

**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  
October 24, 2016**

**MINUTES**

- I. Call to Order: Supervisor Sweeney called the meeting to order at 7:05 p.m.
- II. Roll Call: Trustees Koshaba, Satern, and Niewiardowski – Present. Supervisor Sweeney - Present. Absent – Trustee Ingrassia. In Attendance: Administrator Pioch, Highway Commissioner Niewiardowski, and Assessor Carosielli.
- III. Public Comment: None
- IV. Discussion and Action on Approval of Minutes: A motion was made by Trustee Satern and seconded by Trustee Niewiardowski to approve the Regular Board Meeting minutes of September 26<sup>th</sup> and Special Board Meeting minutes of October 3, 2016. The motion carried by voice vote.
- V. Presentations
  - A. School District 59 Update. Michelle Piotrowski, Social Worker CCSD 59, provided the Board with an update of the social services partnership that the school District has with the Township. Programs addressed were Snow Angels, Back to School Blast Off and The Elk Grove Township Agency Collaborative (EGTAC). Ideas for future collaboration included Park District programming, an updated Community Resource Directory and a Family/Community Engagement Committee. Michelle noted that the school district finds it refreshing to have developed such a strong partnership with the Township particularly since the Township shares its philosophy of service to the whole child and the whole family and community.
  - B. Elk Grove High School Update. Valerie Norris, Assistant Principal for Student Services at Elk Grove High School thanked the Township for their consistent support of the school's student and social services programs. She was especially complimentary of the assistance provided by the Township Youth Services Department. Valerie pointed out that Elk Grove High School has a different demographic than most District 214 schools with a higher percentage of low income and minority students. This makes the student and social services provided by the high school of special value. She spoke about the current joint Township – High School programs such as the "Cereal Bowl" and suggested the consideration of several new programs such as Township High School Interns and translation services provided by the High School language departments. Valerie also discussed the "Redefining Ready" program which has been introduced by the School Superintendents Association. This national initiative goes beyond standard testing scores to define a student's readiness for college. Instead the program introduces a multitude of new, broader readiness indicators. These new indicators not only focus on college readiness but on career and life readiness as well.
  - C. Kenneth Young Center (KYC) Update. Kate Garbarek is the new Director of Development and Communications at KYC. Kate reminded the Board of the primary mental health and senior services provided by the KYC and noted that the Center's core service areas are Elk Grove and Schaumburg Townships. She thanked the Township for its generous financial

assistance and pointed out that the bulk of the Township's funding is used to pay for Township referrals which usually involve group or individual therapy support. Given State budget problems, Kate emphasized the value and need for continued Township financial support.

- D. 2017 Property and Casualty Insurance. Michael Alesia, First VP Public Sectors of Alliant Americas, discussed the proposed Township Property and Casualty Insurance policy for 2017. Alesia stated that the policy provisions will be unchanged and the cost will be up slightly (2.2%) due to an increase in the appraised value of township property. The total cost will be \$62,806. Alesia also suggested that the Township consider adding Cyber Liability and Privacy Coverage to the insurance package. The cost would be \$2,409 for \$1 million in coverage (with limits). Since this coverage can be added at any time, the sense of the Board was to first discuss the need for this coverage with the Township IT Manager and then reconsider the issue at a later date.
- E. 2017 Health Insurance. Michael Bailen, Producer, Alliant Employee Benefits, presented options for the Township 2017 Employee Health Insurance coverage. Currently the Township offers employees three BCBS options: G512PPO, G513PPO and G520PPO. The plans are largely differentiated by the deductible and out of pocket costs. The Township covers 90% of the individual employee insurance policy costs for G512 and 100% of the policy costs for G500 and G520. For family members the Township covers 50% of the policy cost for all three options. If the same health insurance options are offered in 2017 the increase in cost for the Township and employees would be 9.26% Age Rated and 8.43% Composite rated. However, if the coverage is Age rated the cost would largely be evenly spread across all employees. While if the coverage was Composite rated the cost for younger employees would go up substantially and for older employees would go down substantially. Furthermore, if the Township Board wanted to keep the Township costs largely unchanged from 2016, Bailen suggested that individual employee policy contribution rates be modestly increased. Bailen recommended the following:
- 1) Offer the same policy options – G512, S500 (name change only-previously G513) & G520
  - 2) Use the Age rate renewal
  - 3) Increase employee contributions rates for policies to 15% for G512 and to 5% for S500 and G520

