

**MINUTES OF THE  
DECEMBER 2, 2013 REGULAR MEETING  
OF THE TOWN OF SUGAR GROVE  
KANE COUNTY, ILLINOIS**

**CALL TO ORDER:** Clerk Silagi called the meeting to order at 7:00pm followed by the pledge of allegiance.

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

**ALSO PRESENT:**

**NOVEMBER 4, 2013 REGULAR MEETING MINUTES:** Trustee Fagel motioned, and Trustee Geary seconded the motion to approve the November 4, 2013 meeting minutes. Trustees Drendel, Geary, Fagel, and Hester, and Supervisor Rowe voted aye. 0 nays. Motion carried.

**ACCOUNTS PAYABLE:**

TOWNSHIP: Trustee Hester motioned and Trustee Geary seconded the motion to review November Town Accounts. After review Trustee Drendel motioned and Trustee Geary seconded the motion to approve the November Town accounts payable as presented. Trustees Hester, Drendel, Geary, and Fagel, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Township checking account as of November 30, 2013 is \$299,732.90.

ROAD & BRIDGE: Trustee Geary motioned, and Trustee Fagel seconded a motion to review the November Road & Bridge Accounts. After review and discussion, Trustee Drendel moved and Trustee Hester seconded a motion to approve the November Road and Bridge accounts payable as presented. Trustees Fagel, Hester, Geary and Drendel, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Road & Bridge checking account as of November 30, 2013 is \$325,237.52.

**REPORTS:**

SUPERVISOR'S REPORT: Supervisor Rowe reported the following: Attended the Montgomery TIF meeting and the Senior Lunch. The Community Building has an old copier that used to belong to the Township that they would like to dispose of. The Board agreed to use it to replace the one in the conference room if it is in better shape than the one already in there. Contributed an article about the Township to the Sugar Grove Informer and plans to submit articles in future issues. Received a bid of \$54,000 from TOIRMA for Township insurance. Currently we are paying \$37,000 for insurance provided by Countywide Financial. Will meet with Brian from Countrywide to get an updated bid and compare coverage.

ASSESSOR: Assessor Ross reported the following: Attended TOI conference - found it informative. Received Dept. of Revenue mandated education requirements during the conference. Currently working on tentative budget to be submitted in January. Request that the budget be approved before the fiscal year begins. Completed the holiday schedule for 2014.

ROAD & BRIDGE: Commissioner Huggins reported the following: Staff is completing snow fencing. Ordered an additional 2 ton of salt to be paid for with Motor Fuel Tax funds. Request the Board's approval for a \$200 per employee clothing allowance. Supervisor Rowe stated that Board approval is not necessary as long as this was budgeted. Trustee Drendel asked if the Commissioner would also receive the allowance, Commissioner Huggins stated that he is salaried and would not receive the allowance. Commissioner Huggins and the Board discussed radio and telephone communications issues. Trustee Fagel offered to obtain information for the Township on the Government Emergency Telephone System. Since Commissioner Huggins had to leave the meeting to deal with possible snow and icing issues, Supervisor Rowe asked if the Board had any questions regarding the Road District Levy to be voted on later in the meeting. There were none.

CLERKS REPORT: No Report.

TRUSTEES REPORT: Trustee Fagel reported that the Drainage District has all of its bills paid after seven years.

#### **UNFINISHED BUSINESS:**

1. NIU Strategic Plan Brainstorming Questionnaire: Supervisor Rowe urged those who haven't filled out the questionnaire to do so. He stressed the importance of completing the questionnaire as part of the process of developing the strategic plan. He offered assistance in filling it out if anyone needed it and reminded everyone of the workshop on January 11th.
2. Personal Property Replacement Tax - City of Aurora Response: Supervisor Rowe stated that the City of Aurora has rejected the Township's position that the Replacement Tax bill was too high. They said that Ancil Glink's analysis was inaccurate and that their attorney will be sending a response. Supervisor Rowe is hopeful that the issue will be resolved so that going forward we won't have a disagreement over the amount every year.

