



Clerk's Office

Lucy A. Prouty

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BOARD MEETING

Thursday, March 9, 2023 – 7:00 P.M.

1155 E. Route 22, Lake Zurich, IL

MEETING MINUTES – APPROVED April 13, 2023

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 March 9, 2023. 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 March 9, 2023, Ela Township Board meeting to order at 7:00 p.m.
2. Board Roll Call: Present were Supervisor Palmblad, Trustee Bowman, Trustee Sikes, Trustee Ufodike, Trustee Wilhoit, Township Manager Marciniak, Deputy Clerk Case, Assessor Herr, Highway Superintendent DePouw, and Community Programs Director Dillon. Health & Wellness Director Marx was absent.
3. Pledge of Allegiance: Supervisor Palmblad led the Pledge of Allegiance.
4. Public Comments: Residents who spoke in person on behalf of Bonnie Barrington requesting a formal interview for the position of Ela Township Assessor:
Bonnie Barrington – 20 Thornfield Lane, Hawthorn Woods
Dan Gura – 24172 Mary Dale Avenue, Lake Zurich
John Schneckner – 666 Ginger Trail, Lake Zurich
Mark Greene – 587 Cortland Drive, Lake Zurich
5. Approval of Board Meeting Minutes of February 9, 2023: A motion by Trustee Bowman and seconded by Trustee Sikes to accept the Board Meeting minutes of February 9, 2023, with corrections. Motion passed 5 to 0.
6. Approval of Special Board Meeting Minutes of 2/8, 2/22, 2/24, and 3/1/2023: A motion by Trustee Wilhoit and seconded by Trustee Sikes to accept the Special Board Meeting Minutes of 2/8, 2/22, 2/24, and 3/1/2023 with corrections or additions. Trustee Bowman abstained and the motion passed 4 to 0. There were no corrections or additions.
7. Committee Meeting Minutes – accept meeting minutes from COW () – Community Center Committee () - Communication Committee (2/28) – Health & Wellness Committee (2/3) – Highway () - Park Committee (2/28) – Cemetery Committee (7/12, 11/1, 12/28): A motion by Trustee Bowman and seconded by Trustee Sikes to accept the Committee Meeting Minutes of COW () – Community Center Committee () - Communication Committee (2/28) – Health & Wellness Committee (2/3) – Highway () - Park Committee (2/28) – Cemetery Committee (7/12, 11/1, 12/28) with corrections or additions. Motion passed 5 to 0, there were no corrections or additions.

8. Approval of Board Audit from 2/7/23 to 3/2/23:
- | | |
|--------------------------------------|------------------|
| TOTAL GENERAL TOWN FUND..... | \$48,986.73 |
| TOTAL GENERAL ASSISTANCE FUND..... | \$1,499.99 |
| TOTAL GENERAL ROAD FUND..... | \$15,833.41 |
| TOTAL PERMANENT ROAD FUND..... | \$94,534.55 |
| TOTAL PARK MAINTENANCE FUND..... | \$301,884.31 |
| TOTAL CEMETERY MAINTENANCE FUND..... | \$2,870.15 |
| TOTAL PAYROLL..... | \$162,469.20 |
|
TOTAL ALL FUNDS..... |
\$628,078.34 |
- A MOTION BY Trustee Bowman and seconded by Trustee Wilhoit to authorize payment of the Board Audit (2/7/23-3/2/23) \$628,078.34. Motion passed 5 to 0.

9. Monthly Updates from Elected Officials, Township Manager and Department Heads (Assessor – Bus – Cemetery – Health & Wellness - Highway - Senior – Youth)
 Supervisor: The Village of Lake Zurich approved 5 million dollars in infrastructure and utility improvements starting this coming spring from South Old Rand Road to Route 22.

Trustee Wilhoit: The next Health & Wellness Committee meeting is scheduled for April 7 at 8:30 a.m.

Trustee Bowman: The last Parks Committee meeting was on February 28. Working with Flames regarding their concerns about bleachers, turf, signage/banners, and restrooms which are all under review.

