

**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  
January 23, 2017**

**MINUTES**

- I. Call to Order: Supervisor Sweeney called the meeting to order at 7:01 p.m.
- II. Roll Call: Trustees Koshaba, Satern, Niewiardowski and Ingraffia – Present. Supervisor Sweeney - Present. In Attendance: Administrator Pioch, Highway Commissioner Niewiardowski, and Assessor Carosielli.
- III. Public Comment: Michael Kiekzewski of unincorporated Elk Grove Township asked about recent Village of Mount Prospect annexations and whether he would be vulnerable to annexation. Supervisor Sweeney responded that Mount Prospect is making a concerted effort to expand their commercial tax base through the annexation of several unincorporated areas of Elk Grove Township on the southern end of the Village. Given where Mr. Kiekzewski lives, Supervisor Sweeney indicated that he is not vulnerable to being annexed by the Village.
- IV. Discussion and Action on Approval of Minutes: A motion was made by Trustee Satern and seconded by Trustee Niewiardowski to approve the Regular Board Meeting minutes of December 19<sup>th</sup>, 2016 and Special Board Meeting minutes of January 11<sup>th</sup>, 2017. *The motion carried by voice vote.*
- V. Presentations: None
- VI. Reports.
  - A. Assessor. Assessor Carosielli submitted a written report. She reported that December was a slow month due to the holidays. January has been much more active because the Senior Exemption applications were sent out by the County a month early. Assessor Carosielli had not planned for this and her office was short staffed until January 16<sup>th</sup>. An email and robocall to seniors notifying them of the early January staffing shortage helped control the traffic flow and mitigate the potential problem. The office is back to full staff and they are seeing and effectively managing a steady stream of seniors seeking assistance with their applications. The Senior Exemption applications will be closely followed by the first installment of tax bills so activity levels should continue to remain high for the foreseeable future.
  - B. Highway Commissioner. Commissioner Niewiardowski submitted a written report. He noted that even though we have had a less than normal snow fall so far this winter, many unincorporated township areas are having issues with the freeze-thaw cycles resulting in flooding. Contractors were called in to jet out storm water sewers on Howard Street. After further investigation, it was determined that several lengths of drain pipe had collapsed and that manhole rings on the corner of Woodview and Howard had broken in half. Emergency repairs were made. Also, during the Christmas holidays, Nicor crews excavated at 710 Center Street and severely damaged drain pipes causing uncontrolled water output on

multiple properties. Repairs were made and the Nicor Claims Department is currently working on reimbursement for the repairs and damage to the surrounding areas.

- C. Supervisor. In a written reports Supervisor Sweeney informed the Board of General Assistance/Emergency Assistance activity and Transportation rides in the month of December. He also provided the Board with the December Township Employment Support Center Report and Financial Reports. Supervisor Sweeney noted that the Township will be hosting a Job Fair February 14<sup>th</sup> at the Township Hall.

VII. Correspondence. None

VIII. Old Business. None

- IX. Approval of Payroll and Bills. A motion to approve the payment of bills as presented was made by Trustee Satern and seconded by Trustee Niewiardowski. *The motion was passed on a 5-0 roll call vote.*

X. New Business.

- A. Resolution 2017-01RD Intergovernmental Agreement (IGA) with the Village of Mount Prospect for Imperial Court and Malmo Drive. Supervisor Sweeney requested Board approval of an IGA with the Village of Mount Prospect. Under the agreement Elk Grove Township will manage certain portions of Imperial Court and Malmo Drive for five years. The Village recently annexed property that included these portions of Imperial Court and Malmo Drive and it now has jurisdiction over the roads and an obligation to maintain them. However, given the Township's experience with managing these portions of the roads and its current available capacity for continuing to manage these portions of the roads, the Village and the Township have found it mutually beneficial to have the Township retain management responsibility and include the mileage of the roads in the Township mileage report it files with the county. A motion to approve the IGA was made by Trustee Ingraffia and seconded by Trustee Satern. *The motion was passed on a 5-0 roll call vote.*
- B. Sanitary Sewer Lining Bids. Mark Toll from the civil engineering firm of Daniel Creaney Company reported the bid tabulations from the January 17, 2017 bid opening for the Rehabilitation of Underground Sanitary Sewer by the Installation of Cured in place Pipe, Manhole Rehabilitation and Point Repair contract. This will be the third Township sewer lining program in the last ten years. There were five bidders and the low bidder was Hoerr Construction at \$139,749. Daniel Creaney Co. found Hoerr Construction to be technically qualified and with good references. Hoerr has satisfactorily preformed a similar scope of service for other municipalities in the Chicagoland area. Daniel Creaney Co. recommended the contracting of Hoerr Construction for the stated sewer rehabilitation project at the bid price with 20% contingency funding in the case of unexpected but necessary work. A motion to approve the recommendation was made by Trustee Koshaba and seconded by Trustee Niewiardowski. *The motion was passed on a 5-0 roll call vote.*
- C. Day Care Lease for 2017. Supervisor Sweeney proposed that the Township not renew the lease for the Day Care Program situated in the Township facility at 711 Chelmsford, Elk Grove Village, IL. The reasons for not renewing the lease were state as 1) The Township is in the process of consolidating its three to facilities into one location and the facility/property at 711 Chelmsford is likely to be sold, 2) The costs of the maintaining the facility at 711


