

**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 25, 2017**

MINUTES

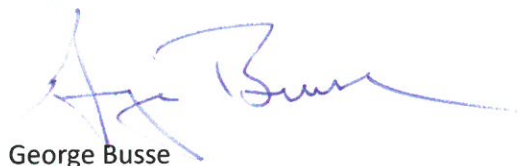
- I. Call to Order: Supervisor Sweeney called the meeting to order at 7:00 p.m.
- II. Roll Call: Trustees Koshaba, Satern, Niewiardowski – Present. Supervisor Sweeney - Present. Trustee Ingraffia – Absent. In Attendance: Administrator Pioch, Highway Commissioner Niewiardowski, and Assessor Carosielli.
- III. Public Comment:
 - A. Ms. Melissa Cayer of Arlington Heights asked how the auditors check the inventory system. Supervisor Sweeney stated that Administrator Pioch would provide the information after the meeting.
 - B. Ms. Kitty Weiner of Elk Grove Village asserted that Elk Grove Village Mayor Craig Johnson recently called her and stated that Supervisor Sweeney had told him that her attendance at the Township Board meetings was a “disruptive force” and by being a disruptive force she could have a negative effect on the proposed Village/Township land swap. She stated that the Mayor asked if there was something he should know about this and she told him no. Ms. Weiner stated that Supervisor Sweeney’s alleged comments were not accurate and that the comments constituted defamation of character. She asked the Supervisor to explain how she was being a disruptive force. Supervisor Sweeney stated that, while he periodically speaks with Mayor Johnson, his alleged statements were not accurate. He asserted that those were not his words.
 - C. Ms. Shayna Marie of Elk Grove Village quoted the Daily Herald editorial of September 7, 2017. The editorial stated that taxpayers and voters should watch carefully for a change of attitude on the Township Board and if that didn’t happen soon then the next change should be who serves on the Board. She asked for the Board’s comments and who provided the quote. Trustee Satern suggested that this was an editorial board comment and not an individual quote. She also stated that she didn’t appreciate that the editorial board treated all board members the same way. Trustee Koshaba stated that she wrote a letter to the newspaper in response to the editorial and that she would provide Ms. Marie with the letter. She also argued that the editorial was slanted against her.
- IV. Executive Session. Supervisor Sweeney asked for a motion to adjourn to Executive Session to discuss Township real estate matters. A motion was made by Trustee Satern and seconded by Trustee Niewiardowski. *The motion passed on a 4-0 roll call vote.* The meeting was adjourned at 7:10 p.m.
- V. Reconvene Regular Board Meeting. The Regular Elk Grove Township Board Meeting was reconvened at 7:48 p.m. A roll call was taken with Trustees Koshaba, Satern, Niewiardowski and Supervisor Sweeney present. In attendance were Administrator Pioch, Highway Commissioner Niewiardowski and Assessor Carosielli.

- VI. Discussion and Action on Approval of Minutes: Supervisor Sweeney noted several small corrections to the July 24, 2017 Regular Board Meeting minutes. A motion was made by Trustee Satern and seconded by Trustee Niewiardowski to approve the August 28, 2017 Regular Board Meeting minutes, the September 6, 2017 Special Board Meeting minutes and the July 24, 2017 Regular Board Meeting minutes (as amended). *The motion passed on a voice vote.*
- VII. Presentations:
- A. 2017 Township Annual Audit. Frank Costabile of Costabile & Steffens presented the findings of the Annual Elk Grove Township Audit (year end March 31, 2017). There were four deficiencies noted. The deficiencies were related to trial balances, capital assets, vendor invoices and payroll. All four deficiencies were minor and are being corrected by the Township. The qualitative aspects of the Township's accounting practices were found to be satisfactory, there were no disagreements with management, there were no consultations with other independent auditors, and there were no other audit findings or issues.
- B. 2018 Township Healthcare Insurance. Michael Bailen of Alliant/Mesirow provided the Board with the 2018 Healthcare Insurance options that could be approved for Township employees in 2018. He noted that the deadline for approving a Healthcare Plan for 2018 is November 1, 2018 and the renewal deadline is December 1, 2018. Mr. Bailen provided the Board with an analysis of the Township's current healthcare plan and three alternative plans. All of the plans have three design options. He pointed out that retaining the current BlueCross-BlueShield (BCBS) PPO/High Deductible HSA Plan (G512PPOGold) would result in a 28.19% cost increase if age rated and 27% if composite rated. The three alternative plans presented were: Option One - BCBS (S500PPO Silver / G520PPO Gold / B520PPO Bronze). Largely the same benefits as the current plan/designs but with higher individual and family deductibles for each of the three designs, Option Two - BCBS (S500PPO Silver / G520PPO Gold / S503OPT Silver). The third design in this plan option would allow employees to use two provider networks but with significant incentives to use the more limited Blue Choice network, and Option Three - United Healthcare (ADHW w/P4 / ADF7 w/P4 / AL10w/MM). Among other features the three Choice Plus designs in this plan have different deductibles and the first two designs have visit co-pays. Cost increases for the Township under the three alternative plans would be: BCBS Option 1 - 18.76% Age Rated / 17.46% Composite Rated, BCBS Option 2 - 15.65% Age Rated / 13.94% Composite Rated, United Healthcare Option 3 - 7.7% Composite Rated only. After some questions and discussion the Board decided to delay approval of a plan until the October Regular Board meeting.
- VIII. Reports
- A. Assessor. Assessor Carosielli submitted a written report. She reported that her office will be hosting two outreach programs addressing tax appeals on October 4th and October 18th. The staff will be available after the programs to file complaints for attendees.
- B. Clerk. Clerk Busse submitted a written report. There were no FOIA requests in the last month. He also noted several new laws that will have an impact on the Township. The new laws were related to prevailing wage, local government consolidation, Township accumulation of funds and automatic voter registration. He also stated that a review of Township meeting rules uncovered that approval for going into Executive Session required a roll call vote and not a voice vote as previously believed.

