



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

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

Thursday, November 10, 2022
7:00pm – BOARD MEETING
Approved December 8, 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 November 10, 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 November 10, 2022 Ela Township Board meeting to order at 7:01 p.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Township Manager Marciniak, Trustees Bowman, Ufodike, and Wilhoit. Trustee Sikes joined the meeting at 7:05 p.m. Assessor Herr, Community Programs Director Dillon, Highway Superintendent DePouw, and Health & Wellness Director Marx were also in attendance.
3. Pledge of Allegiance: Supervisor Palmblad led the Board in the Pledge of Allegiance.
4. Public Comments: At this time, we welcome any public comments, three minutes a piece or a total of fifteen minutes. There were no public comments.
5. Approval of Board Meeting Minutes of October 13, 2022:
A motion by Trustee Ufodike and seconded by Trustee Wilhoit to approve the Board Meeting Minutes from October 13, 2022, with any additions or corrections. Motion passed 3 to 0. There were no corrections or additions. Trustee Bowman abstained.
6. Approval of Special Board Meeting Minutes of September 15, 2022:
A motion by Trustee Bowman and seconded by Supervisor Palmblad to approve the Special Board Meeting Minutes of September 15, 2022. Motion passed 4 to 0.
7. Committee Meeting Minutes – accept meeting minutes from COW (10/26, 10/27) – Community Center Committee () - Communication Committee (11/1) –Health & Wellness Committee () –Highway (10/17) Park Committee ():
A motion by Trustee Wilhoit and seconded by Trustee Ufodike to accept the committee meeting minutes of COW (10/26, 10/27) – Community Center Committee () - Communication Committee (11/1) — Highway (10/17), and Park Committee (). Motion passed 5 to 0.
8. Authorize the payment of the Board Audit from 10/11/2022 to 11/7/2022
GENERAL TOWN FUND-----\$ 61,513.85
GENERAL ASSISTANCE FUND-----\$ 1,088.26
GENERAL ROAD FUND-----\$ 32,871.59

PERMANENT ROAD FUND-----	\$ 19,255.25
PARK MAINTENANCE-----	\$ 18,933.88
CEMETARY MAINTENACE-----	\$ 1,700.00
TOTAL PAYROLL-----	\$ 165,443.80

TOTAL OF ALL FUNDS----- \$ 300,806.63

A motion by Trustee Sikes and seconded by Trustee Wilhoit to authorize the payment of the board audit (\$ 300,806.63) from 10/11, 2022 to 11/07/2022. Motion passed 5 to 0.

9. Monthly Updates from Elected Officials, Township Manager and Department Heads Assessor – Bus – Cemetery - Senior – Social Work – Youth)

Supervisor Report: Supervisor Palmblad wanted to Thank Jessica Case for all her hard work on the fall newsletter. Home Depot donated prizes for the Ela Township Holiday Home Decorating Contest. Work will be stopped on the Tennis and Pickle ball courts until spring

Clerk report: No report.

Township Manager Marciniak: The Ela Township plastic recycling program is going really well, but still having a hard time securing a corporate partner to accept the plastic.

Trustees:

Bowman: No report.

Sikes: No report.

Ufodike: Last Community Center meeting was November 4, 2022.

Wilhoit: Wished the Marine Corp Happy Birthday.

Assessor Herr: Full report will be attached the minutes.

Bus Report: Full Report will be attached to the minutes.

Highway Superintendent DePouw: Full report will be attached to the minutes.

Youth Report: Homework Club going very well. Parents/kids are all happy. Winter Break Camp registration is open, 8-12 kids are registered for every day thus far. Safe Sitter Class is on 11/19, Joe will be teaching. The rest of report will be attached to minutes.

Senior Report: Veteran’s Day Luncheon served 52 veterans, including 2 WWII veterans and 3 Korean War veterans. One of the WWII veterans will be turning 103 next week so we sang Happy Birthday to him! NHS volunteers came and helped serve and brought home baked goods. Thank you to Supervisor Palmblad for helping. Thank you to the Highway Department and their quick action in replacing our flag outside. Lisa is in New Orleans and Biloxi with a group of seniors traveling. The staff retreat in October went very well. Everyone is re-certified in CPR, AED, and First Aid. Planning for 2023 went very well. A generous senior gave me \$300 to “buy the staff lunch”. Director Dillon gave each staff person \$30 to go find a restaurant/class/venue and bring the information back to the retreat. Went great and we still had enough money left to by lunch as well. Murder Mystery dinner had over 70 guests. Great night...mystery was too difficult. Flu shot clinic was very well attended. We will be hosting a COVID booster clinic in January. Evening programming is really starting to take off! Revenue for both departments is going great! We are ahead of the projected revenue in both departments. We were recently given \$2000 from a very generous couple that attends our senior programs with the request that

we use the money for scholarships and to “spruce up” our decorations at events. Then an additional \$100 given by another couple to provide scholarships.

