

**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 April 24, 2024.

Officials Present:	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk (Remote)
	Robert N. Fiorio	Trustee
	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 7:02 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 Minutes of the March 27, 2024, Regular Board Meeting. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-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 noted that their final counts for the year showed that they served almost the same number of clients last year, with fewer staff hours.
- The 24-hour living room is now a permanent site, providing a safe space for clients at any time.
- Kenneth Young will be hosting a drug takeback day.
- June 15th, they will be hosting a “Pop up Pride” event and are currently looking for sponsors.
- Written report on file. No action items.

DEI Committee:

- Trustee Gibson reported that the committee was working on their objectives and goals.
- He thanked the board for the work done on the Township website by adding language

options.

- The Committee looks forward to execution on some of their other requests.
- The Committee plans to work with Dr. Bailey from Harper College, on the work he is doing with the Township.
- No written report on file.

Disability and Senior Services Department:

- This month, Administrator Williams and I agreed to a 3-year licensing agreement with Mon Ami, a client data system specifically designed for disability and senior service providers. This system will house our client database, allowing us to track all of the things we do in DSS from case management to information and referrals to event planning & registration. Mon Ami will help move DSS in line with best practices for record keeping and reporting. Assistant Director Borja and I have already started having weekly meetings with our Implementation Manager at Mon Ami and are on track to have staff start training in late June/early July. The DSS team is very excited about this change and look forward to the time it will save us on administrative work so we can do what we want to do most: serve clients.
- AARP Tax Aide for Tax Year 2023 ended on April 10. This year, 680 tax returns were accepted by the IRS and only 2 were rejected, which is .294 percent of all returns submitted. The Average Federal Adjusted Gross Income of taxpayers helped was \$35,483. 495 filed as single, 158 as married filing joint, 2 as married filing single, and 14 as Head of household. Total federal refunds were \$526,506 and total state refunds were \$67,404. We thank the AARP Tax Aide volunteers for their continued help supporting our community.
- Written report on file. No action items.

Disability and Senior Services Committee:

- No Written report on file.

Transportation Department:

- Written report on file. No action items.

Welfare Services Department:

- Food pantry community support has already been seen for the Township of Schaumburg Community Food Drive which started April 13th and runs through the Letter Carriers' Stamp Out Hunger Food Drive May 11th. Cub Scout Pack 398 dropped off vans full of food April 15th.
- Board support for May 11th would be appreciated. We will be on site from 1 – 7pm that day. Please let Supervisor Rogenski know if you can lend a hand.
- The walk-in cooler installation started today. The whole team is extremely excited. Installation should be completed next week when the 6 glass doors arrive and are installed. This unit is guaranteed to help the flow of shopping in the client-choice pantry. We would like to give a shout out and huge thank you to Alfa Chicago and Expert Temperature. They have done an excellent job of working around the WS crazy schedule, keeping the space clean and respecting our clients.
- The TOS WS food pantry is working with the Hoffman Estates Police Department on a satellite food pantry to be located at the Community Resource Center (CRC) in the HE Police Department (411 W Higgins Road). Police Chief Cawley and Social Worker Correa met with Director Nelson last month to discuss the community's need and collaborative details. The opening is slated for July.

- Written report on file. No action items.

Community Relations Department

- In collaboration with Director Nelson, I secured a front-page feature article in the Daily Herald on the incredible increase in pantry services in the last year. It also highlighted our community food drive that is happening now through May 11. Thank you to Diana and Supervisor Heneghan for taking the time to speak with the reporter on the topic and share your expertise. While the article shared information on other organizations, it largely featured information on our pantry.
- This week I signed us up for the Annual 4th of July Parade in Hoffman Estates. Please mark your calendar for Thursday July 4. The parade starts at 9am. Also be on the lookout for an email regarding the details for the day closer to the 4th.
- Faith leaders' breakfast invites are out. It will be held May 23 at 9:30am at the Township.
- Written report on file. No action items.

