

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

CALL TO ORDER: Supervisor Rowe called the meeting to order at 6:02pm followed by the pledge of allegiance.

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

ALSO PRESENT: Doug Musser, Morgan Abate, Curt Karas, Nelda Karas, and James Baker

PUBLIC COMMENT: Curt Karas addressed the Board and others present to announce his candidacy for Township Assessor. Mr. Karas stated his qualifications and goals for the office if elected and then asked those present for their support and help.

Morgan Abate then addressed the Board on behalf of the Northern Illinois Food Bank. Morgan explained that Northern Illinois Food Bank acquires food and distributes it to food pantries, soup kitchens, and child nutrition partners in 13 Northern Illinois counties. The Northern Illinois Food Bank is currently the 5th largest food bank in the U.S. Last year it provided food for the 8.9 million meals served to 37,000 residents of Kane County. In Kane County, 16.5% of children face food insecurity. Of the food distributed, 82% is donated by partners, 10% is purchased, which is mostly fresh food such as vegetables, fruits, and dairy, and 8% is funded by the Federal Government for child nutrition programs. Ms. Abate then mentioned that they are always looking for partners in food recovery and volunteers to help staff the food bank in Geneva and then asked that anyone interested, contact her or the food bank.

FEBRUARY 7, 2017 REGULAR MEETING MINUTES: Trustee Geary motioned, and Trustee Hester seconded the motion to review and approve the February 7, 2017 Meeting Minutes. Trustee Geary noted that Kathy Hoyda received some transportation benefit of the \$5,000 funding that was approved for AID at last month's meeting. Supervisor Rowe replied to a question on the Township Accounts Payable for last month stating that after checking with AT&T, the invoice in question was for internet service at the Township offices. After review, Trustees Drendel, 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 nays. Motion carried. The balance in the Township checking account as of February 28, 2017 is \$451,196.71.

ROAD & BRIDGE: Trustee Geary motioned, seconded by Trustee Hester, to review and approve the February Road & Bridge Accounts Payable. 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 28, 2017 is \$418,077.75.

PAYROLL REPORT: Trustee Drendel asked why sick time hours for Road District employees are not shown on the payroll report. Doug Musser stated that he wasn't sure why they did not show up there because they are recorded on the time sheets. Supervisor Rowe will check with Jim to make sure we are running the proper QuickBooks report to reflect paid time off.

REPORTS:

SUPERVISOR'S REPORT: Supervisor Rowe presented a written report of his activities during the last month and highlighted the following: Received thank you letters from Holiday Spirit and AID for donations. Invited candidates running in the April 4th Consolidated Election to attend the Chamber Meet the Candidates Night March 14th at the Sugar Grove Library. This event is being co-sponsored by the Sugar Grove Herald. Informed the Board that we are being asked to host another "Chamber After Hours" event Tuesday April 11th at 6pm before the Annual Town Meeting. If the Board agrees, light refreshments would be served similar to last year and all current and newly elected officials can introduce themselves. Attached a letter and nomination form for the INC Board Lyle E. Oncken Community Service Award. Nominations are due by March 10th. Invited Board members to attend the IL47/I88 Interchange Improvement Study Open House Public Meeting March 28th at WCC. Lastly reminded Board members that their Statement of Economic Interest filing is due by May 1st.

ASSESSOR: No Report.

ROAD & BRIDGE: Doug Musser reported that they have completed a garbage pick-up and that the County has agreed to store the Township's allotment of Road Salt that will not fit into our storage shed due to the mild winter. Trustee Fagel asked for an update on the Hanke Rd. Bridge. Supervisor Rowe stated that Commissioner Huggins received word from IDOT indicating that they are planning to resurface the bridge this summer.

CLERKS REPORT: Clerk Silagi reported that the objection to the candidacy of Curt Karas for Township Assessor that was denied by the Electoral Board and appealed to the Circuit Court, was also denied by that Court resulting in Curt Karas being certified as a candidate for Assessor in the April 4th Consolidated Election.

TRUSTEES REPORT: Trustee Drendel reported that the Community House is looking into cosmetic remodeling of the bathrooms in July when the building is shut down. Since none of the fixtures will be moved, the work will not require a permit. Trustee Geary reported that the 708 Board met and informed her that the gas cards donated by the Township have helped a number of clients. She further reported that their Snow Ball group has been active in the Kaneland middle and high schools discouraging kids from drug use after increased evidence of drugs in those schools. Trustee Hester reported that he will be attending his last meeting of the Airport Board in April. Trustee Fagel reported that this may be his last meeting and he wanted to state that it has been an honor to serve and be a part of this team. He wished the Board members good luck in the future. Supervisor Rowe thanked Trustee Fagel for his contributions to the Board and appreciated his experience and input.

