

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

December 22, 2025

Minutes

- I. Call to Order Supervisor Scaletta called the meeting to order at 7:05 pm, which was followed by the Pledge of Allegiance to the Flag.
- II. Roll Call Supervisor Scaletta, Trustees Dukes, Lugiai, Stajniak, and Wynkoop, Administrator Manzo, Assessor Carosielli, Clerk Satern. Also in attendance: Director of Social Services Corey Dewey, Director of Counseling Luanne Pross, Director of Youth Services Renee Dorn, Youth Services Director of Programing Jen Hahn, Youth Services Associate Melissa Hoffman
- III. Public Comment Beth Dukes of Mount Prospect asked that the Township have a resolution to prohibit ICE on Township property.
- IV. Consent Agenda
 - A. Authorization for Payroll/Bills – Town Fund, General Assistance, Road Dept. & Sewer
 - B. Department Reports – Administrative Services, Social Services, Food Pantry, Youth Services, Adult & Family Counseling

Administrative Services – Bus rides are up 20% this year, partly due to the Ecolane software. Our Community Services Office has taken over the management of our Medical Lending Closet. Thanksgiving meals were delivered to 40 of our bus riders.

Social Services – General Assistance services are up 14% this year. We had 59 Medicare plan appointments with seniors this year. Two department employees attended the TOI Conference in Springfield, and department employees have been helping with the expanded Food Pantry hours on Thursday evenings. All the Food Pantry appointments on Thursday evenings have been filled. We will be doing an onsite Social Services outreach program in Rolling Meadows with Schaumburg Township and Palatine Township.

Food Pantry – Services are up 14% with 1012 households served in November, donations are up 15%, volunteer hours are up 40% and we have 10 new volunteers. Our food lockers are available 24/7 for our residents to pick up food. 723 households were provided with Thanksgiving Food Baskets.

Youth Services – We hired a new part-time Associate Melissa Hoffman. There is a 35% increase in our work with District 59 and we collaborated on a coat drive with Lincoln Middle School. Over 300 coats and sweaters were collected and the students helped to sort them. 7 Mile Cycle donated 10 new bikes and community members donated used bikes for our Bike Safety Course.

Adult & Family Counseling – We have a dedicated, talented and busy staff. The number of clients continue to grow. Juan Nevarez Barron, an employee of our Counseling Department, attended the Community Coalition for Positive Youth Development.

Other programs – 723 Thanksgiving baskets were distributed with over \$17,735 raised from the community for this project. A Mobile DMV Clinic was held on December 3 with 49 residents attending. Services offered included license renewals, real IDs, registration stickers, voter registration and organ donation. Our Older Adult Angel Tree for low-income seniors

resulted in 222 gifts for seniors. Our Holiday Gift Card Drive for families with a \$50 gift card for each child sponsored 120 children.

Trustee Lugiari made a Motion to approve the Consent Agenda and Trustee Dukes seconded the Motion. ***The Motion passed on a 5-0 roll call vote.***

V. Approval of Minutes

A. November 24, 2025 – Regular Board Meeting Minutes

Trustee Stajniak made a Motion to approve the Minutes of the November 24, 2025 Regular Board Meeting Minutes and Trustee Dukes seconded the Motion. ***The Motion passed on a 5-0 roll call vote.***

VI. Presentations

A. Swearing in of Township Assessor Connie Carosielli –

Clerk Satern administered the Oath of Office for Assessor Carosielli's term of office which begins on January 1, 2026. Assessor Carosielli stated she's been very honored to be the taxpayer advocate for the residential taxpayers in Elk Grove Township for the last 36 years and there is more work to be done to make property taxes fair and equitable.

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

A. Assessor - Assessor Carosielli provided a written report and stated the late tax bills are a travesty. Because of the late bills residents did not get to see the increases, so the County reopened for appeals. We added an additional Outreach Program and many people appealed after seeing the increase in their second tax bill. Our Assessor's Office will be having taxpayer education programs in 2026, with the first program scheduled for February 11, 2026 at 5 pm. There were 3,697 appeals in our Township in 2025, and 1,739 residents received decreases.

