

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 March 26, 2025.

Officials Present:

Timothy M. Heneghan	Supervisor
W. Robert Vinnedge	Clerk (Excused Absence)
Robert N. Fiorio	Trustee
Demetrius J. Gibson	Trustee
Lauren Saternus	Trustee (Excused Absence)
Matthew J. Steward	Trustee

The following business was transacted.

Supervisor Heneghan called to order the Regular Board of Trustees Meeting at 7:00 p.m. and the Pledge of Allegiance followed. Supervisor Heneghan noted that Administrator Melissa Williams will be acting as Deputy Clerk for the meeting.

Deputy Clerk Williams called the roll.

MINUTES

Motioned by Trustee Gibson and seconded by Trustee Steward to approve the minutes of the February 26, 2025 Regular Board Meeting of the Board. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Absent. Ayes-3, Absent – 2, Nays-0. **Motion carried.**

DEPARTMENT/COMMITTEE/APPOINTING AUTHORITY REPORTS

KENNETH YOUNG CENTER

- KYC has named our new President and CEO, Maurice D. Ware. Maurice will be joining our team on April 7th after relocating from Ohio. His career has been focused in the behavioral health space, serving nonprofits in multiple states before coming to KYC. We'll have a public meet and greet at our 5K on May 17th and more information is available about his experience on our website at kennethyoung.org.
- KYC is proud to share the expansion of our training programming to include QPR Mental Health Training. QPR is a national model to "question, persuade, and refer" as simple steps to help save a life when someone is at risk for suicide. This training takes 60-90 minutes and has pre-scheduled offerings shared on our website at kennethyoung.org or special sessions can be scheduled by request through our team. We invite anyone in our community to come learn and support suicide prevention.
- Drug Take Back Day is April 26th and is a national initiative to remove expired or unused medications to prevent abuse. We're grateful to partners like the Township for having safe spaces to dispose of medication and ask that everyone take this opportunity to check their medications and safely dispose of them here at the Township or at one of our municipal partners to safeguard our community.

- We are gearing up for KYC's largest event of the year, the Hustle for Health 5K Run/Walk on May 17th. This is a free event for community members to access resources, celebrate KYC's programs, and join us in fundraising to ensure our ability to meet the needs of our community. Registration to join in Busse Woods on May 17th is give.kennethyoung.org/2025. Everyone is welcome to join the event.
- Written report on file. No action items.

DIVERSITY, EQUITY, & INCLUSION COMMITTEE

- The committee is preparing for this year's Juneteenth event.
- Steam Camp is not firmed up yet, dates to be announced
- No written report on file.

MENTAL HEALTH BOARD

- Robert Ogilvie complemented the recent Open House, he felt it was a big success. He felt the staff did a beautiful job.
- Written report on file.

DISABILITY & SENIOR SERVICES DEPARTMENT

- This past month, Disability and Senior Services staff have dealt with numerous personal and family medical issues, resulting in a frequent shortage of staff. Through it all, the team has persevered and come together to cover everything that needs to be done. Thankfully, everyone (so far) has had positive outcomes. Currently, Assistant Director Borja is working from home at her doctor's orders while she waits to see if she needs surgery for a torn ligament in her ankle.
- I'm happy to announce that we have hired a part-time Deaf Services Program Specialist. Emily Amponin started this past Monday, March 24. She has a graduate's degree in communications from Rochester Institute of Technology in Rochester, New York which is home to the National Technical Institute for the Deaf. This is one of two universities in the nation geared specifically for the Deaf and Hard of Hearing. Emily has experience with program coordination through some volunteer work she did in Rochester and is excited to be joining the DSS Team.
- The Disability and Senior Services committee is not meeting in April due to conflicts with Election Day and the Annual Town Meeting. However, they are hosting a presentation "A legal Guide to Emergency Decision Making" on April 16 at 10 am. All are welcome. On April 5 we will be hosting our Bunny Hop Brunch for families with disabilities at Chandler's. This event is full with 111 people registered to attend. If any Board Members are interested in attending, please let me know.
- Written report on file.

TRANSPORTATION

- The EV infrastructure construction is moving swiftly now. ComEd will hopefully be out in the next week to get the transformer up.
- We have 1 of the Electric buses on site, the others are waiting at the manufacturers for delivery once the work is done.
- The bus vendor will have team on site at the Township to train our drivers on the new buses.
- Written report on file.

