

**Regular Board Meeting of the Board of the Trustees of Elk Grove Township
Elk Grove Township Hall, 2400 S. Arlington Heights Road, Arlington Heights IL
December 17, 2018**

MINUTES

- A. Call to Order: Supervisor Sweeney called the meeting to order at 7:00 p.m.
- B. Roll Call: Trustees Satern, Niewiardowski, Ingraffia and Keenley – Present. Supervisor Sweeney - Present. In Attendance: Deputy Clerk/Administrator Pioch, Assessor Carosielli and Highway Commissioner Niewiardowski
- C. Public Comment: Lynn Cirrincione of Branigar Subdivision (Elk Grove Village) spoke. Ms. Cirrincione stated she wanted to thank Supervisor Sweeney and Administrator Pioch for their assistance with the ditch (overland swell) area clean-up project that was completed in the last couple of weeks. Ms. Cirrincione commented that the area now looks fantastic and they have made sure that the affected residents are aware that this was a one-time clean-up by the Township, they appreciated the Township's partnership with the clean-up and made the affected residents aware that they will now be responsible to maintain the ditch/swell going forward.
- D. Consent Agenda. A motion was made by Trustee Ingraffia and seconded by Trustee Niewiardowski to approve the following items:
- a. Authorization of Payroll/Bills for Town Fund, General Assistance, Road District and Sewer.
 - b. Supervisors Report - November General Assistance, Employment Support, Transportation and Financial Report
- The motion passed on a 5-0 roll call vote.*
- E. Discussion and Action on Approval of Minutes: A motion was made by Trustee Satern and seconded by Trustee Niewiardowski to approve the November 26, 2018 Regular Board Meeting Minutes. *The motion passed by voice vote.*
- F. Presentations. Supervisor Sweeney advised that he will be asking for approval so the Board may move forward with the bid process to remodel the Township's future headquarters at 600 Landmeier, Elk Grove Village. He reviewed the revised plans with the Board and a number of items were discussed:
- A. The Assessor's office will relinquish office # 114 and will now occupy #s 115 & 116.
 - B. Town Hall/Community Room (#140)-
 - i. Trustee Satern commented that a "kitchenette" should be added to the room.
 - ii. Clerk Busse commented that a Conference Room should be added adjacent to the room that the Board could use for Executive Sessions.
 - C. The General Assistance corridor (#103) was relocated.

G. Reports

- A. Assessor. Assessor Carosielli had a written report and also commented that her department was expecting record numbers in 2019.
- B. Clerk. Clerk Busse was absent and had no written report.
- C. Highway Commissioner. Commissioner Niewiardowski submitted a written report and verbally advised that the Road District's Paving Project was waiting for Kinder Morgan to approve the crossing of their gas lines. He is currently working with the Township attorney and Engineer to resolve this issue.

H. Correspondence. NONE

I. Old Business. NONE

J. New Business.

- A. Resolution 2018-09 Amendment to the Elk Grove Township Health Reimbursement Arrangement: Supervisor Sweeney advised that this HRA document was provided to the Township from our Health Insurance representative that is required to be on file. A Motion was made by Trustee Satern and seconded by Trustee Niewiardowski to approve this Resolution. *The Motion passed 5-0 on a roll call vote.*
- B. Building Plans for 600 Landmeier Road, Elk Grove Village-Supervisor Sweeney asked if there were any questions about Floor Plan "B" that was presented earlier in tonight's meeting.
 - i. Trustee Ingraffia inquired about Room # 143 and how it was to be built (under existing interior walls).
 - ii. Trustee Satern inquired about next steps, to which Supervisor Sweeney advised that the Township would advise the architect of the Board's acceptance of the presented floor plan and he will then produce bid documents to include all of the details, such as electrical, plumbing, mechanical, walls to be built, elevator, etc. and include all changes so bidders can present their bids to the Board. The Board will then approve the propose bid documents along with a bid schedule so a bid opening date can be chosen.
 - iii. A Motion was made by Trustee Ingraffia and seconded by Trustee Niewiardowski to accept the presented plan. *The Motion passed 5-0 on a roll call vote.*
- C. Presentation of Fiscal Year 2019-2020 Preliminary Tentative Budgets for Town Fund, General Assistance, Road District and Sewer - Supervisor Sweeney provided a proposed timeline regarding the Budget approval process. He proposed that a presentation and dissemination of the Tentative Budget be provided tonight so the Board could review the numbers over the next month. No vote would be taken this evening and at the January Meeting the Board could accept the Tentative Budget that would lay on the table for thirty (30) days with the final vote on the Budget occurring at the February Meeting. There were no objections raised to Supervisor Sweeney's proposed timeline.

D. Resolution 2018-10 Supporting Fair Hiring Plan for the Cook County Board of Review – Supervisor Sweeney asked Assessor Carosielli to explain the particular details of the Resolution. She explained what circumstances lead up to what she felt was a need for this Resolution and then asked the Board to endorse this Resolution. A Motion was made by Trustee Ingraffia and seconded by Trustee Satern to accept the presented plan. The Motion passed 5-0 on a roll call vote.

E.

K. Adjourn: There being no further business, a motion to adjourn was made by Trustee Satern and seconded by Trustee Niewiardowski. *The motion passed on a voice vote.* The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

*George Busse by
Paul Pioch Deputy Clerk*

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Elk Grove Township Deputy Clerk