

**MINUTES FROM THE REGULAR BOARD MEETING OF
ELK GROVE TOWNSHIP TRUSTEES
AUGUST 24, 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 24th, 2015 at 7:00 pm. With Senior Trustee George Busse, acting as Chairman, Paul Pioch (Administrator) acting as Clerk, the following official business was transacted.

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

Roll Call: Trustees Busse, Koshaba, Satern and Niewiardowski – Present

In Attendance: Assessor Connie Carosielli, Highway Commissioner Art Niewiardowski and Administrator Paul Pioch.

Public Comment: None

Discussion and Potential Action on Approval of Minutes: A motion to approve the Minutes from the July 27, 2015 Board Meeting was made by Trustee Koshaba and seconded by Trustee Satern. Motion Carried by voice vote.

Presentations:

- A. Youth Services - Update:** The Township Youth Services staff made a Power Point presentation that reviewed the department's Goals, Objectives, Measurements and Outcomes since the beginning of the fiscal year along with goals that have been set for the remainder of the fiscal year. The staff answered questions from the Board members including one from Trustee Busse regarding the measurement of how the department can accomplish these program goals with a small staff. The staff replied that they felt the goals were attainable. The staff was also asked that for a future presentation they advise how they determine which Youth Service programs are created or used to best serve the Township residents.
- B. Daniel Creaney Company – Projects & Overall Update:** Mark Toll provided a booklet of information that recapped the status of the many sanitary sewers, storm water management and roadway projects that have been completed in the recent past, are ongoing currently and are planned for

the near future. Some of the highlights and questions regarding the presentation included the following:

1. Goal is to complete the annual repairs and infiltration system rehab within the next 5-10 years.
2. The 2015 Storm water program addressed the need to work with IDOT to prevent up stream flow that would slow down siltation in the Itasca Meadows Storm Water Basin. The fix for this could be done in phases which may reach a rough estimate of \$30,000 - \$60,000.
3. Elk Grove Township road projects have been identified and are listed in the handout as being rated between "5" (worst condition) and "1" (best condition). Roads have an estimated life of 20 years prior to requiring reconstruction. Preliminary Costs have been estimated at an average of \$1.2MM/mile to reconstruct a road and an average of \$500,000/mile for resurfacing a road.
4. Next steps are to prioritize improvements.

C. Costabile & Steffens P.C. – Presentation of Fiscal Year 2014-2015:

Frank Costabile is from the firm the Township engaged to complete the annual audit. Frank advised that this was the firm's 3rd year to complete the audit. He pointed out a few points of the audit:

1. From page 7 – Very good job of managing cash and expenses
2. From page 10 – Sewer Fund income was noted
3. From page 22 – The footnotes reflect a total current debt balance for Capital Leases, as of the fiscal year-end, of \$64,850.
4. From page 23 – Note 4 shows the amount of required funds to service long term debt.

Accepting Chair Busse requested that the staff address the five (5) noted deficiencies mentioned in the July 24th letter from the Auditor and report the status of the corrections at the September 28th Board Meeting.

Acceptance of Township Elected Officials' Reports:

Assessor's Report: Connie Carosielli provided a written report to the Board that included information about a recent training session provided to the Township Assessor's staff from the Board of Review, tax payer appeals that opened on August 17th and will continue up to September 15th and that over 2,000 emails were sent to a list of tax payers that the office maintains informing them about two (2) upcoming Outreach seminars with Commissioner Dan Patlak.

Road & Bridge: Art Niewiardowski provided a verbal report that the Highway Department is working on a pump issue at Martha/Lincoln, an overnight commercial vehicle parking problem on unincorporated Township roads, winter prep has begun and at this time there are no major problems with equipment.

Supervisor's Report/General Assistance: The General Assistance statistics were provided in the Board Packets.

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

Correspondence: It was pointed out by Administrator Pioch that a letter from Countryside Association was included in the Board Packets that addressed the Association's relationship with Little City and the Association's facilities on Shirley Road.

Old Business:

Donation Request Guidelines: Administrator Pioch explained the Memo that was created on this topic based upon July Board Meeting direction. The issue was discussed and Acting Chair Busse asked the Board members to review the Memo and be ready at the September 28th Board Meeting to contribute ideas to form guidelines the staff can follow in answering these requests and that Board can use for future budgeting.

Approval of Payroll & Bills: 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. Annual Audit Acceptance for Fiscal Year 2014-2015

A Motion was made by Trustee Koshaba, seconded by Trustee Satern to accept the audit report for fiscal year 2014-2015. Motion Carried by voice vote.

B. Acceptance of Township Clerk Greg O'Brien's Resignation:

Acting Chair Busse read Clerk O'Brien's resignation letter. A Motion to accept the resignation of Clerk O'Brien was made by Trustee Koshaba and seconded by Trustee Niewiardowski. Motion Carried by voice vote.

C. Approval of Resolution 2015-6 Senior Celebration Day

A Motion to approve Resolution 2015-6 Senior Celebration Day was made by Trustee Koshaba, and seconded by Trustee Niewiardowski. Motion Carried by voice vote.

D. Other (Any items presented at the meeting will be considered for discussion only.)

None Presented.

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 8:08 pm.

Respectfully Submitted,



Paul Pioch

Acting Town Clerk