Trustee Sikes: The next Highway Committee meeting is on March 20, defers to Highway Superintendent DePouw for updates.

Trustee Ufodike: Happy International Womens Day, the next Community Center Committee meeting is on March 15.

Highway Superintendent DePouw: Crews are working diligently on continuous clean up and branch collection from the ice storm on February 22. 22-28 hours of overtime have been put in in order to handle emergencies, keep the roads clear, and clean up debris. He believes it will take at least another week to complete the clean-up. They are still waiting for the delivery of the new bucket truck, but they did accept delivery of the new plow.

Assessor Herr: As of March 1, there were 950 open permits in Ela Township for field staff to check, and 105 new homes. Office staff are busy processing changes and preparing for the 2023 quadrennial. CCAO changed the tentative Township factor from 8.25 to 8.18.

Director Dillon: Congratulations to Township Manager Marciniak for completing his first Purple Plunge with the 55+ group. The next Community Center Committee meeting is next Wednesday. Homework Club is full for 2023/2024. Sara Adams participation is still to be determined due to transportation issues. Summer Camp is full with a wait list, Safe Sitter classes are also full. They hosted 90 people at the Center for a St. Patrick’s Day celebration. The 55+ newsletter should be in mailboxes today.

Township Manager Marciniak: The Township has exceeded 1000 pounds of plastic for the Trex recycling program, and the second park bench has been ordered. Budget meetings have concluded, and employee reviews are almost completed. He is beginning to work on forming a Decennial Committee with the first meeting on June 10. The new audiovisual equipment is being installed in the board room today. The grant application process has begun in an effort to get a generator for the

Community Center so it will qualify as an emergency operating center, and he would like to ask the Board to write letters of recommendation to Congressmen Quigley.

OLD BUSINESS

NEW BUSINESS

10. Annual Town Meeting Notice & Agenda - consideration & possible action to approve Notice & Agenda for the Annual Town Meeting on Tuesday, April 11, 2023, at 7 p.m.: A motion by Trustee Bowman and seconded by Trustee Ufodike to approve the Notice & Agenda for the Annual Town Meeting on Tuesday, April 11, 2023 at 7 p.m. Motion passed 5 to 0.
11. 2023 Lake Zurich Baseball & Softball Field Contract – consideration to approve Lake Zurich Baseball & Softball agreement for 2023 with a yearly maintenance fee of \$485.00: A motion by Trustee Sikes and seconded by Trustee Bowman to approve Lake Zurich Baseball & Softball agreement for 2023 with a yearly maintenance fee of \$485.00. Motion passed 5 to 0.
12. TimePro System – consideration & possible action to approve a contract with Commeg Systems for the purchase of TimePro software: A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve a contract with Commeg Systems for the purchase of TimePro software. Motion passed 5 to 0.
13. Budget FY ending 3/31/2024 – consideration & possible action to approve a tentative budget for the purpose of conducting business on or after 4/1/23 pending final approval of Budget & Appropriation Ordinance at a later date: A motion by Trustee Bowman and seconded by Trustee Sikes to approve a tentative budget for the purpose of conducting business on or after 4/1/23 pending final approval of Budget & Appropriation Ordinance at a later date. Motion passed 5 to 0.
14. Executive Session: None
15. Consideration and possible action on items discussed in closed session: None

At this time, Supervisor Palmblad asked for an additional motion to do as directed in Executive Session on March 8, 2023. A motion was made by Trustee Bowman and seconded by Trustee Sikes. Trustee Ufodike and Trustee Wilhoit voted nay. Motion passed 3 to 2.
16. Adjournment: Supervisor Palmblad adjourned the meeting at 7:31 p.m.

Respectfully Submitted by: Deputy Clerk Case

Ela Township

March 28, 2023

Trustee Larry Bowman

Supervisor Gloria M. Palmblad
Trustee Joel Sikes

Trustee Tosi Ufodike

Clerk Lucy A. Prouty
Trustee Laurie Wilhoit