

**MINUTES OF THE
MARCH 1, 2016 REGULAR MEETING
OF THE TOWN OF SUGAR GROVE
KANE COUNTY, ILLINOIS**

CALL TO ORDER: Supervisor Rowe called the meeting to order at 7:00pm followed by the pledge of allegiance.

ROLL CALL was taken. Present were: Trustees Lee Drendel (Late), Mike Fagel (via telephone), Laurene Geary, and Scott Hester, Supervisor Tom Rowe, Clerk Phil Silagi, and Road Commissioner Greg Huggins.

ALSO PRESENT: Doug Musser, and Bill Collins.

PUBLIC COMMENT: None

FEBRUARY 2, 2016 REGULAR MEETING MINUTES: Trustee Geary motioned, and Trustee Fagel seconded the motion to review and approve the February 2, 2016 Meeting Minutes. After review, Trustees Geary, Fagel, and Hester, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ACCOUNTS PAYABLE:

TOWNSHIP: Trustee Geary motioned, seconded by Trustee Hester to review and approve the February Township Accounts Payable. After review and discussion, Trustees Drendel, Geary, Fagel, and Hester, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Township checking account as of February 25, 2016 is \$383,433.70

ROAD & BRIDGE: Trustee Drendel motioned, seconded by Trustee Geary, to review and approve the February Road & Bridge Accounts Payable. Road Commissioner Huggins noted that the only unusual invoice was the Ancel Glink invoice for legal work on the Hankes Rd. maintenance IGA. After review and discussion, Trustees Fagel, Hester, Geary, and Drendel, and Supervisor Rowe voted aye. 0 nays. Motion carried. The balance in the Road & Bridge checking account as of February 25, 2016 is \$127,873.86.

PAYROLL REPORT: Supervisor Rowe noted that the report reflects the last check to Robert Bosma for vacation pay owed him.

REPORTS:

SUPERVISOR'S REPORT: Supervisor Rowe presented a written report of his activities during the last month and highlighted the following: Attended open house at senior living facility and noted that we will be gaining additional riders for the senior transportation program. Senior Center and Community House will be polling places for the Primary Election on 3/15. Home Pages will be charging for business card size ads, since we are past the deadline for 2016, Supervisor Rowe recommended that we budget for and support the Home Pages 2017 edition. Cost for the ad is \$295.00. Azemi provided an estimate of \$4,690 for porch roof repairs on the Bliss House. On-line filing of Economic Interest Statements should be available after March 1st. The deadline for filing is May 2, 2016.

ASSESSOR: No Report.

ROAD & BRIDGE: Commissioner Huggins informed the Board that the IGA for maintenance of the Hanks Rd. Bridge has been completed and is now being considered by the Village Board. The agreement calls for maintenance to be performed by the Township and the Village with each agency assuming responsibility alternating month to month. Huggins pointed out that the agreement can be terminated at any time by either party. He also pointed out that the Township asphalt patching includes patching, tamping, and rolling which is more likely to last as compared to the Village throw and go method. Trustee Fagel questioned Township liability in the agreement and Huggins informed him that our attorneys have addressed liability issues when drafting the agreement. Trustee Fagel then suggested that repairs be documented with photos which Huggins stated he was already planning on providing. Fagel also suggested documenting any unsatisfactory repairs being made by the Village, which Huggins also agreed to do. Huggins then discussed his proposed budget which was unchanged with the exception of budgeting for the purchase of a replacement dump truck and pickup truck. He also pointed out that his overlay budget request has been reduced by about \$200,000. Supervisor Rowe also mentioned that the Permanent Road Fund budget would reflect a net negative to spend down the reserve balance. Lastly, Huggins informed the Board that they were soliciting proposals for a new health insurance provider due to problems with Land of Lincoln's limited in-network doctors.

CLERKS REPORT: No Report.

TRUSTEES REPORT: Trustee Geary asked the Board if they would be interested in hosting an after hours open house event for Chamber members on April 12th between 5 and 7PM before the Annual Town Meeting at 7PM. She stated that it would be a good opportunity to showcase Township facilities, services, and programs such as the senior lunch, senior transportation, and mental health services. The Board agreed and Trustee Geary offered to handle the arrangements. Trustee Drendel reported that the Community House would like to purchase another storage cabinet. Supervisor Rowe agreed to reimburse them for that purchase. Trustee Fagel mentioned that his Chamber luncheon security threat program was well attended and he has been asked to do additional similar programs. He suggested a three or four hour program. Trustee Geary thought that two ninety minute programs might work out better and Supervisor Rowe suggested the programs be offered through the Park District.

UNFINISHED BUSINESS:

1. Hanks Road Bridge Maintenance IGA (informational purposes only): Supervisor Rowe noted that this subject was already discussed during the Road Commissioner's Report.
2. Review of Road District's 2016-17 Preliminary Budget: Supervisor Rowe explained that this is the preliminary budget and that in April we will approve a tentative budget subject to the 30 day public review. Trustee Geary noted that the only changes might be a result of increased costs for employee health insurance.
3. Review of Township 2016-17 Preliminary Budget: Supervisor Rowe stated that Jim came up with these numbers as a worst case scenario with regard to increased costs for health insurance and a new employee in the Assessor's office which would increase the total to \$258,000. Trustee Geary felt that we should keep the budget at \$250,000 since we no

longer have the increased costs associated with the quad year. Supervisor Rowe agreed and stated that insurance costs for a new employee could be negotiated as part of the terms of employment. Trustee Hester asked if the Christmas bonus issue of the last two years had been addressed in the budget. Supervisor Rowe pointed out that line item 560 for employee relations should resolve that issue going forward. Rowe also pointed out that we are now showing some expenses in the GA budget with the new caseworker on staff.

NEW BUSINESS:

1. Consideration & Potential Approval of Health Insurance Plan 4/1/16: As Commissioner Huggins stated earlier, the Road District is soliciting proposals for a new health insurance plan due to problems with in-network doctors offered. Supervisor Rowe explained that we would have to choose a new plan by 3-15 and that the Board could approve at the April meeting. Supervisor Rowe felt that we would have the same problems with the plans presented by our current agent, Better Business Planning and suggested the employees look at the Cigna plans offered by CMS and TOI. Bill Collins will look into the plans to determine if the employee's current doctors are in-network, and then meet with Supervisor Rowe, Commissioner Huggins, and Assessor Ross to compare costs before choosing a plan.
2. Consideration and Potential Approval of Annual Town Meeting Agenda: Clerk Silagi presented the Board with the Annual Town Meeting Agenda. After review and discussion Trustee Geary motioned, seconded by Trustee Drendel, to approve the Annual Town Meeting Agenda as presented. Trustees Drendel, Geary, Fagel, and Hester, and Supervisor Rowe voted aye. 0 nays. Motion carried.
3. Mental Health Fund Budget & Appropriation Ordinance 4/1/16-3/31/17: Supervisor Rowe explained that this item was for informational purposes and that it reflects the amount requested and budgeted for Mental Health.
4. Consideration & Potential Approval of Local Records Retention Policy: Supervisor Rowe explained that by adopting this policy, it would allow us to legally dispose of old unnecessary records that would free up space for current and mandatory historical records after review by the Illinois State Archives representative. Trustee Geary motioned, and Trustee Hester seconded the motion to approve the Local Records Retention Policy. Trustees Drendel, Geary, Fagel, and Hester, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ADJOURNMENT: Trustee Geary motioned, Trustee Drendel seconded the motion and the Board unanimously approved adjourning the regular meeting at 8:07pm.