

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

**January 27, 2025
7:00 P.M.**

CALL TO ORDER

Supervisor Kalkounos called the meeting to order at 7:05 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, and Smolka

Non-Voting Members- Assessor Pohlman and Clerk Moran

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

IN REMOTE ATTENDANCE:

None

VOTING MEMBERS ABSENT:

Trustee Bolanos

PLEDGE OF ALLEGIANCE

At the Supervisor's request, Joe Petykowski led all in the Pledge of Allegiance.

PUBLIC COMMENT

None

PRESENTATION

A. Donation by Palatine Historical Society

Palatine Historical Society (PHS) Historian Joe Petykowski, on behalf of PHS Treasurer Greg Langer and other PHS members present, thanked Palatine Township for all of their great work and especially the Road District and landscaping crews that help to provide the upkeep of the Township's historical cemeteries. He noted the PHS upcoming endeavors, old and new, as well.

PHS Treasurer Greg Langer then presented Supervisor Kalkounos with a check for \$2000 to be used towards the maintenance of the Township cemeteries. A photo was taken of the Board receiving the check from PHS Historian Joe Petykowski and Treasurer Greg Langer.

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B. FY2026 Road District Tentative Budget and Appropriation

In Highway Commissioner Del Mar's absence, President Kalkounos noted that the Board Packet Insert, *Tentative Budget & Appropriation- Palatine Township Road District - Fiscal Year Ending March 31, 2026*, presented in the amount of \$2,643,620.00. will be voted on at a future board meeting.

CONSENT AGENDA

- A. Approval of Minutes:
 - i. Regular Board Minutes 12-16-2024
 - ii. Finance Committee Minutes 12-16-2024
 - iii. Committee of the Whole Minutes 1-13-2025
- B. Acceptance of Township Elected Officials' Reports:
 - i. Clerk's Report
 - ii. Assessor's Report
 - iii. Highway Commissioner's Report

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

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

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

Road District- \$124,889.87

General Assistance- \$16,540.62

Town Fund- \$144,571.01

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

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MOTION CARRIED 4-0

DEPARTMENT REPORTS

1. General Assistance

Director Shapiro gave a brief monthly report.

2. Food Pantry

Director Westlund-Deenihan gave a brief monthly report.

3. Transportation

Director Marin gave a brief monthly report.

4. 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. Federal, State & Municipal Grant Updates

Assistant Administrator Veller provided updates on current grants applied for. She noted that the Federal Grant Application has moved to the next phase with an update expected in March 2025. Two state grant applications are moving through the process nicely also. And an annual HUD grant, CBDG, \$400 was secured, which supplements staff salary. She also reported that after taking new training, the Township will be applying for more grant funding.

B. Chicago Metropolitan Agency for Planning (CMAP) Northwest Cook Transit Study Update

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Administrator Chychula reviewed a Board Packet Insert, *Northwest Cook Transit Coordination Study Key Recommendations And Business Plan Technical Report Draft Report - January 2025*. Supervisor Kalkounos will be joining two other area Township Supervisors in signing a letter directed to CMAP, addressing a number of concerns with errors and inaccuracies in a recent CMAP report.

NEW BUSINESS

A. Appointment of Supervisor to Represent the Interests of the Township on the Palatine Township Foundation Board

MOTION by Trustee Svenson, seconded by Trustee Freese approving the appointment of Supervisor Kalkounos to represent the interests of the Township on the Palatine Township Foundation, *PTF*, Board

Supervisor Kalkounos informed the Board of the new *PTF* Board and some key elements of its bylaws. He also noted that the *PTF* Board will have 7 members including himself once approved.

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

B. Consideration of Rescheduling the Hour of Palatine Township Finance Committee Meetings for 2025

MOTION by Trustee Freese, seconded by Trustee Smolka to reschedule the hour of Palatine Township Finance Committee Meetings for the remainder of 2025 from 6 pm to 6:30 pm.

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

Supervisor Kalkounos directed staff to provide notice of new times on behalf of the Clerk's Office.

C. Government Finance Officers Association Awards for Excellence in Government Finance Update

Administrator Chychula reported that the application for the *Government Finance Officers Association Awards for Excellence in Government Finance* is progressing

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nicely. Supervisor Kalkounos noted that if/when the Township receives this, the award will be well deserved.

D. Community Blood Drive Event: Palatine Township and Versiti, Co-Sponsors
2-4-2025

Administrator Chychula reported on the Board Packet Insert, *Community Blood Drive Event: Palatine Township and Versiti, Co-Sponsors 2-4-2025.*

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 8:04 p.m.

ROLL CALL:

Ayes: Svenson, Freese, Smolka, and Kalkounos

Nays: None

MOTION CARRIED 4-0

Respectfully submitted,


TOWN CLERK