

**REGULAR MEETING OF THE BOARD OF
TRUSTEES OF PALATINE TOWNSHIP
August 26, 2024
7:00 P.M.**

CALL TO ORDER

Supervisor Kalkounos called the meeting to order at 7:07 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, Highway Commissioner Del Mar, and Clerk Moran

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

IN REMOTE ATTENDANCE:

None

VOTING MEMBERS ABSENT:

None

PLEDGE OF ALLEGIANCE

Supervisor Kalkounos led all in the Pledge of Allegiance.

PUBLIC COMMENT

None

PRESENTATION

A. Women's Club of Inverness: Major Donor Appreciation

Supervisor Kalkounos thanked the *Women's Club of Inverness* for their years of service to the community and generous donations to the Township. *Women's Club of Inverness President Jennifer DeFranco and Secretary Donna Lill* were present and noted that the Club had recently disbanded after sixty years of community service, and reported that this last check amount was for approximately \$462. Supervisor Kalkounos noted that the total amount donated to the Township from 2004-2024 was \$35,431.42. Photos of the check noting the twenty year amount were taken with the Board.

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B. Bridge Youth and Family Services – Invitation to Tour Completed Interior Design Project

The Bridge Youth and Family Services Executive Director Kris Salyards spoke briefly on the completed renovation project of their offices, which share the same building with the Township. The newly renovated therapy rooms were remodeled to provide a more calming and consistent atmosphere for its clients.

**A short recess took place to allow the Board, staff, and any members of the public in attendance to tour the completed interior remodeling of the Bridge Youth and Family Services at 7:17 p.m.*

Supervisor Kalkounos called the meeting back into order at 7:27 p.m.

CONSENT AGENDA

- A. Approval of Minutes:
 - i. Regular Board Minutes 7-22-2024
 - ii. Finance Committee Minutes 7-22-2024
 - iii. COW Mtg Minutes 8-12-2024
- B. Acceptance of Township Elected Officials' Reports:
 - i. Clerk's Report
 - ii. Assessor's Report
 - iii. Highway Commissioner's Report

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

ROLL CALL:

Ayes: Svenson, Bolanos, Freese, Smolka, and Kalkounos
Nays: None

MOTION CARRIED 5-0

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)

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

Road District- \$106,393.06
General Assistance- \$293,201.35
Town Fund- \$198,921.27

ROLL CALL:

Ayes: Svenson, Bolanos, Freese, Smolka, and Kalkounos
Nays: None

MOTION CARRIED 5-0

DEPARTMENT REPORTS

A. General Assistance

B. Food Pantry

C. Transportation

D. Outreach

Brief reports were given by General Assistance Director Shapiro, Food Pantry Director Westlund-Deenihan, Transportation Director Marin, and Outreach Director Lama. Supervisor Kalkounos thanked all the Directors and Administrative Staff for their outstanding performance.

**Please note that all monthly Regular Meeting Reports from Board and Staff are available, in their entirety, from each member upon request.*

ADMINISTRATOR'S REPORT

Administrator Chychula reported:

- Board Packet Statistics Pages: thanked the staff who put that information together each month and reminded the Board of the wealth of knowledge in those pages
- Board Packet Insert this month re: Townships Salary Survey

Assistant Administrator Veller reported:

- Scarecrows on Parade Contest: Noted a scheduled team meeting for creation of scarecrow project
- Facilities Update: various projects ongoing and completed

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SUPERVISOR'S REPORT

Supervisor Kalkounos reported:

- Staffing Update for Transportation Dept.
- Volunteer Hiring updates
- Linked In Learning updates with staff
- Faith Feeds bus collaboration update

OLD BUSINESS

A. IGA Between Palatine Township, Cook County, & The Metropolitan Water Reclamation District of Greater Chicago Update

Attorney Kimzey provided a brief update on the final progress of the project related to the IGA Between Palatine Township, Cook County, & The Metropolitan Water Reclamation District of Greater Chicago. He also reported that recent reimbursements have been received to cover legal fees etc., and that soon the project will be closed out.

B. Illinois Century Network Update

Administrator Chychula noted that she was at a recent meeting regarding the *Illinois Century Network* Township project. She provided a brief update on its progress, and reported that the fee schedule is being determined, and will be based on the Township's broadband usage.

