



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

**Town Hall:** 1155 East Route 22 • Lake Zurich, IL 60047  
**Phone:** 847-438-7823 **Fax:** 847-438-9269  
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**BOARD MEETING**

Thursday, May 11, 2023 – 7:00 P.M.  
1155 E. Route 22, Lake Zurich, IL

**Meeting Minutes  
Approved June 8, 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 May 11, 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 May 11, 2023 Board Meeting to order at 7:00 p.m.
2. Board Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Township Manager Marciniak, Trustees Bowman, Trustee Sikes, Trustee Wilhoit, Community Programs Director Dillon, Director Marx, and Highway Superintendent DePouw. Trustee Ufodike and Assessor Herr were absent.
3. Pledge of Allegiance: Supervisor Palmblad led the audience in the Pledge of Allegiance.
4. Freedom of Information Requests: Supervisor Palmblad read Freedom of Information Requests submitted to the Township within the last 30 days. The list will be attached to the meeting minutes.
5. Public Comments:  
Rhonda Kruckenberg residing at 23310 W. Miller Road, Lake Zurich, IL.  
Bill Kruckenberg residing at 23310 W. Miller Road, Lake Zurich, IL.  
Bonnie Barrington residing at 20 Thornfield Lane, Hawthorn Woods, IL.  
Jim Tabet, 1195 Cedar Creek Road, Lake Zurich, IL
6. Approval of Board Meeting Minutes of April 13, 2023:  
A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve the meeting minutes of April 13, 2023 with no corrections or additions. Motion passed 4 to 0. Trustee Ufodike was absent.
7. Committee Meeting Minutes – accept meeting minutes from COW (5/5) – Community Center Committee () - Communication Committee (4/25) –Health & Wellness Committee (4/7) –Highway (2/6, 3/20) - Park Committee () – Cemetery Committee (2/28):  
A motion by Trustee Bowman and seconded Trustee Sikes to accept the committee meeting minutes of COW (5/5) –Communication Committee (4/25) –Health & Wellness Committee (4/7) –Highway (2/6, 3/20) - Park Committee () – Cemetery Committee (2/28) with one correction per Trustee Wilhoit to the

COW minutes of (5/5) to add the purchase of a bench for the pickleball courts. Motion passed 4 to 0. Trustee Ufodike was absent.

8. Authorization to approve payment of Board Audit from 4/11/23 to 5/8/23:

TOTAL GENERAL TOWN FUND: \$71,730.29

TOTAL GENERAL ASSISTANCE FUND: \$1,113.50

TOTAL GENERAL ROAD FUND: \$45,941.58

TOTAL PERMANENT ROAD FUND: \$16,086.4

TOTAL PARK MAINTENANCE FUND: \$8,946.53

TOTAL CEMETERY MAINTENANCE FUND: \$3,077.40

TOTAL PAYROLL: \$161,869.94

\*\*\* TOTAL ALL FUNDS: \$308,765.66

A Motion by Trustee Bowman and Seconded by Trustee Wilhoit to authorize the payment of the Board Audit of \$308,765.66 (04/11/23 to 05/08/23) Motion passed 4 to 0 Trustee Ufodike 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 spreading mulch at Township properties, Town Hall looks beautiful. The Peace Pole was installed today although some cosmetic work still needs to be completed. The Peace Pole will be lit by tomorrow (5/12) evening.

Clerk's Report: Thank you to the Youth and Assessor departments for submitting your reports. Asked that all department heads submit their reports to the Clerk.

Trustee Sikes: Trustee Sikes read a statement of resignation effective May 31, 2023, end of business day. He thanked his fellow Board members and the staff of Ela Township for their hard work and dedication; with a special thank you to Supervisor Palmblad for her years of continued service to Ela Township even in the face of criticism and adversity.

Trustee Bowman: Weather has delayed the pickleball court therefore the ribbon cutting that was scheduled for May 20 has been postponed. Thank you to Trustee Sikes, it has been a pleasure serving with you.

Trustee Wilhoit: She, along with Trustee Ufodike and Township Manager Marciniak attended Lobby Day in Springfield where they met with Senator Dan McConchie, Secretary of State Alexi Giannoulis, and State Representative Nabeela Syed. It was great to see how these elected officials are working together to do the best for the community. Thank you for your service Trustee Sikes.

Trustee Ufodike – Absent

Township Manager Marciniak: The Township has collected 1500 lbs. of plastic and received its 3<sup>rd</sup> park bench. Attended Lobby Day with Trustee Wilhoit and Trustee Ufodike. The part time position of Management Assistant still needs to be filled. The pickleball courts are making progress but weather delays have been an issue. Thank you to Trustee Sikes for your service and good luck in the future. Full report will be attached to the minutes.

Assessor – Absent

Highway Superintendent: Thank you and good luck Trustee Sikes. Preventative maintenance on all vehicles has been completed. Crews began installing the sidewalks for the pickleball courts on May 3.

As of today, the new bucket truck is in service, and Hawthorn Woods will be taking over the old truck. Full report will be attached to the minutes.

