

**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
September 24, 2018**

MINUTES

- I. Call to Order. Supervisor Sweeney called the meeting to order at 7:00 p.m.
- II. Roll Call. Trustees Satern, Niewiardowski, Ingraffia and Keenley – Present. Supervisor Sweeney - Present. In Attendance: Administrator Pioch, Highway Commissioner Niewiardowski, and Assessor Carosielli.
- III. Public Comment.
- A. Mr. Jordan Friedman. Mr. Friedman, the HandsOn Executive Director, explained that his organization believed that they had submitted their application for a FY18-19 Township Agency Grant by the required deadline. He did not know why the application was not received by the Township and stated that going forward they would more aggressively follow up on request submissions to ensure that they have been received. He asked that the Board consider their grant request and noted that it is very important to their annual budget.
- B. Ms. Melissa Cayer (Arlington Heights). Ms. Cayer asked if the Township website could be added to the property tax bill. Supervisor Sweeney stated that the property tax bill is sent out by the County and thus not under the Township's purview.
- IV. Consent Agenda. A motion was made by Supervisor Sweeney and seconded by Trustee Ingraffia to approve the following items:
- A. Authorization of Payroll/Bills – Town Fund General Assistance, Road District and Sewer.
- B. Supervisors Report – February General Assistance, Employment Support, Transportation and Financial information
- The motion passed on a 5-0 roll call vote.*
- V. Discussion and Action on Approval of Minutes. A motion was made by Supervisor Sweeney and seconded by Trustee Satern to approve as amended the Regular Meeting Minutes of August 27, 2018. The amendment corrected the residency of Ms. Cirrincione from the "Forest View Subdivision" to the "Branigar Subdivision". *The motion passed by voice vote.*
- VI. Presentations.
- A. 2019 Health Insurance. Mr. Mike Bailen, Alliant Mesirow Insurance Services, presented information regarding Township employee healthcare insurance for CY19. Mr. Bailen provided data comparing the Township's current insurance plans with other similar regional and governmental plans. When the Township contributions to employee HSA plans are included the comparisons were favorable. Mr. Bailen presented the Board with the renewal options for the three incumbent BCBS plans. In general, the CY19 BCBS plans are unchanged from the current plans though they are a little less robust in their coverage and a little less expensive. He then outlined three alternative United Healthcare plans which are more expensive than the

BCBS plans but have modestly lower deductibles. He specifically pointed out that when comparing the BCBC small network plan (Blue Option) to the United Healthcare small network plan (Core) the Board should note that with BCBS there is a PPO option while with United Healthcare that option does not exist. Mr. Bailen pointed out that the renewal deadline for BCBS is November 1st and for United Healthcare it is around November 7th. Mr. Bailen also provided information about a voluntary Eye Care Insurance Plan that the Township could offer to employees.

VII. Reports

- A. Assessor. Assessor Carosielli submitted a written report. She noted that her office completed the transfer of files to a digitalized format as of today. The process was completed three weeks earlier than projected. Assessor Carosielli recognized her staff for all of their hard work.
- B. Clerk. Clerk Busse submitted a written report.
- C. Highway Commissioner. Commissioner Niewiardowski submitted a written report. He noted that the Township Road Restoration Project has been delayed due to a discussion with Elk Grove Village over several drainage issues. These issues are currently being worked out and he expects the project to start shortly.

VII. Correspondence. None

IX. Old Business.

A. HandsOn Funded Agency Request. HandsOn Suburban Chicago is an Arlington Heights based charitable organization whose mission is to connect people to enriching volunteer opportunities. HandsOn recently contacted the Township about the status of a FY18-19 \$7500 grant request that they thought they had submitted. However, the Township never received their request and thus did not approve a grant. HandsOn asked the Board to consider their request despite the missed deadline. At the August Regular Board meeting a motion to approve a grant to HandsOn in the amount of \$5000 for FY18-19 was passed on a 3-2 roll call vote. In accordance with policy a second reading and second vote was required at the next Regular Board meeting. Trustee Ingraffia again stated his concern with approving a grant request that was never received and was not followed up on by the requesting organization until several months after the submission deadline. He was concerned that a bad precedent would be set by awarding a grant this far after the deadline for submission. Trustee Satern indicated that she understood Trustee Ingraffia's concern but felt that the missed deadline was an honest error on the part of HandsOn and felt that the approval of a reduced grant would be appropriate. She also suggested that a Township policy be established to deal with these type of situations going forward. After further discussion, Trustee Satern made a motion to approve a grant to HandsOn in the amount of \$5000 for FY18-19. The motion was seconded by Trustee Niewiardowski. *The motion passed on a 3-2 roll call vote.*