WELFARE SERVICES DEPARTMENT

- Dominican University intern, Dominique Bauer (Nikki) joined the WS team this month for her eight-week community rotation. Nikki has already been working on an online ordering form and Chinese culture project. We are excited to have her on the team.
- A client success story shared by Laura Barrera, Bilingual Caseworker, Laura not only assisted the client with benefits, but in reviewing her pay stubs found an error where she had missed pay. HR acknowledged the error caused by a new pay system and reimbursed the resident at appropriate. The resident was very appreciative of all the support from Laura.

COMMUNITY RELATIONS DEPARTMENT

- Director Trent noted Digital Communications Coordinator Jenna Koeppen has put in her resignation notice. Her last day is Friday. We are very proud of Jenna's growth and contributions in her 3 years here. We started the recruitment and interview process. Whoever is hired has big and stylish shoes to fill.
- The trench for the outside marquee has been dug and infrastructure work is being completed ahead of the installation. We anticipate a new sign in April. There may a few days that the sign is not operational as they navigate the guts of the machine.
- The open house was a great success considering the tornadic weather. There were 22 funded agencies in attendance, about 40-50 people toured the food pantry and we are estimating 50-100 people toured around.
- I am working with Department Heads to finalize the annual town meeting report and video. It will be the first ATM in the renovated space. We are excited to show off the new AV capabilities!
- Written report on file.

ASSESSORS DEPARTMENT

- We've been welcoming our seniors back to our office this week as many of our kind seniors have been coming in to renew their Senior Freeze property exemption as required by state law.
- The Assessor's office is in a new location in the building, our seniors have been very appreciative of our assistance even though we are in a very different setting. Our seniors have been very patient and understanding.
- Thank you to Facilities Manager Rees for his assistance with our office set-up, and the Transportation team for their hospitality as they are new neighbors. They are always helpful and supportive.
- Since Monday, we have filed for 359 seniors. Security has been working with us to maintain proper traffic control.
- The deadline to renew this important exemption will be April 21st.
- There was a change in the law which allows for the automatic renewal for homeowners with disabilities.
- State lawmakers have made it easier for people with disabilities to continue receiving this annual property tax relief.
- Township residents who receive the Persons with Disabilities Exemption will no longer need to reapply for this benefit every year.
- Lawmakers acted to allow the benefit to automatically renew annually at least through 2027. At that time, they will decide whether to make this exemption permanent.
- We will be implementing the new World War II property exemption for those veterans that may qualify in the month of April.

- Our Written Report is on file.

ADMINISTRATIVE SERVICES/ CLERK'S REPORT

- Administration had a "flag take back" box installed on the South side of the building, near the bike racks. Thank you to the Road District for their help in installing it within 2 days of our receiving it.
- We are in the process of installing a new server which will take the place of 2 of our existing servers with room to spare. We have already mirrored everything over to the new server. On that note, our network will be offline at 8pm on Friday night and all of Saturday.
- Our building is beautiful, but new construction and new equipment can find little bugs that need tweaking to fit our business plan. We are working out the kinks and a thank you to all staff for their willingness to roll with the punches.
- Written Report is on file.

NURSE REPORT

- Written Report is on file.

HIGHWAY COMMISSIONER'S REPORT

- IDOT increased the no bid limit to \$50K
- The department is looking at setting up a website for local construction. This website will be separate from the Township website.
- The department is working on an issue at Spring South.
- Their 12-year-old tow truck is listed to sell for \$65K, it was purchased for \$100K.
- The Commissioner suggested if any changes were made to Ordinance 2022-2023 #1, in section 1, firm up the language from being a municipality boiler plate, remove items such as "airport, bridge, sewer, etc.
- No written report on file.

SUPERVISORS REPORT

- There is an update to the GA Manual signed by Supervisor Heneghan. These revisions provide clarity for HACC (Housing Authority of Cook County) Voucher Utility Allowance unearned income.

FINANCIAL REPORT

- Bradley O'Sullivan went through details of the final financial reports for Fiscal Year 2025. The Township ended the year with a strong increase in interest income and well within budget in all divisions.

