



Clerk's Office
Lucy A. Prouty

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COMMITTEE OF THE WHOLE (COW) MEETING

Ela Township, 1155 East Route 22, Lake Zurich
Wednesday, July 28, 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 July 28, 2021.

1. **Call to Order:** Supervisor Palmblad called the July 28, 2021 COW meeting to order at 8:34 A.M.
2. **Board Roll Call:** Present were Supervisor Palmblad, Trustee Bowman, Trustee Sikes, Trustee Ufodike, Trustee Wilhoit, Deputy Clerk Case, Township Manager Stefaniuk, Highway Superintendent DePouw, Community Programs Director Dillon, Community Family Services Director Marx, Assistant Director Dalbec, and Highway Foreman Meyer. Clerk Prouty and Assessor Barrington were absent.
3. **Pledge of Allegiance:** Supervisor Palmblad led the Pledge of Allegiance.
4. **Township Manager Report:** Knox Park playground equipment bids are due August 15. So far 12 vendors have responded, 6 are from Illinois. Intergovernmental Agreements with local villages have been sent and we are waiting on responses.
5. **Discussion – Updates by Chair:**
 - a. **Community Center Committee – Chair/Trustee Ufodike, Members:** Supervisor Palmblad, Trustee Wilhoit, Susan, Jim, Joe
The center opened for in person programming on July 1, everyone is very excited to be back. The new chef has started and is doing well. District 95 will be busing students to after school programs. Director Dillon will have a table promoting Township programs and giving out snacks at Unplugged Fest on August 1, Trustee Wilhoit will join her.
 - b. **Communication Committee – Chair/Supervisor Palmblad, Members:** John, Sara, Susan, Jim, and Staff
Supervisor Palmblad informed the committee that both the Resident Guide and 2021 Summer Newsletter have been completed. Resident Guides will be delivered to local Villages and LZACC. A holiday home decorating contest is being planned for December. Banners for light poles and an electronic sign at Town Hal were also discussed and we are investigating the cost.
 - c. **Community Family Services – Chair/Trustee Wilhoit, Members:** Supervisor Palmblad, Trustee Sikes, Sara
Director Marx is reviewing employment applications as they are hiring two part time Administrative Coordinators. She is almost done with familiarizing herself with the case files and plans to begin seeing clients this week. She is also meeting with LZPD

and Supervisor Palmblad on July 29. Trustee Wilhoit said they have a committee meeting scheduled for August 18.

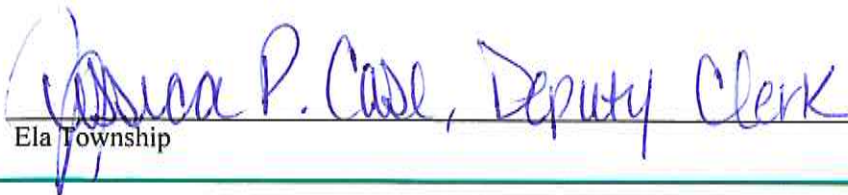
- d. Parks & Recreation Committee – Chair/Trustee Bowman, Members: Supervisor Palmblad, Trustee Ufodike, Mike, & Geoff
Supervisor Palmblad explained that there have been meetings with Gewalt Hamilton and the pickle ball people. We have a few different options as to what to do with the tennis courts and hockey rink in terms of converting them to pickle ball courts. The Parks and Rec survey results have been posted to the website and on Facebook. We hope to apply for a grant from the state to put toward playground equipment.
- e. Highway Committee – Chair/Trustee Sikes, Members: Supervisor Palmblad, Trustee Bowman, Mike, & Geoff
The Highway Committee will be meeting on Monday, August 2. The shed at Knox Park has been painted. Superintendent DePouw has begun the process of finding a replacement truck for the Highway Department which was in the budget for this year. There are a few more interviews scheduled for this week, and it will be on the agenda for discussion at the upcoming meeting. A goal is to consolidate the Highway Dept. and Administration Employee Handbooks by the end of 2021.
- f. Bus Service – Board Liaison – Supervisor Palmblad
Bus service is going well. Supervisor Palmblad will be meeting with the new Wauconda Township Supervisor to revise the IGA for transportation to Little City. She will also be attending a meeting with LCDOT regarding bringing additional paratransit resources into Lake County.
- g. Historic Society
Sherman Mechanical replaced the compressor.

6. Topics for Discussion:

- a. Peace Pole Update: It was determined at a recent Peace Pole meeting with Shari Gullo that due to finances and budget, we will push the installation until September 21, 2022. A new and less expensive manufacturer was found, we are looking for less expensive steel. Shari is still collecting time capsule items.
- b. Roadway Pavement Assessment Proposal by Gewalt Hamilton Associates: a 20-year street maintenance plan covering 23 miles of Township Roads was submitted by Gewalt Hamilton, and it will be on the agenda for vote at the August Board Meeting.
- c. Green Aggregation Program: Township Manager Stefaniuk explained the different options of tiers and timelines for the Green Aggregation Program. With what we chose last year, we received a civic contribution as part of the program and there is an option to do the same this year. This will be on the agenda for vote at the Special Board Meeting scheduled immediately following the COW meeting.
- d. Fox Valley Security Camera Systems for Town Hall and Concession Stand: Security System quotes for Town Hall and the Knox Park Concession area were reviewed. These will be on the agenda for vote at the August Board Meeting.
- e. Zoom – discussion on continuing: We will continue to offer Zoom options for our meetings with the Covid-19 pandemic continuously evolving. Trustee Wilhoit requested we make the Zoom links public, Township Manager Stefaniuk and Supervisor Palmblad informed her that legal counsel has advised us against doing so due to the potential security risks involved.
- f. Old Business: None at this time.
- g. New Business: Supervisor Palmblad notified the Board that administration will be creating and distributing committee meeting agendas and Trustees will be responsible for their meeting minutes. Supervisor Palmblad received a letter from the Village of Deer Park regarding a feasibility study for a TIF district on Rand Road from Deer Park Mall to the Shell gas station.

7. Set Date of Next COW Meeting (August 25, 2021 @ 8:30 AM)
8. Executive Session: None at this time.
9. Adjourn: Supervisor Palmblad adjourned the COW meeting at 9:42 A.M.

Respectfully Submitted,
Deputy Clerk Case


Jessica P. Case, Deputy Clerk

Ela Township

July 26, 2021

Supervisor Gloria M. Palmblad
Trustee Larry Bowman **Trustee** Joel Sikes

Clerk Lucy A. Prouty
Trustee Tosi Ufodike

Assessor John Barrington
Trustee Laurie Wilhoit