

**MINUTES – BOARD OF TOWN TRUSTEES**

STATE OF ILLINOIS)  
COUNTY OF COOK)  
TOWN OF ELK GROVE) **REGULAR BOARD OF TRUSTEES MEETING**

The Board of Towns Trustees met at the Office of the Town Clerk at 2400 S. Arlington Heights Road, Arlington Heights, IL on Monday January 26, 2015 at 7:00 pm.

Supervisor Sweeney, acting as Chairman, Gregory O'Brien acting as Clerk, the following official business was transacted.

**Call to Order:** Supervisor Sweeney called the meeting to order at 7:00 pm

**Roll Call:**

Trustee Busse –Present  
Trustee Koshaba – Present  
Trustee Satern –Present  
Trustee Niewiardowski – Present  
Supervisor Sweeney –Present

**In Attendance:** Art Niewiardowski, Connie Carosielli, Linda Hopfer, Robin Wilson, Annette Capuani, Mitch Bruski.

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

Supervisor Sweeney requested a motion to change the order of the agenda to move James Renz to be first on the agenda to accommodate his schedule. Motion was made by Trustee Satern, seconded by Trustee Niewiardowski. Carried.

James Renz provided an update on the Township's technology systems and recent issues with a serious virus attack. The attack was a "ransom ware" virus that was introduced to the system via a spam email attachment. It encrypts all of the files on the system and requires the victim to pay thousands of dollars to a foreign account to purchase the encryption key. Fortunately, his firm was able to quickly shutdown access to the system and was able to restore the system from the prior day's backup. However, it was apparent that several changes need to be made to our

current internet connection, which lacks adequate safeguards to keep this from reoccurring. He outlined two different approaches to addressing this issue. One would be to sign on with a vendor that filters incoming emails for spam. Another approach is to use a hardware device with an annual update to screen the emails for \$1,800 for the first year. He recommends an outside service that charges \$12 annually per user. This service routes the Township internet traffic through their servers. There is some decrease in internet performance, but not significant. He is also researching an improved back-up service. He explained that the cost of these improvements will be partially offset by reduced service charges for his work to clean out the system on a regular basis. Supervisor Sweeney stated that these new charges will be built in to the upcoming Budget.

**Approval of Minutes:** A motion to approve the minutes from the December 15, 2014 Regular Board of Trustees Meeting was made by Trustee Koshaba, seconded by Trustee Satern. Carried.

**Auditing of Bills for authorization of payment:** A motion to approve payment of the bills as presented was made by Trustee Satern, seconded by Trustee Niewiardowski. Carried.

**Day Care Center:** Annette Capuani reported on the progress of their fund raising efforts with Little Caesar Pizza. They are waiting to see what happens with the Child Care budget from the state of Illinois under the newly elected governor. They have no idea what the impact will be on them.

**Youth Services:** Robin Wilson reported that the Social Groups for at-risk teenagers is starting up. Have a group at Grove Junior High School in Elk Grove. The final event of the course is the ropes course. The course is very popular and well attended. Trustee Satern asked if their information is sent to school social workers. Robin assured her that the information was sent out to all schools.

**Kenneth Young Center:** Mitch Bruski reported that they have moved into the spare office space at the Mount Prospect office. They are recruiting more volunteers for their programs, hosting a recruitment event at the Belvedere Banquet facility on February 25 at 5:30 pm.

**Assessor's Report:** Connie Carosielli provided a written report on the Assessor's office activity for the past month. She reported that she and Deputy Assessor Laurie Wagner attended the Cook County Township Assessor's meeting that had a presentation on the new system connection between the County and Townships

being rolled out in June of July. The office has experienced a high level of activity for Senior and Senior Freeze applications. Walk-ups are up 20% so far, they still have the remaining Exemptions coming up.

**Road & Bridge:** Art Niewiardowski reported that so far it has been a quiet winter season, they have only had to be out four to five times this year. With the extra time, Wayne Haas has been able to complete more maintenance on the equipment than he normally would at a significant savings to the Township.

**Clerk's Report:** Greg O'Brien provided an update on obtaining a firm to conduct a full assessment of the Township's facilities. The other firm we had contacted never followed up, have a meeting with an architectural firm with experience with these types of studies.

**Office Manager's Report:** Linda Hopfer reported that the Agency Funding packet has been distributed. The office has notified the agencies doing presentations for the Board. They have completed the tax exemptions for the Township properties. They received new exceptions letters, normally need to be completed every five years. They delayed the newsletter to coincide with the upcoming election. They have received the grant from the Workers Comp carrier for safety programs, replacing the back-up cameras on one of the buses.

**General Assistance:** Supervisor Sweeney submitted a written report prepared by the General Assistance staff on the past month's client activity:

New:	3
Previous:	15
In-Process:	1
Denials:	0
Sanctions:	0
Terminations:	2
Total	21

There were 0 disbursements for GA-Medical; 1 client(s) for Work Program Assignments; 18 clients for Emergency Assistance; 75 clients for the Food Pantry; 3 Nurse Home visits; and several other miscellaneous services. Total Clients: 151.

Trustee Satern asked about the results of the recent Adopt-a-Family program. Supervisor Sweeney stated he would pride a report on those results.

**Resolutions & Ordinances:**

**Resolution 2014-10 Schedule of Regular Meetings.** Supervisor Sweeney requested a motion to approve the schedule of Regular Board Meetings that was distributed prior to the meeting. Trustee Koshaba made a motion to approve Resolution 2014-10, seconded by Trustee Satern. Carried

**Miscellaneous Business:**

**Approval of Holiday Closings.** Supervisor Sweeney requested a motion to approve the schedule of the 2015 Holiday Closings. A motion to approve was made by Trustee Satern, seconded by Trustee Niewiardowski. Carried.

A motion to adjourn was made by Trustee Busse, seconded by Trustee Koshaba. Carried.

The meeting was adjourned at 7:47 pm.

Respectfully Submitted

Gregory O'Brien  
Town Clerk