ADMINISTRATORS REPORT

- Administrator Williams complimented all staff for the week of the Open House. She noted that the Facilities Manager was out ill, and the entire team stepped up to get everything done.
- Full accolades to staff for the evening, working both with residents and each other.
- Major credit to HR and Finance team regarding IMRF quality audit. Very minor adjustments needed to be made, most was in the coding on the end of our payroll system.
- IMRF will need the board to sign a resolution on their requirements. The Township is already following these procedures, we will just have signed off on by the board.
- With so many programs being run at the Township, we have received complaints from local

residents regarding parking. Monday, Wednesday, Thursday and Friday all staff park on the street leaving the lot open for visitors.

- We are going back and forth with the insurance company and mitigators on the flood damage. Hoping to have this settled mid-April.
- Joshua Reyes, social work intern from University of Chicago as part of his student internship, will hold the first “coffee and conversation” with our veterans tomorrow, March 27th.

NEW BUSINESS

Moved by Trustee Steward and seconded by Trustee Gibson to approve the Reappointment of Joanmarie Wermes to the Mental Health Board for the term of 2/1/25 – 1/31/29. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent – 1, Nays-0. **Motion carried.**

Moved by Trustee Gibson and seconded by Trustee Steward to approve the Appointment of Lauren Saternus to the Mental Health Board for the term of 6/1/25 – 1/31/26. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent – 1, Nays-0. **Motion carried.**

Moved by Trustee Fiorio and seconded by Trustee Gibson to approve Resolution 2025-2026 #1 Approving Contract Amendment with Flood Brothers Disposal Co. for Residential Refuse and Recycling Collections Service to 6.30.25. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent – 1, Nays-0. **Motion carried.**

Proposal of recommended RBO revisions.

- Trustee Steward reviewed some items that he felt could be “buckled up.” He agrees it stand solid as it is, but he would like this added for discussion at the April Committee of the Whole.
- He requested the Administrator have drafts of his recommendations prior to that meeting.
- Trustee Gibson asked our attorneys position on the Township Ordinance, and Administrator Williams conveyed she felt it was strong and just fine.
- Both the Supervisor and Trustee Gibson had questions or issue with statements such as requiring 5 people completing 5 years apprenticeship and Township being held responsible for maintaining documents.
- Trustee Steward commented we could wait for the upcoming election results and see if the board should vote in April to make changes.

APPROVAL OF BILLS

Moved by Trustee Gibson and seconded by Trustee Fiorio to approve Town Fund Warrant 2025-2026 #1 In the amount of 541,064.44. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saternus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent – 1, Nays-0. **Motion carried.**

Moved by Trustee Fiorio and seconded by Trustee Steward to approve Road & Bridge Warrant 2025-2026 #1 the amount of \$119,022.09. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye,

Trustee Saturnus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent – 1, Nays-0. **Motion carried.**

Moved by Trustee Steward and seconded by Trustee Gibson to approve Welfare Services Warrant 2025-2026 #1 in the amount of \$80,576.99. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent – 1, Nays-0. **Motion carried.**

Moved by Trustee Gibson and seconded by Trustee Steward to approve Capital Fund Warrant 2025-2026 #1 in the amount of 528,223.40 Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Absent, Trustee Steward-Aye, Supervisor Heneghan-Aye. Ayes-4, Absent – 1, Nays-0. **Motion carried.**

ANNOUNCEMENTS

April 1, 2025 – Local Election Day- Township is Polling Place

April 8, 2025 – Annual Town Meeting, 6PM Town Hall

April 16, 2025 – Committee of the Whole, 7PM Town Hall

April 23, 2025 – Regular Board of Trustees Meeting, 7PM Town Hall

May 19, 2025 – Elected Officials Swearing In Ceremony, 6:30PM

SUPERVISOR AND TRUSTEE COMMENTS

Trustee Steward commented on how well the open house went, congratulated the staff and suggested it should be a yearly event.

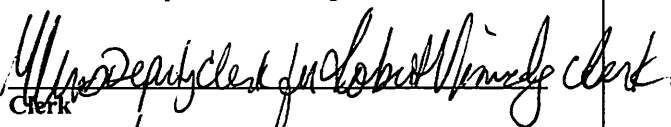
Trustee Gibson asked for a detailed breakdown on the capital fund for this fiscal year and wanted to note that budget planning should start in midsummer.

ADJOURNMENT

There being no further business, Trustee Gibson moved to adjourn the meeting at 8:12p.m. and Trustee Fiorio seconded the motion. Roll Call: Trustee Fiorio-Aye, Trustee Gibson-Aye, Trustee Saturnus-Absent, 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 4/23/25