Chelmsford are significant and with age will only increase, 3) There is a liability risk, according to the Township attorney, associated with having a subsidized Day Care Program in a Township facility, and 4) The Township can provide day care assistance more broadly across the Township and more efficiently through a voucher program. Supervisor Sweeney also proposed, that in an effort to make to the expected transition of the Day Care Program to a new, non-Township location smoother for both parties, the Township would allow the Day Care Program to operate in the 711 Chelmsford facility until September of 2017 and then afforded it the option for another three month period, if needed, to conclude any administrative matters. The Day Care Program would not be allowed to operate as a Day Care in the facility during the three month option period. It would not be charge lease payments during this option period. There was significant discussion. Trustee Koshaba questioned the liability risk of the Day Care Program and expressed her belief that the Day Care Program provided a significant service for the Township residents. She questioned the benefits of a Day Care voucher program and, overall, felt the Township was moving too quickly with the consolidation efforts. Supervisor Sweeney responded by noting that the plan to consolidate the Township facilities had been discussed for over a year and that, as part of this program, the Board had already gotten approval from the Township residents to sell the property on Golf Road in Mount Prospect. He also reiterated the reasons he felt a Day Care voucher program would better serve both low income Township families in need of Day Care services and the Township taxpayers. At the conclusion of the discussion Trustee Ingraffia made a motion to not renew the Day Care Lease for 2017. The motion was seconded by Supervisor Sweeney. *The motion passed 3-2 on a roll call vote.* A motion was then made by Trustee Ingraffia and seconded by Supervisor Sweeney to offer the Day Care Program a special transition lease to operate in the 711 Chelmsford property for six months starting with the new fiscal year and an option to administratively use the facility for an addition three months for no charge. The motion was seconded by Supervisor Sweeney. *The motion failed on a 2-3 roll call vote.*

- D. Presentation of the Assessors FY 2017-2018 Proposed Budget. Assessor Carosielli presented her 2017-2016 proposed budget. The budget projected a greater than 25% increase over FY 2016-2017 largely due to the addition of a third full time employee. This would increase the assessor's office head count from 2.5 employees to 3.5 employees. Assessor Carosielli indicated that she felt it was essential to expand her staff in order for her office to provide the appropriate level of coverage for the increasing volume of incoming calls and traffic and increasing need for continuing education. Discussion followed with several Trustees suggesting that Assessor Carosielli offset the cost of a new full time employee with adjustments to other line items particularly given that her office has historically never spent its entire budget. Supervisor Sweeney suggested the Board should not debate specific line items but should simply decide on a total budget dollar amount for the Assessor and then let her allocate the funds as she feels appropriate. He noted that this has been the procedure for the last two budgets. Further discussion was tabled until the February Special Board Meeting.
- E. Presentation of the FY 2017-2018 Preliminary Tentative Budgets for the Town Fund, General Assistance, Road District and Sewer. Supervisor Sweeney presented the FY 2017-2018 Preliminary Tentative Budget and noted that the levy going into this budget cycle had been lowered by 13%. Key changes to the budgets included the non-renewal of the Day Care lease (but include a special six month transition lease), a \$60k reduction in social services (last FY a special allocation was made to help those agencies being significantly impacted by the State financial problems), and the substantial increase in the Assessors proposed

budget. Salaries will be set at a February Special Board meeting. The agency meeting/interviews to determine agency grants will also be held in February. Supervisor Sweeney noted that reserves in the Preliminary Tentative Budget are at 12-14 months which is an appropriate level. There was limited discussion. The Final Tentative Budget will be addressed at the February Special Board Meeting.

- F. February Special Board Meeting. Supervisor announced the setting of a Special Board Meeting for the purpose of discussing the Final Tentative Budget. The Regular Board Meeting will still be held on February 27, 2017 but a Special Board Meeting is necessary on February 21 because of the requirement that the Final Tentative Budget be reviewed 30 days before the Final Budget is approved. Given that the March Regular Board Meeting is on March 27, 2017 a meeting earlier than February 27 is necessary to meet this requirement.
- G. Motion to Reconsider. Trustee Saturn made a motion to reconsider the Board's action to not offer the Day Care Program a six month Special Transition lease for use of the Township facility at 711 Chelmsford, Elk Grove Village to begin at the start of the new fiscal year along with an option to remain in the facility for an additional three months at no charge for strictly administrative purposes. The motion to reconsider was seconded by Trustee Niewiardowski. *The motion passed 4-0-1 on a roll call vote with Trustee Koshaba abstaining.* Trustee Saturn then made a motion approve the Special Transition lease and three month administrative option for the Day Care Program. The motion was seconded by Trustee Niewiardowski. *The motion passed on a 4-0-1 roll call vote with Trustee Koshaba abstaining.*
- XI. Adjourn: There being no further business, a motion to adjourn was made by Trustee Koshaba and seconded by Trustee Saturn. *The motion carried by voice vote.* The meeting was adjourned at 8:21 p.m.

Respectfully submitted,



George Busse  
Elk Grove Township Clerk