

**MINUTES OF THE  
JUNE 2, 2015 REGULAR MEETING  
OF THE TOWN OF SUGAR GROVE  
KANE COUNTY, ILLINOIS**

**CALL TO ORDER:** Supervisor Rowe called the meeting to order at 7:03pm followed by the pledge of allegiance.

**ROLL CALL** was taken. Present were: Trustees Lee Drendel, Laurene Geary, Mike Fagel (via telephone), Supervisor Tom Rowe, and Clerk Phil Silagi.

**ALSO PRESENT:**

**MAY 7, 2015 REGULAR MEETING MINUTES:** Trustee Geary motioned, and Trustee Fagel seconded the motion to review and approve the May 6, 2014 meeting minutes, Supervisor Rowe commented that Jada Hudson has signed the lease, moved into the Bliss House, and is very happy. After review, Trustees Drendel, Geary, and Fagel, and Supervisor Rowe voted aye. 0 nays. Motion carried.

**MAY 7, 2015 TOWNSHIP PUBLIC HEARING MEETING MINUTES:** After review, Trustee Drendel motioned, and Trustee Geary seconded a motion to approve the May 7, 2015 Township Public Hearing Meeting Minutes. Trustees Drendel, Geary, and Fagel, and Supervisor Rowe voted aye. 0 nays. Motion carried.

**MAY 7, 2015 ROAD DISTRICT PUBLIC HEARING MEETING MINUTES:** After review, Trustee Geary motioned, and Trustee Drendel seconded a motion to approve the May 7, 2015 Road District Public Hearing Meeting Minutes. Trustees Drendel, Geary, and Fagel, and Supervisor Rowe voted aye. 0 nays. Motion carried.

**ACCOUNTS PAYABLE:**

**TOWNSHIP:** Trustee Drendel motioned, seconded by Trustee Geary to approve the May Township accounts payable as presented. Trustees Drendel, Geary, and Fagel, and Supervisor Rowe voted aye. 0 nays. Motion carried. The balance in the Township checking account as of May 28, 2015 is \$213,495.59.

**ROAD & BRIDGE:** Trustee Drendel motioned and Trustee Fagel seconded the motion to approve the May Road and Bridge accounts payable as presented. Trustees Geary, Drendel, and Fagel, and Supervisor Rowe voted aye. 0 nays. Motion carried. The balance in the Road & Bridge checking account as of May 28, 2015 is \$110,674.64.

**PAYROLL REPORT:** Trustee Drendel reported that IT was down in the Assessor's office last week and wanted to know if salaried staff were being paid when they were not at work. Supervisor Rowe stated that the question that the Assessor needs to answer is what happens to part time salaried people when they can't work for whatever reason, and are they required to make up the time? Trustee Drendel then stated that he would like to see a complete list of employees with a report of hours worked and paid time off for 2014. He also would like to see Assessor's office employee manual for 2015. Trustee Fagel asked if we are also applying the same degree of scrutiny

to Road District employees or are we singling out the Assessor. Supervisor Rowe explained that Greg Huggins provides time sheets for each employee every week and that Assessor Ross was doing the same thing until April when she put employees on salary. Trustee Geary stated that the Board was not informed of the Assessor's decision to put employees on salary even though we were splitting the hours of one employee with her. Trustee Fagel cited a lack of communication that may be leading to the differences between the Board and the Assessor. Trustee Geary then responded that the Assessor is not present during the Board meetings so that we can communicate with her like Commissioner Huggins who is present or sends a representative. Geary also stated that she would like to see the Township become more transparent similar to Kane County. Supervisor Rowe then asked Trustee Fagel to approach Assessor Ross and ask for an explanation before next month's meeting.

## **REPORTS:**

SUPERVISOR'S REPORT: Supervisor Rowe presented a written report of his activities during the last month. He also wanted to highlight the following items: The audit has been completed and went well. The preliminary report should be available for our July meeting. Ancil Glink is offering to update our FOIA policy for a flat fee of \$500. We should consider doing this since we do not currently have a formal policy. Trustee Geary was in agreement and commented that it could save us money on attorney fees in the future and make the policy more transparent. Trustee Fagel also agreed. Supervisor Rowe stated that since Board sentiment is in favor, he would contact Ancil Glink to implement. Rowe mentioned that the INC Board was having a retirement party for Marti Cross if anyone was interested in attending. Lastly, Supervisor Rowe pointed out that he included an updated contact list for various Boards and the Community House. Trustee Drendel noted that Chris and Julie were omitted. Supervisor Rowe will revise the list to include them.

