

**PALATINE TOWNSHIP  
BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE MEETING  
October 11, 2021  
7:00 P.M.**

**CALL TO ORDER**

Supervisor Kalkounos called the meeting to order at 7:06 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, Bolanos, Pohlman and Smolka

Non-Voting Members- Clerk Moran

Other Invited Participants- Assistant Administrator Chychula, Attorney Airdo, I.T. Consultant, Ralph Sanchez, and Food Pantry Coordinator, Jared Worster

**IN REMOTE ATTENDANCE:**

Voting Member- None

Non-Voting Members- Assessor Kelly (Video)

**VOTING MEMBERS ABSENT:** None

**PLEDGE OF ALLEGIANCE**

The Supervisor had Trustee Smolka lead all in the Pledge of Allegiance.

**PUBLIC COMMENT**

None

**PRESENTATION**

A. Annual IT Report- Ralph Sanchez, Topel Forman Information Services LLC

*\*discussed just after next item B.*

The Township's I.T. Consultant, Ralph Sanchez, reviewed the *COW* Packet Insert, *Technology Report and Review*. He highlighted the work that was completed in the last year, and shared his recommendations for calendar year 2022 include the following: Allocating funds for potential purchase of 3-4 new PCs as needed per strategy; network switch update; and AC System for Server Room. He also answered all *COW* Member questions.

B. Food Pantry Overview- Jared Worster, Coordinator

Food Pantry Coordinator, Jared Worster, reviewed the distributed report *Palatine Township Food Pantry – Serving the Township, Creating Value, Hope, and Mental Strength*, and highlighted additional thoughts and concerns. He also answered *COW* member questions.

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Supervisor Kalkounos shared that he is receptive to many of the ideas put forth by Food Pantry Coordinator Worster and also noted that he would like to see more collaborative efforts with area businesses, which has already been in the works.

MOTION by Trustee Svenson, seconded by Trustee Pohlman to recess at 8:00 p.m. to allow for a walk-through of the Computer Lab

MOTION CARRIED by voice vote

Clerk Moran called the roll at 8:07 p.m. and the following members were:

**PRESENT IN THE ROOM:**

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

Non-Voting Members- Clerk Moran

Other Invited Participants- Assistant Administrator Chychula, Attorney Airdo, I.T. Consultant, Ralph Sanchez, and Food Pantry Coordinator, Jared Worster

**IN REMOTE ATTENDANCE:**

Voting Member- None

Non-Voting Members- Assessor Kelly (Video)

VOTING MEMBERS ABSENT: None

**ELECTED OFFICIALS ANNOUNCEMENTS**

**A. Supervisor**

**i. Review of 2022 TWP Holiday & Meeting Schedule**

Supervisor Kalkounos noted that he will continue to work with staff on the 2022 TWP Holiday Schedule, and should have the finalized Holiday Schedule available by the October Regular Board Meeting.

*\*please note that the Public Meeting Schedule was inadvertently skipped and was discussed just after the next item*

**ii. 2021 Tax Levy Town Fund & General Assistance**

Supervisor Kalkounos reported that it appears the Board will not be increasing the Town Fund and General Assistance tax levies, and may consider decreasing them.

The *Public Meeting Schedule*, *COW* Packet Insert, was briefly reviewed.

**iii. FY 2022-2023 Budget Calendar**

Supervisor Kalkounos briefly reviewed the Budget Calendar included in the *COW Meeting Packet*.

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iv. Update Re: Issues at 1580 E. Algonquin Rd. Formally Known as Frankly Yours

Supervisor Kalkounos reported that the weed and broken glass issue at the former *Frankly Yours* property on Algonquin Rd. continues. He referenced the formal request letter sent to Cook County Board President Preckwinkle, and the reply received, which enabled the connection between him and the Cook County Zoning Inspector on this issue. He stated that he will keep the Board posted re: the placement of a lien on this property.

B. Highway Commissioner

No Report

C. Clerk

No Report

D. Assessor

i. Presentation of 2022-2023 Assessor's Proposed Budget

Assessor Kelly reviewed the *COW* Packet Inserts, *Assessor Budget* chart and *Assessor Budget Highlights 2022-2023*.

Supervisor Kalkounos commended the Assessor for backing up his staff in a recent incident.

**BUSINESS**

A. Cemetery Committee

Cemetery Committee Chairman Kelly reported that Superintendent of Roads, Roland Sachs, is using his engineering expertise to decide the best method of securing the plaque for the recently rededicated canon at Hillside Cemetery.

B. Finance Committee

i. Website

Finance Committee Chairman Pohlman reported that Trustee Smolka and he will be putting together a Request For Proposal (*RFP*) for the upcoming website project.

C. Human Needs Committee

Human Needs Committee Chairman Pohlman reported that three follow-up meetings with the non-profit applicants are scheduled. There will then be a funds disbursement meeting on November 2.

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D. Insurance Committee

Insurance Committee Chairmen Kelly reported that Dennis Manganello, with *Strategic Benefits Advisors*, is working on the final numbers for health insurance options for this next plan year. He will present this for discussion at the October Regular Board Meeting.

E. Communications Committee

Communications Committee Chairman Smolka reported that his committee continues its work on updating the Township website. They are asking for input from each department head at the Township, and will also be asking for input from the Clerk, Highway Commissioner, Assessor, and Supervisor.

Trustee Pohlman, who oversees the newsletter, reported that the Fall Newsletter arrived in homes in the last week.

F. Policy Committee

No Report

G. Transportation Committee

Transportation Committee Chairwoman Bolanos reported that she met with Supervisor Kalkounos and Transportation Director Wolff . They are working on securing a Transportation Dept. Ride-Along event date, probably two hours in length, that all Board Members are invited to participate in.

H. Intergovernmental Relations Committee

No Report

On an unrelated note, Trustee Svenson commended the work of General Assistance Coordinator Samantha Shapiro, witnessing firsthand her expertise in handling a client.

Supervisor Kalkounos noted that he wants to see more automation in General Assistance, eliminating redundant paperwork.

**EXECUTIVE SESSION**

None

**OTHER BUSINESS**

None

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**ADJOURN**

MOTION by Trustee Smolka, seconded by Trustee Pohlman to adjourn the meeting at 8:42 p.m.

MOTION CARRIED by voice vote

Respectfully submitted,



TOWN CLERK