- C. Highway Commissioner. Commissioner Niewiardowski submitted a written report. He noted that road salt for the winter has been ordered and that the September branch pick up was completed on September 15th.
- D. Supervisor. In a written reports Supervisor Sweeney informed the Board of General Assistance/Emergency Assistance activity, Township Revenues and Expenses, Employment Support Center Activity and Transportation rides in the month of August.
- IX. Break. Trustee Koshaba made a motion for the Board to take a three minute break. The motion was seconded by Trustee Satern and was *passed on a voice vote* at 8:42 p.m.
- X. Reconvene Regular Board Meeting. The Regular Elk Grove Township Board Meeting was reconvened at 8:45 p.m. A roll call was taken with Trustees Koshaba, Satern, Niewiardowski and Supervisor Sweeney present. Trustee Ingraffia – Absent. In attendance were Administrator Pioch, Highway Commissioner Niewiardowski and Assessor Carosielli.
- XI. Correspondence. None
- XII. Old Business.
 - A. RFP for Township FY 2018-2019 Audit. Supervisor Sweeney reported that the RFP for the Township’s FY 2018-2019 Audit will be sent out shortly. He asked for approval of the RFP with an amended bid submission date of December 1, 2017. A motion was made by Trustee Satern and seconded by Trustee Niewiardowski. *The motion was passed on a 4-0 roll call vote.*
- XIII. 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 4-0 roll call vote.*
- XIV. New Business.
 - A. Acceptance of Audit Report. Supervisor Sweeney asked for a motion to approve the Annual Township Audit Report. A motion was made by Trustee Satern and seconded by Trustee Niewiardowski. *The motion was passed on a 4-0 roll call vote.*
 - B. Audit Deficiencies Corrective Action Memo. Administrator Pioch presented a memo outlining the corrective action being taken to correct the deficiencies noted in the Annual Audit Report. The report laid out the corrective action that was being taken for each of the four noted deficiencies. The report also proposed a revision, based on the auditor’s recommendation, to the Township Capitalization Policy. The policy revision increases the threshold for capitalizing items of capital nature to \$5,000 per item. A motion was made by Trustee Koshaba and seconded by Trustee Satern to raise the capitalization threshold to \$5,000. *The motion passed on a 4-0 roll call vote.*
 - C. 2018 Healthcare Insurance Approval. After a short discussion the Board decided to delay approval of a 2018 Healthcare Insurance Plan until the October 2017 Regular Board meeting.

- D. 401 W. Golf Property Bid Dates. A motion was made by Trustee Satern and seconded by Trustee Niewiardowski to open the bidding process right away and that bids would be due to the Township on November 17, 2017. The bids would be opened at the Township's monthly Board Meeting on November 27, 2017. *The motion passed on a 4-0 roll call vote.*
- E. 2400 S. Arlington Heights Road Property Bid Dates. A motion was made by Trustee Satern and seconded by Trustee Niewiardowski to open the bidding right away and that bids would be due to the Township on November 17, 2017. The bids would be opened at the Township's monthly Board Meeting on November 27, 2017. This process is contingent on the Illinois Tollway releasing the Township from the property restrictions. *The motion passed on a 4-0 roll call vote.*
- F. 401 W. Golf Road Thor Guard Replacement. Supervisor Sweeney reported that the Thor Guard Lightning Detection System at the Youth & Family Services building and Challenge Course is 15 years old and on its last legs. The system is producing a large number of false alarms and high maintenance costs. He also noted that if the system fails and someone is hurt it could create a significant liability issue for the Township. The cost of a new system is approximately \$9,025.00. Trustee Satern stated that the Township should err on the side of safety and recommended purchasing a new system. Supervisor Sweeney agreed. A motion was made by Trustee Satern to purchase a new Thor System for 401 W. Golf Road. The motion was seconded by Supervisor Sweeney. *The motion passed on a 4-0 roll call vote.*
- G. Consideration of Legal Counsel for Township Trustees. Trustee Koshaba made a motion for the Board to approve the ability for Trustees to seek outside legal counsel, specifically James P. Kelly, due to conflicts, specific to issues of conflict with other elected officials in the Township. The motion was seconded by Trustee Satern. Supervisor Sweeney asked that action on the issue be postponed to the October Regular Board meeting so that Trustee Ingraffia could participate in the discussion. Clerk Busse stated that he had spoken to the Township attorney and that it was uncertain as to what elected official legal expenses could legally be paid by Township. He asked that action on the issue be delayed until a legal opinion was rendered by the Township attorney. Trustee Koshaba call for a vote and the motion passed 3-1 on a roll call vote with Supervisor Sweeney voting against the motion.
- H. Adjourn: There being no further business, a motion to adjourn was made by Trustee Koshaba and seconded by Trustee Satern. *The motion passed on a voice vote.* The meeting was adjourned at 9:25 p.m.

Respectfully submitted,



George Busse
Elk Grove Township Clerk