B. Proposal to Create a Full Time Food Pantry Operations Manager. At the August Regular Board meeting Supervisor Sweeney stated that he had concluded that the Township was in need of a full time Food Pantry Operations Manager. Up to this point, the Food Pantry has been managed by General Assistance caseworkers. However, as casework demands have grown with

new programs and new clients and as food pantry usage has ramped, Supervisor Sweeney believed it was no longer practical or efficient for GA caseworks to carry this responsibility. He made a motion to authorize the hiring of a Food Pantry Operations Manager for 30 hours a week with a salary not to exceed \$15/hr. The motion passed on a 3-2 roll call vote. In accordance with policy a second reading and second vote was required at the next Regular Board meeting. Supervisor Sweeney reviewed his reasons for wanting to hire a Food Pantry Manager and then reintroduced his motion which was seconded by Ingrassia. *The motion passed a 4-1 roll call vote.*

X. New Business

- A. Elected Officials Travel. Supervisor Sweeney stated that three Township elected officials had indicated an interest in attending the Township Organization of Illinois annual conference in Springfield, IL in November. The attendees, for all or part of the conference, are Supervisor Sweeney, Trustee Keenley and Clerk Busse. Supervisor Sweeney asked for a motion to approve funding for these three officials to attend the conference. A motion for approval was made by Trustee Satern and seconded by Trustee Ingrassia. *The motion passed on a 5-0 roll call vote.*
- B. CY19 Township Healthcare Insurance. Supervisor Sweeney asked if there were any further questions for Mr. Bailen. There being none, he recommended that a Special Board meeting be scheduled in the next week or two to discuss the various healthcare insurance plans. This would give Board members time to review the package provided by Mr. Bailen and put the Board in position to make a final decision on the Township's CY19 health insurance plan at the October Regular Board meeting. A motion was made to table healthcare insurance until the October Regular Board Meeting by Supervisor Sweeney. The motion was seconded by Trustee Satern. *The motion passed on a voice vote.* Supervisor Sweeney stated that the Administrator would be reaching out to the Trustees to set up a date for a Special Board meeting.
- C. Office Closing Dates for Remainder of CY 2018. Trustee Satern made a motion to add New Year's Eve to the closed office dates for the current calendar year (CY18). The motion was seconded by Trustee Niewiardowski. After a short discussion *the motion failed on a 2-3 roll call vote.*
- D. Ordinance #2018-06 Office Closing Dates for CY 2019. Supervisor Sweeney proposed an Office Closing Date Calendar for CY19. The calendar listed the following office closing dates: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the following Friday, Christmas Eve afternoon and Christmas Day. After discussion, a motion was made by Supervisor Sweeney to approve the above mentioned office closing days and to add President's Day, Columbus Day and Veteran's Day as closed office days. The motion was seconded by Trustee Keenley. *The motion passed on a 5-0 roll call vote.*
- E. Ordinance #2018-07A Travel, Meal and Lodging Expense Reimbursement. Supervisor Sweeney asked for the approval of an amended Township Travel, Meal and Lodging Expense Reimbursement Policy. The most significant change was the addition of a paragraph stating that employees, officers and elected officials will not for any reason be reimbursed for

purchases of alcohol. A motion for approval was made by Supervisor Sweeney and seconded by Trustee Satern. *The motion passed on a 5-0 roll call vote.*

- 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 7:58 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "George K. Busse". The signature is fluid and cursive, with a large initial "G" and "B".

George K. Busse
Elk Grove Township Clerk