



**Clerk’s Office
Lucy A. Prouty**

Town Hall: 1155 East Route 22 • Lake Zurich, IL 60047
Phone: 847-438-7823 **Fax:** 847-438-9269
E-mail: info@elatownship.org

BOARD MEETING

Ela Town Hall
1155 E. Route 22, Lake Zurich, IL
Thursday, December 14, 2023, at 7:00 p.m.

MEETING MINUTES

Approved January 11, 2024

NOTICE IS HEREBY GIVEN that a Board Meeting of the Ela Township Board, Lake County, Illinois will be held on Thursday, December 14, 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 December 14, 2023, Board Meeting to order at 7:00 P.M.
2. Roll Call: Present were Supervisor Palmblad, Clerk Prouty, Township Manager Marciniak, Trustees Bowman, Samz, Ufodike, and Wilhoit, Highway Superintendent DePouw, Community Programs Director Dillon, and Health & Wellness Director Marx. Also present was Township Attorney Megan Mack.
3. Pledge of Allegiance: Supervisor Palmblad led the audience in the Pledge of Allegiance.
4. Freedom of Information Requests: Supervisor Palmblad did not read FOIA requests. A full list will be attached to the minutes.
5. Public Comment: Katrina York, John Schneckner, Bonnie Barrington, Rhonda Kruckenberg, Bill Kruckenberg, and Michelle (last name not provided).
6. Approval of Board Meeting Minutes of November 9, 2023: A motion by Trustee Bowman and seconded by Trustee Samz to approve the November 9, 2023 board meeting minutes with any corrections or additions. Trustee Wilhoit gave her minor changes to Clerk Prouty. Motion passed 5 to 0.
7. Approval of Special Board Meeting Minutes of November 28, 2023: A motion by Trustee Bowman and seconded by Trustee Wilhoit to approve the November 28, 2023 Special Board meeting minutes. Motion passed 5 to 0.
8. Committee Meeting Minutes – accept meeting minutes from C-O-W (11/22), - Community Center Committee (11/10) – Communication Committee (11/28) – Health & Wellness Committee (11/17) – Highway Committee(12/6) – Park Committee () – Cemetery () - Decennial (): A motion by Trustee Wilhoit and seconded by Trustee Samz to accept the committee meeting minutes –from C-O-W (11/22), - Community Center Committee (11/10) – Communication Committee (11/28) – Health & Wellness Committee (11/17) – Highway Committee(12/6) . A motion by Trustee Wilhoit and seconded by Trustee Samz. Motion passed 4 to 0. Trustee Bowman abstained.

9. Approval of Board Audit from 11/7/2023 - 12/11/23:

TOTAL GENERAL TOWN FUND-----	\$ 180,312.42
TOTAL GENERAL ASSISSTANCE FUND-----	\$ 4,040.14
TOTAL GENERAL ROAD FUND -----	\$ 321,338.38
TOTAL PERMANENT ROAD FUND-----	\$ 58,035.69
TOTAL PARK MAINTENANCE FUND-----	\$ 27,008.69

TOTAL CEMETERY MAINTENANCE FUND----\$ 5,600.57

TOTAL OF ALL FUNDS-----\$ 596,425.89

A motion by Trustee Bowman and seconded by Trustee Wilhoit to authorize the payment of board audit as presented (11/07/23 to 12/11/2023) of \$ 596,425.89. Motion passed 5 to 0.

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

Supervisor Report: A special thank you to Director Dillon and her staff for planning and hosting the Friendsgiving and Jingle Ball events, fun was had by all. Demolition has begun on the bathroom at the Historical Society. Construction of the emergency exit staircase at Town Hall will begin in the coming weeks.

Clerk Report: Happy Holidays to all.

Township Manager Report: The Township manager read a letter from one of our resident bus passengers regarding our bus driver Ken Smith.

Trustees

Bowman: Trustee Bowman hears nothing but compliments from the villages on all of the hard work that the Highway Department does for the local municipalities. Would also like to thank Director Marx and the Health & Wellness department on their work with local police and fire departments and the programs they are offering to the community.

