

**REGULAR BOARD MEETING OF THE BOARD OF
TRUSTEES OF PALATINE TOWNSHIP
August 28, 2023
7:00 P.M.**

CALL TO ORDER

Supervisor Kalkounos called the meeting to order at 7:01 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 and Assessor Pohlman

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

IN REMOTE ATTENDANCE:

Voting Members- None

Non-Voting Members- *

Other Invited Participants- None

**Highway Commissioner Del Mar connected remotely at approximately 7:10 p.m. and stayed connected for approximately 20 minutes*

VOTING MEMBERS ABSENT:

None

PLEDGE OF ALLEGIANCE

At the Supervisor's request, Clerk Moran led all in the Pledge of Allegiance.

PUBLIC COMMENT

Victoria Hathaway, a non-resident and Chair of Countryside Universalist Church's Green Sanctuary Committee, spoke to the Board. She thanked them for the work they do and provided them her committee's concerns with climate change and its effects, citing various sources. She noted a number of questions regarding cooling centers.

Supervisor Kalkounos confirmed with Ms. Hathaway that she will email her questions to him directly after the meeting.

PRESENTATIONS

A. Palatine Township and Cook County Vital Records Pilot Program Cooperative

Administrator Chychula reviewed the Board Packet Insert, *Vital Records- Office of Cook County Clerk~ June 21, 2023 Office Tour/Meeting Summary/Meeting Minutes.*

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She reported a summary of the June 21, 2023 meeting with Barb Cornew, District Director for Cook County Commissioner Scott Britton; Angel Wright Madison, Deputy Clerk of Vital Records; and Jose Aguirre, Supervisor of Skokie Vital Records Office. She highlighted the fact that this proposed collaboration to provide vital records services to area residents would be a pilot program and if successful would then be set up at other townships. The proposed workflow would be Township staff would be trained by Cook County staff to process applications; those applications would be mailed to Cook County every two weeks. Currently the appropriateness of either an *MOU* (Memo of Understanding) or *IGA* (Intergovernmental Agreement) is being considered by the Cook County legal team. A virtual meeting is to take place in September.

Supervisor Kalkounos asked that the record be noted that Inverness Mayor Tatooles contacted Palatine Township about the issues area residents currently have with the loss of the Rolling Meadows facility that used to handle the applications for vital records. This contact prompted Supervisor Kalkounos to reach out to Cook County Commissioner Scott Britton's office.

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 August, presented for *Road District*- \$35,403.94

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 Freese, seconded by Trustee Bolanos to approve the payroll and bills for August, presented for *General Assistance*- \$7,135.70

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

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 August, presented for *Town Fund*- \$123,975.43

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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. July 24, 2023 Regular Board Minutes

ii. August 14, 2023 Committee of the Whole 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

i. July 24, 2023 Finance Committee Minutes

**An original motion was begun and not completed; the final amended motion is below:*

MOTION by Trustee Svenson, seconded by Trustee Freese to amend the Consent

Agenda to remove item *C. Acceptance of Prior Approved Committee Minutes*

i. July 24, 2023 Finance Committee Minutes and approve the remaining items in the Consent Agenda, as presented

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

SUPERVISOR'S REPORT

A. Illinois Township Attorneys Association 2023 Annual Educational Seminar

Supervisor Kalkounos reviewed the Board Packet Insert, *Illinois Township Attorneys Association 2023 Annual Educational Seminar Agenda for September 8, 2023*. He congratulated Attorney Airdo and his firm on being the organizers of this prestigious annual event.

Supervisor Kalkounos also gave a brief monthly report.

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ADMINISTRATOR & DEPARTMENT REPORTS

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

Supervisor Kalkounos thanked all of the Directors for their outstanding work and highlighted his special thanks to Outreach Director Lama for also agreeing to temporarily work additional hours as a Township Bus Driver while the interview process continues to fill that position.

**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. Cook County Sheriff Drug Takeback Program

Administrator Chychula and Supervisor Kalkounos reported that an alternative program was agreed to with the Cook County Sheriff's Department (CCSD). Initially the CCSD had requested a permanent location for a drug drop box, and instead agreed to the Township's request to alternatively host a drive-through program. The drive-through event will take place November 4 from 9am till noon and will be staffed by employees of the CCSD.

NEW BUSINESS

A. Banking and Investments Updates

Supervisor Kalkounos thanked Administrator Chychula, Finance Committee Chair Bolanos, and James Howard the Township's Principal CPA with *Governmental Accounting Inc. (GAI)*, on their work with the Township Investment Plan that was recently approved. Their efforts helped secure the Township's future investments with great returns and in consolidating the Township's banking relationships.

B. Township Cemetery Update

Supervisor Kalkounos reported that after Administrator Chychula and he again met with the foreman of *Stonehuggers (Cemetery Restoration, LLC)* a new quote for work will be provided. He also reported that the *Hillside Cemetery Walk* annual event will be held on September 17.

C. Volunteer Appreciation Event

Supervisor Kalkounos reported that the Township's *Volunteer Appreciation Event* will be held once again at Topgolf in Schaumburg on September 13.

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D. Palatine Historical Society Hillside Cemetery Walk

This was reported on earlier.

E. TOI Annual Educational Conference

A brief reminder regarding the annual TOI Educational Conference was given.

F. Palatine Township Senior Center 50th Anniversary Gala

Supervisor Kalkounos reviewed the Board Packet Insert, *Palatine Township Senior Center 50th Anniversary Gala at San Filippo Estate Event Flyer*, and noted the Township's continued support of the Senior Center's efforts.

EXECUTIVE SESSION

MOTION by Trustee Svenson, seconded by Trustee Bolanos moving that the Board adjourn to Executive Session pursuant to Section 2(c)(11) of the Open Meetings Act, in order to consider litigation, when an action against, affecting, or on behalf of the Township has been filed and is pending before a court or administrative tribunal

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

**The Board adjourned to Executive Session at 8:01 p.m.*

**The Board reconvened into Regular Session at 8:21 p.m.*

Clerk Moran called the roll and the following 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 Airdo

IN REMOTE ATTENDANCE:

None

OTHER BUSINESS

None

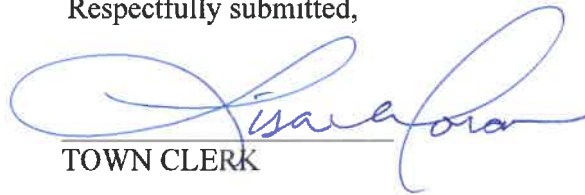
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ADJOURN

MOTION by Trustee Svenson, seconded by Trustee Bolanos to adjourn at 8:22 p.m.

MOTION CARRIED by voice vote

Respectfully submitted,



TOWN CLERK