

**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 December 14, 2022.

Officials Present:	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk
	Robert N. Fiorio	Trustee- remotely
	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

PRESENTATION

None

MINUTES

Moved by Trustee Saternus and seconded by Trustee Steward to approve the minutes of the November 9, 2022, Committee of the Whole with the following correctio: the road and bridge levy will be 0.93 of the town fund. Also, the motion includes the approval of the minutes of the November 16, 2022, Regular Board Meeting. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

DEPARTMENT AND COMMITTEE REPORTS

Kenneth Young Center:

- Kate Garbarek reported that KYC has adopted 800 families for special assistance during the Holiday Season.
- KYC will have their crisis teams open and responding for any unexpected or additional support services needed by residents. Over the years, they have learned that the Holiday Season can affect some individuals and families with special needs, but not always.
- Written report on file. No action items.

Disability Services Department:

- Director Cordes reported that the Disability Services Committee distributed 23 gifts to families with disabilities. Also, yesterday, they hosted 10 families to have their children with sensory challenges have their photo taken with Santa. Then, responding to a board member's question the Director explained the benefit of the program.
- Written report on file. No action items.

Senior Services Department:

- Director Cordes also reported that open enrollment for Medicare is officially over. From October 15 through December 7, they met with 520 clients saving 129 of them \$97,000 in premiums, collectively.
- Yesterday, they also distributed gifts to 134 adopted seniors. Also, every adopted senior submitted a wish list.
- Written report on file. No action items.

Transportation Department:

- Manager Maldonado reported that so far, transportation demands have been relatively slow during the holiday season. One trip took place to the theater at the Marriott yesterday and another tomorrow with the lunch bunch going to the Olive Garden.
- All, but two buses have gone through the complete and extensive program.
- Written report on file. No action items.

Welfare Services Department:

- The holiday season thus far, has been quite successful with 87 donors sharing with 135 recipient families. Only a few of the gifts are left to be delivered.
- The toy store is currently quite busy and "in business". As of December 13, yesterday, 94 families had been invited, which included 220 children. Invitations are still being shared with those families that are receiving assistance with one of our caseworkers. During the first "two" days of the toy store open for business, 31 families came through. The hours for the toy store through December 22, are 10 a.m. to 3 p.m., Monday through Friday.
- Written report on file. No action items.

Community Relations Department

- We had a senior services client who came in for Medicare who learned about open enrollment via the Town Crier. The Township saved her more than two thousand dollars.
- We've seen a tremendous increase in followers on Facebook since taking control of our page and now have over 4,000 followers. When I started our page had only 1,000 followers.
- Our Mailchimp list of subscribers to our eNewsletters, has increased by 50 since updating the website on November 1.
- Also, on Facebook we made a call for holiday donors and had 10 email to be included immediately.
- Finally, we submitted the Mayor's Monarch Pledge Report. We were able to complete the following:

- Issue a Proclamation to raise awareness about the decline of the monarch butterfly and the species' need for habitat.
 - Launch or maintain a public communication effort to encourage residents to plant monarch gardens at their homes or in their neighborhoods – Earth Day Celebration
 - Host or support a native seed or plant sale, giveaway or swap.
 - Plant milkweed and pollinator-friendly native nectar plants in medians and public rights-of-way.
 - Host or support a monarch butterfly festival that is accessible to all residents in the community and promotes monarch and pollinator conservation, as well as cultural awareness and recognition.
- Written report on file. No action items.

Assessors Department:

- The much-anticipated 2nd Installment Tax Bill has been mailed out to the residents on December 1st, with a due date of Dec. 30th. We have been working with concerned residents who, unfortunately, missed the Exemption deadline in the beginning of this year. We have seen over 150 residents and have corrected their tax bill, within 3 days, by issuing a Certificate of Error application to downtown (C of E's). Many of our residents have been pleased that we have been able to correct their bills (locally). This avoids the resident from making the trip to downtown, overpaying their bill (without their deduction(s), and not have to wait in line for 3 hours to reach a representative with the county Assessor's Office.
- Roughly 6 million Illinois residents are slated to receive income and property tax rebates from the State of Illinois, but some will need to submit a form to get their checks. The one-time individual income tax and property tax rebates are now being issued for those that meet the criteria.
- I would like to thank Administrator Williams and Luis Lizcano from HR for working hand-in-hand and supporting our department in hiring a part-time individual for our office. We appreciate their vision and support. This was more for a transitional phase, as we review the applicants, this will help us prepare our future co-worker and activate his or her status to full-time, should our current staff members retire within a year or two.
- Written report on file. No action items.