Samz: Happy Holidays and he will turn the rest of his report over to director Marx.

Ufodike: Thank you to director Dillon and staff for all of their efforts in putting together the Jingle Ball, she enjoyed working with everyone. Happy Holidays.

Wilhoit: Happy Holidays everyone and thank you for attending the meeting this evening.

Thank you to Community Center Director, Susan Dillon and staff on the wonderful events in the past month. I was happy to participate and serve the 55+ group lunch for Friendsgiving and again at the Jingle Ball. The event was incredible, thank you for the planning, execution and going above and beyond for the residents of Ela Township. Thank you to Health & Wellness Director, Sara Marx for planning and executing the Thanksgiving meals, Christmas Meals and holiday gifts/the giving tree for the Ela township residents in need. Thank you to Jewel on Ela Road, Blue Heron restaurant in Barrington, D&J Bistro and Kiddie Academy in Hawthorn Woods for your support of our community. Thank you to Highway Superintendent Mike DePaow and his staff. I met with the Interim Village Manager in Long Grove, and he complimented the team and how great it was to work with you. It is amazing to work with consummate professionals who are dedicated to the community, and you are appreciated.

Senior: Thank you to the Board Members that helped at the annual Jingle Ball. We had a great crowd and appreciated all of the help. This year's numbers were comparable to last year, which was our first year coming out of COVID. It should be noted that the decrease in attendance has nothing to do with the change in administration. The change has been gradual and due mostly to the fact that we can no longer host the event in the basement of St. Francis de Sales Parish. This is a logistical change and one that we cannot control. Also, addressing a comment that Ela 55+ is offering fewer classes and that they all cost too much.

1). We are offering as many/if not more fitness classes as we did pre-COVID.

2). We are still offering Morning Movers, which is a FREE class every Monday, Wednesday, and Friday morning. We are able to keep this a free class because we are accessing Silver Sneakers to provide payment for our instructor.

3). Our punch card classes have increased from when we started in October of 2014 at \$2.50/punch to when they increased in February of 2021 to \$3.00/punch. We currently have more classes now than prior to COVID. The Youth Department is doing very well. All spots for Homework Club for

the new semester are filled. Winter Break Camp is filling up as well. All days have at least met their minimum and some days have a waitlist.

Youth: Full report will be attached to the minutes.

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

Highway: Full report will be attached to the minutes.

Assessor: Full report will be attached to the minutes

OLD BUSINESS:

NEW BUSINESS:

11. Social Agency Grant Application – consideration and possible action to approve social agency grant application and timeline: A Motion by Trustee Bowman and seconded by Trustee Wilhoit to approve 2024-2025 social agency grant application which is due no later than 12 p.m. on February 1, 2024. Motion passed 5 to 0.
12. Intergovernmental Agreement by and between Fremont Township Road District, Ela Township Road District and Wauconda Township Road District – consideration and possible action to approve IGA: A Supervisor Palmblad tabled this agenda item until the next Board meeting.
13. Ordinance 2023-05 – Tax Levy – consideration & possible action to approve Tax Levy Ordinance 2023-05, tax year 2023, collectable in 2024 (\$3,985,000): A motion by Trustee Bowman and seconded by Trustee Samz to approve Tax Levy Ordinance 2023-05, tax year 2023, collectable in 2024 (\$3,985,000) Motion passed 4 to 1. Trustee Ufodike voted nay.
14. Employee Handbook – consideration & possible action to approve Employee Handbook changes effective January 1, 2024: A motion by Trustee Bowman and seconded by Trustee Samz to approve Employee Handbook changes effective January 1, 2024. Motion passed 5 to 0.
15. 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: No Executive session requested at this time.
16. Consideration and possible action on items discussed in closed session: No executive session, thus no vote required.
17. Adjournment: A motion by Trustee Bowman and seconded by Trustee Samz to adjourn at 7:50 P.M. Motion passed 5 to 0.

Respectfully submitted: Clerk Lucy A. Prouty