

**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 May 24, 2023.

Officials Present:	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk
	Robert N. Fiorio	Trustee
	Demetrius J. Gibson	Trustee (Excused Absence)
	Lauren Saternus	Trustee
	Matthew J. Steward	Trustee
	Scott Kegarise	Highway Commissioner (Absent)

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

MINUTES

- A. Moved by Trustee Saternus and seconded by Trustee Steward to approve the April 26, 2023 Regular Board Meeting. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0.
Motion carried.

DEPARTMENT AND COMMITTEE REPORTS

Kenneth Young Center:

- Kate Garbarek noted that the center onsite is working on a youth therapy program, particularly targeting support for young girls.
- Kenneth Young has several upcoming events.
 - June 3 – 5K at Busse Woods
 - June 3 – Pop Up Pride at Woodfield
 - June 4 – Elk Grove Cares
 - June 10 – Pride Fest – special thank you to the Township for their help in planning and promoting the event.
- Written report on file. No action items.

Disabled and Senior Services Department:

- DSS staff had an all-day retreat today that included Medicare and ITAC outreach planning and a fruitful discussion about departmental communication as well as team building. Staff find this annual event to be very beneficial.
- There are two events this summer & fall we would like to invite the Board to attend: the Summer Celebration Picnic for individuals with disabilities & their families will be held Saturday, July 22 at 11am. Our Third Annual Disability Resource Festival will be Saturday, September 16 at 10am.
- Written report on file. No action items.

Transportation Department:

- Written report on file. No action items.

Welfare Services Department:

- When the WS department was remodeled a small area in reception was created for outside agencies. This space allows for an agency representative to share information and resources with residents. First Student has been one of the agencies utilizing the space. It was recently reported that after three months of employment recruiting, three clients have been hired, CDL trained and are already working. This demonstrates the positive effects of collaboration within the community, and we couldn't be more excited.
- Specialist Treni and Assistant Wood represented the Township April 19th at Schaumburg AM Rotary Club Foundation's Souper Bowl of Soups Cook-Off fundraiser. This annual event has grown and grown and was a fun affair that raised funding and awareness to tackle hunger and other community-based needs. Tickets allowed residents a soup tasting from local businesses. First place was presented to Phoday Vietnamese Eatery in Schaumburg for their beef pho noodle soup, but there were many winners, including all attendees, local businesses and donation recipients. Thank you, Schaumburg AM Rotary, for your continued support for the community and our residents.
- Written report on file. No action items.

Community Relations Department

- In May I went to the Government Social Media Conference. There were many sessions that were of value, but the most impactful ones were regarding accessibility, crisis management and copyright. Because I went to the conference, Digital Communications Coordinator Koeppen is able to watch the recordings of the presentations.
- We have a great line up of community events this summer and fall, including some of our usual events like Schaumburg and Hoffman parades, National Night Out, Juneteenth and the Farmer's Market. This year we are also attending the Children's Home and Aid Summer Block Party and the Hanover Park Cultural Inclusion & Diversity Committee's Resources & Refreshments.
- Written report on file. No action items.

Assessors Department:

- We have been filing for the 2022 Property Exemption Applications to more than 375 residents with our office.
- Surprisingly, the county informed our township office that we were open for appeals while simultaneously processing exemption filings. We will be filing appeals for our residents from May 10th thru June 12th.

- Currently 101 residents have requested an e-appeal and our office has filed remotely for our residents without the need for them to step foot in our office.
- We would like to thank Director Trent and Digital Communications Coordinator Koeppen for all their support with our communication pieces including social media. Deputy Assessor Follett has been lending a hand and assisting our team.
- Deputy Assessor Snow has returned from Joliet as he is currently taking annual re-certification courses.
- Written report on file. No action items.

Mental Health Committee:

- The Mental Health Committee has one final event. It is Mental Health First Aid on May 31 at the Township. Registration is still open for those wishing to attend.
- Director Trent shared a personal thank you to all the Mental Health Committee volunteers. They are a very dedicated group of community members. I always appreciated how willing they were to help the community and they really showed up, which makes a difference on a committee.
- Written report on file. No action items.

Administrative Services / Clerk's Report:

- Clerk Vinnedge noted that a lot of FIOA requests have been coming in recently. He also alerted Administrator Williams that some townships have been receiving verbal requests for information by phone. If that occurs here, he told Administrator Williams and she relayed to all staff to redirect the call to either to her or FIOA Officer Dionesotes. Regardless of whether the phone request had been identified as being recorded not, the staff person receiving the call should redirect it to either designated person. If that is not possible due to persistent conversation then it would be in order to terminate the call.
- Trustee Saternus requests we start to include a listing of FIOA requests with the monthly report.
- Written report on file. No action items.

Diversity, Equity, & Inclusion Committee:

- No written report on file. No action items.

