

**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 **November 8, 2023**.

<b>Officials Present:</b>	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk
	Robert N. Fiorio	Trustee (Absent)
	Demetrius J. Gibson	Trustee (Excused Absence)
	Lauren Saternus	Trustee
	Matthew J. Steward	Trustee (Arrived 7:03 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**

James Howard, Governmental Accounting provided a review of various tax levy options the township will be filing in December. This now includes a new levy for the Mental Health Board. James in accordance with the Town Board's approach to the levies for the Town Fund, Road & Bridge, General Assistance and the Capital Fund would be to lower or to keep these levies flat without any increase to lessen the impact of the additional Mental Health Board levy. The Town Fund would be reduced to be at 95% saving \$117K. Road & Bridge will be at 96% saving approximately \$17K, General Assistance seemingly flat at the reduced level of 97% from this year and also keeping the Capital Fund flat for a total savings of approximately \$134K which would be allotted early next year and available for use by the Mental Health Board. Finally, options for the Mental Health Board levy would range from \$1.5 million to \$2.5 million, resulting in just \$2 for on a homeowner's tax bill for a home evaluated at \$100K or \$21 for a home evaluated at \$300K. With this approach it was suggested that James reduce the levies even more to an amount totaling \$250 instead of \$134K, then the impact of the range in the Mental Health Board levy could be reassessed next week in the regular Board Meeting to maximize the monies needed for the Mental Health Board's goals and start-up costs. There was a concern voiced regarding making any reductions from the Capital Fund levy funds have been designated to pay for three remaining items: one I two parts is the expansion of the second floor over the gym along with the completion of the installation of the rooftop solar panels, and also the adjustment of salaries. The third is the

northside project consisting of complying with the latest ADA requirements for individuals who need a ramp plus the expanded availability for the delivery of food and supplies that would likely necessitate the installation of a loading dock. Taking into account all these elements, James said he would be able to provide the data that would get us closer to the final levy amounts even though the rates may still need to be adjusted for the Mental Health Board levy one last time before the filing deadline in December. With fewer options for the projected funds from the levies it was suggested that a couple of our legislators be contacted to request supplemental funding for some of the building improvements and special projects for special needs. Questions asked and answered.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

#### **A. Policy Manual Revisions walk through**

- The initial discussion started off with an explanation of flex time and overtime. It was explained that each employee would be tracking their time and categorizing it for use through an honor system. The system would also include hours contributed by volunteers to help plan for staffing needs, the number of hours worked per day and the time allotted for lunch. It was pointed out that when the revised policy is ready to be distributed for review the changes would be highlighted for an easier assessment.
- Questions asked and answered.

#### **B. IMRF - Early Retirement Income considerations**

- Reviewing the requirements for early retirement in IMRF, involves the use of reserves on hand from the IMRF program to fund the early retirements which is usually after the township has participated for 5 to 10 years. Otherwise, the subscribing governmental entity would have to make the monies available from their resources or reserves, starting at approximately 500K. Even so, after extensive discussions, it was concluded that there seems to be little to be gained or saved by adopting this feature of IMRF presently in its early years of implementation. Regardless it was requested that the township be reminded at the end of each year the total accumulated in the IMRF reserves for reassessing. Certainly, this program may be brought up and reviewed in the coming years, but presently seems premature.
- Questions asked and answered.

#### **C. Township Code of Conduct discussion**

- The question raised was: does this pertain to the board, plus township residents using services besides others who may enter the grounds or facilities? Looking back at established township rules and guidelines adopted in 2012, some of these concerns have already been addressed. However, presently there seems to be adequate reasons to revise, update and expand the existing code of conduct for those attending meetings both before during and after the meeting has concluded. Also, it should include residents and the public until they leave the township property, that includes the parking lots and premises in general.

- Questions asked and answered.

**ANNOUNCEMENTS**

**November 15, 2023** - Regular Board of Trustees Meeting, 7PM Town Hall  
**November 23 & 24, 2023** – Township Closed, Thanksgiving  
**December 5, 2023** – Lobby Ribbon Cutting, 5-7pm  
**December 8, 2023** – Senior Holiday Luncheon, Chandlers, 11am  
**December 12, 2023** – Disability & Senior Services Holiday Adoption Pick Up, 10:30am – 7pm  
**December 13, 2023** – Dinner with Santa for Individuals with Disabilities, 5:30pm  
**December 13, 2023** - Regular Board of Trustees Meeting, 7PM Town Hall  
**December 22 & 25, 2023** – Township Closed, Christmas  
**January 1, 2024** – Township Closed, New Years

**EXECUTIVE SESSION**

Moved by Trustee Saternus and seconded by Trustee Gibson to go into Executive Session at 8:33 p.m. pursuant to §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-Absent, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-3, Absent-2, Nays-0.

**Motion carried.**

Moved to return to open session at 9:00 p.m., by Trustee Steward and seconded by Trustee Saternus. Roll Call: Trustee Fiorio-Absent, Trustee Gibson- Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-3, Absent-2, Nays-0. **Motion carried.**

Moved by Trustee Steward and seconded by Trustee Saternus to approve but not release all of the following executive session minutes dated: March 11, 2021, July 13, 2021, August 30, 2021, September 15, 2021, January 26, 2022, and October 8, 2023. Roll Call: Trustee Fiorio-Absent, Trustee Gibson- Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-3, Absent-2, Nays-0. **Motion carried.**

**ADJOURNMENT**

There being no further business, Trustee Steward moved to adjourn the meeting at 9:01 p.m. and Trustee Saternus seconded the motion. Roll Call: Trustee Fiorio-Absent, Trustee Gibson-Absent, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-3, Absent-2, Nays-0. **Motion carried.**

<p><b>APPROVAL CERTIFICATION</b> I hereby certify the approval of the forgoing Minutes of the Township of Schaumburg.</p> <p></p> <p>_____ Clerk</p> <p>Date <u>1-17-24</u></p>
--