and are doing a good job with a fresh outlook.
- The Administrator was happy to announce we have a firm date to replace our HVAC units. The date is October 7<sup>th</sup>, the building needs to be closed for safety, but staff plan to work offsite to complete Core Strength training and some employee development.
- Both the Administrator and Human Resources are working individually with staff that have any questions about IMRF and their particular circumstances.
- Administrator Williams, Facilities Supervisor Rees and Director Dionesotes met with a team from Gordian to replace the front walkway, making it ADA compliant. Gordian works with qualified pre-bid professionals; they should have a quote to us in about a week.
- Administrator Williams and Director Dionesotes are analyzing 2 different products for electronic check in stations as part of the planned lobby renovation and to provide additional safety to the staff.
- Trustee Gibson suggested we meet with law enforcement for any suggestions on safety for the lobbies.

#### **Financial Report:**

- James Howard, Governmental Accounting provided an overview of the accounts.
- He stated the Township is in a good place, even though tax revenue will be coming in late, we will not need to take advantage of the Bridge Loans being offered to Townships.
- Most of the Parkway bank accounts have been moved to Barrington bank.
- A Township CD was also moved to Barrington Bank money market, which is earning 2%.
- 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 Supervisor Heneghan and seconded by Trustee Steward to approve the Supervisor naming Administrator ~~Willa~~ Williams to Host the Special Meeting of the Board on August 31, 2022. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0.
- B. Moved by Trustee Saternus and seconded by Trustee Gibson to approve Resolution 2022-2023 #9, a Resolution Approving the Revised Township of Schaumburg Personnel Policy Manual with the additions advised by the Township attorney, there is also one mistake, personal time for a nursing mother is paid, it was written by mistake as unpaid. 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 Gibson and seconded by Trustee Steward to table Ordinance 2022-2023 # 1 an Ordinance Establishing the Diversity, Equity and Inclusion Committee of the Township of Schaumburg until the September Board Meeting as he feels there are more details to work out.
- D. Moved by Trustee Steward and seconded by Trustee Saternus to approve an Ordinance 2022-2023 # 2 an Ordinance Establishing Responsible Bidder Requirements on Public Works Projects. 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 Gibson to approve an Ordinance 2022-2023 # 3 an Ordinance Updating the Purchasing Policy and Establishing Responsible Bidder Requirements 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.**
- F. Supervisor Heneghan presented the Proclamation for the Cook County Sheriff's 100<sup>th</sup> Anniversary. Trustee Gibson read the proclamation.
- G. Administrator Williams noted she was still waiting on answers to questions on IMRF that came up in the recent Committee of the Whole meeting. Next step will be for the electorate to vote on August 31, 2022.

## APPROVAL OF BILLS

Moved by Trustee Saternus and seconded by Trustee Steward to approve Town Fund Warrant 2022-2023 #6 in the amount of \$312,703.85. 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 2022-2023 #6 in the amount of \$ 34,540.65. 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 Welfare Services Warrant 2022-2023 #6 in the amount of \$ 53890.60. 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 Fiorio and seconded by Trustee Gibson to approve Capital Fund Warrant 2022-2023 #6 in the amount of \$30,000.00. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

### **ANNOUNCEMENTS**

**August 31, 2022** – Special Meeting of the Board, 7 PM

**September 5, 2022** – Township Close for Labor Day

**September 21, 2022** - Committee of the Whole, Town Hall, 7 PM

**September 28, 2022** – Regular Board of Trustees Meeting, Town Hall, 7 PM

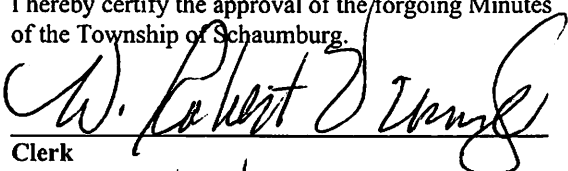
**October 8, 2022** -Rabies, Microchip Clinic

### **SUPERVISOR AND TRUSTEE COMMENTS**

- Trustee Gibson noted he would like to add members of other Committees to the DEI Committee. He would like other committees to have a voice in their group, providing more diverse opinions. Further, the committees will be able to share back and forth to the 2 groups information and ideas.
- Commissioner Kegaris stated the roof on the road district building was inspected and there is only one area that needs repair.

### **ADJOURNMENT**

There being no further business, Trustee Saternus moved to adjourn the meeting at 8:16 p.m. and Trustee Steward 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.**

<b>APPROVAL CERTIFICATION</b>	
I hereby certify the approval of the forgoing Minutes of the Township of Schaumburg.	
	
Clerk	
Date	September 28, 2022