



Clerk's Office
Lucy A. Prouty

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BOARD MEETING

Ela Town Hall
1155 E. Route 22, Lake Zurich, IL
Thursday, August 10, 2023, at 7:00 p.m.

MEETING MINUTES – Approved September 14, 2023

NOTICE IS HEREBY GIVEN that a Board Meeting of the Ela Township Board, Lake County, Illinois will be held on Thursday, August 10, 2023 at 7:00 p.m. at the Ela Township offices at 1155 East IL-22, Lake Zurich, IL 60047 in accordance with Section 80-10(b) of the Illinois Township Code, 60 ILCS 1/80-10(b). Said meeting has been called by Township Supervisor Gloria Palmblad. The meeting will be held for purposes of considering the following agenda:

1. Call to Order: Supervisor Palmblad called the August 10, 2023 Ela Township Board Meeting to order at 7:03 P.M.
2. Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Trustees Bowman, Samz, Ufodike, and Wilhoit, Assessor Zielinski, Township Manager Marciniak, Highway Superintendent DePouw, Community Programs Director Dillon, and Township Attorney Megan Mack. Health & Wellness Director Marx was absent.
3. Pledge of Allegiance: Supervisor Palmblad led the board in the Pledge of Allegiance.
4. Freedom of Information Requests: Supervisor Palmblad read the FOIA requests received since the last Board Meeting. The full list will be attached to the minutes.
5. Public Comment: Rhonda Kruckenberg, Bill Kruckenberg, Jim Tarbet, Kelly Zegler, Bonnie Barrington Steiner Anderson, and John Schneckner.
6. Approval of Board Meeting Minutes of July 13, 2023: A motion by Trustee Bowman and seconded by Trustee Samz to approve the Board Meeting Minutes of July 13, 2023, with any corrections or additions. Motion passed 5 to 0.
7. Approval of Special Board Meeting Minutes of July 17, 2023: A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve the July 17, 2023, Special Board Meeting Minutes. Trustee Wilhoit requested the minutes be amended with the addition of “option for adding dental benefits” to the minutes. Motion passed 5 to 0.
8. Committee Meeting Minutes – accept meeting minutes from C-O-W (7/13 & 7/26), - Community Center Committee (8/2) – Communication Committee () – Health & Wellness Committee (8/4) – Highway Committee (7/10) – Park Committee (7/12) – Cemetery () – Decennial (): A Motion by Trustee Bowman and seconded by Trustee Ufodike to accept the meeting minutes from C-O-W (7/13 & 7/26), - Community Center Committee (8/2) — Health & Wellness Committee (8/4) – Highway Committee (7/10) – Park Committee (7/12) – Cemetery (). Motion passed 5 to 0.
9. Approval of Board Audit from 7/10/2023 to 8/7/2023
TOTAL GENERAL TOWN FUND-----\$ 45,305.90
TOTAL GENERAL ASSISTANCE----- \$ 27.21
TOTAL GENERAL ROAD FUND-----\$ 13,814.80

TOTAL PERMANENT ROAD FUND----- \$ 11,417.23
TOTAL PARK MAINTENCE FUND-----\$ 35,583.32
TOTAL CEMETERY MAINTENANCE FUND--\$ 4,100.02
TOTAL PAYROLL-----\$ 171,685.65
TOTAL OF ALL FUNDS-----\$281,934.13

A motion by Trustee Wilhoit and seconded by Trustee Ufodike to authorize the payment of the Board Audit of \$281,934.13. Motion passed 5 to 0.

10. Monthly Updates from Elected Officials and Department Heads (Assessor – Bus – Cemetery – Senior – Health & Wellness – Youth)

Supervisor Report: Supervisor Palmblad informed attendees of the upcoming History Day and Artisan Market hosted by the Ela Historical Society on September 17th from 10 a.m. to 4 p.m. They will also be having a mid-nineteenth century live baseball game that afternoon starting at 1 p.m.

Clerk’s Report: Clerk Prouty requested that the Board and Department heads send her a written copy of their reports if they would like them included in the minutes. She also requested that members of the public attending the Board Meetings print clearly on the sign in sheet.

Township Manager Report: Full report will be attached to the meeting minutes.

Trustees

Bowman: The next Highway Committee meeting is scheduled for September 16, 2023.

Samz: Trustee Samz had his first meeting as chair of the Health & Wellness committee. Thank you to Director Marx for providing an overview of the department and programs offered.