Highway Commissioner:

- No written report on file.

Supervisors Report

- Supervisor Heneghan thanked Administrator Williams for working with the team from Harper College to view the Township, both staff and residents in real time. The group was very impressed with our organization and the dedication of our staff.
- Supervisor Heneghan read a letter complementing Deputy Assessor Kolodziej for his assistance in a tax matter. He went above and beyond and was very friendly and professional.

Administrators Report

- Administrator Williams agreed with the Supervisor in stating that the Harper DE&I team had nothing but compliments for the staff. They felt a great sense of energy from all.

Director Cordes provided a wonderful run down of all their programs, and of course they were very impressed with the food pantry.

- Supervisor Heneghan, Administrator Williams, Manager Maldonado and Facilities Manager Rees all met with the engineering team

Financial Report:

- James Howard, Governmental Accounting presented an overview of his report ending after the first two months of the fiscal year on April 30, 2023, with the budgeted figures. Overall, he stated the figures revealed they are trending nicely with the budget.
- Questions were asked and answered.
- Written report on file. No action items.

OLD BUSINESS

- A. As requested by the board, a copy of the finalized Kenneth Young Contract with Exhibit B Sliding Scale was included in the packet for their review.

NEW BUSINESS

- A. Moved by Trustee Saternus and seconded by Trustee Steward to to approve Ordinance 2023-2024, an Ordinance Dissolving the Mental Health Committee of the Township of Schaumburg. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**
- B. Moved by Trustee Fiorio and seconded by Trustee Saternus to approve a title change for Katy Trent to Director of Community Relations. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**
- C. Moved by Trustee Saternus and seconded by Trustee Steward to approve the Twelfth Amendment to the Northwest Community Hospital Community Nurse Staffing Agreement effective from June 1, 2023 through May 31, 2024. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried**
- D. Moved by Trustee Steward and seconded by Trustee Saternus to adopt a Township HR policy allowing IMRF employees to earn up to 12 months of additional service credit upon retirement per IMRF retirement pension Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried**
- E. Trustee Saternus read a Certificate of Appreciation for the Mental Health Committee thanking them for their years of dedicated service to the Township.
- F. Trustee Saternus read the Proclamation recognizing May as Mental Health Awareness Month.
- G. Trustee Fiorio read the Proclamation recognizing May as Asian American and Pacific Islander Heritage Month.
- H. Supervisor Heneghan read the Proclamation recognizing May as Monarch Butterfly Month.

APPROVAL OF BILLS

Moved by Trustee Saternus and seconded by Trustee Steward to approve Town Fund Warrant 2023-2024 #2 In the amount of \$534,663.19. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried**

Moved by Trustee Fiorio and seconded by Trustee Saternus to approve Road & Bridge Warrant 2023-2024 #2 in the amount of \$58,661.14. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried**

Moved by Trustee Steward and seconded by Trustee Saternus to approve Welfare Services Warrant 2023-2024 #2 in the amount of \$64,426.40. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried**

Moved by Trustee Saternus and seconded by Trustee Steward to approve Capital Fund Warrant 2023-2024 #2 in the amount of \$103,963.92. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried**

ANNOUNCEMENTS

May 29, 2023 – Township Closed – Memorial Day

May 29, 2023 – Schaumburg / Hoffman Estates Memorial Day Observance

June 19, 2023 – Township Closed – Juneteenth

June 21, 2023 - Committee of the Whole Meeting, 7PM Town Hall

June 22, 2023 – TOCC Spring Conference, 5-8:30PM Double Tree, Oak Brook

June 23, 2023 – Township Closes at 12, Staff Appreciation Luncheon

June 24, 2023 – Community Shred Event 9-11am

June 28, 2023 - Regular Board of Trustees Meeting, 7PM Town Hall

SUPERVISOR AND TRUSTEE COMMENTS

Trustee Saternus wanted to thank Chair Jillian Bernas and Coordinator Trent on behalf of the Mental Health Committee for their leadership and assistance to the Committee when they needed it most.

EXECUTIVE SESSION

Moved by Trustee Steward and seconded by Trustee Saternus to move to Executive Session at 7:54 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” and Pursuant to the Open Meetings Act 5 ILCS 120/2(c)(11) to discuss probable or pending litigation in accordance with the Act. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

Moved to return to open session at 9:24 p.m., by Trustee Steward and seconded by Trustee Saternus. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

ADJOURNMENT

There being no further business, Trustee Saternus moved to adjourn the meeting at 9:25 p.m. and Trustee Steward seconded the motion. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0.
Motion carried.

<p>APPROVAL CERTIFICATION I hereby certify the approval of the forgoing Minutes of the Township of Schaumburg.</p> <p><i>C. W. Robert Young</i></p> <p>Clerk _____</p> <p>Date <u> JUNE 28, 2020 </u></p>
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