

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

**February 25, 2019**

**7:00 P.M.**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG**

Supervisor Langlotz-Johnson 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 voting members were present: Supervisor Langlotz-Johnson, and Trustees Kern, Kalkounos, and Pohlman

Also in attendance: Clerk Moran, Highway Commissioner Del Mar, Administrator Lopez, Assistant Administrator Chychula, Parliamentarian Boles and Township employee Brad Strassburger

*\*Please note that Trustee Kincaid used remote attendance by speakerphone later in the meeting*

**PUBLIC COMMENT**

Highway Commissioner Del Mar asked for a board member to consider making a motion to move the Presentation for Township Road District employee Gilbert Garcia to earlier in the meeting.

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to move Gilbert Garcia's Presentation to after the Blue Star Banner Presentations

MOTION CARRIED by voice vote

*\*Please note that there was no agenda item for a Garcia Presentation on the agenda. Instead there was an Approval of Resolution for Gilbert Garcia which took place after the Presentation which was moved up.*

**BLUE STAR PRESENTATION**

A. Thomas and Irene Oi, Parents of Elizabeth Oi

After introductions of invited elected officials, American Legion Palatine Post 690 dignitaries, and acknowledgements of individuals instrumental in the Blue Star Banner Program's development, Clerk Moran began the power point presentation. The presentation highlighted the Blue Star Banner history along with biographical information on the service member Elizabeth Oi and her parents being honored, Thomas and Irene. Thomas and Irene were presented with a commemorative Resolution Folder, and informational folder, and their Blue Star Banner by Clerk Moran and Supervisor Langlotz-Johnson. Palatine Mayor Schwantz, Rep. Morrison, and Senator Gillespie, presented them with special proclamations and a Senate Certificate.

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B. Ajay and Madhu Arya, Parents of Shiv Arya

Ajay and Madhu were presented with a Blue Star Banner, a commemorative Resolution Folder, and an informational folder by Clerk Moran and Supervisor Langlotz-Johnson. Rolling Meadows Mayor Prejna, Rep. Mussman, and Senator Murphy presented them with special proclamations and a Senate Certificate.

A group photo, a few short speeches by the dignitaries, and a brief intermission took place at the conclusion of the Blue Star Banner Presentations.

Highway Commissioner Del Mar presented Road District Employee Gilbert Garcia with a commemorative plaque honoring his 24 years of employment with the Township Road District. Photos were taken.

**APPROVAL OF MINUTES**

A. January 28, 2019 Regular Meeting Minutes

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to approve the *January 28, 2019 Regular Board Meeting Minutes*, as presented

MOTION CARRIED by voice vote

B. February 11, 2019 COW Meeting Minutes

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to approve the *February 11, 2019 COW Meeting Minutes*, as presented

Trustee Kern asked for clarification that the Transportation Report she had requested be included with the final set of COW Meeting Minutes. Clerk Moran assured Trustee Kern that despite its absence in the Board Packet set, the final set will include the Transportation Report.

MOTION CARRIED by voice vote

**REPORTS**

A. Acceptance of Township Elected Officials' Reports

- i. February 2019 Clerk's Report- Clerk Moran
- ii. February 2019 Assessor's Report- Assessor Kelly
- iii. February 2019 HWY Commissioner's Report- HWY Commissioner Del Mar

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MOTION by Trustee Kalkounos, seconded by Trustee Pohlman to accept the *February 2019 Clerk's Report*, the *February 2019 Assessor's Report*, and the *February 2019 HWY Commissioner's Report*, as submitted

MOTION CARRIED by voice vote

B. Acceptance of Prior Approved Committee Minutes: N/A

None

**OLD BUSINESS**

A. Policies: Approval of the Following Policies: 2<sup>nd</sup> Reading:

- i. Policy 150 Remote Attendance

*\*Trustee Kincaid's remote attendance begins at 7:55 p.m. via speakerphone*

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to approve the revised version of *Policy 150 Remote Attendance*, as presented

There was some board discussion regarding *Policy 150 Remote Attendance*, with discussion regarding an amendment by Trustee Kern to the standing motion. Parliamentarian Bowles informed the Board that a motion can be amended and then voted on; and then a subsequent motion on the original is made. Discussion continued to finalize the wording with a friendly amendment from Trustee Kalkounos.

MOTION by Trustee Kern, seconded by Trustee Pohlman to amend *Policy 150 Remote Attendance* to revise the language of section Policy 1.b.: with the following additional language: *Board Members attending remotely should be in attendance for the entire conversation of the item being voted on.*

ROLL CALL:

Ayes: Kern, Kincaid, Kalkounos, Pohlman, and Langlotz-Johnson

Nays: None

MOTION CARRIED 5-0

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Kalkounos to approve the amended motion approved (above)

MOTION CARRIED by voice vote

- ii. Policy 197 Clerk Attestation

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MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to approve *Policy 197 Clerk Attestation*, as presented

MOTION CARRIED by voice vote

B. Other

None

**AUDIT OF PAYROLL & BILLS**

A. Approval of Payroll & Bills

MOTION by Trustee Kern, seconded by Trustee Kalkounos to approve the payroll and bills as presented for *Town Fund*- \$253,851.86

ROLL CALL:

