

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

**January 23, 2023  
7:00 P.M.**

**CALL TO ORDER**

Supervisor Kalkounos called the meeting to order at 7:00 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, Freese, and Smolka

Non-Voting Members- Clerk Moran

Other Invited Participants- Administrator Chychula and Attorney Kimzey

**IN REMOTE ATTENDANCE:**

None

**VOTING MEMBERS ABSENT:**

None

**PLEDGE OF ALLEGIANCE**

At the Supervisor's request, Food Pantry Director Westlund-Deenihan led all in the Pledge of Allegiance.

**PUBLIC COMMENT**

None

**PRESENTATION**

**A. FY2024 Road District Tentative Budget and Appropriation**

Road District Director Sachs reviewed the Board Packet Insert, *Tentative Budget & Appropriation Palatine Township Road District Fiscal Year Ending March 31, 2024*. He noted that Highway Commissioner Del Mar is out of town. He reported that the Tentative Budget was filed with the Township Clerk today and that he anticipates a Public Hearing Meeting for this Tentative RD Budget on February 27. He highlighted many aspects of the Budget, including a "green initiative" which will reduce salt used on the roads and will help with safer drinking water.

**AUDIT OF PAYROLL & BILLS**

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January 23, 2023  
7:00 P.M.**

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

MOTION by Trustee Svenson, seconded by Trustee Bolanos to approve the payroll and bills for January, as presented for *Town Fund*- \$119,903.43

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

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

MOTION by Trustee Smolka, seconded by Trustee Svenson to approve the payroll and bills for January, as presented for *General Assistance*- \$23,986.82

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

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

MOTION by Trustee Bolanos, seconded by Trustee Freese to approve the payroll and bills for January, as presented for Road District- \$165,427.67

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

**CONSENT AGENDA**

A. Discussion & Potential Action on Approval of Minutes:

i. December 12, 2022 Regular Board Minutes

B. Reports:

i. Acceptance of Township Elected Officials' Reports:

1. Clerk's Report\*

2. Assessor's Report\*

3. Hwy Commissioner's Report\*

C. Acceptance of Prior Approved Committee Minutes:

None

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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 began by giving a Supervisor's Report. \*

**A. Proposed Budget Calendar FY 2023-2024**

Supervisor Kalkounos drew attention to the Board Packet Insert, *Palatine Township-Proposed Budget Calendar FY 2023-2024*, and noted that the next important date in the process is the COW Meeting of February 13 when he will present the Budget to the Board.

**ADMINISTRATOR & DEPARTMENT REPORTS**

A brief report was given by Administrator Chychula. \*  
Brief reports were also presented by 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.*

**COMMITTEE REPORTS**

**A. Human Needs Committee**

Human Needs Committee Chair Bolanos distributed a spreadsheet to all. She reported that that highlights of her work with the Committee this year had been setting up a dedicated email for applicants; simplifying applicant applications; shortening applicant presentation times; and sharing final recommendations with the Board of the thirty organizations that had applied for funding through the committee.

**B. Finance Committee**

Finance Committee Chair Svenson reported that the committee is indeed the five voting members of the Township Board. She briefly reviewed the new charts and graphics provided by the new auditor, and noted her appreciation of each.

**C. Policy Committee**

Policy Committee Chair Smolka reported that after having multiple meetings with Attorney Airdo, he had provided the attorney a Draft Policy Manual with 75% of areas covered. He noted that he had received input from the attorney and Board and is

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awaiting the attorney review of this submission. He will then share that finalized Draft with the full Board and will allow for questions in the draft state.

Supervisor Kalkounos stated that he will be asking the Foundational Chairs to switch committee assignments. This topic will be discussed at the next COW Meeting.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**OTHER BUSINESS**

None

**ADJOURN**

MOTION by Trustee Smolka, seconded by Trustee Freese to adjourn at 8:11p.m.

MOTION CARRIED by voice vote

Respectfully submitted,

  
TOWN CLERK