Assessors Department:

- We have been very busy working with our seniors and with our residents with the disability exemption. Currently we have had 425 residents either apply for the first time with our office and/or renew their property exemption with our office.
- The resident will have until Monday, August 29th to apply to make it on the 2nd Installment Property Tax bill. We would like to thank Katy and Jenna for the social media promotion to keep our residents informed.
- The 2nd Installment Property Tax bill will be mailed on time this year and the residents will receive their tax bill by July 1st as opposed to last year when mailed in November 2023.
- We would like to especially thank both Administrator Williams and Director Dionesotes for helping us renovate the new office. We welcome our board members to have a tour of our office and we are extremely happy with the new look. We appreciate Patti's guidance and suggestions on the interior design of our office.
- Written report on file. No action items.

Administrative Services / Clerk's Report:

- Director Dionesotes informed the board that she received an email from Nester Padilla, Outreach & Constituent Services Liaison from the office of Congressman Raja Krishnamoorthi. He recalled their conversation outlining the gym expansion project when he worked at the Township for our partnered Passport Event. He had promised to investigate some funding options, and now sent the information needed to apply.

Highway Commissioner:

- The transaction for the backhoe is now complete. It was sold for \$23,000 which is calculated to its cost being \$14,000 for 14 years of service.
- Spring South IGA with Schaumburg Village is complete and waiting for their signature.
- The last meeting of the Decennial Committee will be held on May 6, 2024.
- Lobbyists were able to kill the bill 5050 as long as TOI meets with them this summer. This bill would have had them taking over the appointments of the Highway Commissioner and other officials instead of those positions being filled by the electors.
- The TOI Lobby group will be hosting a golf outing in August and the Commissioner welcomed all the board members to come. Fees would need to be paid by the individual, not the Township. Funds will go to support the Lobby group.
- No written report on file.

Supervisors Report

- Supervisor Heneghan welcomed Binoy Thomas, the newest member of the Mental Health Board.
- At the next meeting, the board will need to go into executive session to talk about a replacement for Assessor Lawson.
- The Supervisor will be out of town starting May 11th. He will be back in town and need to come directly from the airport on May 15th if there is a Committee of the Whole.

Financial Report:

- James Howard, Governmental Accounting reviewed the month's financial reports.
- Trustee Saternus asked for clarification of the Human Services Budget. James noted a few line-item adjustments in the Human Services Budget Ordinance, the line items just define the funding to the proper agencies, and actually reduces the amount that will be spent.
- Mr. Howard noted that the Mental Health Board will not see any funding until between August to November, but they can proceed to spend. The Township will lend the funds to the Board until their tax funding comes in, at which time they will reimburse the Township.
- Questions were asked and answered.
- Overall, the Township is on track for where we should be at, at this point in the year.
- Written report on file. No action items.

Township Administrative Services Report

- Administrator Williams officially submitted the grant for additional EV buses which would save 3 years of carbon emissions. The initial ask is \$2.2 million from the Federal Grant.
- Recently the Administrator noticed a few hiccups in terms of missteps in processes and procedures that caused unnecessary delays and miscommunication. She noted a need to slow down and focus on better communications, more deliberate and collaborative actions across the Township. All reports and agenda items are to be to Director Dionesotes by the 3rd Monday of the month, so that the Administrator can provide final review and approval Wednesday for publishing Thursday. Understanding exceptions may apply but should not be the rule.
- In a review of the existing benefits in preparation for Open Enrollment HR Director Lizcano identified a duplication of long term/short term disability insurance as IMRF provides this coverage. By removing the secondary Principal coverage, the Township saves \$10,000.
- The Administrator asked to let her know if anyone planned to attend the TOCC conference in Oakbrook. It will be well attended by our Township as several staff members will be panelists/ speakers.
- The Administrator reminded the board as we come up to a new election cycle that salary decisions for the April 2025 elected board, must be made by July 2024. Which would be within the deadline of 180 days prior to the election.
- Administrator Williams attended the Cook County Commissioners breakfast, in addition to Trustee Gibson. There was a lot of conversation between the community and Commonwealth Edison ability to support energy grid upgrades to support the rise in Data Centers. There are many villages who would like to welcome Data Centers but without ComEd supporting upgrades, they will miss out on that opportunity.

