

**MINUTES OF THE
FEBRUARY 7, 2017 REGULAR MEETING
OF THE TOWN OF SUGAR GROVE
KANE COUNTY, ILLINOIS**

CALL TO ORDER: Supervisor Rowe called the meeting to order at 6:00pm followed by the pledge of allegiance.

ROLL CALL was taken. Present were: Trustees Laurene Geary, Lee Drendel, and Scott Hester, Supervisor Tom Rowe, and Clerk Phil Silagi. Trustee Mike Fagel was absent due to deployment.

ALSO PRESENT: Vern Tepe, Lynn O'Shea, Cathy Hoyda, Doug Musser, James Baker, Curt Karas, Nelda Karas, Chris Walker, Robert Vaughan, and Toni Vaughan.

PUBLIC COMMENT: Supervisor Rowe introduced Lynn O'Shea, Executive Director of A.I.D. to make a presentation and answer questions with regard to possible donation of \$5,000 to A.I. D. to support social services for Sugar Grove Township residents. Lynn began the presentation by explaining that A.I.D.'s mission is to assist and improve the lives of people with physical, developmental, intellectual and mental health challenges. She then outlined the many services provided which include transportation, housing, and vocational development. O'Shea went on to outline the various programs provided to SG Township residents, the number of clients using each program, and the cost to A.I. D. of providing the programs. For 2016, A.I.D. provided 17,060 hours of service to 58 SG Township residents at a cost of \$576,856.72. She also noted that 44 residents are on a waiting list for services as a result of limited resources. Over 70% of funding for A.I.D. comes from Medicaid which hasn't increased its funding on a per person basis in 11 years in spite of increased costs to provide services. As a result, fund raising has become increasingly important to make up for lost revenue. Supervisor Rowe explained that Townships were not allowed to give grants, but can fund social service agencies. He asked O'Shea if the proposed \$5,000 donation would be used to provide some services for the 44 SG Township residents on the waiting list. O'Shea said that some services to those on the waiting list could be provided such as respite and transportation services. Rowe then stated that we would like to provide some additional help to Kathy Hoyda's son, since Kathy and Matthew have attended a number of meetings requesting assistance with transportation. Kathy Hoyda then spoke about Mathew's recent medical issues and the burdens that has placed on them that require them to seek even more help. Supervisor Rowe then stated that in addition to the \$5,000 donation the Board is currently considering, he would like to work something into the budget for annual support. Trustee Hester praised the work A.I.D. does, but wanted to make sure any donations made by the Board supported SG Township residents. O'Shea assured Hester and indicated that the initial donation would be used mainly to provide transportation services which have been requested by SG Township residents.

JANUARY 3, 2017 REGULAR MEETING MINUTES: Trustee Drendel motioned, and Trustee Geary seconded the motion to approve the January 3, 2017 meeting minutes. Trustees Drendel, Hester, and Geary, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ACCOUNTS PAYABLE:

TOWNSHIP: Trustee Geary motioned, and Trustee Hester seconded the motion to review and approve the January Town accounts payable as presented. Supervisor Rowe noted that Check 16191 was for Scott Erdman's service on the Electoral Board. Trustee Geary questioned the invoice from AT&T U-Verse which indicated home service. Supervisor Rowe stated that the Assessor did have separate internet service in her office. The Board suggested calling AT&T to clarify. Supervisor Rowe then noted that Check 16179 to Ancel Glink was for their work in December only. After review, Trustees Drendel, Hester, and Geary, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Township checking account as of January 31, 2017 is \$485,942.45.

ROAD & BRIDGE: Trustee Hester motioned, and Trustee Geary seconded the motion to review and approve the January Road and Bridge accounts payable. Supervisor Rowe informed the Board that Bill Collins has dropped dependent insurance coverage, saving the Township \$1,000 per month. Trustee Drendel questioned Check 10428 to Illinois Truck Maintenance for work on a 2015 truck he thought should have been under warranty. After review, Trustees Drendel, Geary, and Hester, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Road & Bridge checking account as of January 31, 2017 is \$450,434.49.

PAYROLL REPORT: Payroll reports for the month of January were distributed for informational purposes only.

PROFIT & LOSS REPORT: Profit & Loss Statements for the period of April 1, 2016 thru January 31, 2017 were distributed for informational purposes only.

