



Supervisor's Office
Gloria M. Palmblad

Town Hall: 1155 East Route 22 • Lake Zurich, IL 60047

Phone: 847-438-7823 **Fax:** 847-438-9269

E-mail: info@elatownship.org

BOARD MEETING

Ela Town Hall
1155 E. RT 22, Lake Zurich, IL
Thursday, September 8, 2022 - 7:00 p.m.

MEETING MINUTES

Approved October 13, 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 5:00 p.m. on September 8, 2022. 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 September 8, 2022 Board Meeting to order at 7:01 p.m.
2. Board Roll Call: Present were Supervisor Palmblad, Trustee Sikes, Trustee Ufodike, Trustee Wilhoit, Deputy Clerk Case, Assessor Herr, Township Manager Marciniak, Highway Superintendent DePouw, Community Programs Director Dillon, Health & Wellness Director Marx, and Management Assistant Snyder. Trustee Bowman was absent.
3. Pledge of Allegiance: Supervisor Palmblad led the Board in the Pledge of Allegiance.
4. Public Comments: Public comments are welcome, three minutes a piece or a total of fifteen minutes. None at this time.
5. Approval of Board Meeting Minutes of August 11, 2022: A motion by Trustee Wilhoit and seconded by Trustee Ufodike to approve the August 11, 2022 Board Meeting Minutes with any additions or corrections. There were no additions or corrections. Trustee Sikes abstained. Motion passed 3 to 0. Trustee Bowman was absent.
6. Approval of Special Board Meeting Minutes of August 24, 2022: A motion by Trustee Wilhoit and seconded by Trustee Ufodike to approve the August 24, 2022 Special Board Meeting Minutes with any additions or corrections. There were no additions or corrections. Motion passed 4 to 0. Trustee Bowman was absent.
7. Committee Meeting Minutes – accept meeting minutes from COW (8/24) – Community Center Committee () - Communication Committee (8/16) – Health & Wellness (8/5) – Highway (8/22) - Park Committee (8/23) – Cemetery (): A motion by Trustee Wilhoit and seconded by Trustee Sikes to approve the Committee Meeting Minutes from COW (8/24) – Community Center Committee () - Communication

Committee (8/16) – Health & Wellness (8/5) – Highway () - Park Committee (8/23) with any additions or corrections. There were no additions or corrections. Motion passed 4 to 0. Trustee Bowman was absent.

8. Authorization of payment of Board Audit from 8/9/2022 to 9/2/2022:

TOTAL GENERAL TOWN FUND:	\$575,079.54
TOTAL GENERAL ASSISTANCE FUND:	\$366.16
TOTAL GENERAL ROAD FUND:	\$380,062.38
TOTAL PERMANENT ROAD FUND:	\$22,465.88
TOTAL PARK MAINTENANCE FUND:	\$50,295.85
TOTAL CEMETERY MAINTENANCE FUND:	\$975.00
TOTAL PAYROLL:	\$154,473.26

TOTAL ALL FUNDS: \$1,183,718.07

A motion by Trustee Wilhoit and seconded by Trustee Sikes to authorize the payment of the Board Audit of 8/9/2022 to 9/2/2022 in the amount of \$1,183,718.07. Motion passed 4 to 0. Trustee Bowman was absent.

9. Monthly Updates from Elected Officials, Township Manager and Department Heads
(Assessor – Bus – Cemetery – Health & Wellness – Highway – Senior – Youth)

Supervisor Report: Thank you to the Highway Department for their assistance in attending the kids fair at the Foglia YMCA. EHS History Day and Artisan Market was a successful event, they are looking forward to having it again in September next year. Reminded the Board about the upcoming Metro Symposium on September 24 at Hanover Township.

Trustee Sikes Report: Welcome to Ted Marciniak the new Township Manager.

Trustee Ufodike Report: Also welcomed Ted Marciniak and deferred her update to Director Dillon.

Trustee Wilhoit: Welcome to Ted Marciniak the new Township Manager.

Deputy Clerk Case: Early voting and Election Day voting will be held at Town Hall for the November 8, 2022 General Election.

Assessor Herr: The 2022 assessments were mailed to residents on August 25th with a final appeal deadline of September 26, 2022. The Assessors department can view filed appeals the next day, thus far 149 have been filed. October 31st is the deadline to file Certificates of Error.

Township Manager Marciniak: Very grateful to be here, looking forward to meeting with the Board and Township staff. He will begin working on upgrading the AV system in the board room amongst other projects.

Highway Superintendent DePouw: Their newest employee has been on staff for 4 weeks and is doing very well. Construction on the tennis and pickleball courts began August 31st and he is very confident with the Gewalt Hamilton engineer overseeing the project. He was told that build process of the new truck would begin November 25, 2022.

Community Programs Director Dillon: August was a busy month at the Community Center. They took 42 seniors to Door County. Oktoberfest is coming up on September 30th. Two new youth staff members have been hired and they are doing well. Thank you to Diane Elkins for donations of youth toys and games. Budgeting is going well although the program supplies line item needs to be adjusted. The

October – December 2022 newsletter was sent to the entire Township. Going forward the center will be open daily until 7:00 p.m. The next Community Center meeting will be on September 23, 2022.

Health & Wellness Director Marx: The Health & Wellness department is now fully staffed, and they have been quite busy. Betsy, the newest clinician is seeing clients already. Grief Group is beginning September 28, and the department is working on additional parent and caregiver support groups. Thank you to Diane Elkins who donated 10 toilet risers to the lending closet. The Charity Knit group has donated over 3000 items so far in 2022. The next Health & Wellness committee meeting will be on October 7, 2022.

OLD BUSINESS

NEW BUSINESS

10. Midwest Transit Equipment – consideration & possible action to approve the purchase of one 2024 Ford StarCraft Shuttle bus with an estimate of \$110,000. (Final cost to be provided upon delivery of chassis.) A motion by Trustee Wilhoit and seconded by Trustee Sikes to approve the purchase of one 2024 Ford StarCraft Shuttle bus with an estimate of \$110,000. (Final cost to be provided upon delivery of chassis). Motion passed 4 to 0. Trustee Bowman was absent.
11. Executive Session: None
12. Consideration and possible action on items discussed in closed session
13. Adjourn: A motion by Trustee Sikes and seconded by Trustee Wilhoit to adjourn at 7:31 p.m. Motion passed 4 to 0. Trustee Bowman was absent.

Respectfully Submitted: Deputy Clerk Case

Ela Township

September 9, 2022

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

Clerk Lucy A. Prouty
Trustee Tosi Ufodike **Trustee** Laurie Wilhoit