

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

April 24, 2023

7:00 P.M.

CALL TO ORDER

Supervisor Kalkounos called the meeting to order at 7:19 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, Freese, and Smolka

Non-Voting Members- Clerk Moran, Highway Commissioner Del Mar, and Assessor Pohlman

Other Invited Participants- Administrator Chychula, Attorney Kimzey, and multiple Department Coordinators

IN REMOTE ATTENDANCE:

Voting Members- None

Non-Voting Members- None

Other Invited Participants- General Assistance Director Shapiro

VOTING MEMBERS ABSENT:

Trustee Bolanos

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENT

Aaron Del Mar, Palatine resident and President of the Inverness Fire Protection District (*IFPD*), spoke briefly in endorsing the reappointment of *IFPD* Trustee, Gerald Chapman.

PRESENTATION

A. Dr. Tristana Harvey, Evanston Vet Center

Dr. Tristana Harvey, licensed mental health counselor for the *Vet Center*, introduced herself and distributed informational brochures on the work she does with the *Vet Center*. She highlighted the work she does at Palatine Township on Tuesdays for veterans seeking help with mental health issues such as PTSD, etc. Supervisor Kalkounos noted the Board's support of these services and asked Dr. Harvey to continue to communicate any ways the Board/Township can help her in her efforts.

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B. Hoffman Estates Fire Protection District Nominee Irene Herzau

Hoffman Estates Fire Protection District #1 current Trustee and nominee for reappointment Irene Herzau briefly spoke, noting her desire to continue to serve as Trustee on the Board.

C. Inverness Fire Protection District Nominee Gerald Chapman

Inverness Fire Protection District current Trustee and nominee for reappointment Gerald Chapman briefly spoke, thanking Mr. Del Mar for his endorsement and noted his desire to continue serving as Trustee on the Board.

AUDIT OF PAYROLL & BILLS

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

MOTION by Trustee Svenson, seconded by Trustee Freese to approve the payroll and bills for April, presented for *Road District*- \$91,240.17

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

B. Approval of Payroll & Bills for General Assistance (presented by Administrator Chychula)

MOTION by Trustee Freese, seconded by Trustee Smolka to approve the payroll and bills for April, presented for *General Assistance*- \$52,222.45

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

C. Approval of Payroll & Bills for Town Fund (presented by Administrator Chychula)

MOTION by Trustee Smolka, seconded by Trustee Svenson to approve the payroll and bills for April, presented for *Town Fund*- \$124,414.84

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ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

CONSENT AGENDA

A. Discussion & Potential Action on Approval of Minutes:

i. March 27, 2023 Regular Board Minutes

ii. March 27, 2023 Public Hearing Minutes

B. Acceptance of Township Elected Officials' Reports:

i. April 2023 Clerk's Report

ii. April 2023 Assessor's Report

ii. April 2023 Hwy Commissioner's Report

C. Acceptance of Prior Approved Committee Minutes: None

D. Approval of Professional Services Agreement Between Menard Consulting, Inc and Palatine Township (*Fiscal Year 2023-2024 GASB 75 Actuarial Valuation Services, in the amount of \$2000*)

E. Treasurer's Report – Fiscal Year 2023 (*Road District Treasurer's Report Palatine Township Road District Fiscal year Ending March 31, 2023*)

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

MOTION CARRIED by voice vote

SUPERVISOR'S REPORT

Supervisor Kalkounos gave a brief report.

ADMINISTRATOR & DEPARTMENT REPORTS

Brief reports were given by Administrator Chychula, General Assistance Director Shapiro (remotely), Administrator Chychula for Outreach Director Lama, Food Pantry Director Westlund-Deenihan, and Transportation Director Nordin.

**Please note that all monthly Regular Meeting Reports from Board and Staff are available, in their entirety, from each member upon request.*

OLD BUSINESS

A. Consideration of IGA with MWRD, Cook County and Palatine Township

Attorney Airdo reported on the status of the pending intergovernmental agreements with Metropolitan Water Reclamation District (*MWRD*) and Cook County involving the

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purchase of three flood prone properties in the unincorporated section of Palatine Township.