REPORTS:

SUPERVISOR'S REPORT: Supervisor Rowe presented a written report of his activities during the last month and highlighted the following: TOI Annual Township Topics Day will be April 26th for anyone interested. The SG Park District sent the Board a thank you letter for baseball/softball sponsorship. The cleaning lady Tanya Hughes has requested an increase in fees from \$112.50 per week to \$120 per week beginning February 2017. She does a great job and has not increased her fees in the past four years, so Supervisor Rowe is recommending that the Board accept her request for an increase. The CPI for 2017, used in computing 2017 taxes is 2.1%. On line filing for elected officials Statement of Economic Interest is available and is due by May 1st. Supervisor Rowe informed the Board that it has come to his attention, through a Facebook post, that our tenant Jada Hudson is sub-leasing the basement space in violation of her lease. Supervisor Rowe will contact Hudson and ask her to attend the next meeting to explain.

ASSESSOR: No report. Assessor Ross was not present.

ROAD & BRIDGE: Doug Musser reported that IDOT patched a pot hole on the approach to the Hankes Rd. bridge after a number of complaints were made. The overlay program for 2017 will include N. Mighel, Prembrook Ct. Creekview, and a portion of Densmore. They are currently working on the budget for 2017/2018 and do not anticipate any major projects.

CLERKS REPORT: Clerk Silagi reported that the decision of the Electoral Board to allow Assessor Candidate Curt Karas to remain on the ballot, is being challenged and will be appealed to the Circuit Court in Geneva next Thursday. The ballot for the April 4, 2017 Election is certified and consists of the incumbent Supervisor, Road Commissioner, Clerk, and Community Building Managers running unopposed. The four candidates for Trustee will be Lee Drendel, Laurene Geary, James Baker, and Jerry Elliot with no contest in that race. The Assessor candidates are Laura Ross and Curt Karas, pending the decision of the Circuit Court.

TRUSTEES REPORT: Trustee Geary reported that the INC Board received 4 presentations for projects to be built on 2 acres available for land lease. The proposed projects by service providers have funding for construction.

UNFINISHED BUSINESS:

1. Consideration & Potential Approval of A.I.D. Capital Campaign Request: Supervisor Rowe noted that this donation would be funded from the current fiscal year budget and that it would be provided under a Contract for Social Services agreement developed by our attorneys. Trustee Geary motioned, seconded by Trustee Hester to Approve the A.I.D. Capital Campaign Request in the amount of \$5,000. Trustees Drendel, Geary, and Hester, and Supervisor Rowe vote aye. 0 nays. Motion carried.
2. Review of 2017 Lawn Mowing Services & Specifications: Supervisor Rowe provided the Board with a copy of the lawn mowing specifications for review. He noted that the contract was up and that in his discussion with Teddy's Landscaping, they indicated that they were requesting an increase of \$5 per mow at each property. Since this increase is still lower than the other bids received two years ago, Supervisor Rowe is recommending a one year extension. After discussion, the Board would be comfortable with a new two year contract at the increased rate of \$5 per mow per property. Trustee Drendel will take this proposal to the Community Building Board for their possible approval.

NEW BUSINESS:

1. Review of Assessor's 2017-18 Preliminary Budget: Supervisor Rowe presented the Board with the Assessor's Budget and commented that the \$244,629.14 has been reduced from the \$250,000 approved for this year's quad year budget and is \$1,000 more than the most recent non-quad year request. The Board then began an extended discussion of the Assessor's practice of classifying part-time employees as salaried. Trustee Geary stated that this practice is in violation of IRS guidelines. The Board's objection to this practice is the lack of documentation of hours worked and PTO accounting which our auditor has noted in recent reports. Supervisor Rowe stated that overall, the budget was reasonable, however, he along with one of the Trustees, should meet with the Assessor for an explanation of the part-time salary status of her employees.
2. Consideration & Potential Approval of 2017 Kite Festival Level B Sponsorship: Supervisor Rowe presented this request to the Board. After discussion, the Board agreed to fund this request after the new budget is approved in May.

3. Approval of TOIRMA Intergovernmental Cooperation Contract Effective 6/1/17: Supervisor Rowe explained that every two years we have to renew our contract with TOIRMA for risk management and loss prevention with coverage years running from June 1st to May 31st. Trustee Geary motioned and Trustee Drendel seconded the motion to Approve the TOIRMA Intergovernmental Cooperation Contract Effective 6/1/17. Trustees Drendel, Geary, and Hester, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ADJOURNMENT: Trustee Drendel motioned, Trustee Hester seconded the motion and the Board unanimously approved adjourning the regular meeting at 7:38pm.