**The ICN is a 2000 mile state wide high speed broadband network serving K12 and Higher Education, Public Libraries and Museums, State and Local Government and Commercial service providers. The ICN is managed and operated by the Illinois Department of Innovation and Technology.*

NEW BUSINESS

A. Human Needs Committee 2024 Grant Process Review

Office Manager Strassburger reported on a Human Needs Committee meeting with certain staff and the new Chairman of the Human Needs Committee, Trustee Svenson. He noted the draft schedule for the upcoming Grant Applications Presentations. He noted that current committee members, outside of the elected officials, will be surveyed about their intent to return to committee service this year. It was noted that the application will remain the same except for the revision to exclude the salary of the non-profit's Director. There was some additional discussion from the Supervisor on the issue, with Trustee Svenson and Clerk Moran disagreeing and noting the value of that salary information, along with the sharing of contextual history on this matter.

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B. Consideration of 2025 Township Holiday Schedule

**please note the agenda contained a scrivener's error noting 2024, instead of 2025*

MOTION by Trustee Smolka, seconded by Trustee Svenson to approve the 2025 Township Holiday Schedule, as presented

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

C. Consideration of 2025 Township Meeting Schedule

**please note the agenda contained a scrivener's error noting 2024, instead of 2025*

MOTION by Trustee Svenson, seconded by Trustee Smolka to approve the 2025 Township Meeting Schedule, as presented

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

The Administrator will be emailing the document to the Board Officials at the request of Highway Commissioner Del Mar.

D. Consideration of Elected Official Compensation

Supervisor Kalkounos noted the Board Packet Insert, *Elected Officials Salary Survey 2024 – for years 2021-2025*. He then asked the Board to consider a Resolution, *Resolution #24-15, A Resolution to Set Compensation of Elected Township Officials of Palatine Township Cook County, Illinois*. The Supervisor noted that the salary increases were cost of living increases and that *per diem* payments for elected officials attending meetings were the same but in effect would be reduced significantly because the number of committees has been reduced from a dozen to three.

MOTION by Trustee Smolka, seconded by Trustee Bolanos to approve *Resolution #24-15, A Resolution to Set Compensation of Elected Township Officials of Palatine Township Cook County, Illinois*, as presented (details noted below)

*The salaries of all Palatine Township elected officials for the next terms of office beginning in 2025 and ending in 2029 will be as follows: The annual Supervisor salary is \$25,000; the annual Highway Commissioner salary is \$24,000; the annual Clerk salary is \$21,000; the annual Assessor salary is \$24,000. The annual salary for Trustees is \$6,000, with the stipend

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each elected official receives for attending meetings remaining the same at \$50 for a maximum of 36 meetings per year.

With Supervisor Kalkounos's permission, Clerk Moran was allowed to speak. She offered her opposition to salary increases for Township Elected Officials.

ROLL CALL:

Ayes: Bolanos, Freese, Smolka, and Kalkounos

Nays: Svenson

MOTION CARRIED 4-1

E. Consideration of Professional Agreement with Caldwell Engineering, Ltd.

Attorney Kimzey briefly reviewed a handout distributed to the Trustees, *Palatine Township Professional Services Agreement- *by and between Caldwell Engineering Ltd. ("Design professional"), and Palatine Township ("Township") (collectively, the "Parties")*. He noted that the services to be performed under the Agreement were engineering and related professional services on an as-needed basis for various projects.

MOTION by Trustee Svenson, seconded by Trustee Bolanos to approve the *Palatine Township Professional Services Agreement- *by and between Caldwell Engineering Ltd. ("Design professional"), and Palatine Township ("Township") (collectively, the "Parties")*., in the amount not to exceed \$30,000 annually, as presented

*Trustee Smolka noted a scrivener's error on the last sentence of Section 5A. A friendly amendment was made, and concurred to by Trustees Svenson and Bolanos, to revise the last sentence of Section 5A to read: No claim for additional compensation shall be valid unless made in accordance with Sections 5(D) or 5(E) of this Agreement.

ROLL CALL ON THE AMENDED MOTION:

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

Nays: None

MOTION CARRIED 5-0

F. Employee Appreciation Event 8-27-2024

Assistant Administrator Veller reported that the Township's *Employee Appreciation Event* will once again be held at a Schaumburg Boomers game. The event will take place on Tuesday, August 27 at 5:30 p.m.

G. Volunteer Appreciation Event 9-11-2024

Assistant Administrator Veller reported that the Township's *Volunteer Appreciation Event* will be held once again at *Topgolf* in Schaumburg on September 11 at 6 p.m.

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EXECUTIVE SESSION

None

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

None

ADJOURN

MOTION by Trustee Svenson, seconded by Trustee Freese to adjourn at 8:31 p.m.

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

Respectfully submitted,

Town Clerk

