

**MINUTES OF THE
DECEMBER 5, 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 Baker, Drendel, (arrived late), Elliott, and Squires, Supervisor Tom Rowe, Clerk Phil Silagi, and Road Commissioner Greg Huggins.

ALSO PRESENT: Curt Karas, Nelda Karas.

NOVEMBER 7, 2017 REGULAR MEETING MINUTES: Trustee Elliott motioned, and Trustee Baker seconded the motion to review and approve the November 7, 2017 Regular Meeting Minutes. Trustee Elliott pointed out that in his Trustee Report, he would like to add the words “per day” after the amount “900,000 gallons”. Clerk Silagi will make that correction. After review, Trustees Baker, Elliott and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ACCOUNTS PAYABLE:

TOWNSHIP: Trustee Elliott motioned and Trustee Baker seconded the motion to review and approve the November Town accounts payable. After discussion, Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Township checking account as of November 30, 2017 is \$461,931.85.

ROAD & BRIDGE: Trustee Baker motioned, and Trustee Squires seconded a motion to review and approve the November Road & Bridge Accounts. Commissioner Huggins noted check 10688 to Builders Paving for \$173,158.95 for the 2017 asphalt overlay program completed in June and just recently audited by the County. He also noted check 10691 to the Kane County DOT for \$2,000 for the engineering services related to the asphalt overlay program. He commented that the \$2,000 fee charged by the County was much less than what it would cost for a private engineering firm to do the work. After review, Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Road & Bridge checking account as of November 30, 2017 is \$714,088.33.

PAYROLL REPORT: 10/23/17-11/19/18

PROFIT & LOSS: 4/1/17-11/30/17

CORRESPONDENCE: Supervisor presented the Board with correspondence from Ancil Glink informing the Township of a new State law requiring local governments to take formal action to adopt sexual harassment policies. Supervisor Rowe explained that the Township had adopted a sexual harassment policy as part of the employee handbook that was approved two years ago. Ancil Glink reviewed and approved the entire handbook at that time, however it will be necessary for them to examine the current policy to ensure compliance with the new law. Any changes will have to be approved at the January meeting. Supervisor Rowe pointed out that the Township

employee handbook has been adopted in large part by the Road District with a few changes specific to their operations, however, the Assessor has chosen to implement her own. The new Assessor may use the current Assessor handbook, develop his own, or adopt the Township handbook. In any event, the sexual harassment policies of all Township divisions must comply or be changed to comply with the new law by Jan. 15, 2018.

REPORTS:

SUPERVISOR'S REPORT: Supervisor Rowe presented a written report and highlighted the following: Received a thank you card from Jim and Judy Kreitz for the donation made by the Township in memory of their daughter who recently passed. There will be a public hearing on the Rt.47/I-88 Interchange 12/14/17 at WCC. As a follow up to questions raised at last month's meeting, Holiday Spirit donated to 27 Sugar Grove families last holiday season (about 60% of the families served). In the future they would prefer gas cards instead of cash donations. Attended the Sugar Grove TIF Joint Review Board annual meeting where no activity was reported. The Montgomery TIF Review Board meeting is scheduled for Dec. 12th. The IMRF Employer Rate contribution has decreased for the third straight year to 8.97% from 11.13% in 2016. The Sugar Grove Arts & Entertainment Committee kickoff event is scheduled for Friday Feb. 16th at the library featuring "The Right Pick".

ASSESSOR: No report, but submitted copy of 2018 Holiday Schedule. The Assessor also submitted an email response to a question raised at last month's meeting regarding an \$850 check to Real Valuation Group. The Assessor explained that it was for appraisal services related to leasehold value at the airport.

