

**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 January 19, 2022.

<b>Officials Present:</b>	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk
	Robert N. Fiorio	Trustee – remotely via Zoom
	Demetrius J. Gibson	Trustee
	Lauren Saternus	Trustee – remotely via Zoom
	Matthew J. Steward	Trustee – logged in at 7:05 p.m.
	Scott Kegarise	Highway Commissioner

The following business was transacted.

Supervisor Heneghan called to order the Committee of the Whole Meeting of the Board of Trustees at 7:00 PM.

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

**PUBLIC COMMENT**

None

**PRESENTATION**

- Price Sowers, Quality Lighting Associates provided an overview with a representative sample of their lighting with the various sensors available. He explained the proposal to replace all the interior lighting in the township building that included the LED energy saving features, bulbs and rebates and savings offered from Commonwealth Edison along with a projected time it would take to obtain all the materials for the replacement project. Trustee Fiorio questioned why we might consider approving this large capital expenditure without getting other quotes, it was explained that we had indeed looked into it over a year ago and had agreed to make the purchase through our government purchasing contract. Past information will be made available so the decision to approve can be determined.
- Questions were asked and answered.

**OLD BUSINESS**

None

## **NEW BUSINESS**

### **A. Fiscal Year 2023 Draft Budget Review Meetings**

- The board had a discussion relating to each of the following capital projects for fiscal year 2023: HVAC, roof replacement, main level primarily the lobby update and the phone system.
- Although all the capital projects are important to the township operations there was consensus that the list be prioritized by both need and timing. After more discussion it was agreed that the roof replacement was the most important, followed by the replacement of the HVAC units on the roof. Since these two projects require a major effort and the replacement or installation would likely affect operations, due to cooling and heating being unavailable, it was suggested the date be selected between the end of the extreme summer heat and before the winter season where neither cooling or heating would be needed during the replacement and installation period.
- The updating of the main lobby seemed to come in last on the priority list since this could be postponed to a later time in the planning process. The exception in the project is the updating and compliance with ADA changes in the rest rooms on the main level.
- Updating the phone system has been an ongoing need for some time and also essential to operations and service to our residents. It's also problematic so further needs, costs and down time should be determined.

### **B. Subsurface Investigation Proposal**

- Notice was received stating that the removal of a leaking underground gas tank on the road and Bridge property back in the mid-1990s required follow up testing of the ground. involving the removal, the storage tank which had been removed in the mid-1990s. The township was unaware that any such additional testing was required. Apparently, the time period is quickly closing to have it done, but will likely be nearly completely reimbursed. The contract with an engineering firm is being reviewed and will be voted on at the upcoming board meeting.

### **C. COVID Emergency Time Off Policy**

- Discussion presented raised whether the existing policy needed to be updated based on a significant percentage of staff that had used the allotted time allowed by the limited policy. A review of same will be provided and an update made available for the board to vote on at the upcoming board meeting.
- Questions asked and answered.

### **D. Discussion on Investment Funds Managers**

- As a follow up from the last meeting about an alternative to the fund managers originally discussed, Trustee Fiorio will have the group he recommends the board consider at the next board meeting.

E. Community Assessment

- There are two organizations that the township might use for planning purposes. One is Polco and had been used by the Village of Schaumburg. The other is NIU and both are being invited to make presentations at the February Board meeting.
- Questions asked and answered.

F. Township Mission Statement

- It seems appropriate at this time, that since the development of a DEI Task Force drafting a mission statement that the township's mission statement also be reviewed and if needed revised and updated to complement each other. Administrator Williams and Becky have been working on a draft and Katy will also assist in preparing a sample for discussion and further action if needed.

G. Resource Handout for Homeless Community Members

- Communications Coordinator Trent worked with Welfare Services to create a handout to assist them with services they might need and use.

**ANNOUNCEMENTS**

January 26, 2022 – Regular Board of Trustees Meeting, 7PM Town Hall

February 21, 2022 – Township Closed for Presidents Day

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

**EXECUTIVE SESSION**

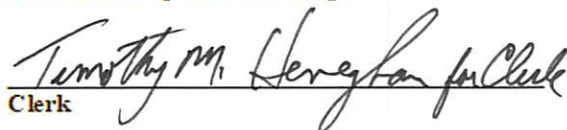
None

**ADJOURNMENT**

There being no further business, Trustee Gibson moved and Trustee Saturnus seconded the motion to adjourn the meeting at 10:00 p.m. 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