



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

**Town Hall:** 1155 East Route 22 • Lake Zurich, IL 60047  
**Phone:** 847-438-7823 **Fax:** 847-438-9269  
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### **COMMITTEE OF THE WHOLE (COW) MEETING**

Ela Township – Lower Level Board Room  
1155 East Route 22, Lake Zurich  
Wednesday, March 27, 2024, at 8:30 a.m.

### **MEETING MINUTES – Approved April 11, 2024**

1. Call to Order: Supervisor Palmblad called the March 27, 2024, Committee of the Whole meeting to order at 8:31 a.m.
2. Board Roll Call: Present were Supervisor Palmblad, Trustee Bowman, Trustee Samz, Trustee Wilhoit, Deputy Clerk Case, Township Manager Marciniak, Assessor Herr, Community Programs Director Dillon, and Health & Wellness Director Marx. Trustee Ufodike, Clerk Prouty, Highway Superintendent DePouw, Highway Foreman Meyer, Assistant Director Dalbec, and Youth Coordinator Cacciatore were excused.
3. Pledge of Allegiance: Supervisor Palmblad led the Pledge of Allegiance.
4. Public Comment: None.
5. Discussion – Updates by Chair:
  - a. Township Manager: No Report. Supervisor Palmblad informed the committee of the change in date for the Village of Hawthorn Woods zoning meeting regarding the proposed solar farm. Seven properties have been annexed as of last Friday, per request of the residents, and they are waiting on one more. The Township will need to enter into an intergovernmental agreement with the Village of Hawthorn Woods because Ela Township maintains the roads in that area of unincorporated Hawthorn Woods.
  - b. Community Center Committee – Chair/Trustee Wilhoit, Members: Supervisor Palmblad, Trustee Samz, Director Dillon, Assistant Director Dalbec, Youth Coordinator Cacciatore: Trustee Wilhoit referenced the committee meeting that was held last week and asked if there were any updates to the passport, vehicle sticker, and fishing/hunting licensing programs that were proposed. After researching the fishing/hunting licensing, it was determined that it would not be a frequently utilized service so it will not be offered. The passport services fit hand in hand with long distance travel offered at the Community Center and vehicle stickers would be a convenience for residents. The Community Center Special Events Rental Agreement has been updated and added to the website. Spring Break camp is going very well.
  - c. Communication Committee – Chair/Supervisor Palmblad, Members: Director Dillon, Director Marx, Assistant Director Dalbec, and Staff: Supervisor Palmblad informed the committee that we are running low on resident guides, and rather than order more with a new board coming in next year, we will direct residents to the electronic version on the website. Spring/Summer 2024 newsletter articles are due April 1<sup>st</sup> with possible Board approval at the April Board meeting.
  - d. Health & Wellness Committee – Chair/Trustee Samz, Members: Supervisor Palmblad, Trustee Ufodike, Director Marx: The next committee meeting will be held in May. Director Marx's email was hacked and possibly Betsy's as well. Please do not open unusual emails from them. Director Marx met with Lake County Housing Authority at Midlothian Manner. They offer a lot

of services for residents in need experiencing housing issues, and she is looking forward to working with them. The bad smell is still lingering around the back office. The Highway Department has taken ceiling tiles down and they are working with Pure360 to fumigate the office. We are hopeful that their process of replacing all the oxygen in the air will help.

