

**REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP  
December 18, 2023  
7:00 P.M.**

**CALL TO ORDER**

Supervisor Kalkounos called the meeting to order at 7:01p.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, Bolanos, and Smolka

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

Other Invited Participants- Administrator Chychula and Attorney Airdo

**IN REMOTE ATTENDANCE:**

None

**VOTING MEMBERS ABSENT:**

None

**PLEDGE OF ALLEGIANCE**

At the Supervisor's request, Assessor Pohlman led all in the Pledge of Allegiance.

**PUBLIC COMMENT**

David Hammer, a Palatine resident and Webmaster for the Palatine Historical Society(*PHS*) addressed the Board. He noted that he had found approximately eight gravestones in the root cellar of *PHS*; spoke with Administrator Chychula and Road District Director Sachs about; and looks forward to hearing what the Stonehuggers group will be able to do with them. He also asked for the Hillside East-side Gate to be reopened.

Aaron Del Mar, a Palatine Resident interested in financial accountability, complimented the Board of Trustees on their outstanding handling of the Township's finances after reviewing the Town Fund and General Assistance Levy.

**PRESENTATION**

A. VetCenter, Christopher Emmerson, LCSW, Readjustment Counselor

Christopher Emmerson, LCSW, Readjustment Counselor of the VetCenter addressed the Board, providing a brief background including his 26 years of military service. He reported that he will have Palatine Township hours on Tuesdays from approximately

**REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP  
December 18, 2023  
7:00 P.M.**

9 a.m.-3 p.m. for readjustment and counseling assistance for veterans, and looks forward to working with Township personnel.

B. Comcast Telephone Proposal, Aron Van Cleave, Strategic Enterprise Account Executive

Aron Van Cleave, Comcast Strategic Enterprise Account Executive addressed the Board and reviewed the Board Packet Inserts, *Service Order Agreement- Business VoiceEdge Services* and *Comcast Business Service Order Agreement, Order #37180294*, etc. with a video presentation. He highlighted the monthly costs for the proposed service as an initial installation fee of \$398; service costs of \$645.70 monthly; taxes and fees \$148 monthly; and three POTS lines at \$247.75 monthly.

**AUDIT OF PAYROLL & BILLS**

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

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

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

MOTION by Trustee Freese, seconded by Trustee Svenson to approve the payroll and bills for December, presented for:

*Road District-* \$86,645.53

*General Assistance-* \$10,840.55

*Town Fund-* \$105,458.22

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. November 20, 2023 Regular Board Minutes

ii. November 20, 2023 Finance Committee Minutes

B. Acceptance of Township Elected Officials' Reports:

i. December 2023 Clerk's Report

ii. December 2023 Assessor's Report

iii. December 2023 Hwy Commissioner's Report

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

**REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP  
December 18, 2023  
7:00 P.M.**

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

**DEPARTMENT REPORTS**

A. General Assistance

Director Shapiro gave a brief monthly report.

B. Food Pantry

Director Westlund-Deenihan gave a brief monthly report.

C. Transportation

Director Marin gave a brief monthly report.

D. Outreach

Director Lama gave a brief monthly report.

**ADMINISTRATOR'S REPORT**

Administrator Chychula gave a brief monthly report.

**SUPERVISOR'S REPORT**

Supervisor Kalkounos gave a brief monthly report.

*\*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. Banking and Investment Updates

Administrator Chychula reported that new interest rate accounts are being set up, which will have higher CD rates than the ones they're replacing.

B. IGA between Palatine Township, Cook County & The Metropolitan Water Reclamation District of Greater Chicago Updates

**REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP  
December 18, 2023  
7:00 P.M.**

Attorney Airdo reported good progress was being made with the IGA between Palatine Township, Cook County & The Metropolitan Water Reclamation District of Greater Chicago. This will provide relief in flood prone areas to the property involved.

C. Consideration of Fiber Optic Proposal

Village of Palatine I.T. Director, Larry Schroth, reviewed the Board Packet Insert, *Memorandum of Understanding Between Village of Palatine and Palatine Township*, which sets the terms and understanding between the Village of Palatine and Palatine Township to reimburse the Village of Palatine for certain fiber optic improvements. As part of the Village's fiber network project, the respective entities were offered the chance to connect the trunk line to their buildings but would be responsible to reimburse the Village of Palatine for the cost of the additional work required. (Palatine Township's noted project costs are \$23,230.75).

