

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
March 26, 2018

MINUTES

- I. Call to Order: Supervisor Sweeney called the meeting to order at 7:01 p.m.
- II. Roll Call: Trustees Niewiardowski and Ingraffia – Present. Supervisor Sweeney - Present. Trustee Satern – Absent. In Attendance: Administrator Pioch, Highway Commissioner Niewiardowski, and Assessor Carosielli.
- III. Public Comment: Marge O’Brien of Mount Prospect spoke. Ms. O’Brien expressed grave concerns about the money being spent on the Township facility consolidation plan. She argued that there is little transparency and she felt that township residents deserved more information on the plan’s progress and costs. Ms. O’Brien stated that she was hearing these concerns from other residents. She said she wanted to hear more about the progress of the consolidation plan and less about food drives.
- IV. Discussion and Action on Approval of Minutes: A motion was made by Trustee Niewiardowski and seconded by Trustee Ingraffia to approve the Regular Meeting Minutes of February 20, 2018, the Executive Session Minutes of February 20, 2018 and the Special Board Meeting Minutes of February 26, 2018. *The motion passed by voice vote.*
- V. Approval of Payroll and Bills. A motion to approve the payment of bills as presented was made by Trustee Niewiardowski and seconded by Trustee Ingraffia. *The motion was passed on a 3-0 roll call vote.*
- VI. Presentations. None
- VII. Reports
 - A. Assessor. Assessor Carosielli submitted a written report. She also noted that the County announced that they are starting the assessed value appeal period three weeks earlier than previously announced. As a result, the Assessor’s office will be holding their Elk Grove Township Taxpayer Seminar on Monday, April 16th rather than April 30th. Assessor Carosielli’s staff will be available at the seminar to file appeals for attendees.
 - B. Clerk. Clerk Busse submitted a written report that addressed recent FOIA requests and required meeting notifications.
 - C. Highway Commissioner. Commissioner Niewiardowski submitted a written report that addressed preparations for the summer season and the purchase of a 2018 Mack Snowplow truck.

- D. Supervisor. In written reports Supervisor Sweeney informed the Board of General Assistance/Emergency Assistance activity and Transportation rides in the month of February. He also provided the Board with the February Township Employment Support Center Report and Financial Reports.

VIII. Correspondence. None

IX. Old Business.

A. Video Taping Township Meetings.

At the February Regular Board Meeting the Board approved a contract for two years with Elk Grove Village Channel 6 for the videotaping of Township Regular and Special Board Meetings. The contract was not to exceed \$1,250 and was contingent upon verification of the Village's ability to meet the RFP's insurance requirements. Verification was to be provided no later than March 30, 2018. Clerk Busse reported to the Board that he, Supervisor Sweeney and Administrator Pioch met with Elk Grove Village Manager Ray Rummel and some of his staff on March 2nd to verify the Village's ability to meet the RFP requirements and particularly as it applied to insurance. Mr. Rummel stated that Elk Grove Village would be able to meet all equipment requirements except for the minimum number of seven microphones. Regarding insurance, he stated that the Village's independent contractors were required to be covered by insurance but that the Village did not verify their level of and types of insurance. Supervisor Sweeney asked Mr. Rummel if the Village could provide more detail on the matter of insurance. Mr. Rummel stated that he would do more checking and would follow up. Clerk Busse reported that the Elk Grove Village attorney called Supervisor Sweeney shortly after the meeting with Mr. Rummel and stated that independent contractors were covered by the Village's insurance policy. Supervisor Sweeney requested that Village's Certificate of Insurance be sent to the Township to ensure that the coverage complied with the RFP. To date the Certificate of Insurance has not been received.

Supervisor Sweeney thanked Clerk Busse for his report and then stated he was informed by the Township attorney, Jason Trembly, that the manner in which the Board contracted Elk Grove Village to provide video recording services did not comply with the Illinois Township Code (Section 85-30). The process was non-compliant because the contract is over \$20,000 for a non-professional service and the Village did not submit a bid in response the Township RFP. It was his legal opinion that the requirements of the Illinois Township Code make it necessary for the videotaping contract with Elk Grove Village to be rescinded. Supervisor Sweeney made a motion to rescind the decision to engage Elk Grove Village for the videotaping of Township Board Meetings. The motion was seconded by Trustee Ingraffia and *passed on a 3-0 roll call vote*. Supervisor Sweeney also made a motion to engage Lorelle Communications, who was the lowest RFP bidder, to videotape Township Board Meetings for one year at a cost of \$1,500 per meeting. The motion was seconded by Trustee Ingraffia and *passed on a 3-0 roll call vote*. Finally, Supervisor Sweeney made a motion to limit the videotaping of Township Board Meetings to only the monthly Regular Board Meetings. The motion was seconded by Trustee Niewiadowski and was *passed on at 3-0 roll call vote*.

X. New Business

- A. Budget Update and Revisions for FY 2018-2019. Supervisor Sweeney and Finance Manager, Erika Renz, presented the proposed 2018-2019 Township Budgets for Town, General Assistance and Sewer and the Road District. A vote for approval was required for each of the Budget and Appropriation Ordinances:
1. Budget and Appropriation Ordinance #2018-01 Town Fund / General Assistance / Sewer. Supervisor Sweeney stated that there were no changes to the budgets for Town Fund, General Assistance and Sewer. He reminded the Board that recurring agency grant requests in the Town Fund were budgeted at their 2017-2018 levels and that new grant requests were budgeted at ½ their requested levels and that he would like to include Salvation Army because their request was inadvertently left off of the budget. Salvation Army had previously been a grant recipient, except for the last couple of years. They submitted a request in the amount of \$10,000 but would be treated like a new Agency for the 2018-2019 fiscal year and would receive ½ their request (\$5,000). Supervisor Sweeney proposed that during the course of the current FY a review of the Agency grants and the process for approving the grants be conducted. He believes that some of the Township grants are duplicative and/or unneeded. There was Board consensus to conduct such a review in the current FY. A motion was made by Trustee Ingrassia and seconded by Trustee Niewiardowski to approve Budget and Appropriation Ordinance #2018-01, to include the revisions to the funded Agency section of the Town Fund Budget. *The motion passed on a 3-0 roll call vote.*
 2. Budget and Appropriation Ordinance #2018-02RD Road District. Supervisor Sweeney stated that there were no changes to the Road District budget. A motion was made by Trustee Niewiardowski and seconded by Trustee Ingrassia to approve Budget and Appropriation Ordinance #2018-02RD. *The motion passed on a 3-0 roll call vote.*
- XI. Adjourn: There being no further business, a motion to adjourn was made by Trustee Niewiardowski and seconded by Trustee Ingrassia. *The motion passed on a voice vote.* The meeting was adjourned at 7:20 p.m.

Respectfully submitted,



George Busse
Elk Grove Township Clerk