

**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 October 25, 2023.

Officials Present:	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk
	Robert N. Fiorio	Trustee
	Demetrius J. Gibson	Trustee (absent)
	Lauren Saternus	Trustee
	Matthew J. Steward	Trustee (arrived at 7:10 p.m.)
	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

Supervisor Heneghan recognized township resident Charlotte Kegarise who said the overall look of the building, grounds and flowering plants are amazing and the beautification project is a success.

PRESENTATION

VETERANS HONOR ROLL

Clerk Vinnedge honored:

Sergeant Wayne E. Miller ~ U.S. Army 1967-1969

EMPLOYEE RECOGNITION

Supervisor Heneghan congratulated employee Kevin Snow of the Assessor's office on completing 17 years of service and was also honored earlier at a retirement party.

GUEST SPEAKER

Supervisor Heneghan introduced Dr. Sean Baily, from Harper College. He explained that Harper Business Solutions has been working with the Township of Schaumburg to determine if the township's staff employees and officials are keeping up with the changing demographics of the township as it grows with all the services and programs necessary to fulfill the needs for its residents. Rather than assessing it with regards to diversity, equity and inclusion the focus has been more on the work accomplished for its residents while those who provide the services to its residents are the best they can be. After an extensive report on all that Business Solutions has amassed so far indicates the township is on the right track. But regardless of whatever is explored and discovered and the means for providing proper communication with transparency will make, be included in the final assessment and an update with recommendations included. He concluded with appreciation for all involved thus far and the opportunity to provide a current update at this Regular Meeting of the Board.

MINUTES

- A. Moved by Trustee Saturnus and seconded by Trustee Fiorio to approve the September 27, 2023, Regular Board Meeting Minutes with Trustee Saturnus requesting the correction of a small typo at the top of page 5. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saturnus-Aye, Trustee Steward-Absent, Supervisor Heneghan-Aye. Ayes-3, Absent-2, Nays-0. **Motion carried.**

DEPARTMENT AND COMMITTEE REPORTS

Kenneth Young Center:

- CEO Grace Hong Duffin began by stating that KYC has been also pursuing a similar assessment to determine the quality of work provided versus the words being used to describe along with having the best people implementing the services and as CEO supporting the needs to employees during the day-to-day operations.
- She announced that KYC offers Mental Health first aid training for anyone who would like to receive it.
- They offer both youth and adult mental health first aid training and anyone may attend.
- On Saturday, October 28th, KYC is partnering with Elk Grove Village, Hanover and Palatine for participation in the National Prescription Drug Take Back program. This program will allow depositing expired prescriptions for drugs and narcotics that will be safely disposed of.
- Also, KYC has a program for seniors that will assist them in choosing the best Part D plan for their drug program in Medicare during open enrollment.
- Written report on file. No action items.

Disabled and Senior Services Department:

- October has marked the beginning of the LIHEAP energy assistance program and Medicare Open Enrollment. In the first two weeks of October DSS had approximately LIHEAP 90 appointments.
- Interest was extremely high for early appointments as CEDA re-established a priority period for seniors and individuals with disabilities that began October 2.
- Medicare Annual Enrollment period started on October 15 and in the last 8 days we have had over 50 Medicare appointments on top of an additional 50 LIHEAP appointments. We are currently booking both LIHEAP and Medicare appointments into December and anticipate having no more Medicare Annual Enrollment appointments available by early next week.
- This month I attended the Illinois Department on Aging's Conference in Springfield, have had an initial planning meeting for AARP in 2024, and am leading my team in ensuring there will be no disruption of programming in 2024 while the gym is under construction. Program Coordinator Remer has been investigating options with local churches and park districts. Final decisions regarding an off-site location for our exercise programs will be made by the end of this month.
- Finally, just a reminder that Trunk or Treat is tomorrow night from 3-7pm. Vendors will start arriving at 1 pm to set up. It's a very popular event with the community and should be fun!
- Written report on file. No action items.

Transportation Department:

- It was reported that the buses are in good shape and one at a time being prepared for winter.
- There were 6 trips this month one for the Disability Department the rest for the Seniors.
- On October 14 we had the bus tour partnering with the Township Library and the Township Historical Society with a guided tour of four historical cemeteries and concluded with light refreshment at the Sunderlage House. All the residents enjoyed the day and had a good time.
- We keep signing up residents that are new to transportation services, approximately 20 per month.
- Written report on file. No action items.

