

**PALATINE TOWNSHIP
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
March 14, 2022
7:00 p.m.**

CALL TO ORDER

Supervisor Kalkounos called the meeting to order at 7:07 p.m. in the Patriot Room of the Palatine Township Center.

ROLL CALL

Clerk Moran called the roll and the following members were:

PRESENT IN THE ROOM:

Voting members – Supervisor Kalkounos, Trustees Svenson, Pohlman, and Smolka

Non-voting members- Clerk Moran

Other invited participants – Administrator Lopez, Assistant Administrator Chychula, and Attorney Airdo

IN REMOTE ATTENDANCE: None

VOTING MEMBERS ABSENT: Trustee Bolanos (Excused)

PLEDGE OF ALLEGIANCE

At the Supervisor's request, Attorney Airdo lead all in the Pledge of Allegiance.

PUBLIC COMMENT

None

PRESENTATION

None

ELECTED OFFICIAL ANNOUNCEMENTS

A. Highway Commissioner

No Report

B. Clerk

No Report

C. Supervisor

i. FY 22-23 Budget & CIP

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Supervisor Kalkounos updated the Board on the Budgets for the three funds and the distributed *Palatine Township FY 2022-2023 Annual Operating Capital Budget Summary*, currently drafted as Town Fund \$2,411,983; General Assistance- \$213,930; and Capital Improvement- \$402,310. The Supervisor noted that there will need to be a transfer of \$73,600 funds from Town Fund to the Capital Improvement Fund.

ii. Request for Audit Quote

Supervisor Kalkounos reminded the Board that two firms have provided a quote for the next Audit. He reported that Lauterbach & Amen, our financial services consultants, will be reviewing the quotes from the two firms.

iii. Appointment for Fire District Trustees

Supervisor Kalkounos reported that there will be a re-appointment on the *Palatine Rural Fire Protection District* in March, and a re-appointment and appointment on the *Hoffman Estates Fire Protection District #1*, in April. He also has the attorney looking into proper handling of the situation if no candidate comes forward from the small area of (*HEFPD#1*), as their Trustees need to be residents from that area.

iv. Annual Town Meeting Agenda

The Supervisor reminded the *COW* that the Annual Town Meeting will take place on April 12.

v. Transfer of Funds to General Assistance Fund & Capital Improvement Fund

The Supervisor and Administrator Lopez explained the need to transfer funds from Town Fund to General Assistance and Capital Improvement Fund.

vi. Roof Consultant

Supervisor Kalkounos reported that the Township Center's roof (fairly new), has a leak over the Bridge portion. Administrator Lopez will be working with a roof consultant from Legat Architects, at an approximate cost of \$2000, to advise, consult, and supervise the necessary repair work. Administrator Lopez mentioned that he has been in contact with the President of the company, and was assured that any repairs will be covered by the initial warranty. A joint meeting will be scheduled with all parties involved.

vii. No April COW Meeting

The Supervisor reminded the *COW* that there will be no *COW Meeting* in April due to the Annual Town Meeting being held the day after the regularly scheduled *COW Meeting*.

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BUSINESS

A. Communications Committee

i. Website Development

Assistant Administrator Chychula distributed a copy of the most current *Website Update and Site Map Report*. She noted that she is asking to meet with Civic Plus and Granicus for direction regarding approximate cost and duration length estimates. At the request of the Supervisor, she will email this Report to the full Board. The Supervisor also noted that one option may be to have the *TOI* website service used on a temporary basis while the permanent website work is being completed.

EXECUTIVE SESSION

None

OTHER BUSINESS


None

ADJOURN

MOTION by Trustee Pohlman, seconded by Trustee Svenson to adjourn at 7:31 p.m.

MOTION CARRIED by voice vote

Respectfully submitted,


TOWN CLERK