

**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 23, 2024**.

<b>Officials Present:</b>	Timothy M. Heneghan	Supervisor
	W. Robert Vinnedge	Clerk
	Robert N. Fiorio	Trustee
	Demetrius J. Gibson	Trustee
	Lauren Saternus	Trustee
	Matthew J. Steward	Trustee (7:13 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**

None

**PRESENTATIONS**

Mike Radjenovic, Project Architect for The HOH Group presented an overview of the ADA Parking Lot recommendations. Questions asked and answered.

**MINUTES**

Moved by Trustee Gibson to approve the September 18, 2024 Committee of the Whole Minutes and also the September 25, 2024 Regular Board Minutes, seconded by Trustee Saternus. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Abstain for the September 18, 2024 Committee of the Whole Minutes and Aye for the September 25, 2024 Regular Board Minutes. That's Ayes-4, Abstain-1 and Nays-0 for the September 18, 2024 Minutes and Ayes-5, and Nays-0 for the September 25, 2024 Minutes. **Motion carried.**

**DEPARTMENT AND COMMITTEE REPORTS**

**Kenneth Young Center:**

- Kate provided an review of all the upcoming events and activities detailed on the KYC website.
- She then reminded the Board that Grace Hong Duffin resigned as the President and CEO of KYC. Steve Gaydos Chief Financial Officer was appointed to serve as the interim CEO until Grace's replacement has been agreed upon.
- Supervisor Heneghan inquired as to the financial stability of KYC. Kate assured the Board the financial status was strong and some adjustments in operations had been implemented but has not affected the basic operations or quality of services rendered.
- Written report on file. No action items.

**DEI Committee:**

The Committee will continue to maintain its operating members to six individuals. Before taking a vote at the next meeting any interested individuals should contact Trustee Gibson. Currently the Committee is assessing the Food Pantry operations to determine if they can assist with outreach to those who need assistance in utilizing the what the Food Pantry has to offer along with other services.

- Additional events and outreach are being planned for November, December and February.

**Mentl Health Board:**

- The deadline for grant applications have passed, so they will be reviewing them at the October 30, meeting. There are some exciting grants that are worth pursuing and the Board will be looking into some additional possibilities.
- Written report on file.

**Disability and Senior Services Department:**

- We are in the second week of Medicare Open Enrollment and appointments are now being booked into December. We have had a few residents save significantly by reviewing their Part D plan. One resident is going to save over \$16,000 next year by switching plans. LIHEAP appointments are booking out into the end of December. We have been referring clients at risk for shut off to Welfare Services so they can get immediate assistance. November 1 all of our offsite programming will transition to Prince of Peace Lutheran Church in Schaumburg. We will be there for 6 weeks before taking a two-week hiatus of programming the weeks of December 23 and 30. Programming will return to the township starting January 6. Residents are very excited to have programming back in house.
- The DSSC is currently reviewing funding applications from three organizations and will have agency presentations in November. The committee has also decided to host monthly coffee chats starting in January. These chats will rotate between being an opportunity for residents to talk about services and programming and presentations on various topics that seniors are interested in. Details are still being finalized, but information will be in the January/February Access Point.
- Written report on file. No action items.

**Transportation Department:**

- This month transportation had five-special out of town trips for seniors.
- They also took a trip to Oswego to inspect the new buses. Since we are not ready to use them yet, they plan to have the buses wrapped and they'll be ready to go when all the infrastructure is complete for the proper use and recharging.
- Finally, the two buses we intend to trade in were looked over and pictures taken. So, soon, we will know how much they will be worth as trade-ins.
- Written report on file. No action items.

**Reported tha The Welfare Services Department:**

Director Nelson provided a Sneak preview; Schaumburg Township will be awarded the 2024 Best Township Innovative Program at the 117<sup>th</sup> Annual TOI (Township Officials of Illinois) Conference in Springfield next month. Director Nelson nominated the Welfare Services' Nutrition and Dietetics Internship Program. This program continues to develop but has already successfully delivered nutritional information in an easy-to-understand and, supportive manner, educated staff and volunteers on cultural diversity and inclusion, and supplied nutritious recipes using pantry staples. Continued evolution will include donation-based procurement of culturally responsive items and

additional client education. The program helps the Township reach into corners of the community not easily accessed and make meaningful connections with clients through their cultures. Our community is better because of it, and we are thrilled to share this exciting news.

