

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

January 22, 2024

7:00 P.M.

CALL TO ORDER

Supervisor Kalkounos called the meeting to order at 7:04 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, Freese, Bolanos, and Smolka

Non-Voting Members- Assessor Pohlman and Clerk Moran

Other Invited Participants- Administrator Chychula, Assistant Administrator Veller,
Department Directors, and Attorney Kimzey

IN REMOTE ATTENDANCE:

Highway Commissioner Del Mar

VOTING MEMBERS ABSENT:

None

PLEDGE OF ALLEGIANCE

At the Supervisor's request, Mayor Schwantz led all in the Pledge of Allegiance.

PUBLIC COMMENT

None

CONSENT AGENDA

A. Approval of Resolution No. 01-24, Centenarian Recognition for Margaret Iosso

B. Approval of Resolution No. 02-24, Centenarian Recognition for Mary Ann
Vacek

C. Approval of Minutes:

i. Regular Board Minutes 12-18-2023

ii. Finance Committee Minutes 12-18-2023

iii. Executive Session Minutes (pro forma) 12-18-2023

iv. Committee of the Whole Minutes 1-8-2024

D. Acceptance of Township Elected Officials' Reports:

i. Clerk's Report

ii. Assessor's Report

iii. Highway Commissioner's Report

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

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

PRESENTATION

A. Centenarian Presentation – Margaret Iosso of Palatine, Illinois

B. Centenarian Presentation – Mary Ann Vacek of Palatine, Illinois

Clerk Lisa Moran presented individual PowerPoint programs to Margaret Iosso on the occasion of her 100th Birthday (December 27, 1923), and to Mary Ann Vacek on the occasion of her 102nd Birthday (Oct. 23, 1921). Both centenarians reside at *St. Joseph's Home* in Palatine. Clerk Moran acknowledged the Little Sisters of the Poor for the amazing care they provide these centenarians and others at *St. Joseph's Home*. The Clerk asked Supervisor Kalkounos to come up and present the Board's Centenarian Recognition Resolutions to both women. Family, friends, and some of the *Little Sisters* were in attendance. Mrs. Iosso and Mrs. Vacek were each presented with a Resolution Folder from the Board, and a special Palatine Village Council Resolution from Palatine's Mayor Jim Schwantz who also participated. The celebration continued with a special birthday cake for each, and Assistant Administrator Veller taking commemorative photos, which will be provided, to each family.

** A short recess took place to allow for various additional photos and guest interaction. Cake and coffee/water were served to those in attendance.*

Supervisor Kalkounos called the meeting back into order at 7:49 p.m.

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 and Clerk Moran

Other Invited Participants- Administrator Chychula, Assistant Administrator Veller, Department Directors, and Attorney Kimzey

IN REMOTE ATTENDANCE:

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C. FY 2025 Road District Tentative Budget and Appropriation

Highway Commissioner Del Mar presented, and reported on, the Board Packet Insert, *Tentative Budget & Appropriation- Palatine Township Road District -Fiscal Year Ending March 31, 2025*, presented in the amount of \$2,566,015.

The Highway Commissioner also gave a brief monthly report.

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 Svenson, seconded by Trustee Bolanos to approve the payroll and bills for January, presented for:

Road District- \$75,585.21

General Assistance- \$10,897.29

Town Fund- \$105,093.42

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

DEPARTMENT REPORTS

1. General Assistance

Director Shapiro gave her *General Assistance 2023 Year In Review Report* highlighting:

- the Township's Award from the Townships of Illinois (TOI) Caseworkers Division for *Best Township Innovative Program in 2023* for the DEAR Program (Donors Empowering Area Residents)
- four Roll Call meetings at the Palatine Police Department (PPD) to review the Township's *Partnership with Palatine and Rolling Meadows Police Departments- Crisis Assistance Program*, with both new and existing police officers
- GA support for other township departments in processing Food Pantry applications, Outreach applications, and *Benefit Access* applications for Transportation
- an approximate 28% increase in DVP applications (a direct payment to utility companies)

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- serving as *Salvation Army* volunteers and providing approximately \$5,200 in Salvation Army emergency assistance
- processing applications for *Benefit Access* program (Secretary of State License Plate Discount, Seniors and Persons with Disabilities Ride Free Transit Benefit)
- processing *Mobile Dental Clinic* applications through *Northwest Community Hospital*-putting low-income, uninsured residents in touch with affordable and preventative dental care

2. Food Pantry

Director Westlund-Deenihan gave her *Food Pantry 2023 Year In Review Report* highlighting:

- volunteer participation
- partnerships with new vendors, as well as increased support from current vendors, including *The Greater Chicago Food Depository* which developed a new relationship with *Aldi* that includes food rescue
- assistance from Road District who picks up vegetable scraps for community compost that allows the Pantry to remain environmentally conscious
- generous community donations including *St. Nectarious' Project Hope* which provided 250 pre-packed bags for clients
- a Food Drive with *Rolling Meadows Police Department* which brought in an extraordinary amount of donations still being distributed to those in need
- various area gardens providing fresh produce and vegetables, with *United Methodist Church's* donations increasing 15% over the prior year
- donations in November and December 2023 increased
- overall donations increased by 30% from last year
- a record number of 18,000 individuals were served in 2023
- individuals using the Food Pantry increased by 57% over 2022

3. Transportation

Director Marin gave her *Transportation Dept. 2023 Year In Review Report* highlighting:

- expanded services including rides to the *Secretary of State Offices* in Schaumburg and Lake Zurich, the new *NCH Immediate Care Center* and doctor offices in Kildeer
- a continued successful partnership with *T.R.I.P.* (Township Riders Initiative Program), which collaborates with *PACE* and other townships in providing bus service for township-based medical rides.
- assisted administration with dropping off donations to *POC* (Partners for Our Communities); helped Food Pantry deliver food; and the delivery of holiday donations through Outreach Dept. to fire victims of Dundee Quarter

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- trip fares being reduced from \$2.50 to \$2.00, with overwhelmingly positive client feedback
- an increased number of free rides for *Benefit Access*-eligible clients, a state sponsored program
- the shuttling of fire department staff, vendors, and attendees between *Holy Family Church parking lot* in Inverness and the successful *Inverness Fire District's Annual Open House*
- two new drivers being welcomed into the department along with a new part-time Transportation Director Assistant and full-time Director
- ridership increased 15%

4. Outreach

Director Lama gave her *Outreach Dept. 2023 Year In Review Report* highlighting:

- continued participation from employees, volunteers, and elected officials in community events with trusted partners such as *Brightpoint, Palatine Fire Department, Palatine Park District, and Partners for Our Communities (POC)*
- program expansion by inviting partner agencies to distribution events to educate families
- \$3000 in donations allowing Outreach to continue to help sponsor the *iPad Insurance Program* for our high school children
- increase in donor and recipient participation in most programs
- improvement of programs by extending registration deadlines for recipients and donors, allowing families extra time to participate; increasing the recipients age range requirement; and incorporating family focused activities, holiday backdrops, and photo booths/opportunities

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

None

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NEW BUSINESS

A. Consideration of Professional Services Agreement with Governmental Accounting Inc.

MOTION by Trustee Freese, seconded by Trustee Svenson approving the *Professional Services Agreement with Governmental Accounting Inc.*, in the monthly amount of \$2950 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

EXECUTIVE SESSION

None

OTHER BUSINESS (INCLUDING ACTION ON MATTERS FROM EXECUTIVE SESSION)

None

ADJOURN

MOTION by Trustee Bolanos, seconded by Trustee Svenson to adjourn at 8:21p.m.

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

Respectfully submitted,


TOWN CLERK