

**Special Board Meeting of the Board of the Trustees of Elk Grove Township
Elk Grove Township Hall, 2400 S. Arlington Heights Road, Arlington Heights IL
For the Purpose of Presenting Tentative Budgets for 2017-2018
February 21, 2017**

MINUTES

- I. Call to Order: Supervisor Sweeney called the meeting to order at 7:00 p.m.
- II. Roll Call: Trustees Koshaba, Satern, Niewiardowski, Ingraffia and Supervisor Sweeney – Present. Also in Attendance: Assessor Carosielli, Highway Commissioner Niewiardowski and Administrator/Deputy Clerk Pioch.
- III. Public Comment: Annette Capuani-Executive Director Elk Grove Township Community Day Care (EGTCDC) stated she wanted to make the Board aware of some new Regulations. In September, the Illinois Department of Human Services will be requiring all providers of Licensed Day Care facilities, if they bill CCAP (Child Care Assistance Program), to have very specific training for their employees. She also advised that the Day Care contacted other Day Care facilities within the Township and obtained answers from 12 centers regarding open slots for children in their facilities. Annette advised she had met with the Township's Commercial Realtor Steve Stoner (SCGroup) in January and thanked the Township for providing his services. She also stated some of the EGTCDC history with Elk Grove Township and wanted the Board to consider funding the Day Care in the upcoming fiscal year or until a time when a new tenant takes possession of the building. Ms. Capuani also advised the Board that a DCFS license does not automatically follow a Day Care operation to a new facility.
- IV. New Business:
 - a. Discussion and Action on Elk Grove Township Daycare Funding - Supervisor Sweeney pointed out that potential Daycare clients will need to be vetted by the Elk Grove Township General Assistance department for the voucher program to determine if there is other assistance that can be provided to them in order to help them with their needs. He also questioned how long children should be in our program and if they are in it perpetually. He wants to get Elk Grove Township out of hosting a Daycare business at the Chelmsford property.

A motion was made by Trustee Koshaba and seconded by Trustee Satern to allow the EGTCDC to stay in the current building at 711 Chelmsford Lane, Elk Grove Village, until a transfer of ownership of the building or until the EGTCDC finds another building. A short discussion ensued and a roll call vote was taken with the motion passing on a 3-2 vote.
 - b. 2017-2018 Tentative Budget and Appropriation Ordinance # 2017-01 Town Fund/General Assistance and Sewer – Supervisor Sweeney went through the Budget to point out variances to last year's Budget
 - (1) Town Fund Revenue, Administrative Expenses, Contractual/Services, Commodities and Misc., Capital Outlay, Daycare Agency Center Expenses and Personnel Expenses – No questions were raised.
 - (2) Assessor's Budget – Sweeney recommended reverting back to the 2015-2016 Budget, which was the latest Triennial Reassessment year and should be the highest number of residents that would have likely been seen during a three-year period of time. Assessor Carosielli commented that her office used to have 3 Full Time employees and that worked

well for the department. Sweeney suggested budgeting PT hours around peaks and valleys depending on how busy the department is and that if hours are needed to fill in then the Assessor should come into the office to do so. Assessor Carosielli advised that she manages the office by answering questions from her home office.

- (a) Trustee Koshaba commented that she felt that the additional amount being requested by the Assessor should be provided because it will probably not be spent.
 - (b) It was decided that with the additional \$20,000 being requested (\$182,000) for this year's Budget by the Assessor would be used to hire a 3rd FT person and she would not need to pay outside PT people to help staff the office. The additional funds were to be distributed at the Assessor's prerogative.
- (3) Trustee Satern inquired about what the Reserve amounts are projected to be at year-end. Supervisor Sweeney explained how the amount of Reserves arrived at the point at which they are currently. Supervisor Sweeney commented to Trustee Satern that he felt she looked at Reserves from a standpoint of how much money the Township has in Reserves in order to determine how much can be spent.
 - (4) Agency Funding was discussed. The Township will plan to fund two (2) of the new agencies requesting funds, namely Faith Community Homes and Center for Enriched Living, but not Career Place.
 - (5) It was further discussed that funding for the Elk Grove Township Community Day Care (EGTCDC) would be set at \$190,000 and would be allocated by month (as is done currently) and that \$150,000 to fund the EGTCDC would remain in the budget to fund the Day Care Voucher program. The \$150,000 would be allocated as the Township moved into a Voucher program and out of the EGTCDC facility.
 - (6) No further questions arose regarding the review of the remainder of the Town Fund Budget which included Bicycle Safety, Senior Bus and Youth & Family Services.
 - (7) Supervisor Sweeney then moved on to the General Assistance (GA) budget whereby he mentioned that he may be adding a PT position. No questions were raised.
 - (8) Supervisor Sweeney continued and mentioned the increased in projected Revenue and the smaller increase in Expenses for the Road District Budget. There were no additional comments from the Highway Commissioner nor any questions raised by the Board.
 - (9) Supervisor Sweeney pointed out that the Sewer Budget was being projected as practically flat to the current Budget due to only a small increase (\$200) in Revenue and an increase of \$2,000 in Expenses. No questions were raised.
- V. A Motion was made by Trustee Koshaba and seconded by Trustee Satern to accept the 2017-2018 Tentative Budget and Appropriation Ordinance # 2017-01 Town Fund/General Assistance and Sewer. *The Motion passed 5-0 on a roll call vote.*
 - VI. A Motion was made by Trustee Koshaba and seconded by Trustee Satern to accept the 2017-2018 Tentative Budget and Appropriation Ordinance # 2017-02 Road District. The Motion passed 5-0 on a roll call vote.
 - VII. Adjourn: There being no further business, a motion to adjourn was made by Trustee Koshaba and seconded by Trustee Satern. The motion carried by voice vote. The meeting was adjourned at 8:07 p.m.

Respectfully submitted,



George Busse

Elk Grove Township Clerk