- e. Parks & Recreation Committee – Chair/Trustee Ufodike, Members: Supervisor Palmblad, Trustee Bowman, Highway Superintendent DePouw, and Highway Foreman Meyer: The next Parks Committee meeting is scheduled for April 4<sup>th</sup>. The Highway Department was asked to begin taking down the snow fence on the football fields and opening up the pickleball courts for the season sometime next week.
- f. Highway Committee – Chair/Trustee Bowman, Members: Supervisor Palmblad, Trustee Wilhoit, Highway Superintendent DePouw, and Highway Foreman Meyer: The new truck was delivered and is getting fitted with bed liner, lights, logos, etc.
- g. Bus Service – Board Liaison – Supervisor Palmblad: The department has seen an increase in ridership, a lot of new riders have signed up to utilize the service.
- h. Assessor: Assessor Herr is very pleased with the 2 new staff members. One is already certified and the other will have certification by the end of September. March has been a very busy month with 269 Senior Exemptions and field work.
- i. Historic Society: Quotes for the new staircase are still coming in.
- j. Cemetery: The Cemetery Committee met last week. Mapping issues are being worked on; the map had to be converted to editable PDF format because no one has CAD software.

#### 6. Topics for Discussion

- a. Public Comment Policy: Policy changes regarding written public comment being read when a resident is unable to attend in person which were suggested at the March Board meeting have not been included into the policy. Discussion took place. This item will be on the agenda for possible Board approval at the April Board meeting without any changes.
- b. Employee Work from Home Policy: Continued discussion regarding the Work from Home Policy included department head discretion under certain guidelines, employees who have been working from home are permitted to continue, and work from home policy should be added to individual job descriptions as applicable because some jobs cannot be done remotely. Trustee Wilhoit would like Township Manager Marciniak to review the Hanover Township work from home policy. A final policy has not been drafted at this time; it will be on the agenda for possible Board approval at the April Board meeting.
- c. Ela Township Board Letter of Opposition-Solar Farm: If the Board is in agreement, a letter was drafted opposing the proposed solar farm in Hawthorn Woods and emailed to the Board. Supervisor Palmblad distributed the letter for signatures to be presented at the upcoming zoning meeting.
- d. Conversation on Township Levy: Suggestions were made to reduce the current six Township funds down to one Corporate General Town fund which would make the budgeting process much smoother. Concerns were that there would be no boundaries of protection for department specific funds. Trustee Wilhoit does not agree with consolidating the funds and would like to keep it the same. The Township did not levy as much as it could have, which is very good, as we are well under the fund limit.
- e. Selection of Date for Second Decennial Committee Meeting: April 24, 2024, immediately following the COW meeting.
- f. FY24/25 Budget: Preliminary approval occurred at the March Board meeting. There were no changes to be made other than possibly salaries.

7. 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.

A Motion by Supervisor Palmblad and seconded by Trustee Bowman to enter into closed executive session at 9:48 a.m., for the purpose of discussing Personnel 5 ILCS 120/2(c).

A motion by Trustee Bowman and seconded by Trustee Wilhoit to come out of closed executive session at 10:24 a.m.

8. Set Date of Next COW Meeting (April 24, 2024 @ 8:30 AM)
9. Adjourn: Supervisor Palmblad adjourned the meeting at 10:25 a.m.

*Respectfully Submitted: Deputy Clerk Case*

Ela Township

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Trustee Larry Bowman

Supervisor Gloria M. Palmblad  
Trustee Doug Samz

Clerk Lucy A. Prouty  
Trustee Tosi Ufodike

Trustee Laurie Wilhoit



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To whom it may concern:

On behalf of the Ela Township Board of Trustees, we as a board, oppose the proposed solar farm in unincorporated Ela Township. There are many concerns with the proposed project, and we feel it is best to table this project, until more discussion, and public input can be considered. It is the board's hope we can continue this discussion at a future date, where citizen concerns can be properly addressed, and considered in any future development. The Ela Township board believes it would be inappropriate to continue with this project, at this time, under these circumstances.

Thank you for your time.

Sincerely,

**Supervisor Gloria Palmblad, and the Ela Township Board of Trustees**

x *Gloria M. Palmblad*  
Supervisor Gloria Palmblad

x *Doug Samz*  
Trustee Doug Samz

x *Laurie Wilhoit*  
Trustee Laurie Wilhoit

x \_\_\_\_\_  
Trustee Tosi Ufodike

x *Larry Bowman*  
Trustee Larry Bowman

