

- I. Call to Order/Roll Call
Supervisor McGuire called the meeting to order at 7:00 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Burke, and Caramelli, and Supervisor McGuire. Trustee Krick was absent.

Elected and appointed officials present: Assessor Thomas Smogolski and Road Commissioner Craig Ochoa.

Others present included Administrator James Barr, Director of Welfare Services Mary Jo Imperato, Director of Community Relations Tom Kuttensburg, Attorney Mike Airdo, Management Intern CJ Mikucki, ES Interim Director Jim Dexter, Mr. and Mrs. Craig Essik, the Streamwood Falcon Cheerleaders and their coaches and families, Village of Streamwood Trustee Mike Baumer, and residents Mrs. Shirley Shrade and ES Volunteer John McGuire.
- II. Supervisor McGuire asked everyone to stand and join him in the Pledge of Allegiance.
- III. Town Hall
Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response.
- IV. Presentations
 - A. Mr. McGuire asked that the record reflect that Sgt. Allen Spinner was inducted this evening into the Hanover Township Veterans Honor Roll recognizing his service in the U. S. Army.
 - B. Mr. McGuire asked the Board to join him in recognizing the Streamwood Falcon Poms (3rd, 4th and 7th grade) as they are the I.R.C.A. State Champions.
- V. Reports
 - A. Supervisor: Mr. McGuire thanked his department, Welfare Services, and all other departments for their untiring work during the holidays to serve those less fortunate. He also thanked James Barr for his efforts to get the Metro Townships organization up and running; Monday is the Charter Date for this group, who's intent is to give voice to urban townships and will work with the Township Officials of Cook County and the Township Officials of Illinois.
 - B. Clerk: Ms Dolan Baumer reported that the Statements of Economic Interest would be made available for filing in March. She also noted that the Tax Levies have been filed with the County.
 - C. Highway Commissioner: Mr. Ochoa assured the Board that the unincorporated roads are being well tended during this snowy season.
 - D. Assessor: Mr. Smogolski reported that the outreach, featuring State Treasurer Dan Patlak, held on December 19 at Poplar Creek Public Library was a success.
 - E. Treasurer: A motion was made by Trustee Burke and seconded by Trustee Caramelli to approve the Treasurer's Report subject to final audit, and followed by a roll call vote. Roll call: Ayes: Trustees Benoit, Burke, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer's report was adopted.
 - F. Trustee Committee Liaison Reports: Trustee Benoit reported that the Finance Committee received a request for a review of the departments and staffing, etc.

Workshops have been planned and the first would be on Administration for later this evening. Trustee Caramelli stated that the Mental Health Board would start making decisions regarding the FY15 allocations later this month.

VI. Bill Paying

Administrator Barr offered the bills for approval for December 18, 2013 through January 7, 2014 in two sets. For bills payable to Alexian Brothers as follows:

a. Mental Health Board	<u>\$1,840.00</u>
Total All Funds:	<u>\$1,840.00</u>

A motion was made by Trustee Burke to approve the bills as presented for Alexian Brothers from December 18, 2013 through January 7, 2014; Trustee Caramelli seconded the motion. Roll call: Ayes: Trustees Burke, Caramelli, and Supervisor McGuire. Abstain: Trustee Benoit. Nays: none. Motion carried.

Administrator Barr presented the bills from December 18, 2013 through January 7, 2014, as follows for review and approval by the Board.

a. Town Fund	\$58,367.17
b. Senior Center Fund	39,204.21
c. Welfare Services Fund	23,562.49
d. Road and Bridge Fund	5,875.87
e. Mental Health Fund	19,526.14
f. Retirement Fund	0.00
g. Vehicle Fund	549.00
h. Capital Fund	<u>1,196.60</u>
Total All Funds:	<u>\$148,281.48</u>

A motion was made by Trustee Caramelli to approve the bills as presented for December 18, 2013 through January 7, 2014; Trustee Benoit seconded the motion. Roll call: Ayes: Trustees Benoit, Burke and Caramelli, and Supervisor McGuire. Nays: none. Motion carried.

VII. Unfinished Business: Administrator Barr noted that the operations this week during the snow and extreme cold were pretty much as usual; the Highway department was out making sure our roads were clear. The Township offices were open on Monday and Tuesday, although we offered reduced transportation (on dialysis patients), and did not offer open gym, as it follows U-46 scheduling and those schools were closed due to the weather. The Senior Center and Astor Avenue were open as warming centers. Social Services performed wellness checks. Emergency Services assisted locally with road closures and senior resident checks.

