



**Supervisor's Office**  
Gloria M. Palmblad

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**BOARD MEETING**

Ela Town Hall  
1155 E. Route 22, Lake Zurich, IL  
Thursday, February 8, 2024, at 7:00 p.m.

**MEETING MINUTES**  
**Approved March 14, 2024**

NOTICE IS HEREBY GIVEN that a Board Meeting of the Ela Township Board, Lake County, Illinois will be held on Thursday, February 8, 2024, at 7:00 p.m. at the Ela Township offices at 1155 East IL-22, Lake Zurich, IL 60047 in accordance with Section 80-10(b) of the Illinois Township Code, 60 ILCS 1/80-10(b). Said meeting has been called by Township Supervisor Gloria Palmblad. The meeting will be held for purposes of considering the following agenda:

1. Call to Order: Supervisor Palmblad called the February 8, 2024, Board meeting to order at 7:01 p.m.
2. Roll Call: Present were Supervisor Palmblad, Trustees Bowman, Samz, Ufodike, and Wilhoit, Township Manager Marciniak, Community Programs Director Dillon, Highway Superintendent DePouw, and Health & Wellness Director Marx. Clerk Prouty was excused.
3. Pledge of Allegiance: Supervisor Palmblad led the Board in the Pledge of Allegiance.
4. Freedom of Information Requests: Full list will be attached to meeting minutes.
5. Public Comment: Mary Kozub, President of the Ancient Oaks Foundation, provided information on a current rebate program being offered to those residents willing to remove buckthorn from their own property. Township Manager Marciniak read a prepared statement from resident Bonnie Barrington residing in Hawthorn Woods.
6. Approval of Board Meeting Minutes of January 11, 2024: Motion was made by Trustee Bowman and seconded by Trustee Wilhoit to approve the Board meeting minutes with one minor correction. Motion passed 5 to 0.
7. Committee Meeting Minutes – accept meeting minutes from C-O-W () - Community Center Committee () – Communication Committee () – Health & Wellness Committee () – Highway Committee () – Park Committee () – Cemetery () - Decennial (): None.
8. Approval of Board Audit from 1/1/24 – 1/31/24:  
TOTAL GENERAL TOWN FUND - \$150,705.79  
TOTAL GENERAL ASSISTANCE FUND - \$3,129.16  
TOTAL GENERAL ROAD FUND – \$29,230.70  
TOTAL PERMANENT ROAD FUND – \$103,012.52  
TOTAL PARK MAINTENANCE FUND - \$5,456.96  
TOTAL CEMEYERY MAINTENANCE FUND - \$850.04  
TOTAL ALL FUNDS - \$292,385.17  
Motion was made by Trustee Samz, and seconded by Trustee Ufodike, to approve the Board audit from 1/1/24 thru 1/31/24 as read by Supervisor Palmblad. Trustee Samz explained the changes that are being implemented at the start of this month. Effective 2024, the audit will now end on the last day of the month and will reconcile with the Income and Expense report. Special thanks to Cathy Edwards for assistance in making this happen. Motion passed 5 to 0.
9. Monthly Updates from Elected Officials and Department Heads (Assessor – Bus – Health & Wellness – Highway – Community Center – Township Manager)

Supervisor Palmblad: The Lake Zurich Area Chamber of Commerce's *Everything Expo* with the theme "Surfin' Local" will be held at May Whitney Elementary School on Saturday, March 9<sup>th</sup> from 10 a.m. to 3 p.m.

Trustee Samz: Announced the upcoming Health & Wellness meeting will be held next Friday, February 16<sup>th</sup> at 8:30 a.m.

Trustee Ufodike: Mentioned that the last Parks Committee meeting was held on Wednesday, February 7<sup>th</sup> at 8:30 a.m. Long term planning and budgeting for FY ending March 2025 was discussed.

Trustee Bowman: Advised that the Highway Committee meeting also took place on February 7<sup>th</sup> at 10 a.m. This was a great opportunity to discuss the department's future equipment needs as well as the two outstanding DECO grant applications for storm water issues at Knigge Park and Park/Valley in the Forest Lake subdivision.

Trustee Wilhoit: Reminded everyone that the Community Center's next meeting will be held on Wednesday, February 14<sup>th</sup>, at 10 a.m. This will be their opportunity to discuss the Center's needs and budget for the next fiscal year.

Township Manager Marciniak: Provided updates to the Board on the status of the recent bus accident last Friday.

Director Marx: Full report is attached to minutes.

Director Dillon: Full report is attached to minutes.

Superintendent DePouw: Full report is attached to minutes.

Assessor: Full report is attached to minutes.

**OLD BUSINESS:**

**NEW BUSINESS:**

10. MS4 Presentation: Karolina Cho, with Gewalt Hamilton, quickly reviewed the PowerPoint presentation about the importance of keeping drain basins clear of debris and pollution.
11. Annual Audit-consideration to approve Evans, Marshall & Pease, P.C. to complete audit for the FY ending 3/31/2024 in an amount not to exceed \$8,650: Motion was made by Trustee Bowman and seconded by Trustee Wilhoit to approve the annual audit contract from Evans, Marshall & Pease for FY ending 3/31/2024 in an amount not to exceed \$8650. Motion passed 5 to 0.
12. Purchase new copier/printer Assessor's office-\$7,984.43: Motion was made by Trustee Bowman and seconded by Trustee Samz to approve the purchase of a new copier/printer for the Assessor's office in the amount of \$7,984.43. Supervisor Palmblad mentioned the current printer was purchased in 2015 and there have been issues finding parts when broken down. Should the new printer receive approval, the current printer will be handed over to the Health & Wellness department, as their current printer, which was handed down from the administrative department, has also been having issues and is older than the assessor's printer. Motion passed 5 to 0.
13. Executive Session – for the purpose of discussing Personnel 5 ILCS 120/2(c) 1 or 3, Litigation 5 ILCS 120/2(c) or Review of Executive Session Minutes 5 ILCS 120/2(c)21: No Executive Session was requested.
14. Adjournment: Motion was made by Trustee Ufodike and seconded by Trustee Bowman, to adjourn the meeting. Motion passed 5 to 0. Meeting adjourned at 7:46 p.m.

Respectfully submitted: *Supervisor Gloria M. Palmblad*