ASSESSOR: No report.

ROAD & BRIDGE: No report.

CLERKS REPORT: Clerk Silagi reported that he filed the Budget Ordinances with the County.

TRUSTEES REPORT: Trustee Drendel reported on the incident between the gentleman renting the gym and Julie and Chris. Lee stated that he and Willie King both opened the gym on separate occasions for the gentleman after the incident and that he and Willie both agreed that the man seemed pleasant and not unreasonable. Lee thought that Community House staff probably over-reacted to the situation and that perhaps some customer service training and awareness was needed for staff. The Community House Board will meet to review the incident and make recommendations on how to address it and avoid future problems. Drendel also stated that they are looking at establishing regular hours for gym use with a closing time no later than 10PM. Trustee Geary suggested staff view You Tube videos on customer service. Trustee Drendel also informed the Board that the Boy Scouts will be cleaning the flower beds at the Community House and Township property for community service and as a gesture of thanks for use of the bus barn for storage.

Trustee Geary reported that Mental Health will be meeting Monday and that they have an opening on their Board. Supervisor Rowe suggested Jada Hudson. Geary said that she thought that was a good suggestion and that she would reach out to her.

Trustee Fagel reported that the Village made a deal with the Fire District and then reneged. He stated that Kevin Geary seems to be the only one at the Village that is concerned and that the citizens will be hurt by the Village action, however, the Village really doesn't seem to care.

**UNFINISHED BUSINESS:**

1. AT&T Phone Line Conversion: Supervisor Rowe informed the Board that he has scheduled the work order for the conversion and that it will occur sometime in June. He also informed the Board that the monthly service bills will double, but that hopefully we will have full time service. Trustee Geary suggested calling AT&T two months before the contract expires to avoid an automatic increase. Trustee Fagel suggested we look into e-fax to save money. Supervisor Rowe recommended keeping the fax line for simplicity of use.

**NEW BUSINESS:**

1. Adoption of Prevailing Wage Ordinance #2015-3: Supervisor Rowe presented the Board with the 2015 Prevailing Wage Ordinance for approval as required by law. Trustee Drendel motioned, and Trustee Geary seconded the motion to approve Prevailing Wage Ordinance 2015-3. Trustees Drendel, Geary, and Fagel, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Consideration & Potential Approval of Desktop Laser Printer: Supervisor Rowe presented the Board with a proposal from Kopy Kat Copier for replacement of the desktop printer. Supervisor Rowe informed the Board that it would be an upgrade from the existing printer which needs replacement and that it is a budgeted item. He also stated that Kopy Kat provided lease and purchase options of \$20 per month for lease or \$580 plus \$75 for shipping and delivery for purchase. After discussion, the Board recommended the purchase option. Trustee Geary motioned, seconded by Trustee Fagel to approve the purchase of a new laser desktop printer from Kopy Kat Copier Inc. in the amount of \$655. Trustees Drendel, Geary, and Fagel, and Supervisor Rowe voted aye. 0 nays. Motion carried.
3. Consideration and Potential Approval of DVR/Security Camera Upgrade: Supervisor Rowe presented the Board with a proposal from Wire Wizard for the DVR and Security Camera Upgrade which includes upgrading the DVR and adding 2 cameras for the senior center as well as new software for viewing. The company that provided the existing system is no longer in business so the upgrade is necessary. The purchase price is \$1,278 installed and is a budgeted item. After a brief discussion, Trustee Drendel motioned, and Trustee Geary seconded the motion to approve the purchase and installation of the DVR/Security Camera Upgrade from Wire Wizard of Illinois Inc. in the amount of \$1,278. Trustees, Drendel and Geary, and Supervisor Rowe voted aye. 0 nays. Trustee Fagel abstained. Motion carried.

**ADJOURNMENT:** Trustee Geary motioned, Trustee Drendel seconded the motion and the Board unanimously approved adjourning the regular meeting at 8:04pm.