

**MINUTES FROM THE REGULAR BOARD MEETING OF
ELK GROVE TOWNSHIP TRUSTEES
SEPTEMBER 28, 2015**

The Board of Towns Trustees met at the Office of the Town Clerk at 2400 S. Arlington Heights Rd, Arlington Heights, IL (Cook County) on Monday, August 28th, 2015 at 7:00 pm. With Supervisor Michael Sweeney, acting as Chairman, Paul Pioch acting as Clerk Pro Tempore, the following official business was transacted.

Call to Order: Supervisor Sweeney called the meeting to order at 7:00 pm. followed by the Pledge of Allegiance.

Roll Call: Trustees Koshaba, Satern and Niewiardowski – Present

In Attendance: Assessor Connie Carosielli and Administrator Paul Pioch

Public Comment: None

Consent Agenda: A motion to approve the Consent Agenda (Resolutions 2015-7 through 2015-13 (inclusive) Designation of Public Depository and Authorizing Withdrawal of Municipal Moneys) was made by Trustee Satern and seconded by Trustee Niewiardowski. Motion Carried by voice vote.

Discussion and Potential Action on Approval of Minutes: A motion to approve the Minutes from the August 24, 2015 Regular Board Meeting and August 31, 2015 Special Board Meeting was made by Trustee Satern and seconded by Trustee Niewiardowski. Motion Carried by voice vote.

Presentations:

- A. Kenneth Young Center - Update:** Susan Cowen, Kenneth Young Center (KYC) CEO, showed a Power Point presentation that reviewed the organization's information and statistics including the fact that KYC has 185 employees, 460 volunteers, serves Elk Grove Township, Schaumburg Township and part of Maine Township, is in its 45th year of providing mental health assistance and that currently 1 in 4 people struggle with some form of mental illness. Susan also advised that anyone interested in a tour of the KYC facilities and/or Drop-In Center should contact her.

B. Technology Update – R and R Consulting: James Renz went over the document he prepared that recapped the status of the Information Technology (IT) network. Items highlighted in Yellow are ones that should still be reviewed for possible update/replacement in the current budget year. Items highlighted in Green indicate that the items are fine and there is no need to update/replace them at this time.

- Supervisor Sweeney advised Administrator Pioch to add items A & B under James' point 2 (Server) to the October Board Agenda.

Acceptance of Township Elected Officials' Reports:

Assessor's Report: Township Assessor Connie Carosielli provided a written report to the Board that included a weekly statistical report for September, Outreach Seminars Program recap, information regarding the resignation of a current employee and her attendance at the Cook County Township Assessors' Association Executive Board meeting.

Road & Bridge: Township Highway Commissioner Art Niewiardowski provided a written report recapped the removal of numerous dead trees, securing road salt contracts with Morton Salt through working with Cook County, preparing trucks and equipment for the winter, completing necessary repairs at Lincoln/Martin reservoir and the cleaning up of neglected properties.

Supervisor's Report: The General Assistance statistics were provided in the Board Packets. Supervisor Sweeney reported that the representative from the Evanston Vet Center will be starting the first week in October. He will be counseling with Combat Veterans and their families. He will do intakes and refer veterans to other Veterans' sources also. The Vet Center will also inform their clients about the use of the Township Bus, Taxi and TRIP programs along with a funded agency (Escorted Transportation Services) that all are available for qualified residents.

Trustee Satern made a motion that was seconded by Trustee Niewiardowski to accept the Elected Officials reports. Motion Carried by voice vote.

Correspondence:

None

Old Business:

Donation Request Guidelines: Administrator Pioch reminded the Board that it was recommended at the September Board Meeting that this item be placed on the October Agenda so the Board could have time to ruminate on this topic and provide input regarding the guidelines that should be a part of this subject. After some comments and input by the Trustees it was suggested by Supervisor Sweeney that this subject be placed on a future Committee of the Whole Agenda so it could be explored in greater depth.

Audit Deficiencies: Supervisor Sweeney recapped the items mentioned in the Memo from Administrator Pioch. All Audit deficiencies have been addressed and corrected.

Approval of Payroll & Bills: An observation by Trustees Niewiardowski and Satern highlighted the fact that one General Assistance check did not appear on the payment report. Administrator Pioch will work with Finance Director to re-run the report so the check is included on the report. (It was noted that there may have been an error when printing since the check number was in between the end of one page and the beginning of another.) A motion to approve payment of the bills as presented was made by Trustee Niewiardowski, seconded by Trustee Satern. Motion Carried by voice vote.

New Business:

A. Approval of Elected Officials Travel-Annual TOI Educational Conference-November: A motion to approve the Elected Officials' travel was made by Trustee Koshaba, seconded by Trustee Niewiardowski. Motion Carried by voice vote. Supervisor Sweeney asked Administrator Pioch to reissue the per diem guidelines to the Township Board.

B. Establishment of HRA: Supervisor Sweeney explained the Memo dated September 28, 2015 from Administrator Pioch regarding this subject that was included in the Board Packets and asked if there were any issues, concerns or questions. None were voiced.

C. Presentation of Investment Information by Township Supervisor: Administrator Pioch recapped the September 28, 2015 Memo regarding this subject that was included in the Board Packets. Supervisor Sweeney asked if there were any issues, concerns or questions about proceeding with making these investments. No questions or concerns were brought forward.

C. **Other (Any items presented at the meeting will be considered for discussion only.)** Supervisor Sweeney reminded the Board Members that the cut off-date for interested parties to submit the requested information for consideration to fill the open Trustee position is by the close of business (4:00 PM) this Friday, October 2, 2015. Administrator Pioch will issue all of the candidates' information to the Board Members after 4:00 on Friday.

Trustee Koshaba mentioned that there will be a TOCC/Trustee Division meeting on Thursday, October 22, 2015.

Supervisor Sweeney provided an update regarding the General Assistance (GA) Outreach efforts by advising the Board Members that the goal is to get GA clients jobs so they become part of the working community and will remain on GA a shorter period of time thus allowing the Township to help more people with GA funding, but for a shorter period of time. The Outreach Coordinator will be meeting with a representative from Harper to try and establish a relationship for sharing education, training and job information. A Bulletin Board system has been installed in the main hallway outside of the GA offices that is covered with available jobs and referrals to other groups that have food pantries, provide medical assistance, training, instruction, etc. This referral process will be a way for the Township to become a clearing house for anyone in the Township to visit to obtain information for any type of assistance, even if they are not a GA client.

Supervisor Sweeney mentioned that the Board will notice that they are now receiving monthly Financial Reports.

Executive Session - None

Adjourn

Motion to adjourn was made by Trustee Koshaba, seconded by Trustee Satern. Motion Carried by voice vote.

The meeting was adjourned at 8:20 pm.

Respectfully Submitted,



Paul Pioch

Clerk Pro Tempore