



**Supervisor's Office**  
Gloria M. Palmblad

**Town Hall:** 1155 East Route 22 • Lake Zurich, IL 60047  
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COMMITTEE OF THE WHOLE (COW) MEETING

**Ela Township Town Hall, 1155 East Route 22, Lake Zurich**  
Thursday, July 30, 2020 at 8:30 am  
**APPROVED 8/13/20**

1. **Call to Order** – Supervisor Palmblad called the COW meeting to order at 8:38 A.M.
2. **Board Roll Call** – Present were Supervisor Palmblad, Trustee Bos, Trustee Bowman, Trustee Jennings, Trustee Sikes, Deputy Clerk Case, Assessor Barrington, Highway Commissioner Forster, Township Manager Stefaniuk, Director Dillon, Jim Dalbec, Joe Cacciatore, and Geoff Meyer.
3. **Pledge of Allegiance** – Supervisor Palmblad led the attendees in the Pledge of Allegiance.
4. **Township Manager Report** – Township Manager Stefaniuk reported that the 2003 Ford E450 Bus, office telephones, motorized wheelchair, computers, and other miscellaneous office items were placed on Obenauf Auction and will run from August 1 through August 20. There is an \$8500.00 reserve on the bus. The security system at the Community Center will be installed August 1.
5. **Discussion** – Committee Updates by Chair:
  - a. **Senior Committee** – Chair/Larry Bowman  
Members: Gloria, Chris, Susan D., Jim  
Director Dillon reported that the August and September 2020 newsletter was mailed to 55+ members, and upcoming outdoor exercise classes and concerts have been planned. Curbside meal pick-up has been going very well. Members who attend the outdoor exercise classes seem to be very happy to be out and socializing with one another.
  - b. **Communication Committee** – Chair/Gloria Palmblad  
Members: John B, Susan D, Susan F, Jim, and Staff  
Supervisor Palmblad reported that an email was sent to committee members to gauge interest in holding a committee meeting, which we hope to schedule sometime soon.
  - c. **Community Family Services** – Chair/Chris Bos  
Members: Gloria, Larry, & Susan F.  
Supervisor Palmblad reported that the department is still conducting zoom classes, which are going very well, and counseling clients over the phone. There will be a CFS committee meeting on August 20. Director Fackler was absent.
  - d. **Youth Committee** – Chair/Joel Sikes  
Members: Gloria, Michael, & Susan D and Joe  
Director Dillon reported that youth summer club is currently in session and going well. District 95 is transitioning to hybrid e-learning, and school will be back in session on August 24. The youth department would like to offer an after-school Zoom tutoring program in place of Homework Club.
  - e. **Parks & Recreation Committee** – Chair/Michael Jennings  
Members: Gloria, Joel, Andy, & Geoff  
Flames football has been cancelled, but baseball and lacrosse are still playing. The soil testing on the hockey rink and the gutter project on Knox Park concession stand is still two to three weeks out.
  - f. **Bus Service** – Board Liaison – Gloria  
Supervisor Palmblad reported that Ela #1 bus is in the shop for repair, the transmission is being replaced, for the second time.
  - g. **Historic Society**  
The Historical Society is planning a soft re-opening, by appointment only, to only be open to the public on Saturdays.

**6. Topics for Discussion:**

- a. Maintenance
  1. Community Center - HVAC Replacement Project – Bid update
  2. Knox Park Parking Lot Repaving, Reseal & Restriping Project – Bid update  
Township Manager Stefaniuk reported that both bid openings went very well, and he will begin conducting reference checks. The bids came in on the low end at Knox Park and on the higher end for the Community Center HVAC.
- b. Residential Electric Aggregation  
Township Manager Stefaniuk reported that Township residents are saving very little with the current aggregation program versus going with just ComEd. A green aggregation program, MC2, is an option. If the board chooses to go with green energy, depending on the percentage chosen, the Township will receive money back (civic contribution), which we could put toward improvements at Township parks or the Community Center. Township Manager Stefaniuk will contact other Townships for reference checks on MC2. Provided the reference checks are positive, the Township will commit to a 25% cost savings level for one year with MC2.
- c. Ela Township Website  
Township Manager Stefaniuk received quotes to improve the Township website and we are in the process of conducting reference checks and deciding between two different quotes. Pricing is based upon the number of residents in the municipality.
- d. Employee Travel Policy During COVID-19 Pandemic  
The Township will follow the guidelines of the state of Illinois and Lake County. If an employee travels to a hotspot, the employee should have a negative COVID test prior to returning to work.
- e. Discussion on Elected Officials Salary  
The Board discussed leaving Township Trustees and Clerk compensation the same for the upcoming 4 years. The Assessor and Supervisor are still to be determined. The Highway Commissioner is currently a part time position that is taking full time hours. The Board discussed the idea of removing the Highway Commissioner position from an elected position. The position could be converted to department head rather than elected official.
- f. Old Business  
None at this time.
- g. New Business  
None at this time.

**7. Set Date of Next COW Meeting**

August 25, 2020 @ 8:30 AM

**8. Executive Session**

None needed at this time.

**9. Adjourn**

Adjournment at 10:43 A.M.



Ela Township

July 27, 2020

Respectfully Submitted,  
Jessica P. Case  
Deputy Clerk

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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