Regular Board Meeting of the Board of the Trustees of Elk Grove Township
Elk Grove Township Hall, 2400 S. Arlington Heights Road, Arlington Heights IL
May 23, 2016

MINUTES

I. Call to Order: Supervisor Sweeney called the meeting to order at 7:00 p.m.

II. Roll Call: Trustees Koshaba, Satern, Niewiardowski and Ingraffia – Present. Supervisor Sweeney - Present. In Attendance: Highway Commissioner Niewiardowski, Assessor Carosielli and Administrator Pioch

III. Public Comment: None

IV. Discussion and Action on Approval of Minutes: A motion was made by Trustee Satern and seconded by Trustee Niewiardowski to approve the Regular Board Meeting minutes of April 25, 2016. The motion carried by voice vote. A motion was made by Trustee Ingraffia and seconded by Trustee Niewiardowski to approve the Special Board Meeting minutes of May 16, 2016. The motion carried by voice vote.

V. Reports:

A. Assessor: Assessor Carosielli submitted a written report. The assessor's office opened for the triennial reassessment Monday, May 5th. She noted that her office has been extremely busy given the significant property tax increases being seen by most taxpayers. On May 12th the assessor's office, along with T.O.C.C., sponsored an educational program in the Township Hall looking at procedures that can help in handling the large influx of taxpayers seeking assistance in a triennial reassessment year. Approximately 40 people attended the session. On Monday, May 16th the township hosted the first Reassessment Outreach Program which was sponsored by C.C.A.O and several elected officials. The response was overwhelming and it proved to be the peak service day. The wait for taxpayers seeking advice or assistance with property tax appeals or certificates of error reached 2 ½ hours at one point during the day. The second Reassessment Outreach Program day at the Township will be held on Wednesday, June 1st. For the convenience of township taxpayers, Assessor Carosielli noted that her office was open on Saturday, May 14th and May 21st. Assessor Carosielli also shared a letter with the Board from a taxpayer thanking the assessor's office for their assistance and professionalism.

B. Highway Commissioner: Commissioner Niewiardowski submitted a written report. He noted that with the heavy spring rains, his department has been inundated with calls regarding flooding and standing water. They have been inspecting the trouble spots and working with the township engineers to find solutions for the problems. He also noted that they have been getting calls about unkempt properties and have been taking action to resolve verified problems. Finally, Commissioner Niewiardowski reported that there is no new news on the Addison Court issue.

C. Supervisor: In a written reports Supervisor Sweeney informed the Board of General Assistance/Emergency Assistance activity and Transportation rides in the month of April. He also submitted the first Township Employment Support Report for the month of May. Supervisor Sweeney noted that following the retirement of General Assistance Administrator Sandy Nowak and Community Nurse Marge O'Brien on April 28th, three new

General Assistance Caseworkers/Community Outreach Coordinators have been hired. They are Norm LaBrasca, Allison Meyer and Stephanie Shparago. Norm's first day was Thursday, May 5th and Allison and Stephanie started work on Thursday, May 12th. A Community Nurse will not be hired at this time. Finally, Supervisor Sweeney noted that the NIU intern started work today, May 23rd, and will be reporting to Administrator Pioch.

VI. Correspondence. A letter was received from the Special Leisure Services Foundation (SLSF) thanking the Township for their support in the purchase of the Sensory Magic and Mega Pod that will be utilized in the new Northwest Special Recreations Association(NWSRA) sensory room

VII. Old Business: The proposed agreement to retain SCGroup as the Township's commercial real estate advisor and broker was discussed at the Township Special Board Meeting on May 16th. A motion was made by Trustee Koshaba and seconded by Trustee Satern to approve the agreement. The motion passed on a 5-0 roll call vote.

VIII. Approval of Payroll and Bills. A motion to approve the payment of bills as presented was made by Trustee Satern and seconded by Trustee Niewiardowski. The motion was passed on a 5-0 roll call vote.

IX. New Business:

A. Transfer of Appropriation for Town Fund and General Assistance. A motion was made by Trustee Satern and seconded by Trustee Koshaba to approve the transfer of funds in the amount of $142,424.20 in the Township Fund and $7,980.81 in the General Assistance Fund. The motion passed on a 5-0 roll call vote.

B. Transfer of Appropriation for Road District. A motion was made by Trustee Satern and seconded by Trustee Koshaba to approve the transfer of funds in the amount of $9,278.97 in the Road District Fund. The motion passed on a 5-0 roll call vote.

C. Board Approval for Overnight Travel Reimbursement.

   a. Supervisor Sweeney did not request approval for reimbursement of overnight travel for official business prior to the travel as is currently required by Township policy. He attended a Metro Council dinner with Illinois legislators on the House and Senate Local Government Committees in Springfield, IL on May 10, 2016. The official event he attended was announced and held between Board meetings and there was not an opportunity to request reimbursement approval. Supervisor Sweeney asked the Board for an exception to the policy and for approval for reimbursement of his expenses in the amount of $386.40. A motion was made by Trustee Koshaba and seconded by Trustee Satern to approve reimbursement. The motion passed on a 4-0 roll call vote with Supervisor Sweeney abstaining.

   b. Trustee Koshaba requested approval for reimbursement of overnight travel to attend the TOI Educational District Meeting in Normal, IL on June 23rd. Supervisor Sweeney noted that there may be a need for a policy change and asked for a Board consensus to reimburse Trustee Koshaba's overnight travel but that final approval be delayed until the June meeting when policy procedures can be discussed and potentially be put in place.

D. Overnight Travel Reimbursement Policy. Supervisor Sweeney suggested that the Board revisit the policy given that short notice trips can arise between Board meetings and there is currently no procedure in place for approving the reimbursement of expenses prior to such travel.

X. Executive Session. Supervisor Sweeney asked for a motion to adjourn to Executive Session for the purpose of discussing real estate negotiations regarding the sale of Township property at 401 W. Golf Road, Mount Prospect, IL. A motion was made by Trustee Ingraffia and seconded Trustee Satern. The motion passed on a voice vote at 7:30 p.m.

XI. Reconvene Regular Board Meeting. The Regular Elk Grove Township Board Meeting was reconvened at 7:55 p.m. A roll call was taken with Supervisor Sweeney and Trustees Koshaba, Satern, Niewiardowski and Ingraffia present. Also present was Administrator Pioch and Highway Commissioner Niewiardowski.

XII. Approval of Sale of Property. Supervisor Sweeney asked for a motion for Board approval of the sale of the Township property at 401 W. Golf Road, Mount Prospect, IL and to enter into negotiations for such purpose. The motion was made by Trustee Koshaba and seconded by Trustee Satern. The motion passed on a 5-0 roll call vote.

XIII. Adjourn: There being no further business, a motion to adjourn was made by Trustee Koshaba and seconded by Trustee Saturn. The motion carried by voice vote. The meeting was adjourned at 7:59 p.m.

Respectfully submitted,

George Busse
Elk Grove Township Clerk