Community Center: Director Dillon thanked Trustee Sikes for his service over his term as Trustee. April was a very busy month at the Community Center. The patio restoration project has been completed and all by volunteers. Looking forward to hosting their first taco truck event on the patio tomorrow evening. The Youth Department is winding down the school year and is fully staffed and ready for summer camp. Full report will be attached to the minutes.

Health and Wellness: The department took in 14 referrals in April which were from several different towns within Ela Township, not just Lake Zurich. The lending closet is stocked and very busy. The department has instituted Wellness Wednesdays where they post educational materials regarding current issues on Facebook. Director Marx and Supervisor Palmblad attended the Charity Knit end of year party. On May 28<sup>th</sup> the department is hosting dementia training in partnership with AITCOY. Director Marx is working with local police departments to plan an active shooter training for staff. Full report will be attached to the minutes.

OLD BUSINESS  
NEW BUSINESS

10. Emergency Exit Staircase – consideration and possible action to approve Sterling Renaissance to prepare area and install an emergency exit staircase to Town Hall:  
A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve Sterling Renaissance to prepare area and install an emergency exit staircase to Town Hall. Motion passed 4 to 0. Trustee Ufodike was absent.
11. RFP from Garbage Carriers:  
A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve Waste Management for RFP. Motion passed 3 to 1. Supervisor Palmblad voted nay and Trustee Ufodike was absent.
12. Knox Park Replacement Fence – consideration and possible action to approve Action Fence Contractors to remove and replace existing fence with Princeton model:  
A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve Action Fence Contractors to remove and replace the existing fence with Princeton model. Motion passed 4 to 0. Trustee Ufodike was absent.
13. Resolution 2023-01 – Public Comment Policy – consideration and possible action to approve Public Comment Policy Resolution 2023-01, effective immediately:  
A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve Public Comment Policy Resolution 2023-01, effective immediately. Motion passed 4 to 0. Trustee Ufodike was absent.
14. C-O-W meeting of March 8, 2023 – amend the C-O-W meeting minutes of March 8, 2023, accepted on April 13, 2023:  
A motion by Trustee Wilhoit and seconded by Trustee Sikes to amend the C-O-W meeting minutes of March 8, 2023, accepted on April 13, 2023, to reflect that the Board adjourned to Executive Session at 10:11 a.m. for the purpose of discussion the Assessors position/compensation under section 2(C)(1) of the Open Meetings Act. The Board returned to open session at 10:40 a.m. and adjourned at 10:42 a.m. Motion passed 4 to 0 Trustee Ufodike was absent.
15. Special Budget meeting of February 24, 2023 – amend the Special Budget meeting minutes of February 24, 2023, accepted on March 9, 2023:

A motion by Trustee Bowman and seconded by Trustee Wilhoit to amend the Special Budget meeting minutes of February 24, 2023, to reflect that the Board adjourned to Executive Session at 9:37 a.m. for the purpose of discussing the Assessors position under section 2(C)(3) of the Open Meetings Act. The Board returned to open session at 10:13 a.m. and adjourned at 10:14 a.m. Motion passed 4 to 0. Trustee Ufodike was absent.

16. Assessor's Performance Bonus:

A motion by Trustee Bowman and seconded by Trustee Sikes to approve Assessor performance bonus. Motion passed 3 to 1. Trustee Wilhoit voted nay. Trustee Ufodike was absent.

17. Highway Superintendent Performance Bonus:

A motion by Trustee Sikes and seconded by Trustee Bowman to approve Highway Superintendent performance Bonus. Motion passed 4 to 0. Trustee Ufodike was absent.

18. Executive Session Meeting Minutes – consideration and possible action to approve the Executive Session minutes from May 12, 2022 through May 5, 2023:

Supervisor Palmblad made a correction to the dates of said Executive Session meeting minutes to reflect May 12, 2022 through January 5, 2023. A motion by Trustee Wilhoit and seconded by Trustee Bowman to approve the Executive Session minutes from May 12, 2022 through January 5, 2023 as amended. Motion passed 4 to 0. Trustee Ufodike was absent.

19. Executive Session:

A motion by Trustee Bowman and seconded by Trustee Sikes to enter into executive session at 7:51 p.m. Motion passed 4 to 0. Trustee Ufodike was absent.

A motion to by Trustee Bowman and seconded by Trustee Sikes to come out of executive session at 8:09 p.m. Motion passed 4 to 0. Trustee Ufodike was absent.

20. Consideration and possible action on items discussed in closed session:

A. Assessor Herr's amended contract: This motion was tabled.  
Supervisor Palmblad announced that Assessor Herr will be retiring for personal reasons.

21. Adjournment:

A motion by Trustee Bowman and seconded by Trustee Sikes to adjourn at 8:11 p.m. Motion passed 4 to 0. Trustee Ufodike was absent.

*Respectfully Submitted: Clerk Lucy A. Prouty*

Ela Township

May 8, 2023

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Trustee Larry Bowman

Supervisor Gloria M. Palmblad  
Trustee Joel Sikes

Clerk Lucy A. Prouty  
Trustee Tosi Ufodike

Trustee Laurie Wilhoit