ROAD & BRIDGE: Commissioner Huggins responded to a question posed at last month's meeting as to why his Township truck was not lettered identifying it as a Township vehicle. Huggins stated that there was no reason other than it had never been lettered in the past. He thought it would be a good idea and has had it lettered. Huggins also informed the Board that the Road District is planning major improvements to Winthrop New Road next year including new curb, asphalt milling, and ADA compliant sidewalk crossings for their overlay program. Huggins alerted the State to a large hole in the Hanks Rd. Bridge which a state engineer agreed needed attention, but determined was not bad enough to cause bridge failure. The State has scheduled repairs for spring or summer of 2018. Lastly Huggins reported that a four-way stop has been installed at Harter and Scott Rd. and that he has witnessed several cars missing the stop sign in spite of flashers and rumble strips. He plans on alerting the Sheriff's Dept. to provide some enforcement until drivers get used to it being there.

CLERKS REPORT: No report.

TRUSTEES REPORT: Trustee Drendel reported that there was another elevator failure at the Community House. The elevator service company suggested that we use the elevator a few times a day as the problems seem to result from it being idle for long periods of time and relays sticking. Drendel also reported that a registered letter went out to Willie King requesting the return of Community House property and documents. There has been no response from Mr. King. The Board will be placing an ad in January soliciting candidates to replace Mr. King on the Board with a replacement to be sworn in for the February meeting. Lastly, Trustee Drendel thanked outgoing

Assessor Laura Ross for her service to the Township and wished her good luck in the future. Trustee Squires reported that the Mental Health Board will not meet again until February. Squires then asked Trustee Elliott if he was aware of the proposed concrete recycling plant on Harter Rd. The Board then began a lengthy discussion on the subject and decided to revisit the issue when more information is available. Trustee Baker had no report on the airport authority since they did not meet, but commented on the TOI Boot Camp training he attended in Springfield. He found it very informative and worthwhile and recommended it to the other Board members. He specifically found the FOIA training important and cautioned other Board members to be mindful of communications that may be subject to FOIA. Trustee Elliott reported that the Water Authority approved a 3.81% increase in their levy which would amount to a tax increase on a \$250,000 house of about ten cents. Elliott then explained that the Water Quality program consists of two components. The first being water levels and replenishment, and the second component water quality. Elliott then referred to the Shallow Groundwater Sampling report in Kane County, 2015. The report is produced about every 10 years and the Township well monitoring program will supplement this report. The conclusions of the report are that both water levels and water quality for shallow wells in Kane County are very good. Next Elliott talked about the depletion of deep water aquifers that are occurring. In Kane County the depletion rate is about 10 million gallons a day more than replenishment and the figure is 30 million gallons a day for Will County. Elliott then pointed out a graph of water levels in Blackberry Creek which he felt would be valuable in making comparisons to shallow well water levels. Lastly, Elliott explained the water quality sampling program which he plans to be certified for, so that he can collect samples.

OTHER REPORTS: Supervisor Rowe presented the Board with a letter from the Sugar Grove Drainage District requesting an additional building access key card. Supervisor Rowe explained that the appointed members of the Board should all have key cards and that he is hesitant to issue an additional card with no one assigned to the card. He felt that if the card was for an appointed member of the District he would agree to issue the card, but without the name of the person responsible for building access, he would have to decline the request. The Board agreed.

UNFINISHED BUSINESS:

1. Consideration & Potential Approval of Bicycle Bridge Phase I Engineering Increase: Supervisor Rowe received an email from the Village informing him that the final contract amount for Phase I engineering is \$114,876 or \$14,876 more than originally estimated. Based on the original estimate and a 4 way cost sharing arrangement between the Village, Township, County, and Park District, this Board approved a contribution of \$25,000 in October. The increase cost would amount to an additional \$3,619 share to be contributed by the Township. Trustee Elliott expressed disappointment with the unprofessional way the Village handled this request and doubted Village cooperation if the Township made a similar request. After discussion, Trustee Squires motioned, seconded by Trustee Baker to Approve an Additional \$3,619 for Bicycle Bridge Phase I Engineering. Trustees Baker, Drendel, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Review Aurora & Sugar Grove Township Senior Transportation Agreement: Supervisor Rowe presented the Board with a copy of the current agreement and commented that ridership is down and that there is enough money budgeted at current usage levels to expand the service from the current two days a week. After discussion, the Board agreed

to explore the possibility of expanding the service to four days a week if Aurora Township can accommodate.