Director Nelson also shared that utility assistance from PY2024 provided \$602,189 in total customer benefits through the LIHEAP (Low Income Home energy Assistance Program). This money supported 1,131 households with an average benefit of \$532.44. This community assistance is available because of the case workers in both Disability and Senior Services and Welfare Services. This amazing team is already off and running with PY2025 utility support. LIHEAP's program year started October 1 and is slated to run through August 15, 2025, or when funds are exhausted. LIHEAP can assist eligible Cook County residents with their Nicor and ComEd bills.

The **Hoffman Estates Community Resource Center Open House** invite was received today. The open house is scheduled for Monday, November 4<sup>th</sup> from 3-6pm at the HE Police Department located at 411 W. Higgins Road in Hoffman Estates. The Welfare Services Department will be helping to support the Community Resource Center with program casework and food. We will have staff representatives at the open house and would love to see others there.

We hope to see everyone at the Lavelle Law's Annual Food Drive supporting our pantry this Friday, October 25<sup>th</sup>. At approximately 2:45pm there will be a group photo and some words of encouragement to the Lavelle volunteers. Then the real work begins, and the donations will be brought inside the pantry. All are welcome and appreciated.

#### **Community Relations Department**

- Director Trent reported that trunk or treat is tomorrow at the Township from 3-7pm. We are partnering with about 15 community vendors. I worked with Officer Bending of the Hoffman Estates Police Department to secure police assistance to help manage the line as it gets very long. We hope the weather is going to be as nice as projected!
- Coordinator Koeppen and I recently completed social media and Instagram Voice and Style Guides to help formally direct the Township's voice on social media. The guides will be a great resource as we continue to expand on social.
- Finally, the Township has been entangled in this week's voting issues at Trickster Art Gallery. We were tagged in a TikTok video that was widely spread. As of today, that original video no longer tags us. I had responded noting that we are not involved in voting that they should contact the Cook County Clerk's Office. We received two angry voicemails regarding the issue, and I was able to leave a voicemail for one person and I talked to one person and was able to share the information for the county. As we get closer to the election, we will likely receive more feedback like this and we will continue to discuss the best ways to address it.
- Written report on file. No action items.

#### **Assessors Department:**

- Victor Morales reported that state lawmakers have made it easier for people with disabilities to continue receiving property tax relief on an annual basis. Cook County homeowners who receive the Persons with Disabilities Exemption no longer have to reapply for the benefit every year. Lawmakers recently acted to allow the benefit to automatically renew annually, at least through 2027.

- We have been very busy reviewing and filing both remote and in-person residential appeals for our residents. We have appealed at this point to more than 1,200 residents that have either visited our office or submitted an e-appeal request for our free service. Our last day to appeal will be Tuesday, November 5<sup>th</sup> at midnight. I will be working late on this day.
- In closing, Township Assessor Lawson would like to invite the board to its annual Appeal Seminar outreach event. We had thought we wouldn't be able to have the event due to the on-going construction of our gymnasium. But we are moving forward! The Property Tax Appeal Seminar will be held next week Wednesday, Oct. 30<sup>th</sup> @6:00 p.m. at School District 54's Professional Learning Center off Schaumburg Road. We hope that you can attend if you're available.
- Written report on file.

#### **Administrative Services / Clerk's Report**

- As a reminder, Clerk Vinnedge, stated the invitations for the luncheon honoring our veterans had been sent. Also, if you haven't already notified Director Dionesotes if you would be attending, please contact her.
- Director Dionesotes wanted to thank everybody for making the Rabies event a success, but especially the staff of Road and Bridge who are always so helpful. In fact, 150nshots wee provided instead of the customary 100 that are usually provided.
- Sebasthian Picasso's last day as our Passport Agent has already taken place.
- The good news today is the first day for new employee Saba Mirza. She is multi lingual, so besides English she speaks Hindi and Urdu.
- There is a slight delay in the second-floor construction due to moving a heating vent on the second floor. Also, there was a two-week delay in getting some crossmembers Presently the tracks for the ceiling tiles are being installed along with the wall dividers/

#### **Highway Commissioner:**

- As a point of information, Commissioner Kegarise reported that the Village of Schaumburg repaved Summit that takes into account residents of Schaumburg but did so that also ran up to the property line of the residents of the Township. Just so you know, please refer those calls. if any, about debris on the township side of Summit, to the Road and Bridge Department`.
- The Village of Schaumburg is revisiting the cost of the Spring South project and likely is looking for more funding. Scoot will keep the Board informed as more is known.
- Scott will also be putting up one of his larger and older snow plows for sale around March. He already has a couple od townships interest in it. The sale will help purchase a lager new truck and snow plow the cost of which is \$250,000.
- The Highway Commissioner was looking for some additional funds not in the budget to expand his building. Unfortunately, those funds could not be used for new construction,
- Recently though he asked for the contact information to discuss a plan to close the east side of the building to add an additional bay under roof.
- The Administrator had asked Scott to see if Road and Bridge could purchase some additional bus for the Township. He said he would like to and but that was before the budget had been completed. Now, he doesn't have enough in the budget to do so.
- The Commissioner also stated that Road and Bridge would be participating in the trunk or teat event.
- No written report on file.