Welfare Services Department:

- Lavelle Law will conclude their annual food drive this Friday, October 27th, here at One Illinois Blvd. All are welcome to join at 2:45pm for a photo and words of encouragement. Lavelle Law Charities, the charitable arm of Lavelle Law, has held an annual food drive since 2004. Lavelle moved their headquarters to Schaumburg in 2017, and that is when our partnership began. We look forward to this enormous donation every year, as pantry shelves are low, and the holiday influx is about to begin. The food pantry saw a 78% increase in usage last month compared to pre-Covid numbers. Lavelle's annual drive continues to rally the community year after year, and we are grateful for their support. Their efforts not only help to fill pantry shelves but also bring the conversation of food insecurity to the surface and this is an important discussion to have now.
- The federal Low Income Home Energy Assistance Program began October 1st, for priority group 1, which includes households with a senior, disabled person or child under 6 years of age. As of this morning, the Welfare Services team completed 86 applications which is the total amount of applications completed in October 2022, and there are still five business days left in the month.
- The casework team is trying to keep up with demand, but the current economic climate is having a great impact on our residents' needs. Casework return calls are currently 4-5 days behind, with prioritization on emergency assistance situations.
- Written report on file. No action items.

Community Relations Department

- Written report on file. No action items.

Assessors Department:

- Assessor Lawson held an Outreach event with Cook County Board of Review Commissioner George Cardenas's staff on Thursday, Oct. 26th from 5-7 p.m. and held in our Township gymnasium. Supervisor Heneghan and our board members have been invited and we thank Supervisor Heneghan and Trustee Lauren Saternus for visiting. Unfortunately, the format had to be modified to only allow in-take appeals as the commissioner was not able to attend the event. Approximately, 30 residents attend.
- The Assessor's Township Office has been open for the second round of Appeals with the Cook County Board of Review and have been quite busy filing appeals, both remotely and in-person. More than 240 residents have filed with the Township office thus far. The deadline is midnight on Friday, Nov. 2nd.
- Lastly, on a happy but sad note: Mr. Kevin Snow was celebrated earlier this evening with a Retirement Party as he retires from the Township after 17 years of service to our residents. The Assessor's Office thanks Assessor John Lawson, Supervisor Tim Heneghan, Administrator Mel Williams, Trustee Lauren Saternus and Clerk Bob Vinnedge for attending and joining Kevin on his last day!
- Written report on file. No action items.

Administrative Services / Clerk's Report:

- Written report on file. No action items.

Highway Commissioner:

- Commissioner Kegarise stated they are preparing for winter.
- Road and Bridge got a call from the Sheriff's office to check on the disposal of illegal dumping of big branches from trees on Mr. Cimino's property but obviously stacked up there himself then called the Sheriff to complain so that's why R & B got called to the site.
- Commissioner Kegarise said they are still working with the village on their IGA relative to Spring South but it's still being discussed to reduce the overall cost.
- They have a small maintenance problem in their building since the back flow preventor has failed again since it was rebuilt a few years ago. The cost to replace it with a new one is just under \$10,000 so they will be installing one.
- Questions asked and answered.

Supervisors Report

- Supervisor Heneghan stated for those who had not heard that long time employee Gerry Bartnicke who was the Director of both Seniors and Disability Services had passed away. She had retired in 2019. More importantly, she was the one who did so much to establish the committees for both departments while assisting residents with their specialized needs.
- Tim also mentioned he attended the training program for the new law relative to General Assistance along with Director Nelson and Administrator Williams. The new law will allow more ways that money can be spent after January 1st, when it becomes law.
- The Supervisor also attended the Supervisor's Division meeting of TOCC.

Financial Report:

- James Howard, Governmental Accounting presented a brief overview of his report for the first seven months of the fiscal year.
- With 58% of the year over, the township has received 47% of its tax revenue which remains relatively flat compared to where we were at this time last year.
- Going into the levy discussion. At this point it is relatively loose as far as adjustments
- Our current model will not be exceeding above a 5% increase so there is no need for that discussion.
- Last year the levy was kept flat providing some tax relief to residents then. This year, the working projection is an increase of 3%.
- The levy for the newly formed Mental Health Board would be between \$1.5 and \$2.0 million.
- James will be taking suggestion to provide other options to modify the projected levy amounts as mentioned for the Town Fund and Road & Bridge.
- Questions asked and answered,
- Written report on file.

Administrators Report

- Administrator Williams reported the policy manual will be sent out shortly for discussion at the upcoming Committee of the Whole.

- With the impending completion of phase one construction. The Administrator is planning on a ribbon cutting ceremony in early December.
- The Administrator did discuss the early retirement opportunities under IMRF for employees with Trustee Steward. The downside is that offering ERI opportunities so early in the township's participation it would take a major hit in the reserves in the amount of a \$500k. More discussion can take place in the upcoming Committee of the Whole Meeting.
- Lastly, Administrator stated that the township make available a suggestion/survey box that employees could provide feedback on the DEI aspects of the assessment that would be completely confidential and assist Harper Business Solutions with their final report.

