



Clerk's Office
Lucy A. Prouty

Town Hall: 1155 East Route 22 • Lake Zurich, IL 60047
Phone: 847-438-7823 **Fax:** 847-438-9269
E-mail: info@elatownship.org

COMMITTEE OF THE WHOLE (COW) MEETING

Ela Township – Lower Level Board Room
1155 East Route 22, Lake Zurich
Wednesday, September 25, 2024, at 8:30 a.m.

MEETING MINUTES – Approved October 10, 2024

1. Call to Order: Supervisor Palmblad called the September 25, 2024, Committee of the Whole meeting to order at 8:30 a.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Township Manager Marciniak, Trustee Samz, Trustee Ufodike, Trustee Wilhoit, Assessor Herr, Community Programs Director Dillon, and Highway Superintendent DePouw. Trustee Bowman and Health & Wellness Director Marx were absent.
3. Pledge of Allegiance: Supervisor Palmblad led the Pledge of Allegiance.
4. Public Comment: None at this time
5. Discussion with Ela Township Pageant President: The representative from Ela Township Community Pageant did not attend.
6. Administration Updates:
 - a. Township Manager: Trustee Wilhoit requested an update on the back staircase at Town Hall. Township Manager Marciniak told Trustee Wilhoit that he is not getting any answers back from the company, and there are no monies yet involved. The Township will be contacting our Attorney to see what next steps can be taken.
 - b. Township Supervisor: None at this time.
7. Committee Updates:
 - a. Community Center Committee – Chair/Trustee Wilhoit: Trustee Wilhoit congratulated Director Dillon on a successful Community Center Celebration on September 14, 2024. Director Dillon reported that since the 55+ Newsletter was mailed, the Community Center has received many calls about their activities.
 - b. Communication Committee – Chair/Supervisor Palmblad: The Committee discussed doing something different for the holiday season. Rather than the Holiday Home Decorating Contest, the Committee is working on a giveaway for seniors in need and plans to work with 2 assisted/supportive living facilities in Ela Township. All articles for the Fall Newsletter need to be sent to Administrative Coordinator Case by October 28, 2024.
 - c. Health & Wellness Committee – Chair/Trustee Samz: Supervisor Palmblad gave Director Marx report as director Marx was absent. Director Marx has decided to revise the job description and hire a full time case worker rather than a certified licensed clinician, which has been advertised since January. The job description has been modified to Case Worker, it was posted on LinkedIn, and she has already had three inquiries.
 - d. Parks & Recreation Committee – Chair/Trustee Ufodike: Next meeting is November 12, 2024.
 - e. Highway Committee – Chair/Trustee Bowman: Highway Superintendent DePouw presented the board with information on a new Wing Mower. Brett and Highway Superintendent DePouw attended a demonstration which provided an overview of the multiple attachments for additional

functions other than just mowing, the cost is roughly \$250,000. The current wing mower is down in Joliet while they determine how to repair it.

- f. Bus Service – Board Liaison – Supervisor Palmblad: Barrington Township called to inform that they have been transporting two Ela Township residents to work and medical appointments multiple times per week. Supervisor Palmblad and Township Manager Marciniak will meet with the residents to find an alternate plan.
 - g. Assessor-Penny Herr: Everything is running smoothly in the office. We have had 104 appeals so far. Ela Township assessments for 2024 were published on September 12, 2024. The Township factor will be 1.0276. The last day to appeal your assessments will be October 15, 2024.
 - h. Historic Society- Township Manager Marciniak: Informed that the Peace Pole in Ela Park has been vandalized.
 - i. Cemetery-Supervisor Palmblad: No report.
8. Topics for Consideration:
- a. Discussion on remaining COW dates 2024: There will be Cow meetings on October 30th and November 20th, and none in December.
 - b. Discussion on executive training James Arnt executive training proposal: This item will be tabled.
 - c. Discussion on salary survey Discussion on proposals for the Township to receive a salary study: Trustee Samz thought that the Arnt proposal was very expensive, and he gave Ela Township Manager Marciniak two additional companies that may provide this service, Sikich and Cbiz. This item will be tabled
 - d. Approval of FY24 Board audit-discussion and possible action to approve the FY24 board audit: Discussion approving Board member receipt of the Board audit. No action was taken.
9. Executive Session – for the purpose of discussing Personnel 5 ILCS 120/2(c) 1 or 3, Litigation 5 ILCS120/2(c) or Review of Executive Session Minutes 5 ILCS 120/2(c) 21: None.
10. Set the Date of Next COW Meeting (October 30, 2024 @ 8:30 AM): The committee agreed on the date of October 30th for the next COW meeting.
11. Adjourn: A motion by Trustee Wilhoit and seconded by Trustee Ufodike to adjourn at 9:53 a.m. Motion passed 4 to 0. Trustee Bowman was absent.

Respectfully Submitted: Clerk Lucy A. Prouty