

**Regular Board Meeting of the  
Elk Grove Township Board of Trustees  
Elk Grove Township Hall  
600 Landmeier Rd., Elk Grove Village, IL 60007  
December 18, 2023**

**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 Supervisor Busse, Trustees Niewiardowski, Keenley, Maye, Perns. Also in attendance: Assessor Carosielli, Administrator Pioch.
- III. Public Comment None
- IV. Consent Agenda
  - A. Authorization for Payroll/Bills – Town Fund, General Assistance, Road Dept. & Sewer
  - B. Supervisor – Social Services, Employment Center, Food Pantry, Youth Services, Adult & Family Counseling, Transportation & FinancialA Motion to approve the Consent Agenda was made by Trustee Niewiardowski and seconded by Trustee Keenley. *The Motion passed on a 5-0 roll call vote.*
- V. Discussion and Potential Action on Approval of Minutes  
November 27 Regular Board Meeting – A Motion to approve the Minutes was made by Trustee Niewiardowski and seconded by Trustee Maye. *The Motion passed on a 5-0 roll call vote.*
- VI. Presentations None
- VII. Reports – Acceptance of Township Officials’ Monthly Reports
  - A. Assessor Carosielli provided a written report and stated that her staff did an excellent job during the triennial assessment. David Walker, who worked remote part-time was a big help. Also, Commissioner Samantha Steele and 10 of her employees came to our Assessor’s outreach program and helped people with their tax issues. Over 100 people attended.
  - B. Clerk – Clerk Satern provided a written report with one FOIA and an update on the progress of the Agency Grants Committee.
  - C. Supervisor – Supervisor Busse shared the following updates:
    1. New Website – should be up and running any day. The township will notify us when it is operational.
    2. Youth Services – Hygiene Closets are being started at some local schools to provide needed items for students. Renee Dorn had her first presentation at Holmes Junior High. Funding needs to be determined for this project.

3. Center Street – there are drainage and guardrail issues. Art Niewiardowski is checking into the issues and will have them fixed.
4. New Policies – we are working on two new policies. The first is an educational and licensing reimbursement policy. The second is a work from home policy that would help us with hiring and retention in the counseling department. It would only be working remotely part of the time. We will review the idea for other departments also.
5. Needed Equipment – The Food Pantry is now serving over 900 families a month. We need more shelving, a forklift and possibly a cargo van that could be used for multiple purposes. We will be auctioning off the pickup truck and 2 buses. We may be able to buy a slightly used bus that has the specifications we need. The goal is to get into a replacement cycle for the buses.
6. Hiring – We still need to hire a fulltime therapist. Our waitlist for counseling is now at 28 people. We also need to hire a maintenance person, a part-time bus driver and a Bike Safety person.
7. Construction – We are finishing up the Youth Services Community Room, offices and bathrooms. Gates and landscaping need to be done in the spring.

A Motion to approve the Elected Officials' Monthly Reports was made by Trustee Keenley and seconded by Trustee Niewiardowski. ***The Motion passed on a 5-0 roll call vote.***

VIII. Correspondence None

IX. Old Business

- A. Approval of Ordinance #2023-04 Town Fund/General Assistance Levy - Fiscal Year 2024-2025 – Some changes have been made to line item amounts within the levy. A Motion to Approve the Ordinance was made by Trustee Maye and seconded by Trustee Niewiardowski. ***The Motion passed on a 5-0 roll call vote.***
- B. Approval of Ordinance #2023-05 Road Department Levy – Fiscal Year 2024-2024 – A Motion to approve the Ordinance was made by Trustee Niewiardowski and seconded by Trustee Keenley. ***The Motion passed on a 5-0 roll call vote.***

X. New Business

- A. Approval of Resolution #2023-7 Schedule of Regular Board Meetings – REVISED – The date of the March Board meeting for 2024 was changed to March 18. The May Board meeting will be on May 20. A Motion to approve the Resolution with the new dates was made by Trustee Maye and seconded by Trustee Niewiardowski. ***The Motion passed on a 5-0 roll call vote.***
- B. IL Paid Leave For All Workers Act (PLAWA) – Attorney Jason Trmbly reviewed the Act and gave us a update with three options to consider, on how to adjust our employee leave to meet the requirements of the Act. After a time of discussion the Board came to a consensus to go with option two, which would increase the personal leave policy from 3 to 5 days, and reduce the vacation days from 10 to 8 days, and leave the sick policy as is. A Motion was made by Trustee Niewiardowski and seconded by Trustee Perns. ***The Motion passed on a 5-0 roll call vote.***


XI. Discussion and Comments from Trustees None

XII. Executive Session Matters (if required) None

XIII. Adjourn

A Motion to adjourn was made by Trustee Niewiardowski and seconded by Trustee Maye. *The Motion passed on a voice vote.* The meeting adjourned at 7:35 pm.

Respectfully submitted.

A handwritten signature in cursive script that reads "Suellen Satern".

Suellen Satern  
Elk Grove Township Clerk