



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, September 28, 2022, at 8:30 am

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 8:15a.m. on September 28, 2022.

1. Call to Order: Supervisor Palmblad called the September 28, 2022 Committee of the Whole meeting to order at 8:33 a.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Trustees Bowman, Sikes, Ufodike, and Wilhoit. Also present were Township Manager Marciniak, Highway Superintendent DePouw, Deputy Assessor Behrel, Management Assistant Snyder, and Assistant Director Dalbec. Director Marx, Director Dillon, Assessor Herr, Youth Coordinator Cacciatore, and Highway Foreman Meyer were absent.
3. Pledge of Allegiance: Supervisor Palmblad led the committee in the Pledge of Allegiance.
4. Township Manager: Township Manager Marciniak made a presentation on a plastic recycling program through Trex that he would like to incorporate into the Township.
5. Discussion – Updates by Chair:
 - a. Assessor: Deputy Assessor Behrel reported that the appeal process has been in full swing since August 25, 2022. September 26th is the last day for appeals to be filed with the Lake County board of review. Since August 31st, there have been 100 new permits recorded and they are up to date on field visits. They have had 736 appeals filed and a Township factor of 1.0263 %.

- b. Community Center Committee – Chair/Trustee Ufodike, Members: Supervisor Palmblad, Trustee Wilhoit, Director Dillon, Assistant Director Dalbec, Youth Coordinator Cacciatore:
Assistant Director Dalbec reported that Community Center is very busy. The October – December 2022 newsletter was sent out to all residents around Labor Day. 82 people have signed up for the Octoberfest event on Friday October 30th. Volunteers would be very helpful from 5:30 – 7:00 p.m.
 - c. Communication Committee – Chair/Supervisor Palmblad, Members: Assessor Herr, Director Dillon, Director Marx, Assistant Director Dalbec, and Staff:
The first draft of the 2022-2023 Winter Newsletter will be ready next week. The committee will start advertising for Holiday Home Decorating contest November 1st and will judge the week of December 12th. The staff holiday lunch party will be held on Friday, December 16th.
 - d. Health & Wellness – Chair/Trustee Wilhoit, Members: Supervisor Palmblad, Trustee Sikes, Director Marx:
The next committee meeting will be on October 7, 2022 at 8:30 a.m. New employee Betsy is enjoying job here at the Township.
 - e. Parks & Recreation Committee – Chair/Trustee Bowman, Members: Supervisor Palmblad, Trustee Ufodike, Highway Superintendent DePouw, and Highway Foreman Meyer:
The Pickle ball and Tennis courts are coming along very nicely. The next Parks and Recreation committee meeting is yet to be determined.
 - f. Highway Committee – Chair/Trustee Sikes, Members: Supervisor Palmblad, Trustee Bowman, Highway Superintendent DePouw, and Highway Foreman Meyer:
The next meeting October 17, 2022 at 8:30 a.m. Highway Superintendent DePouw would like the approval to order a new truck that will be delivered in 2025 for \$250,922.00, which includes an additional \$50,000.00 for a wing to be added for plowing the surrounding streets of Deer Park Town Center as well as other streets. He would also request approval to purchase the attachment for the back of the truck to spread asphalt for \$5,000.00. All will be on the agenda for possible approval at the board meeting on October 13, 2022.
 - g. Bus Service – Board Liaison – Supervisor Palmblad: Buses are running smoothly.
 - h. Historic Society: The History Day and Artisan Market event that was hosted by the EHS on September 4, 2022 was so successful, they are planning another one for next September.
6. Topics for Discussion
- a. State Holiday – November 8th Election Day: Governor Pritzker has declared Election Day to be a state holiday.

- b. Audio/Video Upgrades for Board Room: Proposals were presented to the committee, and it was preliminarily decided to go with Chicago & Audio Video with a quote of \$12,450.88. This will be on the agenda for possible approval at the board meeting on October 13, 2022.
 - c. Furnace Replacements for Highway Garage: Proposals were presented to the committee, and it was preliminarily decided to go with Sherman Mechanical with a quote of \$ 11,855.00. This will be on the agenda for possible approval at the board meeting on October 13, 2022.
 - d. Whistleblower Procedures: Whistleblower protection and procedures were reviewed. The final documents will be on the agenda for possible approval at the board meeting on October 13, 2022.
 - e. Intergovernmental Agreement w/taxing bodies: Topic was tabled for the time being, pending additional information from legal counsel.
7. Set Date of Next COW Meeting: October 26, 2022@ 8:30 AM
8. Executive Session: None.
9. Adjourn: Supervisor Palmblad adjourned the meeting at 9:48 a.m.

Respectfully Submitted: Clerk Lucy Prouty