



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

MONTHLY BOARD MEETING  
Thursday, April 9, 2020 – 7:00 P.M.  
Ela Town Hall – Lower Level Board Room

**Meeting Minutes – Approved 5/14/2020**

1. Call to Order:  
Supervisor Palmblad called the April 9, 2020 Board meeting to order at 7:01 P.M.
2. Board Roll Call: Present were Supervisor Palmblad, Deputy Clerk Case, and Ela Township Manager Stefaniuk. Trustees Bos, Bowman, Jennings, and Sikes, as well as Assessor Barrington and Highway Commissioner Forster were present via video conference (Zoom).
3. Pledge of Allegiance
4. Public Comment: At this time, we welcome any public comments not pertaining to anything on the following agenda. Three minutes a piece or a total of fifteen minutes. No comments were made.
5. Approval of Meeting Minutes of March 12, 2020: (Tabled)

6. Approval of Board Audit from 3/10/20 to 4/6/20:

The Deputy Clerk read the Board Audit from March 10, 2020 – April 6, 2020:

<u>TOTAL GENERAL TOWN FUND</u>	<u>-----\$ 66,642.45</u>
<u>TOTAL GENERAL ASSISTANCE FUND</u>	<u>-----\$ 0.00</u>
<u>TOTAL GENERAL ROAD FUND</u>	<u>-----\$ 7,661.58</u>
<u>TOTAL PERMANENT ROAD FUND</u>	<u>-----\$ 34,524.19</u>
<u>TOTAL PARK MAINTENANCE FUND</u>	<u>-----\$ 3,171.35</u>
<u>TOTAL CEMETERY MAINTENANCE FUND</u>	<u>-----\$ 82.25</u>
<u>TOTAL PAYROLL</u>	<u>-----\$ 151,692.33</u>

TOTAL OF ALL FUNDS-----\$ 263,774.15

A motion by Trustee Bowman and seconded by Trustee Sikes to authorize the payment of the board audit (March 10, 2020 – April 6, 2020) as read, motion passed 5 to 0.

7. Monthly Updates from Elected Officials and Township Manager:  
(Senior – Social Work – Youth-Y – Bus – Communication - Highway)

Supervisor Report: Due to the stay-at-home order, we have decided to postpone the Spring/Summer 2020 Township Newsletter. We looked at the cost of sending a postcard to Township residents offering essential services per department, but it was very expensive. We decided to send out a smaller, less expensive, one-color postcard to senior residents only notifying them of the senior freeze and disability exemptions, along with 55+ services and curbside meal pick up. The Annual Town meeting has been postponed until further notice and report from county regarding tax levy funding has been delayed.

Clerk's Report: No report at this time.

Township Manager Report: Report attached to minutes.

Trustees Reports:

Bos: Thank you to everyone for your hard work, nothing new to report at this time

Bowman: Thank you to everyone for your hard work, nothing new to report at this time.

Jennings: No report at this time.

Sikes: Thank you to Supervisor Palmblad, Township Manager Stefaniuk, and all department heads for all of their hard work during this time.

Assessor: No report at this time.

Highway Commissioner: Report attached to minutes.

Senior and Youth Report: Report attached to minutes.

Social Worker Report: Report attached to minutes.

#### OLD BUSINESS

#### NEW BUSINESS

8. Line Item Transfers – consideration & possible action to approve Line Item Transfers as presented for close of FY 3/31/20:  
A motion by Trustee Bos and seconded by Trustee Sikes to approve line item transfers for close of FY 3/31/20. Motion passed 5 to 0.
9. Resolution Authorizing the Payment of Certain Routine & Recurring Expenses – consideration and possible action to approve Resolution Authorizing the Payment of Certain Routine & Recurring Expenses:  
A motion by Trustee Bowman and seconded by Trustee Bos to approve the Resolution Authorizing the Payment of Certain and Routine Recurring Expenses. Motion passed 5 to 0. Note was made to leave the resolution open for revisions.
10. Supervisor's Annual Statement & Road District Annual Treasurer's Report, FY end 3/31/2020 – included: No need to vote on the Supervisor's Annual Statement and Road District Treasurer's Report, information only.
11. Closed Executive Session: None needed at this time.
12. Consideration and possible action on items discussed in closed session: None needed at this time.
13. Adjourn:  
A motion by Trustee Bowman, and seconded by Trustee Bos to adjourn at 7:20 P.M. Motion passed 5 to 0.

Respectfully Submitted,  
Deputy Clerk Case

Ela Township

 P. Case Deputy Clerk April 9, 2020  
5/14/2020

Supervisor Gloria M. Palmblad  
Trustee Chris Bos

Highway Commissioner Andrew Forster  
Trustee Larry Bowman

Assessor John Barrington  
Trustee Michael Jennings

Clerk Lucy A. Prouty  
Trustee Joel Sikes