Discussion followed and a consensus was reached. The Board also discussed Township contributions to employee HSA accounts and consensus was to keep contributions unchanged at 2016 levels.

## VI. Reports.

- A. Assessor. Assessor Carosielli submitted a written report. She reported that her office opened for Board of Review Appeals on October 15<sup>th</sup> and will remain open for appeals until November 15<sup>th</sup>. The Assessor's office will host two Appeal Outreach Programs at the Township Hall on October 27<sup>th</sup> and November 2<sup>nd</sup>. Assessor Carosielli also noted that her office will be using a full complement of temporary help during the appeal period.
- B. Highway Commissioner. Commissioner Niewiardowski submitted a written report. He noted that the Highway Department completed their last monthly tree and branch pickup on October 15<sup>th</sup>. Department equipment is currently being converted to winter snow

readiness. Road salt has been ordered but has not yet been delivered. However, there is adequate salt in inventory from last year for projected near term needs.

- C. Supervisor. In a written reports Supervisor Sweeney informed the Board of General Assistance/Emergency Assistance activity and Transportation rides in the month of September. He also provided the Board with the September Township Employment Support Center Report and Financial Reports.

VII. Correspondence. None

VIII. Old Business. None

- IX. Approval of Payroll and Bills. A motion to approve the payment of bills as presented was made by Trustee Niewiardowski and seconded by Trustee Satern. The motion was passed on a 4-0 roll call vote.

X. New Business.

- A. Set Time and Date for Special Town Meeting. Supervisor Sweeney requested a motion to set the date and time for the Special Town Meeting regarding the sale of Township property at 401 W. Golf Road. Mount Prospect. IL for November 21, 2016 at 7:00 p.m. A motion was made by Trustee Niewiardowski and seconded by Trustee Satern to set the time and date for the Special Town Meeting as requested. The motion passed 4-0 on a voice vote.
- B. Ordinance #2016-05 Town Fund/ General Assistance Levy. Supervisor Sweeney requested a motion to approve Ordinance #2016-05 Town Fund / General Assistance Levy. He noted that due to the Township's strong financial condition and healthy reserves the proposed 2017 levy is being reduced by 5% for the Town Fund and by 13% for General Assistance. A motion was made by Trustee Koshaba and seconded by Trustee Niewiardowski to approve the levy as presented. The motion passed on a 4-0 roll call vote.
- C. Ordinance #2016-06 Road District Levy. Supervisor Sweeney requested a motion to approve Ordinance #2016-06 Road District Levy. He noted that there was no increase in the levy due to the solid financial condition of the Highway Department. A motion was made by Trustee Koshaba and seconded by Trustee Niewiardowski to approve the levy as presented. The motion passed on a 4-0 roll call vote.
- D. Resolution #2016-03 Schedule of Regular Board Meetings for 2017. Supervisor Sweeney requested a motion to approve the resolution establishing the schedule for regular Township Board meetings in 2017. A motion was made by Trustee Koshaba and seconded by Trustee Satern to approve Resolution #2016-03. The motion was passed on a 4-0 voice vote.
- E. Resolution #2016-04 Schedule of Office Closing Dates for 2017. Supervisor Sweeney requested a motion to approve the resolution establishing the schedule for Township office closing dates in 2017. A motion was made by Trustee Koshaba and seconded by Trustee Satern to approve Resolution #2016-04. The motion was passed on a 4-0 voice vote.
- F. Elected Officials Travel to Annual TOI Educational Conference. Supervisor Sweeney requested a motion to approve travel by Supervisor Sweeney, Clerk Busse and Trustee Koshaba to the Annual TOI Educational Conference in Springfield in November 2016. . A motion was made by Trustee Koshaba and seconded by Trustee Satern to approve the travel. The motion was passed on a 4-0 roll call vote.

