



**Clerk's Office**  
Lucy A. Prouty

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COMMITTEE OF THE WHOLE (COW) MEETING

**Ela Township Community Center**  
**380 Surrise, Lake Zurich**  
**Tuesday, March 30, 2021 at 8:30 am**  
**MEETING MINUTES**

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 8:15 a.m. on March 30, 2021.

1. Call to Order: Supervisor Palmblad called the March 30, 2021 Committee of the Whole meeting to order at 8:37 A.M.
2. Board Roll Call: Present were Supervisor Palmblad, Trustee Bowman, Trustee Jennings, Township Manager Stefaniuk, Deputy Clerk Case, Director Dillon, Assistant Director Dalbec, and Youth Coordinator Cacciatore. Present via Zoom were Trustee Sikes, Assessor Barrington, and Director Fackler. Trustee Donnan and Highway Commissioner Forster were absent.
3. Pledge of Allegiance: Supervisor Palmblad led the Pledge of Allegiance.
4. Township Manager Report: Township Manager Stefaniuk reported that the general ledger changes consolidating the Youth and Senior departments into one Community Center budget is complete.
5. Discussion – Updates by Chair:
  - a. Senior Committee – Chair/Larry Bowman, Members: Gloria, Bill D., Susan D., Jim  
Trustee Bowman had no report. Director Dillon reported that there will be a soft re-opening of the Community Center where members will have the option of some in-person programs and outdoor summer events or to continue to attend via Zoom. There will be 2-3 in-house programs daily, and all CDC guidelines will be followed by staff and members. The first Covid-19 vaccination clinic went very well, seniors were very appreciative, and the second round is scheduled for April 6, 2021. Assistant Director Dalbec and Director Dillon thanked Ela Township staff for their assistance in this successful event.
  - b. Communication Committee – Chair/Gloria Palmblad, Members: John B, Susan D, Susan F, Jim, and Staff  
Supervisor Palmblad announced that Wayne Kubacik was the winner of the I Got Caught Being Kind event. Wayne was nominated by Dona Blunt for assisting Township seniors by delivering meals and other necessities since the beginning of the pandemic. Wayne was invited to the April Board meeting to be presented with his award.
  - c. Community Family Services – Chair/Vacant, Members: Gloria, Larry, & Susan F.  
Director Fackler hosted a lunch along with Supervisor Palmblad for the department in recognition of National Social Work month. A new grief group will begin on April 20, we will meet every Tuesday via Zoom until June 1, 2021. Community Family Services will be hosting a virtual AITCOY workshop with guest speaker Aaron Weiner. All groups and services are going very well, and the department is working with District 95 to offer counseling and support services to returning students shall they need it.
  - d. Youth Committee – Chair/Joel Sikes, Members: Gloria, Michael, & Susan D and Joe  
Trustee Sikes had no report. Youth Coordinator Cacciatore reported that the Youth Department is moving forward with Homework Club and Summer Camp planning. Postcards will be sent in

April to 6000 households with children 12 and under. Summer Camp will have many planned activities and field trips will be on-site. CDC guidelines and social distancing practices will be followed by all.

- e. Parks & Recreation Committee – Chair/Michael Jennings, Members: Gloria, Joel, Andy, & Geoff Trustee Jennings had no report. Township Manager Stefaniuk thanked the Highway Department for ordering and installing new nets on the tennis court and for their assistance in changing the locks on the Knox Park hockey rink, as it was found unlocked with the fence door open. Lacrosse will begin practice in April.
  - f. Bus Service – Board Liaison – Gloria Supervisor Palmblad reported that there is no change with the Little City bus route. Township dial-a-ride service has slightly increased.
  - g. Highway Department - No report.
  - h. Historic Society - No report.
6. Topics for Discussion:
- a. 2021 Field Contract with LZBSA: There was no change to the LZBSA 2021 Field Contract, it will be on the agenda for consideration at the April Board meeting.
  - b. Peace Pole: Supervisor Palmblad reviewed plans and specifications with the committee. The Peace Pole Committee has submitted for a grant with ComEd. Trustee Bowman suggested submitting for a courtesy plan review with the Village of LZ. Supervisor Palmblad said that will be done once further plans have been finalized, she has already spoken with the Village and the Lions Club. A dedicated Go Fund Me page and bank account have been set up. The preliminary budget for the peace pole is \$65,000.00.
  - c. Engineering Consultant regarding Township Parking Lot Evaluations: Three bids were received for parking lot engineering services. Gewalt Hamilton submitted the lowest bid, which includes a 10-year plan, and they already have core samples and parking lot site plans. The Gewalt Hamilton proposal will be on the agenda for consideration at the April Board Meeting.
  - d. Purchase of 2021 Vehicle for Assessor’s Department: The Highway Department advised that the Ford Escape used by the Assessor’s office be replaced due to excessive and unsafe rust on the under carriage of the vehicle, in addition to other problems. Assessor Barrington looked into several options and received quotes including electric vehicles, and for now, the purchase of a 2021 Ford Explorer is the most cost effective and reliable option. The purchase of a 2021 Ford Explorer will be on the agenda for consideration at the April Board Meeting. Moving forward, Township Manager Stefaniuk will research the cost and process of installing an electric charging station at Knox Park.
  - e. Old Business: None at this time.
  - f. New Business: Supervisor Palmblad received an email from Lake County that stated Ela Township will receive the tax levy funds requested along with a few more.
7. Set Date of Next COW Meeting (April 27, 2021 @ 8:30 AM)
8. Executive Session: None at this time.
9. Adjourn: Supervisor Palmblad adjourned the March 30, 2021 Committee of the Whole meeting at 9:20 A.M.

Respectfully Submitted,

Deputy Clerk Case

Ela Township

March 26, 2021

Supervisor Gloria M. Palmblad  
Trustee Larry Bowman

Clerk Lucy A. Prouty  
Trustee William Donnan

Highway Commissioner Andrew Forster  
Trustee Michael Jennings

Assessor John Barrington  
Trustee Joel Sikes