VIII. New Business

A. Regular Meeting Minutes of December 17, 2013: Clerk Dolan Baumer presented the regular meeting minutes of December 17, 2013 for review and approval. A motion was made by Trustee Benoit to approve the minutes of the regular meeting of December 17, 2013, with a second by Trustee Caramelli. Roll call: Ayes: Trustees Benoit, Burke, and Caramelli, and Supervisor McGuire. Motion carried and the minutes were approved.

B. Resolution Approving of Application for an Elgin Community Development Block Grant: A motion was made by Trustee Burke to approve the resolution #010714 Approving of an Application for an Elgin Community Development Block Grant; Trustee Benoit seconded the motion. Administrator Barr noted that this grant would be partial funding for an elevator at the Izaak Walton League facility. Roll call: Ayes: Trustees Benoit, Burke, and Caramelli, and Supervisor McGuire. Motion carried.

- C. Consideration of the Appointment of Craig Essick as Director of Emergency Services: Supervisor McGuire asked the Board concur with his appointment of Mr. Craig Essick as Director of Emergency Services. A motion was made by Trustee Caramelli to concur with the proposed appointment of Mr. Essick as Director of Emergency Services, with a second by Trustee Burke. Mr. McGuire noted that Trustee Krick is in support of this appointment. He also thanked Messrs Barr, Burke and Caramelli for their part in the interview process, which he went on to describe. Roll call: Ayes: Trustees Benoit, Burke, and Caramelli, and Supervisor McGuire. Motion carried.

Clerk Dolan Baumer administered the oath of office to Mr. Essick, and then Mr. McGuire presented him with his badge of office.

- IX. Executive Session: No motion was made to go into closed session.

Trustee Benoit made a motion to recess into a Workshop for the purpose of discussing Administrative Services; the motion was seconded by Trustee Caramelli. Roll call: Trustees Benoit, Burke, Caramelli and Supervisor McGuire. Motion carried at 7:29 p.m.

The Workshop for the purpose of discussing Administrative Services was called to order at 7:29 p.m. and roll call was taken. Present were Trustees Benoit, Burke and Caramelli, and Supervisor McGuire.

- X. Workshop: Administrative Services. Administrator Barr discussed that fact that due to recent changes in his department, two positions are open: Assistant Administrator and Management Analyst. He presented a job description of each position. Currently, Mr. Mikucki is filling in as the Interim Management Analyst. Mr. Barr assured the Board that the filling of these two positions would leave the budget flat; generally, however, there has been a 2% increase across the board. Mr. McGuire noted that the Administrator oversees almost 63 full time and 35 part time employees, as well as about 150-200 volunteers.

With no further questions or discussion, Trustee Benoit made a motion to adjourn the Workshop and go back into the Regular Session at 7:42 p.m. Trustee Burke seconded the motion. A roll call vote followed. Ayes: Trustees Benoit, Burke and Caramelli, and Supervisor McGuire.

Mr. McGuire called the Regular Session back to order at 7:45 p.m. and roll call was taken. Present were Trustees Benoit, Burke and Caramelli, and Supervisor McGuire.

- XI. Other Business: The Board members decided that they were in concurrence with the proposed staffing of Administration, as presented during the Workshop, and instructed Mr. Barr to proceed with the hiring plan. He noted that he would like to have the Assistant on board by February and the Management Analyst in April.

Mr. McGuire thanked Interim Director Jim Dexter for his service these past few months. His service was invaluable.


Trustee Burke noted that he, Assessor Smogolski, Road Commissioner Ochoa, and Clerk Dolan Baumer attended the Employee Appreciation Luncheon this afternoon. He congratulated Rookie of the Year Holly Monegato, Trish Simon Core Values award recipient Keely Hoch, and Excellence in Services award recipient Lori Orozco.

Trustee Benoit reminded the Board that the Volunteer Appreciation Committee Reception would be held on January 21 at 5 p.m. in Veterans Hall.

Supervisor McGuire noted a change of location for the February 7 Board Meeting. It would be held at the Izaak Walton League building.

XII. Adjournment: There being no further business to come before this Board, Supervisor McGuire asked for a motion to adjourn at 7:46 p.m. Motion to adjourn was made by Trustee Benoit and it was seconded by Trustee Burke. Roll call: Ayes: Trustees Benoit, Burke and Caramelli, and Supervisor McGuire. Motion carried.

Respectfully submitted,



Katy Dolan Baumer
Clerk

Copy: Supervisor Administrator Attorney Gail Borden Library
(4) Trustees Senior Services Auditor Poplar Creek Public Library
Assessor Welfare Services Village of Streamwood
Bartlett Library Highway Commissioner Y&F Services Streamwood Park District