

**REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP**

**April 25, 2022**

**7:00 P.M.**

**CALL TO ORDER**

Supervisor Kalkounos called the meeting to order at 7:05 p.m. in the Patriot Room of the Palatine Township Center.

**ROLL CALL**

Clerk Moran called the roll and the following members were present:

**PRESENT IN THE ROOM:**

Voting Members- Supervisor Kalkounos, Trustees Svenson, Bolanos, Pohlman and Smolka

Non-Voting Members- Clerk Moran

Other Invited Participants- Administrator Lopez, Assistant Administrator Chychula, Attorney Airdo, Assessor's Office Consultant Terry Kelly, and Food Pantry Coordinator Westlund-Deenihan

**IN REMOTE ATTENDANCE:**

Voting Members: None

Non-Voting Members- Highway Commissioner Del Mar

Other Invited Participants- Multiple Department Coordinators

**VOTING MEMBERS ABSENT:**

None

**PLEDGE OF ALLEGIANCE**

At the Supervisor's request, Trustee Pohlman led all in the Pledge of Allegiance.

**PUBLIC COMMENT**

None

**PRESENTATION**

A. Susan Atchison, Hoffman Estates Fire Protection District

Supervisor Kalkounos introduced Susan Atchison, current *Hoffman Estates Fire Protection District #1* Board Member and candidate for a second three-year term. She briefly reviewed her resume, included in the Board Packet.

B. Approval of Resolution #11-22 Recognition of the Former Assessor Terry Kelly for Palatine Township

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**April 25, 2022  
7:00 P.M.**

MOTION by Supervisor Kalkounos, seconded by Trustee Pohlman to approve *Resolution 11-22 Recognition of Terrence F. Kelly for His Service to Palatine Township Government*

ROLL CALL:

Ayes: Svenson, Bolanos, Pohlman, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 5-0

Supervisor Kalkounos read from *Resolution 11-22 Recognition of Terrence F. Kelly for His Service to Palatine Township Government*, and conveyed the Board's thanks and gratitude for his 32 years of service as an elected official of Palatine Township.

**AUDIT OF PAYROLL & BILLS**

A. Approval of Payroll & Bills for Road District (presented by Administrator Lopez)

MOTION by Trustee Svenson, seconded by Trustee Smolka to approve the payroll and bills for April, presented for *Road District- \$90,070.87\**, \*\*

ROLL CALL:

Ayes: Svenson, Bolanos, Pohlman, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 5-0

\*A potential error was found in the Road District Payroll and Bills and after an initial review of these bills, it was determined to table this item until *XIV. Other Business*

MOTION by Supervisor Kalkounos, seconded by Trustee Svenson to reorder the agenda to revisit the *Payroll and Bills* during *XIV. Other Business*

ROLL CALL:

Ayes: Svenson, Bolanos, Pohlman, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 5-0

B. Approval of Payroll & Bills for General Assistance

*\*Please see related note above and below regarding this agenda item*

C. Approval of Payroll & Bills for Town Fund

*\*Please see related note above and below regarding this agenda item*

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**CONSENT AGENDA**

- A. Discussion & Potential Action on Approval of Minutes:
  - i. February 28, 2022 Public Hearing Minutes
  - ii. March 28, 2022 Regular Board Minutes
- B. Acceptance of Township Elected Officials' Reports:
  - i. April 2022 Clerk's Report
  - ii. April 2022 Hwy Commissioner's Report
- C. Acceptance of Prior Approved Committee Minutes:
  - i. March 28, 2022 Finance Committee Minutes

MOTION by Trustee Svenson, seconded by Trustee Smolka to approve the Consent Agenda, as presented

MOTION CARRIED by voice vote

**SUPERVISOR'S REPORT**

Supervisor Kalkounos gave a brief report. He asked that all Township department heads currently noted as Coordinators, from hereon will be noted as Directors.

**ADMINISTRATOR & DEPARTMENT REPORTS**

Brief reports were given by Administrator Lopez, Assistant Administrator Chychula, Food Pantry Director Westlund-Deenihan, Transportation Director Wolff, and General Assistance Director Shapiro.

**OLD BUSINESS**

None

**NEW BUSINESS**

- A. Approval of Ordinance #02-22 Budget and Appropriation Ordinance for the Fiscal Year Beginning March 1, 2022, and Ending March 31, 2023

MOTION by Trustee Pohlman, seconded by Trustee Svenson to defray expenditures for Palatine Township for the Fiscal Year beginning March 1, 2022, and ending March 31, 2022, in *Ordinance #02-22 Budget & Appropriation Ordinance for the Fiscal Year Beginning March 1, 2022, and Ending March 31, 2023, as follows (noted below):*

Building & Grounds Administration-	\$106,400.00
Administration Payroll-	\$383,500.00
Board Payroll-	\$103,900.00
Town Fund Payroll-	\$111,100.00
Town Fund Administration-	\$160,400.00



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Township Trustee with no objections from the members of the Board, and that the Trustee position is now vacated.

MOTION by Supervisor Kalkounos, seconded by Trustee Bolanos to approve the filling of the vacancy of the Township Assessor's Office by Section 60:50 Illinois Township Code and Section 2:60 of the Illinois Property Tax Code, and to appoint Bill Pohlman to the office of Township Assessor to fill the vacancy left by the resignation of Terrence F. Kelly with warrant to issue

ROLL CALL:

Ayes: Svenson, Bolanos, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

D. Oath of Office for Township Assessor

Clerk Moran provided Judge John Curry with the Oath of Office document. Judge Curry proceeded to swear-in Bill Pohlman as Palatine Township Assessor. The Oath of Office document was then completed and signed by both parties for filing in the Clerk's Office.

*\*Assessor Pohlman was congratulated and commemorative pictures taken*

Assessor Pohlman thanked former Assessor Terry Kelly for his support and assistance in the transition process.

**EXECUTIVE SESSION**

None

**ACTION ON MATTERS FROM EXECUTIVE SESSION**

None

**OTHER BUSINESS**

Administrator Lopez reported that after doing an initial review of the bills during the meeting, he would like more time to do a more thorough audit and asked that the approval of Payroll and Bills be tabled.

MOTION by Trustee Svenson, seconded by Trustee Smolka to table the audit of April's Payroll and Bills to a special meeting at a later date

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Nays: None

MOTION CARRIED 4-0

*\*\*Attorney Airdo noted that by tabling the audit of the April Payroll and Bills, the initial vote approving the Road District Payroll and Bills was void as this approved tabling motion superseded it.*

**ADJOURN**

MOTION by Trustee Bolanos, seconded by Trustee Svenson to adjourn at 8:40 p.m.

MOTION CARRIED by voice vote

Respectfully submitted,



TOWN CLERK