



**Clerk’s Office
Lucy A. Prouty**

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BOARD MEETING

Ela Town Hall
1155 E. Route 22, Lake Zurich, IL
Thursday, November 9, 2023 at 7:00 p.m.

**MEETING MINUTES
Approved December 14, 2023**

NOTICE IS HEREBY GIVEN that a Board Meeting of the Ela Township Board, Lake County, Illinois will be held on Thursday, November 9, 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 November 9, 2023, Ela Township Board meeting to order at 7:01 p.m.
2. Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Township Manager Marciniak, Trustees Bowman, Samz, Ufodike, and Wilhoit. Township Attorney Megan Mack was also present.
3. Pledge of Allegiance: Supervisor Palmblad led the Board and Audience in the Pledge of Allegiance.
4. Freedom of Information Requests: Will attach full list to the minutes.
5. Public Comment: Township Manager Marciniak read a statement from Melissa Johnson, John Schneckner, James Tarbet, Rhonda Kruckenberg, William Kruckenberg, and Kelly Ziegler.
6. Approval of Board Meeting Minutes of October 12, 2023: A motion by Trustee Wilhoit and seconded by Trustee Bowman to approve the October 12, 2023 Board meeting minutes. Motion passed 5 to 0.
7. Committee Meeting Minutes – accept meeting minutes from: C-O-W (10/25), - Community Center Committee () – Communication Committee (10/24) – Health & Wellness Committee () – Highway Committee () – Park Committee () – Cemetery () - Decennial (). A motion by Trustee Wilhoit and seconded by Trustee Ufodike to accept the committee meeting minutes from C-O-W (10/25), and Communication Committee (10/24) . Motion passed 4 to 0. Trustee Bowman abstained.
8. Approval of Board Audit from 10/10/2023–11/6/2023:

TOTALTOWN FUND-----	\$198,180.07
TOTAL GENERAL ASSISTANCE FUND	\$1,999.52
TOTAL GENERAL ROAD FUND-----	\$119,183.62
TOTALPERMANENT ROAD FUND-----	\$108,803.95
TOTAL PARK MAINTENANCE FUND----	\$18,824.46
TOTALCEMETERY MAINTENCE FUND--	\$819.83
TOTAL OF ALL FUNDS-----	\$447,811.45

A Motion by Trustee Bowman and seconded by Trustee Samz to authorize the payment of Board audit (10/10/23 to 11/06/2023) of \$ 447,811.45. Motion passed 5 to 0.
9. Monthly Updates from Elected Officials and Department Heads (Assessor – Bus – Health & Wellness – Highway – Senior – Youth – Township Manager)

Supervisor Report: Supervisor Palmblad thanked Director Marx and the Health & Wellness department for distributing red ribbons around Town Hall for Red Ribbon week. She also thanked our veterans for their courage and dedication in defending our country and protecting our freedom.

Clerk's Report: No report.

Township Manager Report: Two Lake County Board members visited Ela Township and were very impressed with our Community Center and senior and youth programs.

Trustees: Bowman: Thank you to our Veterans.

Samz: Happy Veterans Day. The next Health & Wellness meeting is on November 17, 2023, at 8:30 a.m. in the upper level conference room.

Ufodike: Thank you to our Veterans. She also attended State Senator Dan McConchie's Veteran appreciation event and Career Expo.

Wilhoit: Thank you to our Veterans. The next Community Center committee meeting is on November 10, 2023, at 8:30 A.M. Happy Birthday to the Marine Corp.

Senior: October was a great month both for Ela 55+ and the Youth Department. I wanted to give you all an update on our Revenue budget as the report in the Board Books is not quite updated. With the NCOA Vaccine grant deposited, we now have \$14,500 (we are budgeted to have \$5000). Our donations that were budgeted for \$2000 are now at \$3100. Homework Club brought in \$1430 in October to bring its revenues to \$28,145. Winter Break recoveries have already surpassed the target revenue by \$400 and are at \$7600 and we are over a month out from the first day of it. Senior Program recoveries had a great month in October, bringing in just over \$9000 to bring the YTD to \$63,928. Which means we are at 67% of our projected target. Long Distance Travel recoveries are just below \$30,000 and will come in lower than projected because we had to cancel two of our long-distance trips during this budget year. Finally, our meal recoveries came in at \$1,097 and we are just under \$6000 for the year. This is significantly lower than we forecasted, however, when creating the budget, we did not foresee shifting to in person meals only and eliminating the curbside pickup. Having said that, you will also notice that our Nutrition expense line is nowhere close to where we projected. That's all for the numbers. At the center...programs are thriving. Day trips, classes, lunch & learns and all exercise classes are filling up. We have officially entered our busiest time of the year with all the festivities. Today we served just over 60 veterans at our annual Veteran's Luncheon. We are lucky enough to even host a WWII veteran, who will turn 104 in a couple weeks. Next week's Friendsgiving meal will have over 100 guests.

Youth: The Youth Department is flourishing. Coordinator Cacciatore is continuing to grow the program and both the kids and parents love him and his staff. He is working on second semester payments and taking in Winter Break Camp registrations, which is trending way ahead of where we were last year at this time. Full report will be attached to the minutes.

Highway: Full report will be attached to the minutes.

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

Assessor Report: 1153 appeals for Ela Township 50% less than last year.

Bus: Full report will be attached to the minutes.

OLD BUSINESS:

NEW BUSINESS:

10. Approve 2024 Holiday Schedule: A motion by Trustee Wilhoit and seconded by Trustee Ufodike to approve the 2024 Holiday schedule. Motion passed 5 to 0.
11. Approve 2024 Board Meeting Schedule: A motion by Trustee Samz and seconded by Trustee Bowman to approve the Ela Township 2024 Board meeting schedule. Motion passed 5 to 0.

12. Approve Town Hall Front Door ADA Replacement-DH Pace \$3,626: A Motion by Trustee Wilhoit and seconded by Trustee Samz to approve Town Hall Front Door ADA Replacement-DH Pace \$3,626. Motion passed 5 to 0.
13. Approve Ela Historical Bathroom Remodel- Not to Exceed \$29,157.50: A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve Ela Historical Bathroom Remodel- Not to Exceed \$29,157.50. Motion passed 5 to 0.
14. Executive Session –for the purpose of discussing Personnel 5 ILCS 120/2(c) 1 or 3, Litigation 5 ILCS 120/2(c) or Review of Executive Session Minutes 5 ILCS 120/2(c)21:
A motion by Trustee Bowman and seconded by Trustee Wilhoit to enter into Executive Session for the purpose of discussing personnel at 7:49 P.M. Motion passed 5 to 0.

A motion by Trustee Bowman and seconded by Trustee Ufodike to come out of Executive Session at 8:48 P.M. Motion passed 5 to 0.
15. Consideration and possible action on items discussed in closed session which may include the selection of a candidate for the position of Township Assessor.
No action was taken.
16. Adjournment: A motion by Trustee Wilhoit and seconded by Trustee Bowman to adjourn at 8:49 P.M. Motion passed 5 to 0.

Respectfully Submitted: Clerk Lucy A. Prouty