

**PALATINE TOWNSHIP
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
September 14 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 7:12 p.m. in the Patriot Room of the Palatine Township Center

ROLL CALL

Clerk Moran called the roll of Board Members present with voting privileges: Trustees Kern, Kincaid, Kalkounos, and Pohlman, along with Supervisor Langlotz-Johnson

Non-voting Members in attendance: Clerk Moran

Other Invited Participants: Administrator Lopez, Assistant Administrator Chychula, Ralph Sanchez, *Topel Forman Information Services LLC*, and Brent Nakayama, *JBR Group, LLC*

REMOTE VIDEO ATTENDANCE:

Non-Voting Member- Highway Commissioner Del Mar

Invited Participant- Parliamentarian Boles

PUBLIC COMMENT

None

PRESENTATION

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

The Township's IT Consultant, Ralph Sanchez, reviewed the *COW Packet Insert, Technology Report and Review*. His recommendations for calendar year 2021 include the following: Refreshing Computer Lab; Upgrading Wi-Fi network; adding additional Wi-Fi access point to expand coverage in GA; allocate funds for potential purchase of four new PC's as needed; migrate useful older PC's to Lab; Malwarebytes Endpoint Protection; Meraki switch update through TechSoup; and Networking Cabling for additional access points outdoor and in Meeting Room 2. He also answered all *COW* Member questions.

ELECTED OFFICIALS ANNOUNCEMENTS

A. Supervisor
i. Window Replacement Bid Results

Brent Nakayama from *JBR Group, LLC* reviewed in detail the *COW Packet Insert, Township & Daycare Window RFB- Quote, Comparison & Recommendations*, which included the respective Public Bid Opening Document of 8-31-2020. The recommendation made was to approve the proposal/lowest bid from *All American Exterior Solutions* for \$64,220 or not to exceed \$65,000.

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He also answered *COW* Member questions. The *COW* consensus was to move forward with the vote for approval of this item at the September Regular Board Meeting. Mr. Nakayama can inform the contractors, and Administrator Lopez will get the permit process moving, along with the attorney's work on the Independent Contractor Agreement.

ii Review of the 2021 Township Meeting and Holiday Schedule

COW Packet Insert, Palatine Township Meetings for 2021, was reviewed. The consensus was to move forward with the vote for approval of this item at the September Regular Board Meeting, with the one revision of Finance Meetings to begin at 6:00 p.m., and not 1:00p.m.as originally noted.

iii. TOI Annual Virtual Conference, November 16-20 & 23, 2020

Supervisor Langlotz-Johnson reviewed the 11 page *COW Packet Insert, 2020 TOI Virtual Annual Educational Conference*.

iv. Food Pantry Coordinator

The Supervisor informed the *COW* of the current Food Pantry Coordinator, Jessica Poidomani's resignation and October 1st departure. She noted that part-time Food Pantry employee, Jared Worster, will be offered the position which would begin after Ms. Poidomani's departure. The position will no longer be part-time, but instead a 40 hour per week position with benefits. The Supervisor reported on other Townships, which have higher staffing levels at their Food Pantries, and noted the need to increase the position's hours

Some discussion between Trustee Kern and the Supervisor regarding the role that the Needy Family Fund plays in the funding of the Food Pantry. The Supervisor noted that the Township attorney years ago had approved of the role as it is currently set up.

v. Other

None

B. Highway Commissioner

Highway Commissiner Del Mar reported that his staff are all healthy, and have yet to report any Covid-19 sicknesses. He informed the *COW* that the Road District Attorney is reviewing the notification from the Village of Palatine regarding the annexation of St. Michaels' Cemetery, which is currently unincorporated. The parcel is notably large in acreage. He also reported that the bridge in Plum Grove Estates was hit by an impaired driver whose insurance company will be asked to cover the cost of repairs and any staff time involved in preparing reports, etc.

C. Clerk

No Report

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D. Assessor

No Report

BUSINESS

A. Other

Human Needs Committee Chairman Pohlman reported that the funding meetings will begin in October.

Supervisor Langlotz-Johnson reported that alternative plans for trick or treating in the unincorporated areas are being considered. She also passed along the condolences of the entire Board to Trustee Kincaid on the passing of his Father.

EXECUTIVE SESSION

None

ADJOURN

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to adjourn the meeting at 9:03 p.m.

MOTION CARRIED buy voice vote

Respectfully submitted,


TOWN CLERK