

HIGHWAY COMMITTEE MEETING

Ela Town Hall – Upper Level Conference Room
1155 E. Route 22, Lake Zurich, IL
Wednesday, February 7, 2024 – 10:00 A.M.

MEETING MINUTES
Approved March 14, 2024

1. Call to Order: Committee Chair Trustee Bowman called the February 7, 2024, Highway Committee meeting to order at 10:00 a.m.
2. Roll Call: Present were Committee Chair Trustee Bowman, Second Chair Trustee Wilhoit, Supervisor Palmblad, Township Manager Marciniak, Highway Superintendent DePouw, Highway Foreman Meyer, Management Assistant Lunyte, and Gewalt Hamilton Project Engineer Darren Monico.
3. Public Comment- None.
4. Project Updates: Darren Monico from Gewalt Hamilton provided updates on two pending grants for the Township. The DCEO grant for the Park-Valley project has stalled. The state has fallen behind on distributing funds for the second round of projects. The Township's project falls in the third round, so it could be up to a year before funds are allocated. Monico stated the Village of Lake Zurich has decided they can no longer wait for their project, so they are moving forward. Discussion occurred and it was decided the Township will continue to wait for another year before proceeding to see if the Township is awarded funding. The Township applied for a \$375,000 grant for the Park Valley Project, with a total project cost of \$413,600. Additionally, the Township applied for another \$48,000 grant for a wastewater project at Knigge Park, with a total project cost of \$150,000. Monico left the meeting at the conclusion of his project updates.
5. Vehicles: The Township's old Vactor was sold, and Ela received \$2,256.31 for our portion of the sale.
6. Staffing: Item was tabled until budget discussions.
7. New Business
 - A. FY24/25 Budget- The proposed FY24/25 budget was discussed. Specific items that were discussed include vehicle purchases that have a 2.5-year lead time, as well as trucks that can be purchased in the current fiscal year. 1) Moving all but one employee's salaries expense from General Road Fund to the Perm Road Fund. 2) Reducing expenditures in General Road Fund and reallocating them to Perm Road. Perm Road saw an increase in levy requests, as well as Storm Water-to fund the projects grants are pending. Money is requested to be put aside for the road maintenance project, as well as a new truck. Discussion included adding a new full-time employee to the Highway Department to help with the influx of municipal work.
8. Old Business: Trustee Wilhoit inquired about the status of the annual TOIRMA renewal that is due by 3/31. Supervisor Palmblad informed her that it is being worked on and is near completion. Supervisor Palmblad asked about IDOT work happening on Route 22. Foreman Meyer informed the work is taking place between Routes 14 and 12.
9. Set Date for Next Highway Committee Meeting- Next meeting is set for April 3, 2024, at 10:00 AM.
10. Adjournment: Committee Chair Trustee Bowman adjourned the meeting at 11:27 a.m.

Respectfully Submitted: Township Manager Marciniak