#### **Supervisors Report**

- Supervisor Heneghan said he had he and some others in the township had attended the

Annual MTA Symposium on September 17, held at Hanover Township. He also attended the TOCC Supervisors Division but did not have any salary information to distribute as he thought might be possible to share. Further, he attended a fundraising hosted by the Rotary entitled Blues, Bourbon and Barbecue to benefit scholarships. He thought it was a good event and will look into it further to see if the township could assist in raising funds for that good cause.

- One last thing for the record, we have seen the latest updates and clarity consisting of 12 pages for the Emergency Assistance Manual.

### **Financial Report:**

James Howard, from Governmental Accounting reviewed the month's financial reports ending September 30 representing 58% the year. We are already at 95% of property tax payments.

- In addition, with those monies coming in the money borrowed for the MHB will be received.
- Expenses so far look very good and are trending with the calendar. Most everything is in a good position of being under 58% or just slightly over. That said, we are in pretty good shape.
- The percentage reached for all departments are 54% or higher with just one or two over at 60 and 67%.
- Trustee Saternus had a question of a few gift cards, one in particular for a Road and Bridge employee in the amount of \$300. James will be getting back with a clarification. However, Patti stated the gift cards were intended to recognize certain employees for their years of service.
- Trustee Saternus also had a second request pertaining to the GOLLA amount of 2.4% as mentioned previously for salary increases. Further discussions lead to the package James should prepare would be 6% compared with that of 7% already provided. Both would include the COALA of 2.4% with the remainder being identified as the merit portion for the Department Heads to provide the individual increase with the appropriate merit portion included.
- Lastly, Administrator Williams stated the Audit report had been completed and all looked well without any major concerns or recommendations.
- Finally, the amount going to Mental Health and the levy is yet to be agreed upon since funds no longer will come from the township fund but from the projected \$2,000,000. from the Mental Health Board.
- Written report on file. No action items.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

A. Moved by Trustee Saternus and seconded by Trustee Gibson to approve ADA Parking Lot Restriping. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

B. Moved by Gibson and seconded by Trustee Steward to approve Passport Agent candidate, Saba Mirza for hire start date October 23, 2024. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

**APPROVAL OF BILLS**

Moved by Trustee Saternus and seconded by Trustee Steward to approve Town Fund Warrant 2024-2025 #8 in the amount of \$311,629.41. 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 Road & Bridge Warrant 2024-2025 #8 in the amount of \$65,166.65. 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 Gibson to approve Welfare Services Warrant 2024-2025 #8 in the amount of \$75,784.19. 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 Fiorio to approve Capital Fund Warrant 2024-2025 #8 in the amount of \$68,633.25. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Aye, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-5, Nays-0. **Motion carried.**

**ANNOUNCEMENTS**

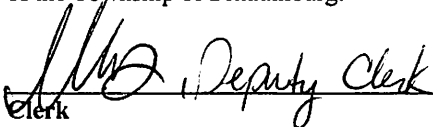
- November 14, 2024 – Veterans Luncheon, Chandlers Chop House, 12-3PM
- November 20, 2024 – Regular Board of Trustees Meeting, 7PM Town Hall
- November 28 & 29, 2024 – Township Closed, Thanksgiving
- December 18, 2024- Regular Board of Trustees Meeting, 7PM Town Hall
- December 24 & 25th, 2024 – Township Closed, Christmas
- January 1, 2025 – Township Closed, New Years

**SUPERVISOR AND TRUSTEE COMMENTS**

Trustee Saternus requested the Board review the Executive Session Minutes at the December Meeting and every six months thereafter.

**ADJOURNMENT**

There being no further business, Trustee Gibson moved to adjourn the meeting at 8:27 p.m. and Trustee Steward 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.**

<p><b>APPROVAL CERTIFICATION</b> I hereby certify the approval of the forgoing Minutes of the Township of Schaumburg.</p> <p> Deputy Clerk</p> <p>Clerk</p> <p>Date <u>11/21/24</u></p>
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