- G. Audit Deficiency Items. Administrator Pioch distributed a memo that listed the deficiencies in the Township Auditors Management Letter dated March 31, 2016 and the corrective actions taken to resolve the deficiencies. A short Board discussion followed.
  - H. 2017 Property and Casualty Insurance. Supervisor Sweeney requested a motion to approve renewal of the Township Property and Casualty Insurance Policy as present by Michael Alesia, First VP Public Sectors of Alliant Americas but without the inclusion of the recommended Cyber Liability and Privacy coverage. A motion was made by Trustee Koshaba and seconded by Trustee Satern to approve the Property and Casualty Insurance Policy as presented by Alesia without Cyber coverage. The motion was passed on a 4-0 roll call vote.
  - I. 2017 Health Insurance. Supervisor Sweeney requested a motion to approve the employee healthcare insurance options for employees and families for 2017 as recommended by Michael Bailen, Producer, Alliant Employee Benefits and to keep Township contributions to employee HSA accounts unchanged at 2016 levels. Trustee Satern made a motion to approve the Health Insurance options for Township employees in 2017 as recommended by Michael Bailen and to keep Township HSA contributions unchanged. The motion was seconded by Trustee Niewiardowski. The motion was passed 4-0 on a roll call vote.
  - J. Early Retirement Incentive Plan and Agreement. Discussion was deferred until after the Executive Session.
- XI. Executive Session. Supervisor Sweeney asked for a motion to adjourn to Executive Session for the purpose of discussing real estate negotiations regarding the sale of Township property at 401 W. Golf Road, Mount Prospect, IL and for discussion of a Township Early Retirement Plan and Agreement. A motion was made by Trustee Koshaba and seconded Trustee Satern. The motion passed on a voice vote at 8:45 p.m.
- XII. Reconvene Regular Board Meeting. The Regular Elk Grove Township Board Meeting was reconvened at 9:10 p.m. A roll call was taken with Supervisor Sweeney and Trustees Koshaba, Satern, and Niewiardowski present. Also present was Administrator Pioch, Highway Commissioner Niewiardowski, and Assessor Carosielli.
- A. Early Retirement Incentive Plan and Agreement. Supervisor Sweeney was approached by a member of the Township staff regard the opportunity for early retirement. Given the Township's interest in refocusing and reorganizing staff and facilities to more effectively and efficiently meet the changing needs of the Township residents, Supervisor Sweeney felt it was beneficial to offer a one-time Early Retirement Plan and Agreement to employees meeting select criteria. Supervisor Sweeney presented an Early Retirement Plan and Agreement to the Board with following eligibility and benefit features:
    - 1) Eligibility. Currently employed by the Township and working 600 hours per year, 55 years of age before the start date of the election period for the plan, and have accrued 20 years of Township service before the start date of the election period for the plan.
    - 2) Benefits. Upon retirement under the plan, a participant would receive six month of pay and six months of health insurance coverage.

Supervisor proposed a start date for plan election of November 1, 2016 with the election period remaining open for 60 days. The effective date for retirement would be January 1, 2017. After extensive Board discussion, Trustee Koshaba made a motion to approve the

Early Retirement Incentive Plan and Agreement as presented with an amendment to Section B changing the starting date of the election period to October 25, 2016 and the duration to 45 days. The motion was seconded by Trustee Saturn. The motion was passed on a 4-0 roll call vote.

- XIII. Adjourn: There being no further business, a motion to adjourn was made by Trustee Koshaba and seconded by Trustee Saturn. The motion carried by voice vote. The meeting was adjourned at 9:08 p.m.

Respectfully submitted,

*George Busse*

George Busse

Elk Grove Township Clerk

*By Paul Trach,*  
*Deputy Clerk*