

**Regular Board Meeting of the
Elk Grove Village Township Board of Trustees
Elk Grove Village Township Hall
600 Landmeier Rd., Elk Grove Village, IL 60007
November 22, 2021**

Minutes

- I. Call to Order: Supervisor Busse called the meeting to order at 7:00 pm, which was followed by the Pledge of Allegiance to the Flag.
- II. Roll Call Present: Trustees Niewiardowski, Keenley, Wojtecki, Supervisor Busse.
- III. Public Comment: None
- IV. Consent Agenda: Supervisor Busse asked for a motion to approve the authorization of payroll and bills and to approve the Supervisor's report consisting of information regarding Social Services, Employment Support, Food Pantry, Youth Services, Adult & Family Counseling, Transportation Services and Financials. A motion to approve was made by Trustee Niewiardowski and seconded by Trustee Keenley. *The motion passed on 4-0 roll call vote.*
- V. Discussion and Potential Action on Approval of Minutes: Supervisor Busse asked for a motion to approve the minutes of the October 25, 2021 Regular Board Meeting. A motion to approve was made by Trustee Niewiardowski and seconded by Trustee Keenley. *The motion passed on a 4-0 roll call vote.*
- VI. Presentations:
 - A. Veterans Service Office (VSO) - Walter Wilson was unable to attend. Supervisor Busse shared the VSO is open 2 days a week now, and will soon be open 3 days a week. The office helps connect veterans, their dependents and survivors with government benefits that are available to them.
 - B. Finance - Finance Director Erika Renz shared the responsibilities of her position. They include: payroll and benefits, taxes, employment reports, accounts payable, file maintenance for audits, annual treasurer's report, processing deposits, reconciling bank accounts and investment accounts, handling insurance for the township building and equipment, helping with preparation for budget and tax levies and helping in the front office. She encouraged the trustees to check the monthly financials statements when they audit the monthly bills to assess the account totals. Supervisor Busse and the trustees thanked Erika for her excellent work.

Ellen C. Senior & Disabled Transportation: - Transportation Field Coordinator Chromik shared that she and the other drivers Paul and Kevin transport seniors age 55+ and disabled age 18+ to various locations in the township. They also transport to Northwest Community Hospital and medical facilities along Central Road, which is the northern boundary of the township. Priority is given to daily dialysis patients who go to three dialysis locations. Also, priority are riders going to chemotherapy and radiation treatments, doctor appointments and prescription pickups. The drivers have been able to use the wheelchairs from our lending closet for some of the riders, which is great. The rides are free, but there is a donation box on each bus. Ellen shared that riders fill out an application to start riding the buses, and that information is put into our computer system. Also, the drivers are able to communicate with each other through push-to-talk phones which is very helpful. All the drivers really enjoy helping the riders and getting to know them. And our riders are so thankful for the rides. We have two newer 12 passenger buses and an older 18 passenger bus that needs to be replaced. The buses are able to fit the riders' scooters and walkers, and all the buses have wheelchair lifts. Ellen is working on the specifications for the purchase of a new larger bus. She is also able to help in the front office as needed. The bus program is such an important service for our constituents and the drivers are able to give out brochures and information about other services offered by the township.

VII. Reports: Acceptance of Township Elected officials' Monthly Reports:

A. Assessor's Report - Assessor Carosielli was not in attendance but provided a written report. Supervisor Busse stated that it has been a difficult year working with the Cook County Assessor's office, but Assessor Carosielli has a very good staff.

B. Clerk's Report - Clerk Satern provided a written report. There was one FOIA request this month, and the Agency Grant Committee has reviewed all the grant applications and is having presentations by some agencies on October 30.

C. Supervisor's Report - Supervisor Busse shared the following updates:

1. Budget Development - the department heads are submitting their budgets to Finance Director Erika Renz and Administrator Paul Pioch. The budget will be reviewed by Supervisor Busse and presented to the Board of Trustees.

2. Jocelyn Center - a tele site service for diagnosis and management. The township will be signing a contract with the center soon to provide this service for our constituents.

3. Remediation - The open remediation at the former township building is a 30-year-old issue with water in tanks that were being removed. We have no legal responsibility in that issue. At the current township building the old NFR will stand, so no further remediation is needed. Some of

the ground will need to be covered by an impermeable surface. Depending on the amount that needs to be covered, this could be expensive. The goal is to build the Bike Safety Town Course and the Challenge Course in the spring, and to renovate the bathroom in the back, for use by the groups who use the courses. Replacing the fence on the east side of the township property is the other project that is planned for the spring.

4. Capital Funds - establish for replacing buses, HVAC, etcetera.

5. Service Updates - The current old 18 passenger bus can't be traded in. A 21-24 passenger bus will need to be purchased to replace it. More services for seniors may be added. Weekly wellness checks by phone for seniors will continue. Also a SHIP program for Medicare will be started, using volunteers for the service.

6. Holiday Party - the party for staff and elected officials will be during the second or third week of January.

A motion to accept the township elected officials' reports was made by Trustee Niewiardowski and seconded by Trustee Keenley. *It passed on a 4-0 voice vote.*

VIII. New Business:

A. Policy #1 Regarding Electronic Participation in Open Meetings: This policy follows the state law. With a physical quorum of 3 people, other board members may participate by phone or Zoom for the following reasons: The exception is a disaster declaration, which allows for a physical quorum of one person. A motion to pass the policy was made by Trustee Niewiardowski and seconded by Trustee Keenley. *The motion was passed on a 4-0 roll call vote.*

B. Resolution #2021-14 2022 TRIP Transit Grant and Service Agreement: This is a new service agreement with PACE and four other townships - Wheeling, Schaumburg, Hanover and Palatine. These rides are for seniors age 55+ and the disabled, for a cost of \$5 per ride. They can have rides into the other four township for \$5/each way. Dial-A-Ride has been harder to use due to a taxi shortage. A motion to approve the resolution was made by Trustee Niewiardowski and seconded by Trustee Keenley. *The motion was passed on 4-0 roll call vote.*

IX. Adjourn: A motion to adjourn was made by Trustee Niewiardowski and seconded by Trustee Keenley. *The motion passed on a 4-0 voice vote.* The meeting adjourned at 8:05 pm.

Respectfully submitted,



Suellen Satern
Elk Grove Township Clerk

