



**Clerk's Office
Lucy A. Prouty**

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BOARD MEETING

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

MEETING MINUTES – APPROVED September 12, 2024

NOTICE IS HEREBY GIVEN that a Board Meeting of the Ela Township Board, Lake County, Illinois will be held on Thursday, August 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 August 8, 2024 Board meeting to order at 7:03 p.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Township Manager Marciniak, Trustee Bowman, Samz, Ufodike, and Wilhoit, Assessor Herr, Community Programs Director Dillon, and Health & Wellness Director Marx. Superintendent DePouw was absent.
3. Pledge of Allegiance: Supervisor Palmblad led the Board in the Pledge of Allegiance.
4. Freedom of Information Public Requests: Will attach full list to the minutes.
5. Public Comment: None at this time.
6. Approval of Board Meeting Minutes of July 11, 2024: A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve July 11, 2024 Board meeting minutes with any additions or correction. Motion passed 5 to 0. There were no additions or corrections.
7. Committee Meeting Minutes – accept meeting minutes from COW (7/31) – Community Center Committee (7/24) - Communication Committee (7/30)–Health & Wellness Committee () –Highway (7/24) - Park Committee ()– Cemetery (3/14): A motion by Trustee Bowman and seconded by Trustee Wilhoit to accept the committee meeting minutes of COW (7/31) – Community Center Committee (7/24) - Communication Committee (7/30)–Health & –Wellness Highway (7/24) - – Cemetery (3/14). Motion passed 5 to 0.
8. Approval of Board Audit from 7/1/2024 to 7/31/2024:
TOTAL GENERAL TOWN FUND---\$208,952.10
TOTAL GENERAL ASSISTANCE FUND---\$3,148.51
TOTAL GENERAL ROAD FUND---\$19,668.72
TOTAL PERM ROAD FUND---\$69,735.32
TOTAL PARK MAINTENANCE FUND---\$37,911.10
TOTAL CEMETERY MAINTENANCE FUND---\$847.51
TOTAL ALL FUNDS---\$340,263.26
A motion by Trustee Bowman and seconded Trustee Wilhoit to authorize the payment of the board audit (7/1/24 to 7/31/2024) of \$340,263.26. Motion passed 5 to 0.
9. Monthly Updates from Elected Officials and Department Heads (Assessor-Bus-Health & Wellness-Highway-55+-Youth—Township Manager):

Supervisor Report: Made announcement that the Parks Committee meeting was moved to August 15th at 8:30 a.m. Supervisor Palmblad attended the Lake Zurich Area Chamber monthly Board meeting earlier today. A final report on the Pickleball Tournament was provided. The Pickleball Committee was extremely happy with the outcome and the facilities and is hoping we would consider hosting again next year.

Clerk's Report: No report.

Township Manager: Township Manger Marciniak informed the Board that he will be out of the office for awhile as he is having his tonsils removed. The Ela Township blood drive will be on 8/28/2024 from 12 to 5 p.m.

Trustee Bowman: No report.

Samz: No report.

Trustee Ufodike: Unplugged Festival is August 11, 2024, from 11 a.m. to 3 p.m., leave all technology at the gate.

Trustee Wilhoit: Trustee Wilhoit attended Night Out in Deer Park, and the Mayor wanted to thank Supervisor Palmblad for meeting with him last week.

Assessor: Full report will be attached to the minutes.

Community Center 55+: Things are picking back up from the normal summer lull. The new evening program specialist Hannah Cronin is diving in with both feet and is embracing her role. Mitzi Weiland has also immediately acclimated to her new role with them. She comes with vast experience in the Senior world and they are incredibly excited to see how the center evolves.

Lynn Neumaier, an Ela 55+employee for over 20 years, will retire on Tuesday October 1st. Senior Center will have a retirement party on October 1st at noon. All are invited. Senior Center is in the midst of finalizing their October, November, December newsletter which will go out to the entire Township, not just membership. The deposit has been sent to North Shore Sign Company for the electronic sign and the center is looking forward to the project starting. Assistant Community Programs Director Dalbec report, will be attached to the minutes

Community Center Youth: August 10th is the last day of camp! Youth Director Cacciatore has done a remarkable job this Summer. They will be debriefing in the next few weeks to go over the good, bad and the ugly. Over the next few days, the concession stand will be emptied, and all of the youth department supplies will be brought over to the Community Center.

Health and Wellness: The lending closet is currently accepting donations of medical equipment. Full report will be attached to the minutes.

Highway: Will attach full report to the minutes

Bus: No Report.

OLD BUSINESS

NEW BUSINESS

10. Ela Township Employee Handbook- Discussion and possible action to approve changes to the Ela Township Employee Handbook: A motion by Trustee Bowman and seconded by Trustee Samz to approve changes to the Ela Township Employee Handbook. Motion passed 5 to 0.

11. Executive Training- Discussion and possible action to enter agreement with Peter Burchard for executive training not to exceed \$5,200: No action was taken on this agenda item.
12. Ordinance 2024-02 Setting Compensation of Township Officials- consideration and possible action to approve Ordinance 2024-02 setting salaries and benefits for Township Officials next term from May 19, 2025, to May 21, 2029: A motion by Trustee Bowman and seconded by Trustee Samz to approve Ordinance 2024-02 setting salaries and benefits for Township Officials next term from May 19, 2025, to May 21, 2029. Motion passed 5 to 0.
13. 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:

A motion by Trustee Bowman and seconded by Trustee Ufodike to enter into closed executive session at 7:37 p.m. Motion passed 5 to 0.

A motion by Trustee Samz and seconded by Trustee Ufodike to come out of executive session at 8:29 P.M. Motion passed 5 to 0.
14. Assistant Highway Superintendent- Discussion and potential action to eliminate the position of Highway Forman and create Assistant Highway Superintendent and establish compensation for the same:
A motion by Trustee Bowman and seconded by Trustee Wilhoit to eliminate the position of Highway Forman and create Assistant Highway Superintendent and establish compensation for the same.
Motion passed 5 to 0.
15. Adjournment: A motion by Trustee Bowman and seconded by Trustee Ufodike to adjourn at 8:34 p.m. Motion passed 5 to 0.

Respectfully Submitted: Clerk Lucy A. Prouty