UNFINISHED BUSINESS:

1. Bliss House Lease Review & Update: Supervisor Rowe informed the Board that the lease is about to expire and is up for renewal. The current tenant has subleased the basement area which is allowed under the agreement, but failed to notify the Township as required. Supervisor Rowe and Trustee Drendel have met with Jada Hudson and the sublease tenant (the sewing lady) who are interesting in renewing the lease under the current terms with no increase in rent. Supervisor Rowe commented that he reminded Ms. Hudson that her rent was substantially discounted from the previous tenant's. Trustee Geary stated that the sub-lease changes the justification for the discount which was based on service to the community assisting police and fire fighters. She stated that as a result of the change, she would recommend an increase in rents and two separate leases contingent on approval of the Village for occupancy of the basement space. Supervisor Rowe mentioned that he has discussed the basement occupancy issue with the Fire Marshall and he stated that because the basement had two stairwells it would meet their requirements for egress. However, Rowe explained the Village has not reviewed the space for its occupancy requirements. Trustee Fagel mentioned that the peer support counseling provided by Ms. Hudson does not conform to fire service practices. After an extended discussion, the Board agreed to offer Jada Hudson a one year extension of the lease at \$600 per month for the first floor space only. Supervisor Rowe will contact the Village to confirm that the basement space is suitable for occupancy. If the Village will allow the lease of that space, the Board agrees to make that space available to the sewing lady at a proposed rent of \$300 per month. The Board will decide on the proposed terms of the lease at the April meeting with the final lease agreement to be considered by the electors at the Annual Town Meeting April 11th.
2. Chamber After Hours Event 4/11/17 @ 6pm: Supervisor Rowe asked the Board if there were any objections to the Township hosting this event before the annual Town Meeting similar to the event the Township hosted last year. Supervisor Rowe pointed out that since it will occur after the election, it would be a good opportunity to introduce the newly elected officials. He pointed out that this may not be something we want to do every year, but he felt that since it was an election year it would be appropriate. The Board had no objections to hosting this event this year.

NEW BUSINESS:

1. Review of Road District 2017-18 Preliminary Budget: Supervisor Rowe noted that the Health Insurance line item has a minimal increase due to Bill Collins dropping dependent coverage. Doug Musser noted asphalt overlays for the year would include Densmore from Hankes Rd to the Bridge, the Creekview subdivision, N. Mighel, and Pembroke Ct. Musser also mentioned capital expenditures for possible replacement of a chipper, roller, air compressor, and work pickup. Supervisor Rowe asked if there were any funds budgeted for bridge repair and Doug responded that he wasn't sure. Supervisor Rowe stated that he will ask Commissioner Huggins and further stated that since funds are available, we should have something budgeted for this given the condition of Hankes and the unresolved question regarding who will take responsibility for the necessary repairs.
2. Review of Township 2017-18 Preliminary Budget: Supervisor Rowe noted that we reviewed the Assessor's preliminary budget last month and that it has decreased due to the non-quad year budget. He stated that he and Trustee Geary were unable to meet with the Assessor and that she suggested we submit questions in writing for her to respond to.

Outstanding issues are in regard to the accounting of hours and breakdown of regular and PTO hours, part time salary designations that conflict with IRS guidelines, and justification for P.O. Box billing of AT&T bill and whether the box is personal or official Township. Supervisor Rowe highlighted the following in the Township budget, \$10,000 for social service funding, additional funding for Bliss House painting and repairs, copier replacement at \$5,000, a \$1,000 increase in legal fees to \$6,000, and funding for parking lot repairs.

3. Mental Health Fund Budget & Appropriation Ordinance 4/1/17-3/31/18: Supervisor Rowe explained that this item was for informational purposes and that it reflects the amount requested and budgeted for Mental Health which is \$111,262.00
4. Consideration and Potential Approval of Annual Town Meeting Agenda: Supervisor Rowe presented the Board with the Annual Town Meeting Agenda and noted that it includes the Bliss House lease. After review and discussion Trustee Drendel motioned, seconded by Trustee Fagel, to approve the Annual Town Meeting Agenda as presented. Trustees Drendel, Geary, Fagel, and Hester, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ADJOURNMENT: Trustee Drendel motioned, Trustee Geary seconded the motion and the Board unanimously approved adjourning the regular meeting at 8:00pm.