

**REGULAR BOARD MEETING OF THE BOARD OF  
TRUSTEES OF PALATINE TOWNSHIP  
November 18, 2024  
7:00 P.M.**

**CALL TO ORDER**

Supervisor Kalkounos called the meeting to order at 7:02 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- Clerk Moran

*\* Assessor Pohlman, arrived later in the evening*

Other Invited Participants- Administrator Chychula, Assistant Administrator Veller, Office Manager Strassburger, and Attorney Airdo

*\* Road District Administrator Sachs arrived later in the evening*

**IN REMOTE ATTENDANCE:**

Invited Participant: James Howard, CPA, Governmental Accounting Inc.

**VOTING MEMBERS ABSENT:**

None

**PLEDGE OF ALLEGIANCE**

At the Supervisor's request, Office Manager Strassburger led all in the Pledge of Allegiance.

**PUBLIC COMMENT**

*\*please note Road District Administrator Sachs arrived at approximately 7:04 p.m.*

Supervisor Kalkounos asked everyone to take a moment of silence to reflect on all Veterans, in honor of Veteran's Day that passed recently.

**PRESENTATION**

A. 2024 Palatine Township Health Insurance Renewal Proposal, Dennis Manganello, Strategic Benefits Advisors, Inc.

*\*please note Assessor Pohlman arrived at approximately 7:06 p.m.*

Dennis Manganello, with *Strategic Benefits Advisors* reviewed the highlights of the report, *2025 Renewal Analysis- Palatine Township October 10, 2024*. He reported that this year's proposed Township medical plan included slight changes to the current plan

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and would see a 6.2% increase in total premiums from current rates/coverage; Dental would see zero increase; and Vision would see zero increase; and Group Life AD&D would see zero increase. Mr. Manganello answered Board Member questions.

**CONSENT AGENDA**

- A. Discussion & Potential Action on Approval of Minutes:
  - i. Regular Board Minutes 10-28-24
  - ii. Finance Committee Minutes 10-28-24
- B. Acceptance of Township Elected Officials' Reports:
  - i. November 2024 Clerk's Report
  - ii. November 2024 Assessor's Report
  - iii. November 2024 Hwy Commissioner's Report
- C. Department Reports
  - i. General Assistance
  - ii. Food Pantry
  - iii. Transportation
  - iv. Outreach

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

**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 Bolanos, seconded by Trustee Smolka to approve the payroll and bills for November, presented for:

*Road District-* \$72,892.60  
*General Assistance-* \$745.14  
*Town Fund-* \$119,547.25

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Nays: None

MOTION CARRIED 5-0

**ADMINISTRATOR'S REPORT**

Administrator Chychula gave a brief monthly report, including a brief report from Assistant Administrator Veller.

**SUPERVISOR'S REPORT**

Supervisor Kalkounos gave a brief monthly report, including a brief report from Assessor Pohlman.

*\*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

**NEW BUSINESS**

A. Approval of 2024 Estimated Town Fund & General Assistance Levy

James Howard, CPA, Governmental Accounting Inc. reviewed the PowerPoint Presentation *Palatine Township 2023 Proposed Tax Levy /Board Packet Inserts* which included various options and answered Board Member questions.

Supervisor Kalkounos recommended the Town Fund 3% decrease option, with concurrence from Mr. Howard.

MOTION by Trustee Svenson, seconded by Trustee Smolka moving that the Board determines the estimate of the taxes to be levied for Palatine Township for the 2024 Tax Year collecting in 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, from the *Estimated Tax Levy Palatine Township*, as presented

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

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B. Consideration of 2025 Palatine Township Health Insurance Renewal

MOTION by Trustee Freese, seconded by Trustee Smolka to approve the health (maximum annual cost \$256,171), dental (annual premium \$23,305.32), vision (annual premium \$2824.80), and group life insurance (annual premium \$4183.20) plans as noted in the *2025 Renewal Analysis- Palatine Township October 10, 2024* by *Strategic Benefits Advisors*, as presented

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

C. Approval of Ordinance 03-24 RD, 2024 Palatine Township Road District Levy

MOTION by Trustee Svenson, seconded by Trustee Bolanos moving that the Board must adopt the taxes to be levied for Palatine Township for the 2024 Tax Year, collecting in 2025, for *General Road & Bridge Fund* \$2,080,000.00; *Audit, Insurance, IMRF, Social Security, Permanent Road, Construction or Repair of Bridges at Joint Expense of County, and Equipment & Building Funds* all at zero dollars; resulting in a Total Road District Tax Levy of \$2,080,000.00, as presented from the *Tax Levy Ordinance Palatine Township Road District Ordinance No. 03-24 RD*, as presented

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

D. Resolution 19-24 RD, Road District Transfer of Appropriation

MOTION by Trustee Bolanos, seconded by Trustee Smolka to approve the *Transfer Of Appropriation Palatine Township Road District Resolution No. 19-24 RD* in the amount of \$10,000, as presented

Road District Administrator Sachs provided a brief summary regarding the transfer

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

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**EXECUTIVE SESSION**

A. Biannual Review of the Following Four Sets of Unreleased Executive Session Minutes: 5-20-19, 1-25-21, 6-14-21, 8-22-22, 8-28-23, and 3-11-24 as pursuant to Open Meetings Act Sec. 2C21

B. Review of Draft Executive Session Minutes from 5-20-24 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, in order to conduct the bi-annual review of unreleased executive session minutes: May 20, 2019, January 25, 2021, June 14, 2021, August 22, 2022, August 28, 2023 and March 11, 2024; and for review of Draft Executive Session Minutes from 5-20-24

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

*\*The Board adjourned to Executive Session at 7:55 p.m.*

*\*The Board reconvened into Regular Session at 8:04 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, Assistant Administrator Veller, Road District Administrator Sachs, and Attorney Airdo

IN REMOTE ATTENDANCE:

None

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

A. Approval of Resolution No. 18-24 Regarding Consideration of Closed Session Minutes

MOTION by Trustee Svenson, seconded by Trustee Freese to approve *Resolution 18-24 Regarding, A Resolution Regarding the Consideration of Closed Session Minutes* as presented, and authorizing the Supervisor and Clerk to attest

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

Nays: None

MOTION CARRIED 5-0

B. Approval of Executive Session Minutes of 5-20-24

MOTION by Trustee Svenson, seconded by Trustee Freese to approve the 5-20-24 Executive Session Minutes for content, as presented

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

**ADJOURN**

MOTION by Trustee Svenson, seconded by Trustee Smolka to adjourn at 8:08 p.m.

ROLL CALL:

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

Nays: None

MOTION CARRIED 5-0

Respectfully submitted,

  
TOWN CLERK