#### **NEW BUSINESS:**

1. Approval of Ordinance #2013-6 Township Tax Levy 2013-14: Supervisor Rowe began discussion of the Township Tax Levy Ordinance by commenting that the levy is the same as last year with the exception of Mental Health which increased by 2.29% over the 2012 levy. Supervisor Rowe thought that holding the levy flat was appropriate, given the current Board is in the first year of their term. He felt that once we have completed the Strategic Plan process, we will have better direction as to the need to increase or decrease the levy. He also commented that other local taxing bodies have taken similar actions. There being no further discussion, Supervisor Rowe asked for a motion. Trustee Fagel motioned, seconded by Trustee Geary to approve Ordinance #2013-6 Township Tax Levy 2013-14 which reflects the following amounts: General Town Fund \$597,429, General Assistance Fund \$12,283, and Community Building Fund \$163,003, for a Total Township Tax Levy of \$772,715. Trustees Drendel, Hester, Geary, and Fagel, and Supervisor Rowe voted aye. 0 nays. Motion carried.

2. Approval of Ordinance #2013-7 Road District Tax Levy 2013-14: Supervisor Rowe pointed out that the levy for the General Road Fund remained unchanged at \$130,231. The levy for the Permanent Road Fund, which is stated as a percentage, also was unchanged at .138%. Commissioner Huggins has lowered the levy in this fund in recent years and Supervisor Rowe reminded the Board that once this levy is lowered, it cannot be increased. Trustee Fagel motioned, seconded by Trustee Drendel, to approve Ordinance #2013-7 Road District Tax Levy 2013-14 in the amount of \$130,231 for the General Road Fund, and .138% for the Permanent Road Fund. Trustees Drendel, Hester, Geary, and Fagel, and Supervisor Rowe voted aye. 0 nays. Motion carried.
3. Approval of Ordinance 2013-8 Regulating the Investment of Public Funds: Supervisor Rowe informed the Board that this Ordinance was based on a recommendation from Ancil Glink. Supervisor Rowe then explained that all Townships are required to adopt an investment policy, and since this was last done in 2006, our attorney recommended that as a new Board, we should update and adopt a new investment policy. Trustee Geary motioned, seconded by Trustee Drendel, to approve Ordinance 2013-8 Regulating the Investment of Public Funds of Sugar Grove Township. Trustees Drendel, Hester, Geary, and Fagel, and Supervisor Rowe voted aye. 0 nays. Motion carried.
4. Consideration & Potential Approval of I.T. Proposals: Supervisor Rowe presented the Board with two proposals for I.T. environment changes and upgrades. Proposals from AMI and Mark Rake were considered. The proposal from AMI included a server for the Road District which the Board felt was unnecessary given the work performed there. A lengthy discussion ensued among Board members and Assessor Ross. The Board suggested having Jim Daw act as an outside consultant to determine I.T. needs and have a representative from AMI and Mark Rake present at the January meeting to discuss and explain their proposals.
5. Approval of 2014 Township Meeting Dates: Supervisor Rowe presented the Board with two schedules for 2014 meeting dates. One schedule held meetings on the first Monday of each month as is the current practice. The alternative schedule held meetings on the first Tuesday of each month. Supervisor Rowe asked the Board to consider the change to the first Tuesday because it would allow more time to prepare for meetings and it would eliminate some holiday conflicts. Trustees Drendel, Hester, and Geary agreed with the change to the first Tuesday, however, Trustee Fagel felt that it would present some work conflicts that would force him to miss additional meetings. Trustee Hester motioned, seconded by Trustee Drendel to approve the 2014 Township Meeting Dates meeting on the first Tuesday of each month. Trustees Drendel, Hester, and Geary, and Supervisor Rowe voted aye. Trustee Fagel voted nay. Motion carried.

**EXECUTIVE SESSION:** At 8:28pm, Trustee Fagel moved and Trustee Geary seconded a motion to adjourn the Regular Meeting and convene into Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. [5ILCS 120(c)(1)].

**RETURN TO REGULAR SESSION:** At 9:00pm, Trustee Hester moved and Trustee Geary seconded and the Board unanimously approved adjourning the Executive Session and returning to Regular Session.

**ADJOURNMENT:** Trustee Hester moved, Trustee Geary seconded and the Board unanimously approved adjourning the regular meeting at 9:01pm.