Mental Health Committee:

- Mental Health First Aid was held at the Township December 8 with a engaged group of 18.
- We held all our agency funding presentations and will be making final funding recommendations.
- They are also planning upcoming events like Minds Matter, a teens-focused Mental Health presentation and NAMI's In Our Own Voice.
- Written report on file. No action items.

Northwest Community Health Nurse:

- Administrator Williams asked the Health Nurse to provide quarterly reports so the board would have information on the services provided residents.
- Written report on file. No action items.

Highway Commissioner:

- Commissioner Kegaris reported filing a Petition to Vacate a Portion of the Seward Street Right of Way Located in the unincorporated area of Schaumburg township the Highway Commissioner rejects the aforementioned petition to vacate the portion of the Seward Street right of way.
- The salt supply seems sufficient and all the appropriate intergovernmental agreements have been signed.
- In closing, the Commissioner state he filled out the budget form and submitted it for use per the request.

Supervisors Report

- The Supervisor apologized for not having thanked all the employees and elected officials for all their hard work just before Thanksgiving. Accordingly, he took this as an opportunity to do so while also doing the same all the other upcoming holidays of the season.

Administrators Report

- Administrator Williams reported that the installation of the overhead lighting has been completed in the necessary time frame. Some tweaking and adjustments still need to be made. Then over the next few months we will be comparing the ComEd bills to see exactly how much savings will be realized by the new technology lighting system.
- The roof replacement has been effectively finalized except for the last seal which will be applied as soon as it is can be done.
- The HVAC has been installed and one part is on order.
- The work on the ramp and rails have been postponed until spring when the weather is more predictable and in the appropriate range to complete.
- As for the lobby renovation, we expect architectural concepts to be received shortly.
- The subject of installing solar panels is still taking place.
- The engineering firm to check on items already complete will take place late in January 2023.
- All the paperwork has been mailed pertaining to our IMRF submittal.

Financial Report:

- Written report from James Howard is on file.

Clerk's Report:

- Written report on file. No action items.

OLD BUSINESS

None

NEW BUSINESS

A. Administrator Williams provided a complete update on all the current infrastructure items in her earlier report. Questions asked and answered.

APPROVAL OF BILLS

Moved by Trustee Saternus and seconded by Trustee Gibson to approve Town Fund Warrant 2022-2023 #10 in the amount of \$330,171.43. 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 Road & Bridge Warrant 2022-2023 #10 in the amount of \$34,196.68. 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 #10 in the amount of \$56,472.91. 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 Capital Fund Warrant 2022-2023 #10 in the amount of \$164,341.80. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

ANNOUNCEMENTS

December 23 and 26, 2022 - Township Closed for Christmas Holiday
January 2, 2023 - Township Closed for New Year's Holiday
January 16, 2023 - Township Closed for Martin Luther King Day
January 18, 2023 - Committee of the Whole Meeting, 7PM Town Hall
January 25, 2023 - Regular Board of Trustees Meeting, 7PM Town Hall

SUPERVISOR AND TRUSTEE COMMENTS

Supervisor Heneghan wished everyone a Merry Christmas.

EXECUTIVE SESSION

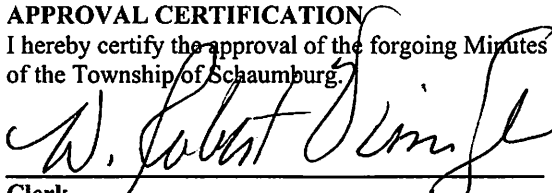
Moved by Trustee Saternus and seconded by Trustee Fiorio to go into Executive Session at 7:41 p.m. pursuant to Section 2 (c) (1) of the Open Meetings Act to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees for the public body. Roll Call: 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 return to the Regular Meeting of the Board at 8:42 p.m. 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 Saturnus and seconded by Trustee Gibson to approve the pay increase discussed in Executive Session for a specific employee effective with the employee's date of review. 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 8:44 p.m. and Trustee Fiorio seconded the motion. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

APPROVAL CERTIFICATION	
I hereby certify the approval of the forgoing Minutes of the Township of Schaumburg.	
	
Clerk	
Date	JANUARY 25, 2023