

**MINUTES OF THE
TOWNSHIP OF SCHAUMBURG
COMMITTEE OF THE WHOLE
STATE OF ILLINOIS
Cook County
Town of Schaumburg**

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk located at One Illinois Boulevard, Hoffman Estates, IL 60169-3314 on September 21, 2016.

Officials Present:	Mary Wroblewski	Supervisor
	Timothy M. Heneghan	Clerk
	Diane Dunham	Trustee
	W. Robert Vinnedge	Trustee
	Jeffrey S. Mytych	Trustee
	Nimish Jani	Trustee
	Scott Kegaris	Highway Commissioner

The following business was transacted.

Supervisor Wroblewski called to order the Committee of the Whole Meeting at 7:00 PM

Clerk Heneghan called the roll and the Pledge of Allegiance followed.

PUBLIC COMMENT

Supervisor Wroblewski invited members of the public to address the Board. Hearing none, the meeting proceeded with the published agenda items.

MINUTES

Moved by Trustee Jani and seconded by Trustee Vinnedge to approve the Committee of the Whole Meeting Minutes of June 20, 2016. All in favor. **Motion carried.**

PRESENTATION

A. Events with Style – Hanan Hafez

1. Supervisor Wroblewski introduced Ms. Hanan Hafez from Events with Style. Ms. Hafez provided information regarding her company and discussed the types of events that her company is able to provide. Ms. Hafez stated that her company is able to help plan and run events of all sizes for all of those in the community either on their own or with employee interaction. Events with Style can tailor their services to the needs of the Township and the residents. Questions were asked and answered. Discussion followed.

OLD BUSINESS

None.

NEW BUSINESS

A. Finance Report:

1. Cash Balance as of 8/31/2016: The board has a copy of the cash balance as of 8/31/2016.
2. Pension as of 9/14/2016: The board has a copy of the pension report as of 9/14/2016. Director Osten stated the year to date earnings was up due to the rolling 12 months.
3. Schaumburg Township Foundation as of 9/06/2016: The board has a copy of the Schaumburg Township Foundation report as of 9/06/2016.

B. Levy and Budget 2017: Director Osten told the board that the Levy needs to be voted on in October 2016 and the Levy to be voted on in November 2016.

1. Town Reserve: Director Osten stated that the township has \$3,500,000 in the Town Reserve. Director Osten suggested increases employee salaries with the additional money in the Town Reserve. Supervisor Wroblewski suggested at 2 percent increase on salaries. Discussion followed on salary increase amounts of 2, 2.5 or 3 percent. The board suggests a 2.5 percent increase on salaries.
2. 2016 Levy & Extension: Director Osten provided information regarding the upcoming Levy, stating that the County could give us between \$32,000 and \$60,000 and discussed the possibility of rebating. Discussion followed. Questions were asked and answered.

C. Bus Cameras: Director Vosmik stated that she would like to have cameras installed in all of the township buses at the cost of \$8,920 for equipment and installation. Director Vosmik stated that these cameras would be at the front of the bus and would be able to record the inside and outside of the buses and the recordings could be saved on the computer, and having the cameras could help see any incidents after they are reported. Questions asked and answered. Discussion followed. This item will be on the agenda for the Board of Trustees meeting on September 28, 2016.

D. Tree Removal: Administrator Weniger stated that there are two trees that are causing security camera visibility issues at the north end of the parking lot. Administrator Weniger suggested that we remove the trees and plant something smaller, allowing for an additional security camera to be installed to view the north end of the parking lot. Supervisor Wroblewski agreed the trees should be removed for safety.

E. Proposal for Services with Events with Style Inc.: Supervisor Wroblewski suggested hiring an additional staff to handle event coordination at the township and stated that she has written a job description for a community outreach coordinator. Discussion followed regarding on hiring an additional staff or to hire a company to handle the township event coordinator needs.

F. Vicarious Productions – Public Relations Proposal: Administrator Weniger stated that he met with Vicarious Productions who would handle all aspects of public relations for the township. Supervisor Wroblewski suggested hiring an additional staff to handle public relations for the township. Discussion followed regarding on hiring an additional staff or to hire a company to handle the

township public relation needs. Administrator Weniger will contact Vicarious Productions to discuss a 90 day probation period.