Health and Wellness Marx: Full report will be attached to the minutes.

OLD BUSINESS

NEW BUSINESS

10. Ordinance 2022-02 – Tax Levy – consideration & possible action to approve Tax Levy Ordinance 2022-04, tax year 2022, collectable in 2023 (\$3,910,400):
A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve Ordinance 2022-02 – Tax Levy – Tax Levy Ordinance 2022-02, tax year 2022, collectable in 2023 (\$3,910,400) Motion passed 4 to 1. Trustee Sikes voted nay.
11. Knapheide – consideration & possible action to approve purchase of one 17’ wide body 14’ flatbed trailer in the amount of \$12,185:
A motion by Trustee Wilhoit and seconded by Trustee Bowman to approve purchase of one 17’ wide body 14’ flatbed trailer in the amount of \$12,185. Motion passed 5 to 0.
12. Road widener – consideration & possible action to approve purchase of one Right Hand Shouldering Machine with Remote and Push Plate in the amount of \$23,006.89 with sharing rights with Wauconda Township:
A motion by Trustee Wilhoit and seconded by Trustee Sikes to approve purchase of one Right Hand Shouldering Machine with Remote and Push Plate in the amount of \$23,006.89 with sharing rights with Wauconda Township. Motion passed 5 to 0.
13. AVI Systems – consideration & possible action to approve purchase of Audio/Video upgrades to equipment in Board Room at a total cost of \$15,399:
A motion by Trustee Bowman and seconded by Trustee Sikes to approve purchase of Audio/Video upgrades to equipment in Board Room at a total cost of \$15,399. Motion passed 5 to 0.
14. 2023 Holiday Schedule – motion to approve Township Holidays for calendar year 2023:
A motion by Trustee Wilhoit and seconded by Trustee Bowman to approve Township Holidays for calendar year 2023. Motion passed 5 to 0.
15. 2023 Board Meeting Schedule - motion to approve board meeting schedule for calendar year 2023
A motion by Trustee Bowman and seconded by Trustee Sikes to approve board meeting schedule for calendar year 2023. Motion passed 4 to 1. Trustee Wilhoit voted nay.
16. Grant Applications – consideration & possible action to approve applications and set schedule:
A motion by Trustee Wilhoit and seconded by Trustee Sikes to approve the grant application for calendar year 2023 and set a return date of February 1, 2023, in consideration for 2023/2024 funding. Motion passed 5 to 0.
17. Intergovernmental Agreement – consideration & possible action to approve IGA between members of taxing bodies within Ela Township
A motion by Trustee Bowman and seconded by Trustee Sikes to approve IGA between members of taxing bodies within Ela Township. Motion passed 5 to 0.
18. A motion by Trustee Sikes and seconded by Trustee Ufodike at 7:46 p.m. to enter into closed executive session for the purpose of discussing personnel, minutes, pending litigation, or land acquisition. Motion passed 5 to 0.
A motion by Trustee Sikes and seconded by Trustee Wilhoit to come out of closed executive session at 8:18 p.m. Motion passed 5 to 0.

19. Employee Handbook – consideration and possible action to approve Employee Handbook changes effective January 1, 2023:
A motion by Trustee Sikes and seconded by Trustee Bowman to approve Employee Handbook changes discussed in closed executive session effective January 1, 2023. Motion passed 5 to 0.
20. A. Consideration and possible action to approve items discussed in closed executive session: A motion by Trustee Bowman and seconded by Trustee Wilhoit to renew the contract for Assessor for the upcoming year with the changes that were discussed in closed executive session. Motion passed 5 to 0.
B. A motion by Trustee Sikes and seconded by Trustee Bowman to approve an exception to employee policy as discussed in executive session. Motion passed 5 to 0.
21. Adjournment: A motion by Trustee Sikes and seconded by Trustee Bowman to adjourn at 8:20 p.m. Motion passed 5 to 0.

Respectfully Submitted: Clerk Lucy A. Prouty

Ela Township



November 12, 2022

Trustee Larry Bowman

Supervisor Gloria M. Palmblad
Trustee Joel Sikes

Trustee Tosi Ufodike

Clerk Lucy A. Prouty

Trustee Laurie Wilhoit