



Clerk’s Office

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BOARD MEETING

Ela Town Hall

1155 E. IL Route 22, Lake Zurich, IL

Thursday, May 9, 2024, AT 7:00 P.M.

MEETING MINUTES – APPROVED JUNE 13, 2024

NOTICE IS HEREBY GIVEN that a Board Meeting of the Ela Township Board, Lake County, Illinois will be held on Thursday, May 9, 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 May 9, 2024, Ela Township Board meeting to order at 7:02 p.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Township Manager Marciniak, Trustee Samz, Trustee Ufodike, Trustee Wilhoit. Non-voting Township members present were Community Programs Director Dillon, Health & Wellness Director Marx, and Assessor Herr. Highway Superintendent DePouw was absent. Trustee Bowman will be attending remotely via Zoom.
3. Motion to Approve Trustee Larry Bowman to participate remotely: A motion by Supervisor Palmblad and seconded by Trustee Samz to allow Trustee Bowman to participate in the May 9, 2024, Ela Township Board meeting remotely via Zoom. Motion passed 4 to 0.
4. Pledge of Allegiance: Supervisor Palmblad led the Pledge of Allegiance.
5. Public Hearing – Ela Township Town and Road District Budgets – Budget FY end 03/31/2025 (Published in the Daily Herald and Township website on April 5, 2024):
 Motion by Trustee Wilhoit and seconded by Trustee Samz to open the Public Hearing – Ela Township and Road District– Budget FY end 03/31/2025 at 7:05 P.M. Motion passed 5 to 0. No Comments.
 A motion by Trustee Ufodike and seconded by Trustee Wilhoit to close the May 9, 2024, Public Hearing at 7:06 p.m. Motion passed 5 to 0.
6. Freedom of Information Public Requests: Will attach full list to the minutes.
7. Public comments: None at this time
8. Approval of Board Meeting Minutes of April 11, 2024: A motion by Trustee Wilhoit and seconded by Trustee Bowman to approve the April 11, 2024, Board meeting minutes with any corrections or additions. Motion passed 5 to 0. No corrections or additions.
9. Committee Meeting Minutes – accept meeting minutes from COW (3/27) – Community Center Committee () - Communication Committee ()–Health & Wellness Committee () –Highway () - Park Committee ()– Cemetery (): A motion by Trustee Wilhoit and seconded by Trustee Samz to accept Committee meeting minutes of the COW 03/27/ 2024. Motion passed 5 to 0.
10. Approval of Board Audit from 4/1/2024 to 4/30/2024:

TOTAL GENERAL TOWN FUND-----	\$191,894.11
TOTAL GENERAL ASSISTANCE FUND-----	\$5,786.51
TOTAL GENERAL ROAD FUND-----	\$82,182.73
TOTAL PERM ROAD FUND-----	\$59,032.48
TOTAL PARK MAINTENANCE FUND-----	\$22,948.82
TOTAL CEMETERY MAINTENANCE FUND-----	\$2,362.60

TOTAL OF ALL FUNDS-----\$ 364,207.25

A motion by Trustee Wilhoit and seconded by Trustee Samz to authorize the payment of Board Audit (04/01/24 to 4/30/2024) of \$364,207.25. Motion passed 5 to 0.

11. Monthly Updates from Elected Officials and Department Heads: (Assessor – Bus – Cemetery - Senior – Social Work – Youth)

Supervisor Palmblad: Announced that the upcoming Pickleball Tournament to be held at Knox Park on July 13th with a rain date of July 14th. All levels of ability are welcome. Thursday June 13th is the first car show of the year to be held at a new location – the old Best Buy parking lot. Also, the Chamber will be hosting their 40th Annual Golf outing on August 5th at Hawthorn Woods Country Club. I hope everyone has a Happy Mother’s Day.

Clerk Prouty: I hope Trustee Bowman has a speedy recovery.

Township Manager: Will attach full report to the minutes.

Trustee Bowman: The next Highway Department Committee meeting will be June 5, 2024, at 8:30 a.m.

Trustee Samz: The next Health and Wellness Committee meeting will be May 22, 2024, at 8:30 a.m.

Trustee Ufodike: Trustee Ufodike reviewed all four Ela Township Parks with the Parks committee. Complimented the Parks department on their work on Ela Township Parks. Visited the Highway Department and thanked the staff for keeping our roads safe. Attended the Annual Senior Spring Gala and helped serve our Seniors; it was a well-attended nice event. Nice to see familiar faces and some new faces. Announced the American Legion Memorial Day parade. Happy appreciation week to all teachers and nurses. This is also mental health month, so please be kind.

Trustee Wilhoit: The next Community Center Committee meeting will be May 17, 2024, at 8:45 a.m. Congratulations to the Health and Wellness Department for their article in the Township Perspective magazine as well as their positive posts on social media. Happy Nurse and Teachers week. Happy Mother’s Day to all.