Ufodike: She is happy to be co-chair of the Health & Wellness Committee with Trustee Samz, and to be the Chair of the Parks Committee with Trustee Bowman as her co-chair. The next Parks Committee meeting is scheduled for September 12, 2023.

Wilhoit: Congratulations to Joe C from the Youth Department for a successful Summer Camp. The Blood Drive QR Code does not seem to be working, Supervisor Palmblad indicated it was working. She is looking forward to the new committee assignments and working with the Community Center and the Highway Department. Save the Date – Help us celebrate Community Center Month – Celebration on Sunday, 9/17 from 1-4 p.m. The Community Center is hosting a Vaccine Clinic on the 3rd Friday of every month from 9:00 a.m.-11:00 a.m. which is facilitated by the friendly pharmacists at Jewel Osco.

Senior and Youth: Full report will be attached to the meeting minutes.

Health and Wellness: Director Marx was absent. Her full report will be attached to the minutes.

Highway Report: Full report will be attached to the minutes.

Assessor Report: Assessor Zielinski thanked the Board for the opportunity to help serve the taxpayers of Ela Township. It has only been one week since he has been with the Township but already the staff have proven to be highly qualified and very competent, and he is looking forward to working with all of them. His initial focus will be on implementing employee safety and departmental efficiency procedures.

Bus Report: A full report will be attached to the minutes.

Cemetery: Jeff Thompson will be taking the role of Cemetery Manager.

OLD BUSINESS:

11. Ordinance Establishing Standing Committees – Ordinance 2023-02 – Approval to correct Ordinance 2023-01 to 2023-02. Tabled.

NEW BUSINESS:

12. Firehouse Service Company – consideration to approve their quote of \$96,330.00 to complete a new egress staircase at Ela Town Hall. A Motion by Trustee Bowman and seconded by Trustee Samz to approve their quote of \$96,330.00 to complete a new egress staircase at Ela Town Hall. Motion passed 5 to 0.
13. Inspire Cemetery Software – consideration to approve the purchase of the Cemetery Software for the initial cost of \$6500 and an annual fee of \$1800. A motion By Trustee Bowman and seconded by Trustee Wilhoit to approve the purchase of the Cemetery Software for the initial cost of \$6500 and an annual fee of \$1800. Motion passed 5 to 0.
14. SGX 60 Stump Grinder – consideration to approve purchase of Bobcat SGX 60 Stump Grinder for \$11,971.10. A motion by Trustee Wilhoit and seconded by Trustee Bowman to approve purchase of Bobcat SGX 60 Stump Grinder for \$11,971.10. Motion passed 4 to 1. Trustee Wilhoit voted nay.
15. Tag 60” x 60” Construction Forks – consideration to approve purchase of TAG 60” x 60” Construction Forks from Alta Equipment Co. for \$7455. A motion by Trustee Wilhoit and seconded by Trustee Samz to approve the purchase of TAG 60” x 60” Construction Forks from Alta Equipment Co. for \$7455. Motion passed 3 to 2. Trustees Ufodike and Wilhoit voted nay.
16. 2023 Road Maintenance – consideration to approve road pavement contract with Peter Baker & Sons. A motion by Trustee Wilhoit and seconded by Supervisor Palmblad to approve the road pavement contract with Peter Baker & Sons for \$358,904.50. Motion Passed 5 to 0.
17. Ordinance 2023-03 – consideration to approve Ordinance 2023-03 establishing Administrative Procedures for Compliance with the Illinois Freedom of Information Act. Tabled.
18. Appointment of Township Manager Marciniak as FOIA Officer and Deputy Clerk Case as FOIA Designee. A motion by Trustee Bowman and seconded by Trustee Samz to approve the Appointment of Township Manager Marciniak as FOIA Officer and Deputy Clerk Case as FOIA Designee. Motion passed 3 to 2. Trustees Ufodike and Wilhoit voted nay.
19. Lionheart Generator Repair Proposal – consideration to approve generator repair work in the amount of \$10,569. A motion by Trustee Wilhoit and seconded by Trustee Bowman to approve generator repair work in the amount of \$10,569. Motion 5 to 0.
20. Executive Session –for the purpose of discussing Personnel 5 ILCS 120/2(c) 1 or 3, Litigation 5 ILCS 120/2(c)11, or Review of Executive Session Minutes 5 ILCS 120/2(c) 21. None needed at this time.
21. Consideration and possible action on items discussed in closed session: None
22. Adjournment: A motion by Trustee Bowman and seconded by Trustee Ufodike to adjourn at 8:23 P.M. Motion passed 5 to 0.

Respectfully submitted: Clerk Lucy Prouty