MOTION by Trustee Svenson, seconded by Trustee Freese to approve the Intergovernmental Agreement with *Cook County Department of Planning and Development* and the *Metropolitan Water Reclamation District* for the acquisition, conversion to open space, and maintenance of flood prone properties in unincorporated Palatine Township, subject to review and approval by the Township attorney; and that the Supervisor and Clerk be authorized to sign and attest, respectively, any and all documents in connection with said Intergovernmental Agreement, following review and approval by the Township attorney

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

NEW BUSINESS

A. Approve Appointment of Trustee to Hoffman Estates Rural Fire Protection District

MOTION by Trustee Freese, seconded by Trustee Svenson approving Irene Herzau as Trustee to *Hoffman Estates Rural Fire Protection District #1*

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

B. Approve Appointment of Trustee to Inverness Fire Protection District

MOTION by Trustee Smolka, seconded by Trustee Svenson approving the reappointment of Gerald Chapman as Trustee to Inverness Fire Protection District

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

C. Review and Approval of Life & ADD Insurance for 2023-2024

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MOTION by Trustee Svenson, seconded by Trustee Freese approving the renewal of *Group Life AD&D Plan Summary 5-1-23 by Benefits Services Plus, Inc.*, as presented, and that the Supervisor and Clerk be authorized to sign and attest, respectively, any and all documents in connection with said renewal.

Administrator Chychula distributed a chart and proposal packet on the group life insurance plan being considered, and briefed the Board on each.

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

D. Resolution 09-23 Township Bus Fare Reduction

MOTION by Trustee Svenson, seconded by Trustee Smolka approving *Resolution 09-23 Setting the Cost of Palatine Township Transportation Bus Fare*, as presented, and that the Supervisor and Clerk be authorized to sign and attest, respectively, any and all documents in connection with said bus fare reduction.

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

E. Resolution 10-23 To Establish A Decennial Committee On Local Government Efficiency

MOTION by Trustee Freese, seconded by Trustee Smolka approving *Resolution 10-23~ A Resolution To Establish A Decennial Committee On Local Government Efficiency*, as presented

Attorney Airdo briefed the Board that the first meeting of the Decennial Committee would need to take place by June 10. At the May 8 COW Meeting, the agenda will include the appointment of two non-Township Board Members to the committee. The first Decennial Committee meeting would then be held on May 22, just prior to the Regular Board Meeting scheduled that evening. The Supervisor noted that while the Road District will hold its own Decennial Committee meetings and the Highway Commissioner is not officially part of the Palatine Township Decennial Committee (PTDC), the Highway Commissioner is welcome to take part in the PTDC if he desires.

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

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MOTION CARRIED 4-0

F. Approval of Township Center and Cemetery Lawn Maintenance Quote –
Milieu Design LLC

MOTION by Trustee Freese, seconded by Trustee Svenson approving the *2023 Milieu Design LLC Landscape Maintenance Contract (for Township Center and Cemetery Lawn Maintenance)*, in the combined amount of \$18,969, as presented, and that the Supervisor and Clerk be authorized to sign and attest, respectively, any and all documents in said contract on behalf of the Township.

Supervisor Kalkounos provided a brief review of the Board Packet Insert and process for the lawn maintenance services for the Palatine Township Center and its cemeteries.

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

G. Approval of Township Center and Cemetery Lawn Protection Plan Quote –
Midwest Best Landscape

MOTION by Trustee Svenson, seconded by Trustee Smolka approving *2023 Midwest Best Landscape Commercial Estimate for Lawn Protection Plan (for Township Center and Cemetery Lawn Maintenance)*, in the combined amount of \$12,742, as presented, and that the Supervisor and Clerk be authorized to sign and attest, respectively, any and all documents in said contract on behalf of the Township.

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

EXECUTIVE SESSION

None

OTHER BUSINESS (INCLUDING ACTION ON MATTERS FROM EXECUTIVE SESSION)

None

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ADJOURN

MOTION by Trustee Smolka, seconded by Trustee Freese to adjourn at 8:34 p.m.

MOTION CARRIED by voice vote

Respectfully submitted,



TOWN CLERK

