



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

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## COMMITTEE OF THE WHOLE (COW) MEETING

Ela Township – Lower Level Board Room  
1155 East Route 22, Lake Zurich  
Wednesday, July 27, 2022, at 8:30 am  
Meeting Minutes – Approved August 11, 2022

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 8:15a.m. on July 27, 2022.

1. Call to Order: Supervisor Palmblad called the July 27, 2022 Committee of the Whole meeting to order at 8:30 a.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Trustee Bowman, Trustee Sikes joined at 8:37 a.m., Trustee Ufodike, Trustee Wilhoit, Assessor Herr, Highway Superintendent DePouw, Community Programs Director Dillon, Director Marx, Highway Foreman Meyer, and Management Assistant Snyder.
3. Pledge of Allegiance: Supervisor Palmblad led the Board in the Pledge of Allegiance.
4. Discussion – Updates by Chair:
  - a. Community Center Committee – Chair/Trustee Ufodike Members: Supervisor Palmblad, Trustee Wilhoit, Director Dillon, Assistant Director Dalbec, Youth Coordinator Cacciatore  
Director Dillon reported that there will be no Teen Club this semester, due to lack of transportation. Chef Corey is adjusting to his new role very well. Not only is he frugal, he is also a good cook. Unfortunately, there are a lot of staff out with Covid 19. Revenue from the Danube River Trip was \$30,000.00. The October, November, December 55+ Newsletter is ready to be mailed out.
  - b. Communication Committee – Chair/Supervisor Palmblad Members: Assessor Herr, Director Dillon, Director Marx, Assistant Director Dalbec, and Staff  
Supervisor Palmblad reported that the Fall ET Newsletter will go out after November 8, 2022 General Election. Articles are due to Administrative Coordinator Case on September 12, 2022 and it will be on the agenda for board approval in October. The outdoor fitness court will be installed on Monday August 1, 2022. The committee is in the beginning stages of planning a ribbon cutting event to take place in early fall.

- c. Health & Wellness – Chair/Trustee Wilhoit Members: Supervisor Palmblad, Trustee Sikes, Director Marx  
Director Marx will attach her chart of Stats from April to June 2022 to the minutes. The department is still short of staff. They have had seventeen referrals and two crisis calls. EA and GA applicants are requesting assistance, however, they do not complete their paperwork. The lending closet has been very busy. Going to update the Health and Wellness website page.
  - d. Parks & Recreation Committee – Chair/Trustee Bowman Members: Supervisor Palmblad, Trustee Ufodike, Highway Superintendent DePouw, and Highway Foreman Meyer  
The parking lot black topping is completed at Town Hall. All the trees have been replaced and have gator bag on them at Ela Township Community Park.
  - e. Highway Committee – Chair/Trustee Sikes Members: Supervisor Palmblad, Trustee Bowman, Highway Superintendent DePouw, and Highway Foreman Meyer  
Highway Superintendent DePouw is pleased with the new employee, Skylar is working out very well. Unfortunately, Maxx gave his notice. Additional interviews for another new hire will begin soon. Forest Lake roads are complete.
  - f. Bus Service – Board Liaison – Supervisor Palmblad reported that the bus department is doing well.
  - g. Assessor Herr Report: The books are at the Lake County CCAO office waiting to be published. Assessments will be posted August 18, 2022 with a final appeal date of September 19, 2022. The holdup was due to the printer. There are no updates on the Kohls and Kemper properties.
  - h. Historic Society: They are selling tickets for their History Day and Antique Artisan Market on September 4, 2022.
5. Old Business
    - a. COVID Policy: Guidance for Covid-19 exposure, close contact or positive test; needed a small correction. A copy will be attached to the minutes.
  6. New Business
    - a. Changes to Personnel: Preliminary changes were distributed and will be discussed further at a future meeting.
    - b. Whistleblower Procedures: Whistleblower procedures will be attached to the minutes, and also submitted to our attorney for further review.
  7. Set Date of Next COW Meeting (August 24, 2022 @ 8:30 AM)
  8. Executive Session: None
  9. Adjourn: 9:44 a.m.

Respectfully Submitted, Clerk Prouty

Ela Township

August 8, 2022

Trustee Larry Bowman

Supervisor Gloria M. Palmblad  
Trustee Joel Sikes

Clerk Lucy A. Prouty  
Trustee Tosi Ufodike

Trustee Laurie Wilhoit