



Clerk's Office
Lucy A. Prouty

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MONTHLY BOARD MEETING

Thursday, October 8, 2020

7:00pm – BOARD MEETING

MEETING MINUTES

Approved November 12, 2020

This meeting will be conducted by audio or video conference and may not have a physically present quorum of the Ela Township Board because of a disaster declaration related to COVID-19 public health concerns affecting the Township. Pursuant to Section 7(e)(2) of the Open Meetings Act, the Supervisor has determined that an in-person meeting at the Township building with all participants is not practical or prudent because of the disaster. Township officials, legal counsel, and the Township Manager will not be physically present at the Township Hall if that is unfeasible due to the disaster. Since physical public attendance at the Township Hall may be limited or not feasible, alternative arrangements for public access to hear the meeting has been made available by contacting the Supervisor's Office at (847) 438-7823 for the Zoom meeting link or the phone number to call into the meeting prior to 5:00 p.m. on October 8, 2020. In accordance with the Open Meetings Act, the meeting will also be audio or video recorded and made available to the public, as provided by law.

1. Call to Order: Supervisor Palmblad called October 8, 2020 Ela Township Board Meeting to order at 7:01 p.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Township Manager Stefaniuk, Trustees Bos and Sikes. Present via Zoom were, Trustee Jennings, Highway Commissioner Forster, and Assessor Barrington.
3. Pledge of Allegiance: Supervisor led in the Pledge of Allegiance
4. Public Comments:
No public comments at this time.
5. Approval of Meeting Minutes of September 10, 2020:
A motion by Trustee Bos and seconded by Trustee Sikes to approve the September 10, 2020 meeting minutes, with any additions or corrections. Motion passed 4 to 0. Trustee Bowman was late.
6. Committee Meeting Minutes – accept meeting minutes from COW (9/29) –Youth Committee() - Senior Committee (9/25) - Communication Committee (9/29) - Community Family Service () - Park Committee () – Special Meeting (9/23)
A motion by Trustee Bos and seconded by Trustee Sikes to accept the COW and Communications (09/29/2020) meeting minutes. Motion passed 4 to 0. Trustee Bowman was late.

A motion by Trustee Sikes and seconded by Supervisor Palmblad to approve the special meeting of 09/23/2020. Motion passed 3 to 0. Larry was late and Trustee Bos abstained.
7. Approval of Board Audit from 9/5/2020 to 10/5/2020:
Clerk Prouty read the Board audit

TOTAL GENERAL TOWN FUND-----	\$ 37,011.35
TOTAL GENERAL ASSISTANCE FUND-----	\$ 1,295.06
TOTAL GENERAL ROAD FUND-----	\$ 20,068.78
TOTAL PERMANENT ROAD FUND-----	\$ 17,152.94
TOTAL PARK MAINTENANCE FUND-----	\$ 4,121.30
TOTAL CEMETERY FUND-----	\$ 1,220.18
TOTAL PAYROLL FUND-----	\$144,067.42

TOTAL OF ALL FUNDS-----\$224,937.03

A motion by Trustee Sikes and seconded by Trustee Bos to authorize the payment of the Board audit (09/05/2020 to 10/05/2020). Motion passed 4 to 0. Trustee Bowman was late.

8. Monthly Updates from Elected Officials, Department Heads & Township Manager
(Senior – Social Work – Youth - Y – Bus

Supervisor Report:

Supervisor Palmblad wanted to thank Senator McConchie for being instrumental in bringing in Annual Flu shots at the Knox Park Concession stand on October 7, 2020. Congratulations to Chef Lynn from the Senior Center, who was nominated by Jim Dalbec to ITASCSC for outstanding Senior Staff member, and she won. There will be paper shedding at Ela Library Sat., October 10, 2020 from 8 to 11 a.m.

Clerk's Report:

Early voting starts October 19, 2020 8:30 a.m. to 7:00 p.m. Monday to Friday, and 9:00 a.m. to 5:00 p.m. on Saturday and Sunday. Federal Holiday on Election Day 11/03/2020. Our TOI virtual conference is Nov. 16 – 23, 2020 please let me know if you want to attend. Any reports that you want added to the minutes need to be written and given to me and this is in the Clerk's Handbook.

Ela Township Manager:

Township Manager updated the Board on the new ADA doors going in at the Community Center. Five new replacement trees are being planted at Ela Community Park. Martin Enterprises have completed HVAC project at the Community Center. The rest of the Township Manager report will be attached to the minutes.

Trustees:

Trustee Bos congratulated Chef Lynn on Senior Staff Member award. Trustee Bowman and Trustee Jennings had no report. Trustee Sikes would like to Congratulate Chef Lynn on winning outstanding Senior staff member for 2020 from ITASCSC. There will be a Youth Committee meeting on October 30.

Assessor Report:

The Assessor has had over 1600 appeals on taxes this year.

Highway commissioner Report:

No verbal report at this time, but written report will be attached to the minutes.

Senior and Youth Report:

The reports will be attached to the minutes.

Community Family Services Report:

Report will be attached to the minutes.

OLD BUSINESS

NEW BUSINESS

9. Historical Society – Security Improvement Project: Consideration to approve Precision Lock & Safe for an amount of \$1,190.00 to install new locks at the Historical Society.
A motion by Trustee Bowman and seconded by Trustee Sikes to approve payment to Precision Lock & Safe for \$1,190.00 to install new locks at the Historical Society. Motion passed 5 to 0.

Trustee Bowman arrived Via Zoom at 7:16 p.m.

10. Community Center – ADA Replacement Bathroom Doors: Consideration to approve Elite Door for an amount of \$5,092.00 to install power door operator w/ activation switch. Service Plus for an amount of \$1,200.00 to bring electricity to doors and include a 10% contingency for any project related costs. A motion by Trustee Bowman and seconded by Trustee Sikes to approve Elite Door for \$5,092.00 to install power doors operator w/activation switch, and Service Plus for an amount of \$1,200.00 to bring electricity to doors and to include a 10% contingency for any product related cost. Motion passed 5 to 0.
11. Proclamation – Red Ribbon Week: Proclamation week of October 25, 2020 as Red Ribbon Week in Ela Township. Supervisor Palmblad read the whole Proclamation Red Ribbon Week.
12. Professional Cemetery Services: Consideration & possible action to approve the purchase of two Columbaria at a cost of \$23,137.50 to be paid in three installments. A motion by Trustee Sikes and seconded by Trustee Bos to approve the purchase of two columbaria at a cost of of \$23,137.50 to be paid in three installments. Motion passed 5 to 0.
13. Lake Zurich Cemetery Columbarium: Consideration & possible action to approve the fee structure for the columbaria as follows: Twelve niches on bottom three rows at \$2,250.00 each, four niches on top row at \$2,500.00 each, and \$250.00 for each opening and closing.
A motion by Trustee Bowman and seconded by Supervisor Palmblad to approve the fee structure for the columbaria as twelve niches on the bottom three rows at \$2,250.00 each, four niches on top row at \$2,500.00 each, and \$250.00 for each opening and closing. Motion passed 5 to 0.
14. Closed Executive Session:
None needed at this time.
15. Consideration and possible action on items discussed in closed session:
None needed at this time.
16. Adjourn:
A motion by Trustee Bos and seconded by Trustee Sikes to adjourn at 7:26p.m.
Motion passed 5 to 0.

Ela Township

October 5, 2020



Supervisor Gloria M. Palmblad
Trustee Chris Bos

Clerk Lucy A. Prouty
Trustee Larry Bowman

Highway Commissioner Andrew Forster
Trustee Michael Jennings

Assessor John Barrington
Trustee Joel Sikes