



Supervisor's Office
Gloria M. Palmblad

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Special Budget Meeting Minutes

Tuesday, February 16, 2021
(Upper Level Conference Room)
Ela Town Hall, 1155 East Route 22, Lake Zurich

1. Call to Order
Meeting was called to order at 8:34 a.m.
2. Roll Call
In attendance via zoom: Supervisor Palmblad, Trustees Jennings and Sikes, and Township Manager Stefaniuk
3. FY22 Transportation Department Budget
We began discussing personnel and salary increases. Based on ridership, we all anticipate the one full time and one part time bus drivers to be adequate until school begins in the fall. We will re-evaluate once we understand the needs of the Homework Club. Sixty percent of the dispatch salary is also included under this fund. Other than adding two new line items for Building Maintenance and Utilities, in regard to sharing these costs for the garage with the Highway District, all other line items were almost the same as the previous year.
4. FY22 General Town Budget
Again, we started with personnel and salary increases. Forty percent of Jessica's salary is included in this budget. Miscellaneous income was adjusted to reflect zero income from the Highway District for the Township Manager's salary. All payroll liabilities were adjusted based on new salary totals. Overall, appropriations increased due to Grant Funding, Community Events, and Community Service Projects line items were moved to Administrative Division from Social Services Division. Townhall Improvements line item also increased due to some needed A/V repairs and security improvements.

Trustee Bowman joined us at 9:20 a.m. via zoom.

5. FY22 Parks Department Budget
Parks' salaries currently consist of two full time employees and part time summer help. Salary adjustments were made to account for their increases. Liabilities were also adjusted accordingly. Health insurance and HRA accounts were increased to cover the second employee's benefits. Professional Services was added to reflect engineering services for parking lot maintenance and pavement plan. Both the Ela Historic Projects and Mosquito Abatement line items were transferred from the Social Services Division to the Parks fund. Capital Improvements line item was increased to cover the cost of parking lot maintenance & repair – Phase 2 at Knox Park and Phase 1 at the Community Center. Money is also being allocated to cover the potential purchase of new playground equipment at Knox Park.
6. Adjournment
Meeting adjourned at 9:57 a.m.

Ela Township

February 12, 2021