- G. Township Marquee: Administrator Weniger stated the he contacted Chicago Sign, the company that installed the marquee for the Village of Schaumburg about an electronic marquee. Discussion followed. Supervisor Wroblewski requested quotes for additional companies for electronic signs. Supervisor Wroblewski stated we will go to bid for the installation for an electronic sign.
- H. Audio Visual – Board Room: Administrator Weniger stated that he would like to install new audio visual equipment in the board room. This new equipment could be used to provide presentations and possibly have a senior movie day at the township. Administrator Weniger stated the new equipment would be less than \$10,000 and it would cost \$522 a year to obtain a movie license. Questions asked and answered. Discussion followed. Supervisor Wroblewski stated that Administrator Weniger should move forward with new audio visual for the board room.
- I. Health Insurance: Administrator Weniger stated that we currently have IPBC health insurance and the board has information regarding Cigna insurance that is being offered from Catherine Sbarra. Administrator Weniger provided information regarding obtaining health insurance through Cigna. Questions were asked and answered. Discussion followed. Catherine Sbarra will be at the Committee of the Whole meeting on October 19, 2016 for a presentation.
- J. Senior Center Update: Supervisor Wroblewski gave an update on the possibility of the township building a senior center and stated that she believes the township needs to conduct more research on the need of a senior center. Discussion followed. Questions were asked and answered. Supervisor Wroblewski stated she believes we need a consultant to conduct the research.
- K. Schweikher House: Supervisor Wroblewski provided a brief history of the Schweikher House and stated that the Schweikher house is only open to the public one time a year. Supervisor Wroblewski stated that she would like to provide the Village of Schaumburg up to \$20,000 as an intergovernmental agreement to assist with the Schweiker House to be open more often for the public. This item will be on the agenda for the Board of Trustees meeting on September 28, 2016.
- L. Mental Health Committee Reappointment Term Correction: Administrator Weniger stated there will be a Mental Health Committee Reappointment term correction on the agenda for the Board of Trustees meeting on September 28, 2016.
- M. Senior Citizens/Disabled Citizens Committee Reappointment: Administrator Weniger stated there will be a Senior Citizen Service Committee reappointment and Disabled Citizens Committee reappointment on the agenda for the Board of Trustees meeting on September 28, 2016.
- N. Website Maintenance Contract: Administrator Weniger stated that there is a maintenance contract with David Epstein from Excelify, Inc. for up to 5 hours a month for \$375 a month. Questions were asked and answered. This item will be on the agenda for the Board of Trustees meeting on September 28, 2016.
- O. AVA Electronics Recycling Proposal: Administrator Weniger provided a contract with AVA Electronic Recycling for the upcoming recycling event that will be held on October 1, 2016. Ms. Kaminsky stated that this will be the first time working with AVA Electronics Recycling as the

previous company that provided electronic recycling is not able to attend this upcoming event. Discussion followed regarding the prices of recycling televisions at the event. Supervisor Wroblewski stated that we will use AVA Electronics Recycling for this event.

SUPERVISOR AND TRUSTEE COMMENTS

Clerk Heneghan asked the board to send Ms. Kaminsky emails to confirm the dates they will be attending the TOI Conference.

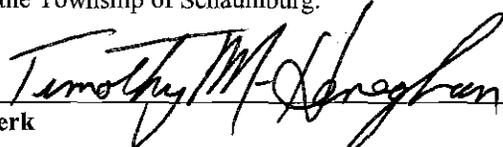
EXECUTIVE SESSION

Moved by Trustee Vinnedge and seconded by Trustee Jani to go into Executive Session to discuss personnel issues at 9:10 p.m. All in favor. **Motion carried.**

Moved by Trustee Jani and seconded by Trustee Vinnedge to go back into Open Session at 9:38 p.m. All in favor. **Motion carried.**

ADJOURNMENT

There being no further business, Trustee Vinnedge moved to adjourn the meeting at 9:39 p.m. Trustee Jani seconded. All in favor. **Motion carried.**

<p>APPROVAL CERTIFICATION</p> <p>I hereby certify to approval of the forgoing Minutes of the Township of Schaumburg.</p> <p></p> <p>Clerk _____</p> <p>Date <u>10-19-16</u></p>