Assessor Report: Full report will be attached to the minutes.

Senior: Full report will be attached to the minutes.

Youth: Full report will be attached to the minutes.

Health and Wellness: Full report will be attached to the minutes.

Highway: Full report will be attached to the minutes

Cemetery: All veterans in Ela Township cemeteries will have an American flag placed on their graves to honor their service to the United States Military.

Bus: System running smoothly.

OLD BUSINESS

12. Discussion and Possible Decision to Purchase Truck Amenities-SAE Group \$4,600.52: A Motion by Trustee Wilhoit and seconded by Trustee Ufodike to approve the purchase of truck amenities-SAE Group \$4,600.52. Motion passed 5 to 0.

13. Discussion and Possible Decision for Professional Services in the Assessor’s Office- AccuBase Solutions \$42,000: Assessor Herr and Supervisor Palmblad explained in detail the benefits and savings to the Township. A motion by Trustee Bowman and seconded by Trustee Samz to approve the Professional Services in the Assessor’s Office- AccuBase Solutions \$42,000. Motion passed 5 to 0.

14. Discussion and Possible Decision on Historical Society Staircase Paint Resurfacing-Blastoff Surface \$2,880: A motion by Trustee Bowman and seconded by Trustee Ufodike to approve the Historical Society Staircase Paint Resurfacing-Blastoff Surface \$2,880. Motion passed 5 to 0.

15. National Safe Boating Week Proclamation: No Motion needed.

NEW BUSINESS

16. Budget & Appropriate Ordinance 2024-01 – consideration & possible action to approve Budget & Appropriation Ordinance 2024-01 approving Township Budget for FY end 3/31/2025:
A motion by Trustee Bowman and seconded by Trustee Samz to approve Budget & Appropriation Ordinance 2024-01 approving Township Budget for FY end 3/31/2025. Motion passed 5 to 0.
17. Resolution 2024-02 – Accumulation of Funds – consideration & possible action to approve Resolution 2024-02 authorizing the accumulation of funds (\$1,000,000) for future improvements in General Town Fund: A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve Resolution 2024-02 authorizing the accumulation of funds (\$1,000,000) for future improvements in General Town Fund. Motion passed 5 to 0.
18. Resolution 2024-03 – Accumulation of Funds – consideration & possible action to approve Resolution 2024-03 authorizing the accumulation of funds (\$675,000) for future improvements in General Road Fund: A motion by Trustee Wilhoit and seconded by Trustee Bowman to approve Resolution 2024-03 authorizing the accumulation of funds (\$675,000) for future improvements in General Road Fund. Motion passed 5 to 0.
19. Resolution 2024-04 – Accumulation of Funds – consideration & possible action to approve Resolution 2024-04 authorizing the accumulation of funds (\$650,000) for future improvements in Permanent Road Fund: A motion by Trustee Wilhoit and seconded by Trustee Samz to approve Resolution 2024-04 authorizing the accumulation of funds (\$650,000) for future improvements in Permanent Road Fund. Motion passed 5 to 0.
20. Resolution 2024-05 – Accumulation of Funds – consideration & possible action to approve Resolution 2024-05 authorizing the accumulation of funds (\$258,800) for future improvements in Park Maintenance Fund: A motion by Trustee Wilhoit and seconded by Trustee Samz to approve Resolution 2024-05 authorizing the accumulation of funds (\$258,800) for future improvements in Park Maintenance Fund. Motion passed 5 to 0.
21. Resolution 2024-06 – Accumulation of Funds – consideration & possible action to approve Resolution 2024-06 authorizing the accumulation of funds (\$100,000) for future improvements in the Cemetery Fund: A motion by Trustee Samz and seconded by Trustee Bowman to approve Resolution 2024-06 authorizing the accumulation of funds (\$100,000) for future improvements in the Cemetery Fund. Motion passed 5 to 0.
22. Approval of Knox Park Parking Lot Maintenance Schedule 2024-2025-Chicagoland Paving \$55,000: A motion by Trustee Ufodike and seconded by Trustee Wilhoit to approve Knox Park Parking Lot Maintenance Schedule 2024-2025-Chicagoland Paving \$55,000. Motion passed 5 to 0.
23. Approval of Easement for Park Valley Storm Sewer Project: A Motion by Trustee Wilhoit and seconded by Trustee Ufodike to approve the Easement for Park Valley Storm Sewer Project. Motion passed 5 to 0.
24. Executive Session- for the purpose of discussion Personnel 5 ILCS 120/2(c) 1 or 3, Litigation 5 ILCS 120/2(c) or Review of Executive Session Minutes 5 ILCS 120/21: None.
25. Adjournment: A motion by Trustee Ufodike and seconded by Trustee Samz to adjourn at 7:59 P.M. Motion passed 5 To 0.

Respectfully submitted: Clerk Lucy A. Prouty