

**PALATINE TOWNSHIP
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
June 14, 2021
7:00 P.M.**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG

Supervisor Kalkounos called the meeting to order at 7:09 p.m. in the Conference Room of the Palatine Township Center.

ROLL CALL

Clerk Moran called the roll and the following members were present in the room:
Voting Members- Supervisor Kalkounos, Trustees Svenson, Bolanos, Pohlman and Smolka
Non-Voting Members- Clerk Moran
Other Invited Participants- Administrator Lopez, Assistant Administrator Chychula, and Attorney Kimzey

REMOTE AUDIO ATTENDANCE:

Non-Voting Member- Highway Commissioner Del Mar*

**please note that Highway Commissioner Del Mar was phoned into the meeting, acknowledged, but was offline for most of the meeting*

PUBLIC COMMENT

None*

**please note that Public Comment was inadvertently left off tonight's published Meeting Agenda. Supervisor Kalkounos made a motion to add it back in at its appropriate section of the meeting*

MOTION by Supervisor Kalkounos, seconded by Trustee Svenson to add Public Comment to the meeting agenda at this time

MOTION CARRIED by voice vote

GENERAL ASSISTANCE OVERVIEW PRESENTATION

A. Samantha Shapiro, General Assistance Coordinator

General Assistance Coordinator Shapiro reviewed the *COW Packet Insert- General Assistance Overview*, and answered *COW* Member questions. She noted that the document intake and decision process is lengthy and can be an issue when clients are in emergency situations, but noted that their office is following all guidelines and trying to very resourceful. Trustee Smolka requested that GA intake documents be shared with the Board, and Ms. Shapiro confirmed that she would be happy to forward those.

ELECTED OFFICIALS ANNOUNCEMENTS

A. Supervisor
i. Phone Contract Update

**PALATINE TOWNSHIP
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
June 14, 2021
7:00 P.M.**

Supervisor Kalkounos reviewed the COW Packet Insert regarding the phone contract. The Supervisor reported that he is very comfortable handling vendor management and wants a thorough and proper review of the phone contract before signing it.

ii Township Floor Mat Contract Update

Supervisor Kalkounos reported that Administrator Lopez had provided several proposals for the Floor Mat Contract and that the current deal with *Cintas* seemed to be the best deal.

iii. Konica Copier Contract Update

Supervisor Kalkounos reported that Administrator Lopez and he would be discussing an alternative copier company's proposal, along with the Konica Minolta Copier Contract proposal.

iv. Newly Elected Officials Virtual Training Courses

Supervisor Kalkounos reminded the members that there are upcoming Township Officials of Illinois (*TOI*) courses, and that details have been emailed.

v. Township Shredding Event- June 19

The Supervisor reported that the Township Shredding Event will occur at the Township on June 19 and that Assistant Administrator Chychula had done a great job promoting it.

vi. Supervisor's Remarks

The Supervisor reported:

- Lakeshore Recycling offered a better deal than the current waste hauling provider and will be hired at a cost savings of \$840 annually along with being provided with larger waste bins.
- a new heating/air specialist was able to save the Township a proposed \$1300 for an air conditioning incident, in which they found a switch error was to blame, eliminating the need for the costlier option quoted by a different vendor.

B. Highway Commissioner

No Report

C. Clerk

No Report

D. Assessor

Supervisor Kalkounos, on behalf of Assessor Kelly, reported that the Senior Freeze reapplication deferment had been extended.

**PALATINE TOWNSHIP
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
June 14, 2021
7:00 P.M.**

TOWNSHIP ADMINISTRATOR ANNOUNCEMENTS

Administrator Lopez reported:

- That the State of Illinois is in Phase 5 of the COVID-19 reopening plan, meaning businesses and organizations can resume normal activity. Under Phase 5 guidelines, capacity limits are being lifted for both indoor and outdoor activities while people who have been fully vaccinated are no longer required to wear face covering in most settings and businesses are no longer required to enforce face coverings
- That he will be discussing annual membership to Townships of Cook County (*TOCC*) with Supervisor Kalkounos
- That there is a drainage issue with the Township Center parking lot. The Road District will provide the necessary work, which will provide substantial savings for the taxpayer
- That the Township was contacted by IDOT re: the Noise Wall (Palatine Township section) that is being replaced on Route 53. It will be replaced with concrete panels, instead of the current wood panels, and the Township was asked to take on the cost of future maintenance of the inside portion of the panels. The Supervisor will discuss this further and directly with IDOT.

BUSINESS

A. Cemetery Committee

Cemetery Second Chairman Pohlman noted that American flags were placed at the cemeteries over Memorial Day Weekend.

Attorney Kimzey reported on the details and signing of the Starck family contract and waivers regarding their plot agreement and Supervisor Kalkounos thanked Administrator Lopez for his work on this matter.

B. Finance Committee

Finance Committee Chairman Pohlman reported that former Trustee Kern will be drafting the remaining sets of Finance Committee Minutes and will forward those for Board acceptance.

C. Human Needs Committee

No Report

D. Insurance Committee

No Report

**PALATINE TOWNSHIP
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
June 14, 2021
7:00 P.M.**

E. Communications Committee

Trustee Smolka reported that his committee is working on the initial review and discussions regarding website and internet updates, and plans on providing details to the Board in the next one to two months.

Assistant Administrator Chychula confirmed that the Summer Newsletter would be delayed by approximately one week due to the transfer of Board.

F. Policy Committee

Supervisor Kalkounos reported that the Insurance Committee, as per Selective Insurance, would need the Policy Committee to draft policies regarding cyber liability and abuse. He also noted that new policies regarding the cemetery committee will need to be drafted, along with a discussion regarding the recent flag requests.

G. Transportation Committee

No Report

H. Intergovernmental Relations Committee

No Report

EXECUTIVE SESSION

MOTION by Trustee Svenson, seconded by Trustee Pohlman to adjourn from Regular Session to go into Executive Session to discuss personnel matters and potential litigation at 8:01 p.m.

ROLL CALL:

Ayes: Svenson, Bolanos, Pohlman, Smolka, Kalkounos

Nays: None

MOTION CARRIED 5-0

MOTION by Trustee Svenson, seconded by Trustee Pohlman to reconvene into Regular Session at 8:25 p.m.

MOTION CARRIED by voice vote

ROLL CALL:

Supervisor Kalkounos, Trustees Svenson, Bolanos, Pohlman, Smolka, Clerk Moran, Administrator Lopez, and Assistant Administrator Chychula

**PALATINE TOWNSHIP
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
June 14, 2021
7:00 P.M.**

ADJOURN

MOTION by Trustee Pohlman, seconded by Trustee Bolanos to adjourn the meeting at 8:26 p.m.

MOTION CARRIED by voice vote

Respectfully submitted,



TOWN CLERK