Ayes: Kern, Kincaid, Kalkounos, Pohlman, and Langlotz-Johnson

Nays: None

MOTION CARRIED 5-0

MOTION by Trustee Kern, seconded by Trustee Pohlman to approve the payroll and bills as presented for *General Assistance*- \$33,445.66

Trustee Kern noted that the Finance Committee is requesting the need for clarification regarding what is the initiative that brought forth the recent program to offer interest free loans to residents effected by the government shutdown, as they consider that out of the purview of the Township. The Supervisor reported that there was similar contract-based previous program in GA providing loans for residents with emergency situations, and that other Townships are also offering these new loans due to the ramifications of the shutdown. She reported that all funds came out of the Needy Family Fund (*NFF*) and all loan return payments will go back into *NFF*. Trustee Kern noted her concern that the Kaepon Airdo Law Firm expenditure of \$1035.23 for the legal review of this loan program should not have come out of the Town Fund account, as this is in direct conflict with statute regarding funds going to a charitable organization (such as *NFF* in this case). She also took issue with the expenditure coming out of a line item that was already overdrawn. The Supervisor asked Trustee Kern to provide the statute language she had noted and reminded Trustee Kern that transfers of appropriations for line items are done periodically and not each time the line item is maximized.

ROLL CALL:

Ayes: Kincaid, Kalkounos, Pohlman, and Langlotz-Johnson

Nays: Kern

MOTION CARRIED 4-1

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MOTION by Trustee Kern, seconded by Trustee Kalkounos to approve the payroll and bills as presented for *Road and Bridge*- \$184,739.65

ROLL CALL:

Ayes: Kern, Kincaid, Kalkounos, Pohlman, and Langlotz-Johnson

Nays: None

MOTION CARRIED 5-0

**NEW BUSINESS**

A. Approval of 01-18 Budget Appropriation Ordinance Town Fund, General Assistance, Fund, and Capital Improvement Fund

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Kalkounos to approve *01-19 Budget Appropriation Ordinance Town Fund, General Assistance, Fund, and Capital Improvement Fund 2019-2020*, as presented

Supervisor Langlotz-Johnson and Administrator Lopez reviewed the Overview provided in the Board Packet Insert Memo- *FY 2019-2020 Annual Operating & Capital Budget* including discussions on the increased salaries line item from 2% to 3%; an increase in the GA Budget for salary increases and GA office remodeling.

Trustee Kern noted her displeasure with the budget increase of 5.08% from last year's budget. The Supervisor clarified that the 2.21% increase, which was noted in her Overview, does not take into account the Capital Improvement Fund.

ROLL CALL:

Ayes: Kincaid, Kalkounos, Pohlman, and Langlotz-Johnson

Nays: Kern

MOTION CARRIED 4-1

B. Approval of Ordinance 02-19 RD Road District Budget & Appropriation Ordinance Road District

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to approve *Ordinance 02-19 RD Road District Budget & Appropriation Ordinance Road District*, in the amount of \$1,778,190.00, as presented

Highway Commissioner Del Mar addressed each of the several questions, which were assembled at the last COW Meeting, noting the following: he had reduced the contingency fund from 5% to 2.5%; he will explore a Capital Improvement Fund with the attorney and will report back to the Board; he will review the accounting necessary to remove compensated time off of the RD Budget but noted that he would need to increase the contingency line item to cover that; he raised salaries to a 3% increase (from his

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originally proposed 2% increase) to equal the increase given Town Fund employees; he would review and move forward with a separate line item for Salary Increases in the next budget, citing that this is not a standard accounting practice; he addressed the large revenue amount of approximately \$53,000... noting that it was a refund from IEPA for underground storage tank removal; and he noted that the large software expenditure is necessary to cover the costs of weather tracking software, etc. that the Town Fund does not need.

The trustees thanked Highway Commissioner Del Mar for his answers to their questions and his allowances for the changes cited, and had no further questions. Supervisor Langlotz-Johnson clarified her positions on some of these items.

ROLL CALL:

Ayes: Kern, Kincaid, Kalkounos, Pohlman, and Langlotz-Johnson

Nays: None

MOTION CARRIED 5-0

C. Approval of Resolution 05-19 - Recognition of Gilbert Garcia

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to approve *Resolution 05-19 - Recognition of Gilbert Garcia*

*Trustee Kern asked for a POINT OF ORDER to discuss the Road District increase in the RD Budget Ordinance which was just approved in the last motion. Highway Commissioner Del Mar informed Trustee Kern that the approved budget can move forward unamended due to the future transfer of appropriation which will be brought forward to cover the increased salary line amount.*

MOTION CARRIED by voice vote

D. Approval of Resolution 06-19 - 31<sup>st</sup> Annual Senior Celebration Day

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Kalkounos to approve *Resolution 06-19 - 31<sup>st</sup> Annual Senior Celebration Day*, as presented

MOTION CARRIED by voice vote

E. Other

None

**EXECUTIVE SESSION**

None

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**ACTION ON MATTERS FROM EXECUTIVE SESSION**

None

**ADJOURN**

MOTION by Supervisor Langlotz-Johnson, seconded by Trustee Pohlman to adjourn at 8:48 p.m.

MOTION CARRIED by voice vote

**\*NOTED ACTION ITEMS:** None

Respectfully submitted,

  
TOWN CLERK