MOTION by Trustee Freese, seconded by Trustee Smolka approving the proposal noted in the *Memorandum of Understanding Between Village of Palatine and Palatine Township*, regarding the Fiber Optic Proposal presented, in the amount of \$23,230.75, subject to final review by the attorney, and authorizing the Supervisor and Clerk to attest

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

**NEW BUSINESS**

1. Approval of Ordinance No. 04-23 2023 Town Fund & General Assistance Levy

MOTION by Trustee Svenson, seconded by Trustee Bolanos approving the *Tax Levy Ordinance Palatine Township Ordinance No. 4-23*, with taxes to be levied for Palatine Township for the fiscal year beginning April 1, 2024 and ending March 31, 2025 for *General Town Fund* in the amount of \$1,957,830.00; *General Assistance Fund* in the amount of \$244,000.00; resulting in a *Total Tax Levy* of \$2,201,830.00, as presented

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

2. Approval of Resolution No. 17-23 PACE Paratransit Agreement

Attorney Airdo and Administrator Chychula reviewed the agreement. Supervisor Kalkounos noted that he is asking for the agreement to be revised for more flexibility

**REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP  
December 18, 2023  
7:00 P.M.**

with use of the vehicles, etc. He thanked Director Marin and the Administrator for their research towards this revision work.

MOTION by Trustee Svenson, seconded by Trustee Freese approving *Palatine Township Resolution 17-23*, PACE Paratransit Agreement as presented, subject to final review by the attorney, and authorizing the Supervisor and Clerk to attest

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

3. Approval of PACE 2024 T.R.I.P. Transit Grant and Service Agreement

Supervisor Kalkounos noted that he is working with legislators to get better funding for the *T.R.I.P. Program*.

MOTION by Trustee Svenson, seconded by Trustee Bolanos approving the *2024 TRIP and Transit Grant and Service Agreement*, as presented, and authorizing the Supervisor and Clerk to attest

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

4. Approval of Palatine Township Food Truck Use Agreement

Supervisor Kalkounos reviewed the Board Packet Insert, *Palatine Township Food Truck Use Agreement*.

MOTION by Trustee Svenson, seconded by Trustee Smolka approving the *Palatine Township Food Truck Use Agreement* as presented, and authorizing the Supervisor and Clerk to attest

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

**REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP  
December 18, 2023  
7:00 P.M.**

5. Approval of Township Meeting Schedule

MOTION by Trustee Smolka, seconded by Trustee Freese to approve the *2024 Township Meeting Schedule*, as presented

Trustee Svenson, for reference, noted that May's COW and Regular Meeting dates were inconsistent with the others, being the first and third weeks instead of the regular second and fourth weeks.

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

6. Approval of Township Holiday Schedule

MOTION by Trustee Bolanos, seconded by Trustee Freese to approve the *2024 Township Holiday Schedule*, as amended with the Thanksgiving Date revised to its November 28 date

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

7. Mobile DMV Event Co-Hosted by Palatine Township, State Representative Syed and Secretary of State's Office on December 19, 2023

Administrator Chychula reviewed the Board Packet Insert regarding the Mobile DMV Event being co-hosted by Palatine Township, State Representative Syed, and the Secretary of State's Office on December 19, 2023.

**EXECUTIVE SESSION**

A. Biannual Review of the Following Four Sets of Unreleased Executive Session Minutes: 5-20-19, 1-25-21, 6-14-21, and 8-22-22 as pursuant to Open Meetings Act Sec. 2C21

B. Review of Draft Executive Session Minutes from 8-28-23 as pursuant to Open Meetings Act Sec. 2C21

MOTION by Trustee Svenson, seconded by Trustee Bolanos moving that the Board adjourn to Executive Session pursuant to Section 2(c)(21) of the Open Meetings Act,

**REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP  
December 18, 2023  
7:00 P.M.**

in order to conduct the bi-annual review of unreleased executive session minutes: May 20, 2019, January 25, 2021, June 14, 2021, and August 22, 2022; and for review of Draft Executive Session Minutes from 8-28-23

**ROLL CALL:**

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

Nays: None

**MOTION CARRIED 5-0**

*\*The Board adjourned to Executive Session at 8:18 p.m.*

*\*The Board reconvened into Regular Session at 8:36 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- Attorney Airdo

**IN REMOTE ATTENDANCE:**

None

*\*Administrator Chychula returned to the room at 8:37 p.m., after the roll call was taken*

**OTHER BUSINESS (INCLUDING ACTION ON MATTERS FROM EXECUTIVE SESSION)**

A. Approval of Resolution No. 18-23 Regarding Consideration of Closed Session Minutes

MOTION by Trustee Svenson, seconded by Trustee Smolka to approve *Resolution 18-23 Regarding, A Resolution Regarding the Consideration of Closed Session Minutes* as presented, and authorizing the Supervisor and Clerk to attest

B. Approval of Executive Session Minutes of 8-28-23

MOTION by Trustee Svenson, seconded by Trustee Freese to approve the 8-28-2023 Executive Session Minutes for content, as presented

**ROLL CALL:**

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

Nays: None

**MOTION CARRIED 5-0**

**REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP  
December 18, 2023  
7:00 P.M.**

**ADJOURN**

MOTION by Trustee Smolka, seconded by Trustee Bolanos to adjourn at 8:38 p.m.

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

Respectfully submitted,



TOWN CLERK