



Supervisor's Office
Gloria M. Palmblad

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HIGHWAY COMMITTEE MEETING

Ela Town Hall – Upper Level Conference Room
1155 E. Route 22, Lake Zurich, IL
Monday, August 22, 2022 – 8:30 A.M.

MEETING MINUTES
Approved October 13, 2022

1. Call to Order – Trustee Sikes called the meeting to order at 8:40 a.m.
2. Roll Call – Supervisor Palmblad, Trustee Sikes (attended via phone due to technical difficulties with the Township Zoom account), Superintendent DePouw
3. Project Updates – • Major road resurfacing projects have been completed for Forest Lake and Echo Lake. Final road restoration/touch up work for Echo Lake to be completed by the end of the week. • In house road patching is underway. Superintendent DePouw would like to explore purchasing a coal chute tailgate that can be used during the summer patching season. Currently, the department is borrowing Cuba Township's road widener.
4. Generator – Purchase was approved at the last board meeting. Delivery is expected for Jan./Feb of 2023.
5. Vehicles – Bucket truck delivery has been delayed from August to December.
6. Staffing – • Maintenance Worker 1 – final position has been filled and all positions at the department are now filled. As mentioned at the previous committee meeting, discussion took place regarding the possibility of adding an additional employee in the next budget year.
7. Old Business – • Irrigation system at Knox Park – Foreman Meyer and staff completed system repair in house. • Awning has been delivered and installed.
8. New Business – Staff has enquired about the possibility of being paid out for unused PTO if it is not used on an annualized basis. Supervisor Palmblad and Trustee Sikes will bring this question to the board at a later discussion concerning staff benefits.
9. Set Date for Next Highway Committee Meeting – Monday, October 17, 2022 at 8:30 a.m.
10. Adjournment – 9:06 a.m.

Minutes Submitted by Trustee Sikes – October 10, 2022