

**PALATINE TOWNSHIP
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
June 8, 2020
7:00 P.M.**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG

Supervisor Langlotz-Johnson called the remote meeting to order at 7:00 p.m. via the use of video and audio conferencing, due to the continued Covid-19 Pandemic and its shelter-in-place restrictions.

ROLL CALL

Clerk Moran called the roll and the following members were present through
REMOTE VIDEO ATTENDANCE:

Voting Members- Supervisor Langlotz-Johnson, Trustee Kern, and Trustee Pohlman*

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

Other Invited Participants- Administrator Lopez, and William Bradish (*Bradish Associates, LTD*)

REMOTE AUDIO ATTENDANCE:

Voting Members- Trustees Kincaid

Non-Voting Member- None

Other Invited Participants- Assistant Administrator Chychula and Parliamentarian Boles

*Trustee Kalkounos arrived at 7:15 p.m.

PUBLIC COMMENT

None

PRESENTATION

A. Property & Casualty Insurance- William Bradish, Bradish Associates, LTD

Bill Bradish of *Bradish Associates, LTD*, highlighted an extensive report included in member's *COW* packets. He recommended *Selective Insurance* to the Insurance Committee, over other insurance companies, due to its continued sound financial status and competitive premiums. Insurance Committee Chairman Kelly noted the Insurance Committee concurrence with Mr. Bradish's proposal of retaining *Selective Insurance*. The premium amount increased 4.62% over last year, with a total annual cost of \$143,848. Employee Dishonesty Coverage will be raised from the current \$500k limit to \$1,000,000 limit for the annual cost of \$1014.

Trustee Kern asked that the following be noted in the record: The Board is in violation of good stewardship and that the Township's allowance of employees overseeing seven million dollars in reserves should be discussed with the underwriters of this insurance policy. After some extended board discussion, the *COW* consensus was reached to approve this proposal at the June Regular Board Meeting.

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B. Window & Roof Replacement Evaluation/Assessment- Brent Nakayama, JBR Group, LLC

Administrator Lopez reported that Mr. Nakayama, of the *JBR Group, LLC*, is busy putting the final proposal together and will have it available at the June 23 Board Meeting.

ELECTED OFFICIALS ANNOUNCEMENTS

A. Supervisor

- i. Project Manager for Window Replacements & Roof Replacement- Consensus to Proceed

Supervisor Langlotz-Johnson tabled the item until the June 23 Regular Board Meeting.

- ii. Amended Tentative Budget & Appropriation

Supervisor Langlotz-Johnson reminded the Board that the increase in the Tentative Budget & Appropriation amounts to \$51,000 and that the respective line item is #5062. Administrator Lopez, upon the request of Trustee Kern, will email the *COW* a Red-Line Copy of the Tentative Budget & Appropriation Ordinance. The Supervisor also informed the *COW* that she believes there could be future pandemic expenses and asked the Board to consider adding a new line item that would cover the purchase costs of emergency items, etc... Trustee Kern responded, noting that often there are significant unused portions of the Budget (last year approximately \$180k) which could be used for those items if necessary. The Supervisor reminded all that the allowed statutory amount for General Assistance transfers is a maximum of 10 percent of the GA Budget.

- iii. Michael De Lapp & Associates Invoice

Administrator Lopez reported that the Board approved a not-to-exceed total of \$7500 for the architect's invoice for the GA Remodeling Project. The architect forwarded the final (additional) invoice of \$2250. This will put it over the limit by \$1300. Therefore, Administrator Lopez will be requesting Board approval to pay the invoice of \$2250 for architectural services at the June Regular Board Meeting. The *COW* consensus was to approve this amount at the June Regular Board Meeting.

- iv. State of Illinois Shutdown Update

The Supervisor gave a brief report regarding the status of the Township during the pandemic. She noted that the Town Center is now open to the public. Plastic barriers will be erected at key areas. The General Assistance Dept. has rearranged furniture to allow for quick escapes. She reported that all volunteers returning to the Township would need to sign off on an addendum releasing the Township from any liability. She asked Administrator Lopez to forward the Board an email regarding a meeting with State Senator Laura Murphy.

- v. Blood Drive- June 23, 2020

Supervisor Langlotz-Johnson reminded the *COW* that State Rep. Tom Morrison's office would be sponsoring another blood drive at the Township on June 23.

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vi. Other

None

B. Highway Commissioner

No Report

C. Clerk

i. 6-2-20 Resident Complaint of Township Elected Official

Clerk Moran reported that in keeping with the recently revised Policy 590 regarding the handling of complaints against fellow Board Members, she is asking the *COW* to provide her the response due the complainant by the end of the day tomorrow. After some discussion, the *COW* agreed that since the complaint made against the Supervisor was based off a post she had on her own private Facebook page, and with no reference in it to the Township, the Board would not be commenting. Clerk Moran stated that she would send the proper response to the complainant.

Communications Chairman Pohlman will revise the new policy with additional language that clarifies that the Board will not comment on these types of personal posts, and will have it ready for the June Regular Board Meeting.

D. Assessor

i. Property Tax Appeal Assessment Update

Assessor Kelly reported that his office had 1000 appeals applied for online or dropped off, during this current appeal period. His office currently has 200 they are working on and will have ready by the June 10 deadline.

BUSINESS

A. Other

None

EXECUTIVE SESSION

None

ADJOURN

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to adjourn the meeting at 8:53 p.m.

MOTION CARRIED by voice vote

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Respectfully submitted,



TOWN CLERK