



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, March 8, 2023 at 8:30 a.m.

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 8:15 a.m. on March 8, 2023.

1. Call to Order: Supervisor Palmblad called the March 8, 2023 Committee of the Whole meeting to order at 8:32 a.m.
2. Board Roll Call: Present were Supervisor Palmblad, Trustee Bowman, Trustee Sikes, Trustee Ufodike, Trustee Wilhoit, Assessor Herr, Township Manager Marciniak, Deputy Clerk Case, Highway Superintendent DePouw, Community Programs Director Dillon, and Health & Wellness Director Marx.
3. Pledge of Allegiance: Supervisor Palmblad led the Pledge of Allegiance.
4. Old Business: None.
5. New Business
 - a. Timecard Discussion: The committee discussed the benefits of going paperless with a computerized timecard system with TimePro. Employees will punch in and out via computer or an app on their phone. Salaried and Highway Department employee hours will auto populate. PTO and sick time requests will continue to be done on paper for department head approval and then manually entered into the TimePro system. This will be on the April board meeting agenda for consideration and possible approval.
 - b. Decennial Committee: On June 10, 2022, the Decennial Committees on Local Government Efficiency Act was signed into law by Illinois Governor J.B. Pritzker. Supervisor Palmblad provided an overview of the act, saying it requires all units of local government that may levy a tax, except municipalities and counties, to form a committee to study local efficiencies and report recommendations regarding efficiencies and increased accountability. The committee must be comprised of the elected/appointed members of the unit of local government's governing board, at least two individuals who reside in the unit of local government's district, and the unit of local government's chief executive officer. This committee must be formed by June 10, 2023. The Act requires the committee to meet at least three times. The committee must summarize its findings in a written report and provide the report to the county board. In the report, the committee must include its recommendations regarding increased accountability and efficiency. Supervisor Palmblad and Trustees made recommendations of committee members. This will be on the April board meeting agenda for consideration and possible approval.
 - c. FY2024 Social Agency Grant Applications: The committee reviewed and discussed the 2024 Grant Applications. Two applicants, North Suburban Legal Aid and Nicasa, sent representatives to present to the committee on their behalf. After reviewing the applications preliminary suggestions were made as outlined below. Final grant funding amounts will be on the April board meeting agenda for consideration and possible approval.

Agency	Req. Amount	Sug. Amount
A Safe Place	\$2,500.00	\$2,500.00
Center For Enriched Living	\$2,500.00	\$1,000.00
Center for Independence	\$5,000.00	\$2,000.00
Emmaus House of Hospitality	\$16,500.00	\$16,000.00
Erie Family Health Center	\$1,000.00	\$1,000.00
Joanie's Closet	\$3,000.00	\$2,000.00
LZBSA - Challenger Division	\$3,500.00	\$2,500.00
Nicasa	\$1,800.00	\$2,000.00
North Suburban Legal Aid Clinic	\$3,500.00	\$2,000.00
Pads, Lake County	\$5,000.00	\$5,000.00
Zacharias Sexual Abuse Center	\$3,000.00	\$3,000.00

6. Set Date of Next COW Meeting (March 29, 2023 @ 8:30 AM)
7. Executive Session: None.
8. Adjourn: Supervisor Palmblad adjourned the meeting at 10:11 a.m.

Respectfully Submitted by: *Deputy Clerk Case*

Ela Township

March 16, 2023