

**Regular Board Meeting of the  
Elk Grove Township Board of Trustees  
Elk Grove Township Hall  
600 Landmeier Rd., Elk Grove Village, IL 60007  
January 22, 2024**

**Minutes**

- I. Call to Order Supervisor Busse called the meeting to order at 7:04 pm, which was followed by the Pledge of Allegiance to the Flag.
- II. Roll Call Supervisor Busse, Trustees Keenley, Perns. Also in attendance: Attorney Tremblay, 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 Keenley and seconded by Trustee Perns. ***The Motion passed on a 3-0 roll call vote.***
- V. Discussion and Potential Action on Approval of Minutes  
December 18 Regular Board Meeting - A Motion to approve the Minutes was made by Trustee Keenley and seconded by Trustee Perns. ***The Motion passed on a 3-0 roll call vote.***
- VI. Presentations Supervisor Busse asked for a Motion to move the Discussion of the Paid Leave Law from New Business to Presentations. A Motion was made by Trustee Perns and seconded by Trustee Keenley to move Item #4 under New Business to Presentations. ***The Motion passed on a 3-0 roll call vote.*** Township Attorney Jason Tremblay reviewed the Paid Leave Law which took effect on January 1, 2024. There was discussion on how to implement the requirements of the law. To implement this, Paid Leave days will increase from 3 days to 5 days, and vacations days will decrease by 2 days. There was consensus to frontload 40 hours of leave for current employees and to earn 1 hour of leave for every 40 hours worked for new employees. The accrual for part-time employees will depend on whether their hours are set or variable. These details will be put in our Employee Handbook. There will also be changes in the Handbook for School Leave, Bereavement Leave and VESSA Leave.
- VII. Reports – Acceptance of Township Officials' Monthly Report
  - A. Assessor - Assessor Carosielli provided a written report.

- B. Clerk – Clerk Satern provided a written report and stated that the Agency Grant Committee had completed their presentations from the agencies and are meeting tomorrow to finalize the grant amounts.
- C. Supervisor Busse – Supervisor Busse shared the following updates:
  1. Social Services Dept – This year General Assistance services were up 222% and Emergency Assistance services were up 100%. Our new Senior Services Specialist assisted 112 seniors with SHIP and 229 seniors with Application & Benefits services. The Food Pantry has been serving over 900 families a month. We are adding a new checkout, carts, shelves and a forklift.
  2. Transportation Dept. – We have many dialysis patients using the buses. We will be auctioning off the two older buses. We might be adding another bus.
  3. Adult and Family Counseling Dept. – We are still trying to hire a full-time therapist.
  4. Youth Services – We will have the Challenge and Bike Safety courses operating in the spring so we need to hire a Bike Safety Coordinator. We hired Ed Caplan as part-time Director and are working with the school district to provide groups that are needed. We are starting hygiene closets as needed at the Junior Highs. We are doing Student Government Days for the seniors and presentations to the freshmen at EGHS.
  5. Administration – We have upgraded our finance software, and Ewelina Radzik has taken over the passport area, as Mandy Stevenson has moved to Communications. We are considering having a person in the Administration and Assessor’s Office available when the Food Pantry is open in the evening.
  6. Construction – The Youth Services area is almost completed. The next project is the large storage area. Our new hire, Ramiro Reyes, Facility Manager is working out very well.

A Motion to accept the township officials’ monthly reports was made by Trustee Keenley and seconded by Trustee Perns. ***The Motion passed on a voice vote.***

VIII. Correspondence None

IX. Old Business None

X. New Business

- A. Approval of Resolution #2023-7 Schedule of Regular Board Meetings – 2<sup>nd</sup> Revision – The changes involve moving the May meeting to May 28, the Tuesday after Memorial Day, and moving the December meeting from December 23 to December 16. A Motion to approve the 2<sup>nd</sup> Revision to the Schedule of Regular Board Meetings for 2024-2025 was made by Trustee Perns and seconded by Trustee Keenley. ***The Motion passed on a 3-0 roll call vote.***
- B. 2024-25 Tentative Budget – Town Fund, General Assistance and Sewer – A Motion was made by Trustee Perns and seconded by Trustee Keenley to approve the Tentative Budget of the Town Fund. ***The Motion passed on a 3-0 roll call vote.*** A Motion was made by Trustee Perns and seconded by Trustee Keenley to approve the Tentative Budget of the General Assistance and Sewer Departments. ***The Motion passed on a 3-0 roll call vote.***

- C. 2024-25 Tentative Budget – Road and Bridge Department - A Motion was made by Trustee Perns and seconded by Trustee Keenley to approve the Tentative Budget for the Road and Bridge Department. *The Motion passed on a 3-0 roll call vote.*
- D. Paid Leave Law – Discussion & Policy Approval - A Motion was made by Trustee Perns and seconded by Trustee Keenley to approve the Policy Changes due to the new Paid Leave Law. *The Motion passed on a 3-0 roll call vote.* A Motion was made by Trustee Keenley and seconded by Trustee Perns to approve the changes to the Employee Handbook. *The Motion passed on a 3-0 roll call vote.*
  
- XI. Discussion and Comments from Trustees Supervisor Busse mentioned that he and Trustee Perns will be attending the Mount Prospect Community Update Breakfast.
- XII. Executive Session Matters (if required) None
- XIII. Adjourn A Motion to adjourn was made by Trustee Keenley and seconded by Trustee Perns. *The Motion passed on a voice vote.* The meeting adjourned at 8:23 pm.

Respectfully submitted,



Suellen Satern  
Elk Grove Township Clerk