B. Clerk – Clerk Satern provided a written reports with one FOIA, levy filings submitted to Cook County, and an update on the Mental Health and Wellness Committee.

C. Supervisor – Supervisor Scaletta shared the following updates:

1. 134 thank you letters signed and sent for the Thanksgiving donations.
2. We had 133 applications for an evening receptionist position. We interviewed 6 applicants and the new receptionist will begin January 5th.
3. 11/18 – Meeting with Oasis Mobile Home Park – in January we will be collecting books for the sheriff's mobile home Book Bus program.
4. Visited Faith Feeds mobile pantry distribution site in Rolling Meadows to learn more about the services.
5. Attended events with Arlington Heights American Legion Post 208 and Mount Prospect American Legion Post 525 - female cadets provided with a Thanksgiving dinner, entertainment and mobile phones to call their families.
6. 12/17 – All the Board members and Administrator Manzo had individual interviews with a strategic planning team member from NIU. All Township leadership attended strategic planning workshop with the NIU team.
7. Attended groundbreaking for new housing at Grace Terrace, 1400 S. Arlington Heights Road, Arlington Heights with Trustee Stajniak.
8. Visits to Northwest Compass and Shelter Inc. agencies.
9. Attended lighting of the menorah in Des Plaines with the Mayor and Trustee Stajniak.
10. Attended Board of Review appeals outreach event at the Township.

Trustee Wynkoop made a Motion to accept the Township Elected Officials' Monthly Reports and Trustee Lugiari seconded the Motion. ***The Motion passed on a 5-0 roll call vote.***

VIII. Correspondence None

IX. Old Business None

X. New Business

A. Resolution 2025-22 A Resolution supporting the Illinois America250 Commemoration and approving Elk Grove Township's participation through a Historical Exhibit – TOI (Township Officials of Illinois) has requested each Township participate and our Township will be creating a permanent display in the Town Hall from the wealth of historical documents about the history of Elk Grove Township. Administrator Manzo shared about all the amazing historical documents and materials and stated there are funds in the budget to cover the cost of the project. We will be asking municipalities and organizations to participate by providing materials for the display, per the guidelines. We will also be creating a time capsule.

Trustee Lugiai made a Motion to approve Resolution 2025-22 and Trustee Wynkoop seconded the Motion. ***The Motion passed on a 5-0 roll call vote.***

B. Resolution 2025-23 A Resolution approving a Purchasing Card (P-Card) Policy Trustee Stajniak made a Motion to approve Resolution 2025-23 and Trustee Wynkoop seconded the Motion. ***The Motion passed on a 5-0 roll call vote.***

C. Discussion about temporary change to public comment policy for Strategic Planning Session in January – After a time of discussion between the Trustees and the Supervisor, Trustee Wynkoop made a Motion to allow 20 minutes of public comment at the beginning of the meeting, with the time divided equally between the number of residents who want to give public comment and who registered before the start of the meeting, with a maximum of three minutes per resident. Trustee Lugiai seconded the Motion. ***The Motion passed on a 5-0 roll call vote.***

XI. Discussion and Comments from Trustees Trustee Wynkoop thanked Assessor Carosielli for her many years of service and dedication to our residents. He also suggested discussing ways to make the Township more welcoming to undocumented residents. Trustee Lugiai suggested asking other townships what they are doing to be more welcoming to undocumented residents. Supervisor Scaletta reminded everyone of the Strategic Planning Meeting on January 15, 2026 pm at 6 pm, and wished everyone Happy Holidays.

XII. Executive Session Matters: None Scheduled

XIII. Adjourn

Trustee Wynkoop made a Motion to adjourn and Trustee Lugiai seconded the Motion. ***The Motion passed on a voice vote.*** The meeting adjourned at 8:27 pm.

Respectfully submitted,



Suellen Satern
Elk Grove Township Clerk

