

Regular Meeting of the Elk Grove Township Board of Trustees
Elk Grove Township Hall
600 Landmeier Road, Elk Grove Village, IL 60007
April 27, 2020

Minutes

- I. Call to Order. Supervisor Sweeney called the meeting to order at 7:20 p.m.
- II. Roll Call. Trustees Satern, Niewiardowski, Ingraffia, Keenley (all via Zoom) and Supervisor Sweeney. In attendance: Administrator Pioch, Assessor Carosielli (via Zoom) and Highway Commissioner Niewiardowski (via zoom).
- III. Public Comment. None
- IV. Consent Agenda. Supervisor Sweeney asked for motion to approve the authorization for payroll and bills, and to approve the Supervisors report consisting of information regarding General Assistance, Employment Support, Transportation Services and Financials. A motion was made by Trustee Ingraffia and seconded by Trustee Satern. *The motion passed on a 5-0 roll call vote.*
- V. Discussion and Approval of Minutes. Supervisor Sweeney asked for a motion to approve the Public Hearing Minutes of March 30, 2020, the Regular Board Meeting Minutes of March 30, 2020 and the Special Meeting Minutes of April 6, 2020. A motion was made by Trustee Satern and seconded by Trustee Niewiardowski. *The motion passed on a 5-0 roll call vote.*
- VI. Presentations.
 - A. Fellowship Housing. Fellow Housing submitted a request for a Township Agency Grant in the amount of \$5000. The organization was unable to present before the Board prior to the approval of the Township budget due to sickness and the disruption caused by COVID-19. The \$5000 grant was approved as part of the 2020-2021 Budget but disbursement of the funds were made contingent on a presentation by the organization and approval for disbursement by the Board. Amanda Woods, the Associate Director, presented. Fellowship Housing provides support to single mothers who are homeless or in risk of homelessness. It offers single mothers and their children two year transitional housing and financial literacy training focusing on accountability and a path to independency. Since 1991 over 900 women have entered the program with 87% of the participants graduating to independent living. Ms. Woods reported that there are currently 24 single mothers in the program and several of them are from Elk Grove Township. After a short discussion a motion was made by Trustee Satern and seconded by Trustee Niewiardowski to approve the disbursement of the agency grant funds to Fellowship Housing. *The motion passed on a 5-0 roll call vote.*

V. Elected Official Reports.

A. Assessor. Assessor Carosielli submitted a written report. She emphasized the confusion and concerns that have been produced by the Cook County Assessors announcement that a reappraisal of all property in the County will be conducted this year, reportedly to take into consideration the impact of COVID-19 on property valuations. Several questions were asked by the Board but Assessor Carosielli could only offer her opinions because there is little information available at this time. She stated that she would keep the Board apprised of any significant developments.

B. Clerk. Clerk Busse did not have a report.

C. Highway Commissioner. Highway Commissioner Niewiardowski submitted a written report.

D. Supervisors Comments. Supervisor Sweeney reported that in the next 7-10 days the final construction meeting for the Township Hall will be held and the last sign offs will be completed.

VI. Correspondence: None

VII. New Business. None

VIII. Old Business.

A. Township Building Landscaping. Supervisor Sweeney reported that the Township reached out to six Township landscapers to obtain proposals for the clean-up and follow on landscaping of the new Township Hall property. Only two landscapers responded and only one, Ground Pros, followed through on all aspects of the request. Supervisor Sweeney hired Ground Pros to clean up the property and asked them to submit a landscaping design that would be submitted to the Township Board for approval. He reported that the clean-up has been completed and that Ground Pros did an excellent job. He then presented Ground Pros landscape design proposal. He asked for a motion to approve the proposal with a not to exceed \$20,000 requirement. After a short discussion a motion for approval was made by Trustee Ingraffia and seconded by Trustee Satern. *The motion passed on a 5-0 roll call vote.* Supervisor Sweeney stated that the landscaping around the Township sign in front of the building could be modified to reduce costs. He asked for Board consensus to allow him to modify the plans for the landscaping around the sign if deemed appropriate. There was Board consensus to allow him to do so.

B. Township Hall Signage. Supervisor Sweeney reported that the Township reached out to several Township sign companies to provide proposals for signage for the new Township building. Only two sign companies responded and only one, Divine Signs

Graphics, submitted a proposal. Supervisor Sweeney submitted Divine Signs Graphics proposals for a front of building monument sign, post & panel signs at the east and west street entrances, outside wall signage for directions to the food pantry and Township Hall, and vinyl door signage for the front doors, assessor's office, food pantry and Town Hall. The Board was in approval for the post & panel, wall signs and door signage. There was extended discussion regarding the monument sign. Eventually, the Board agreed on a single, one sided, horizontal sign facing Landmeier Road. The sign would have white lettering and a forest green background and would be internally lit. The sign would be 15 feet back from Landmeier Road and would be centered on the building's bay windows. Finally, the sign would have the name "Elk Grove Township", the Township logo and the address on it. A motion was made to approve the signage as discussed above by Supervisor Sweeney. The motion was seconded by Trustee Satern. It was passed on a 5-0 roll call vote.

C. Special Signage. Supervisor Sweeney reported that Vertical Interior Design has proposed special signage for the east entrance reception area and for the food pantry. Their signs have a signature look as they are made of recycled plastic bottles and have a turf appearance that is very unique. The Board reviewed the proposals. There was no interest in the proposed food pantry sign but considerable interest in the plank wall / Township logo sign for the east entrance reception area. After further discussion a motion was made by Trustee Keenley and seconded by Trustee Ingraffia to approve purchase of the plank wall / logo sign for the east entrance reception. *The motion passed on a 5-0 roll call vote.*

- IX. Executive Session. Supervisor Sweeney asked for a motion to adjourn to Executive Session to discuss Township employee compensation matters. A motion was made by Trustee Ingraffia and seconded by Trustee Niewiardowski. *The motion passed on a 5-0 voice vote.* The meeting was adjourned at 8:55 p.m.
- X. Reconvene Regular Board Meeting. At 8:57 Trustee Ingraffia made a motion, seconded by Trustee Niewiardowski to adjourn to Executive Session for the purpose of discussing Employee Compensation. The motion was approved 5-0 on a 5-0 roll call vote.

The Board of Trustees returned and the meeting was called back to order by Supervisor Sweeney at 9:06. A roll call was taken with Trustees Satern, Niewiardowski, Ingraffia, Keenley and Supervisor Sweeney present. In attendance were Administrator Pioch, Assessor Carosielli and Highway Commissioner Niewiardowski. Supervisor Sweeney asked for a motion to approve an increase for Administrator Pioch of \$5,000 and a base increase for Township employees (excluding Assessor's office and Road District employees) of 2% base and up to an additional 2% increase, based on employee reviews, for a total of 4% maximum (any increases above 4% would require Board approval).

The motion as made by Trustee Ingraffia and seconded by Trustee Keenley. The motion was approved 5-0.

- XI. 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 9:11 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "George Busse". The signature is fluid and cursive, with a long horizontal stroke at the end.

George Busse, Elk Grove Township Clerk