OLD BUSINESS

None

NEW BUSINESS

- A. Moved by Trustee Saternus and seconded by Trustee Gibson to approve to increase the usage capabilities of the BBP card to include reimbursement of medical, dental and vision expenses. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**
- B. Trustee Saternus read a Proclamation Acknowledging May as Mental Health Awareness Month.
- C. Trustee Fiorio read a Proclamation Acknowledging April 30th as National Therapy Animal Day.
- D. Trustee Steward read a Proclamation Acknowledging May as Monarch Butterfly Month.

APPROVAL OF BILLS

Moved by Trustee Gibson and seconded by Trustee Saternus to approve Town Fund Warrant 2024-2025 #2 in the amount of \$494,771.61. 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 Fiorio and seconded by Trustee Saternus to approve Road & Bridge Warrant 2024-2025 #2 in the amount of \$27,263.53. 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 Fiorio to approve Welfare Services Warrant 2024-2025 #2 in the amount of \$62,275.13. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

ANNOUNCEMENTS

May 15, 2024 – Committee of the Whole Meeting, 7PM Town Hall

May 22, 2024 - Regular Board of Trustees Meeting, 7PM Town Hall

May 27, 2024 – Township Closed, Memorial Day

June 1, 2024 – Community Shred Event, 9 – 11am

June 12, 2024 - Committee of the Whole Meeting, 7PM Town Hall

June 19, 2024 – Township Closed, Juneteenth

June 26, 2024 - Regular Board of Trustees Meeting, 7PM Town Hall

SUPERVISOR AND TRUSTEE COMMENTS

- Supervisor Heneghan noted that the St. Matthews food drive appears to be the Township food drive that they are promoting and asked that that be clarified.
- Trustee Saternus noted that the Mental Health Town Hall will be on April 29th at 5:30 location will be at the Trickster.
- Trustee Saternus noted the passing of Kenneth Haycock, he was a fresh face to the Mental Health Board, he was pivotal in getting the Narcan dispenser in the Township, he will be missed.
- Trustee Saternus read a letter from resident Donna Kruger which detailed the difficulties in trying to obtain affordable transportation for her son with disabilities, she explained the high anxiety for both Eric, her son, and the family. Discussion followed with the Administrator

and Welfare Services and the things they have investigated to try to help this family. Program Support Specialist Treni noted that a CEDA representative was recently in and suggested she might be a resource to help.

- Trustee Steward wanted to clarify the hours of the food drive drop off, which is 1-7pm on May 11th.
- Trustee Gibson noted that Commissioner Preckwinkle's key topic was Transportation. We need PACE, Metra, Harper, and others to work together on this and continue to press on this issue.
- Supervisor Heneghan stated his respect for Commissioner Preckwinkle and offered she rest in peace.

EXECUTIVE SESSION

Moved by Trustee Saternus and seconded by Trustee Steward to go into Executive Session at 8:07 p.m. Pursuant to the Open Meetings Act 5 ILCS 120/2(c)(11) to discuss probable or pending litigation in accordance with the Act. and 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-Absent, Supervisor Heneghan-Aye. Ayes-5, Absent, Nays-0.

Motion carried.

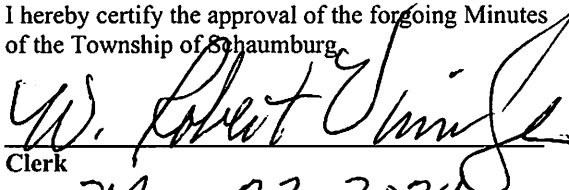
Moved to return to open session at _____ p.m., by Trustee _____ and seconded by Trustee _____ Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Absent, Supervisor Heneghan-Aye. Ayes-5, Absent, Nays-0.

Motion carried.

ADJOURNMENT

There being no further business, Trustee _____ moved to adjourn the meeting at _____ p.m. and Trustee _____ seconded the motion. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0.

Motion carried.

APPROVAL CERTIFICATION	
I hereby certify the approval of the foregoing Minutes of the Township of Schaumburg.	
Clerk	
Date	May 22, 2024