Trustee Saternus then brought up the fact that since Trustee Steward was present and participating via Zoom since 7:10 p.m., the Board should move that he be allowed the ability to vote in the roll call votes for the remainder of the Regular Board Meeting. Trustee Saternus moved accordingly and her motion was seconded by Trustee Fiorio. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Absent, Supervisor Heneghan-Aye. Ayes-3, Absent-2, Nays-0. **Motion carried.**

OLD BUSINESS

None

NEW BUSINESS

- A. Trustee Saternus read the Proclamation of the Township Board recognizing October 10th as World Mental Health Day.
- B. Trustee Fiorio read the Proclamation Pledging the Cook County Commitment United Against Hate.
- C. Supervisor Heneghan read the Proclamation recognizing Childrens Advocacy Center of North and Northwest Cook County (CAC) celebrating 34 years of service. The Supervisor then called up the representative from the Childrens Advocacy Center and he thanked Supervisor Heneghan and the Township Board for their recognition and support. He went on to explain the statistics of the youth that are out there that have been abused and need help and all that the Childrens Advocacy Center is doing to assist and protect these children.
- D. Moved by Trustee Saternus and seconded by Trustee Fiorio to approve Resolution 2023/2024 #3 authorizing the termination of the Mission Square 401(a) Retirement Plan. 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.**
- E. Moved by Trustee Fiorio and seconded by Trustee Saternus to approve the 2024 Township Calendar. 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.**
- F. Moved by Trustee Saternus and seconded by Trustee Fiorio to approve the appointment of Hiroko Teshikawara to the DEI Committee for the term of November 1, 2023 to November 30, 2026. 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.**
- G. Moved by Trustee Fiorio and seconded by Trustee Saternus to approve Nancy Croke to the DSS Committee for the term of November 1, 2023 to November 30, 2026. 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.**

- H. Moved by Trustee Saternus and seconded by Trustee Fiorio to approve the appointment of William Eliasek to the DSS Committee for the term of November 1, 2023 to November 30, 2026. 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.**
- I. Moved by Trustee Saternus and seconded by Trustee Fiorio to approve the appointment of Carleen Emde to the DSS Committee for the term of November 1, 2023 to November 30, 2026. 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.**
- J. Moved by Trustee Saternus and seconded by Trustee Fiorio to approve the appointment of Linda Kasinger to the DSS Committee for the term of November 1, 2023 to November 30, 2026. 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.**
- K. Moved by Trustee Saternus and seconded by Trustee Fiorio to approve the appointment of Andrew Scott Miller to the DSS Committee for the term of November 1, 2023 to November 30, 2026. 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.**
- L. Moved by Trustee Saternus and seconded by Trustee Fiorio to approve the appointment of Kathleen Ray to the DSS Committee for the term of November 1, 2023 to November 30, 2026. 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.**

APPROVAL OF BILLS

Moved by Trustee Saternus and seconded by Trustee Fiorio to approve Town Fund Warrant 2023-2024 #8 in the amount of \$425,156.37. 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 #8 in the amount of \$41,892.20. 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 Fiorio to to approve Welfare Services Warrant 2023-2024 #8 in the amount of \$55,780.58 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 Capital Warrant 2023-2024 #8 in the amount of \$205,704.39. 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

October 18, 2023 – Decennial Meeting, 6PM Town Hall

October 18, 2023 - Committee of the Whole Meeting, 7PM Town Hall

- October 25, 2023 - Regular Board of Trustees Meeting, 7PM Town Hall
- October 26, 2023 – Trunk or Treat, Parking Lot, 3-7PM
- October 27, 2023 – Lavelle Law Food Drive, Semi-Truck Drop off to Township, 2PM
- November 1, 2023 – Veterans Dinner, 6PM Chandlers Chop House, Schaumburg
- November 8, 2023 - Committee of the Whole Meeting, 7PM Town Hall
- November 15, 2023 - Regular Board of Trustees Meeting, 7PM Town Hall
- November 23 & 24, 2023 – Township Closed, Thanksgiving
- December 8, 2023 – Senior Holiday Luncheon, Chandlers, 11am
- December 12, 2023 – Senior & Disability Services Holiday Adoption Pick Up, 10:30am – 7pm
- December 13, 2023 – Dinner with Santa for Individuals with Disabilities, 5:30pm

EXECUTIVE SESSION

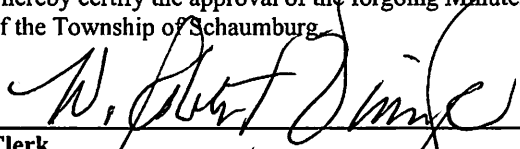
Moved by Trustee Steward and pursuant to the Open Meetings Act §2(c)(11) to discuss probable or pending litigation in accordance with the Act, seconded by Trustee Saternus to move to Executive Session at 8:38 p.m. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent-1, Nays-0. **Motion carried.**

Moved to return to open session at 8:57 p.m., by Trustee Saternus and seconded by Trustee Fiorio. 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.**

Trustee Steward moved that the Board instruct the Administrator to take the action reached by consensus in the executive session and seconded by Trustee Saternus. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-3, Nays-1, Absent-1. **Motion carried.**

ADJOURNMENT

There being no further business, Trustee Saternus moved to adjourn the meeting at 8:59 p.m. and Trustee Fiorio 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.**

APPROVAL CERTIFICATION	
I hereby certify the approval of the forgoing Minutes of the Township of Schaumburg.	
Clerk	
Date	November 15, 2023