



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

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BOARD MEETING

Thursday, November 11, 2021

7:00pm – BOARD MEETING MINUTES

Approved December 9, 2021

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 5:00 p.m. on November 11, 2021. In accordance with the Open Meetings Act, the meeting will also be audio or video recorded and made available to the public, as provided by law.

1. Call to Order: Supervisor Palmblad called the November 11, 2021 Ela Township Board meeting to order at 7:02 p.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Township Manager Stefaniuk, Trustees Bowman, Sikes, and Ufodike. Also present were Highway Superintendent De Pouw, and Community Programs Director Dillon. Trustee Wilhoit was present via Zoom. Health & Wellness Director Marx was absent.
3. Pledge of Allegiance: Supervisor Palmblad led the Board in the Pledge of Allegiance. The Board held a moment of silence in honor of Veterans Day.
4. Public Comments: At this time we welcome any public comments, three minutes a piece or a total fifteen minutes. No audience & no public comment.
5. Approval of Board meeting minutes of October 14, 2021:
A motion by Trustee Bowman and seconded by Trustee Sikes to approve the October 14, 2021 Board meeting minutes with any additions or corrections. Motion passed 4 to 0. Supervisor Palmblad abstained. There were no additions or corrections.
6. Approval of Special Board meeting minutes of October 28, 2021:
A motion by Trustee Ufodike and seconded by Trustee Bowman to approve the minutes of October 28, 2021 Special Board meeting. Motions passed 3 to 0. Trustee Sikes and Wilhoit abstained.
7. Committee Meeting Minutes – accept meeting minutes from COW (10/27) – Community Center Committee () - Communication Committee (10/26) – Health & Wellness (9/22 & 10/13) – Park Committee () – Highway – (9/2, 10/6, & 11/5) - Cemetery (3/18 & 9/1)
A motion by Trustee Bowman and seconded Ufodike by Trustee to accept the committee meeting minutes as presented, COW (10/27), Communications (10/26), Health & Wellness (09/22) & (10/13), Highway (9/2, 10/6). Motion passed 5 to 0.
8. Approval of Board Audit from 10/11/2021 to 11/5/2021
Clerk read the Board Audit.
TOTAL GENERAL TOWN FUND-----\$ 51,821.84

TOTAL GENERAL ASSISTANCE FUND-----\$ 1,477.45
 TOTAL GENERAL ROAD FUND-----\$ 25,299.18
 TOTAL PERMANENT ROAD FUND-----\$ 17,750.80
 TOTAL PARK MAINTENANCE FUND-----\$ 16,636.39
 TOTAL CEMETERY MAINTENANCE FUND----- \$ 425.00
 TOTAL PAYROLL: -----\$ 141,142.85

TOTAL OF ALL FUNDS-----\$ 254,553.51

A motion by Trustee Sikes and seconded by Trustee Bowman to authorize the payment of the board audit as presented. Motion passed 5 to 0.

9. Monthly Updates from Elected Officials, Department Heads & Township Manager (Senior – Social Work – Youth – Highway – Bus)

Supervisor Report:

Toi Conference starts Monday November 15, 2021 (via Zoom)

Clerk report: Please sign your minutes from your committee meetings.

Township Manager:

Trustees:

Bowman: Will be meeting tomorrow morning to review new playground equipment and inspect all parks for outstanding issues.

Sikes: Wanted to welcome interim Assessor Penny Herr, and he knows that the Assessor office is in very capable hands.

Ufodike:

Wilhoit:

Senior & Youth Director:

Youth: Both sitter classes are completely filled up.

Social Worker: Supervisor Palmblad gave a brief report for Director Marx.

Highway Superintendent: Report will be added to the minutes.

Interim Assessor Herr report: Waiting for the final assessment this month or next month.

OLD BUSINESS

NEW BUSINESS

10. Ordinance 2021-04 – Tax Levy – consideration & possible action to approve Tax Levy Ordinance 2021/04, tax year 2021, collectable in 2022 (\$3,760,000.00)

A motion by Trustee Bowman and seconded by Trustee Sikes to approve the Ordinance 2021-Tax Levy- Ordinance 2021/04, tax year 2021 collectable in 2022 (3,760,000.00). Motion passed 5 to 0.

11. GA/EA Software – consideration and possible action to approve the purchase of Visual for \$5000.00

A motion by Trustee Sikes and seconded by Trustee Wilhoit to approve the purchase of a Visual GA for \$5000. Motion passed 5 to 0.

12. 2022 Holiday Schedule – motion to approve Township Holidays for calendar year 2022
A motion by Trustee Sikes and seconded by Trustee Bowman to approve the Township Holidays as presented. Motion passed 5 to 0.
13. 2022 Board Meeting Schedule – motion to approve board meeting schedule for calendar year 2022.
A motion by Trustee Bowman and seconded by Trustee Sikes to approve the list of meeting dates for Calendar year 2022, all meetings will be held on the second Thursday of every month, except January, which will be held on the first Thursday (1/06/2022) Motion passed 5 to 0.
14. Grant Applications – consideration & possible action to approve applications and set schedule.
A motion by Trustee Ufodike and seconded by Supervisor Palmblad to approve the Grant Application and set the return date of February 1, 2022. Motion passed 5 to 0.
15. Memorial Bench – consideration to approve purchase in honor of Assessor Barrington
A motion by Trustee Bowman and seconded by Trustee Ufodike to approve the purchase of a Memorial Bench honoring and in memory of the late Assessor Barrington. Motion passed 5 to 0.
16. 2021-2022 Winter Newsletter
A motion by Trustee Bowman and seconded Sikes by to approve the 2021-2022 Winter Newsletter as presented. Motion passed 5 to 0.

At this time the Board will go into closed session to discuss insurance and then return to vote on the insurance renewal.
A motion by Trustee Sikes and seconded by Trustee Bowman to enter into Closed Executive Session at 7: 39 p.m. Motion passed 5 to 0.
17. Closed Executive Session
A motion by Trustee Bowman and seconded by Trustee Ufodike to come out of Closed Executive Session at 7:54 p.m. Motion passed 5 to 0.
18. Insurance Renewal – consideration & possible action to approve insurance renewal (BCBS), along with continuation of HRA & FSA
A motion by Trustee Sikes and seconded by Trustee Ufodike to approve insurance renewal (BCBS) along with continuation of HRA & FSA. Motion passed 5 to 0.
19. Adjourn:
A motion by Trustee Wilhoit and seconded by Trustee Ufodike to adjourn at 7:57p.m. Motion passed 5 to 0.

Ela Township



November 8, 2021

Trustee Larry Bowman Supervisor Gloria M. Palmblad
Trustee Joel Sikes

Clerk Lucy A. Prouty
Trustee Torsi Ufodike Trustee Laurie Wilhoit