3. Health Insurance Update: Supervisor Rowe informed the Board that the Township will be changing the insurance plan contract period to the calendar year. Currently premiums for covered employees for Health and Dental are \$9,686.77 per month. Beginning Jan. 1st the Township will be losing one covered employee (Laura Ross) and gaining two covered employees (Chief Assessor and a dependent). The premium for coverage under the current plan and adding one covered employee beginning Jan 1st will be \$11,014.86. If the Township upgrades coverage to a new plan that provides for less out of pocket expenses to employees, the premium would be \$11,694.75 per month. After discussion, it was agreed that the upgraded coverage plan provided the best value and the Board directed Supervisor Rowe to inform the agent of the Board's decision.

NEW BUSINESS:

1. Consideration & Adoption of Sugar Grove Township Tax Levy Ordinance #2017-5: Supervisor Rowe presented the Board with the above levy ordinances for adoption noting that the Township levy will be flat with the exception of the small increase for Mental Health. Trustee Elliott motioned, seconded by Trustee Drendel to Adopt Ordinance 2017-5 Sugar Grove Township Tax Levy in the total amount of \$619,916 (General Town Fund \$504,415, General Assistance Fund \$0, and Mental Health Fund \$115,501) of which amounts levied plus funds on hand at the end of the year exceeding 2.5 times the average expenditure from the fund for the past three years will be used to fund strategic plan initiatives. Trustees Baker, Drendel, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Consideration & Adoption of Sugar Grove Road District Levy Ordinance #2017-6: Supervisor Rowe responded to a question from Trustee Elliott for an explanation of the Permanent Road Fund Rate. Supervisor Rowe explained that the rate is approximately one-tenth of 1% of the EAV. Supervisor Rowe then asked for a motion to adopt the Road District levy. Trustee Drendel motioned, seconded by Trustee Squires to Adopt Ordinance 2017-6 Sugar Grove Township Road District Levy in the amount of \$130,231 for the General Road Fund, and a rate of \$.138 for the Permanent Road Fund of which amounts levied plus funds on hand at the end of the year exceeding 2.5 times the average expenditure from the funds for the past three years will be used to fund the planned 7 year pavement overlay schedule. Funds contained in CD's to be utilized for their earmarked purposes. Trustees Baker, Drendel, Elliott and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
3. Consideration & Potential Approval of 2018 Township Meeting Dates and Times: Supervisor Rowe presented the Board with the schedule of meeting dates. All meetings will fall on the first Tuesday of every month with the Annual Town meeting scheduled for April 10th. Since the July meeting falls on the 3rd, Supervisor Rowe asked if the Board would prefer moving it to the second Tuesday which is July 10th. After discussion, the Board agreed with the change for the July meeting to July 10th. Trustee Squires motioned, and Trustee Drendel seconded the motion to approve the 2018 Township Meeting Dates as revised. Trustees Baker, Drendel, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

EXECUTIVE SESSION: At 7:47pm, Trustee Elliott motioned, seconded by Trustee Squires, to convene into executive session for a 6 Month Review of Closed Session Minutes.

RETURN TO REGULAR SESSION: Trustee Elliott moved, and Trustee Drendel seconded the motion and the Board unanimously approved adjourning the Executive Session and returning to the Regular Meeting at 7:59pm.

EXECUTIVE MEETING MINUTES PUBLIC RELEASE: Trustee Elliott motioned, seconded by Trustee Squires to Make Public, Executive Meeting Minutes of January 3, 2017, June 6, 2017, and October 3, 2017. Trustees Baker, Drendel, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ADJOURNMENT: Trustee Elliott moved, Trustee Squires seconded and the Board unanimously approved adjourning the regular meeting at 8:07pm.