

**MINUTES OF THE
OCTOBER 4, 2016 REGULAR MEETING
OF THE TOWN OF SUGAR GROVE
KANE COUNTY, ILLINOIS**

CALL TO ORDER: Supervisor Rowe called the meeting to order at 7:02pm followed by the pledge of allegiance.

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

ALSO PRESENT: Lee Thompson, Dan Nagel, Charene Nagel, Jessica Fese, Pam Fese, and Jerry Elliott.

PUBLIC COMMENT: Mr. Dan Nagel addressed the Board with a request that the Board adopt the following formal resolution: "That my service and exemplary representation of the Sugar Grove Twp. Board, Sugar Grove Twp. Community Building, the Sugar Grove Twp. Road District, Sugar Grove Twp Mental Health Board, and Sugar Grove Twp. Fire Department over the past 45 years is an example of my dedication and leadership within our community." Supervisor Rowe then read the following statement made by former Supervisor Harry Davis as recorded in the April 1, 2013 meeting minutes. "The Board discussed personnel and possible litigation issues. The Township Board is united in its desire to move forward and put this matter behind us, the Board will not seek any criminal prosecution, the Board may seek the return of items in question." Supervisor Rowe commented that the statement was what was recorded in the minutes after the financial audit was done. Rowe acknowledged that he knows Mr. Nagel is looking for more than that statement, however, he felt it necessary to bring everyone up to speed since only he, and Trustee Hester were present at that time. Trustee Geary commented that the annual audit that took place after the new Board took office, also came back clean. After discussion, Supervisor Rowe and the Board agreed to draft a resolution recognizing Dan Nagel for his service. The proposed resolution to be considered and possibly adopted at next month's meeting.

SEPTEMBER 6, 2016 REGULAR MEETING MINUTES: Trustee Hester motioned, and Trustee Geary seconded the motion to review and approve the September 6, 2016 Meeting Minutes. Supervisor Rowe noted the changes made by Clerk Silagi as requested by Assessor Ross. Clerk Silagi stated that he felt that Assessor Ross' written report was a little ambiguous and that it would be helpful for her to be present at meetings to answer questions and clarify statements made in written reports. Supervisor Rowe suggested in order to avoid future misunderstandings, we should no longer attempt to interpret her reports but simply file with the meeting minutes. Trustees Drendel, Hester and Geary, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ACCOUNTS PAYABLE:

TOWNSHIP: Trustee Geary made a motion, seconded by Trustee Drendel to review and approve September Township Accounts Payable. After additional discussion, Trustees Drendel, Hester, and Geary, and Supervisor Rowe voted aye. 0 nays. Motion carried. The balance in the Town Fund checking accounts as of September 29, 2016 is \$532,353.86.

ROAD & BRIDGE: Trustee Drendel made a motion, seconded by Trustee Hester to review and approve the September Road and Bridge Accounts Payable. After review, Trustees Geary, Hester, and Drendel, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Road & Bridge checking account as of September 29, 2016 is \$489,616.79.

PAYROLL REPORT: Trustee Geary questioned why Darlene Allen was paid for the month of August after she passed away at the end of July. Geary noted that she had been sick for a considerable time before passing and as a part-time employee, should have used all available PTO by the time of her passing. The Board would like clarification from Assessor Ross.

PROFIT & LOSS REPORTS: The 6-month Profit/Loss Statements were distributed and discussed and overall everything is within budget.

QUARTERLY TREASURER'S REPORT: Supervisor Rowe noted the new Road & Bridge CD 619205 with 1st Secure Bank yielding 1.15% as compared to the .25% yield of the previous CD, the new CD has a 17 month maturity. After review, Trustee Geary motioned, seconded by Trustee Drendel to approve the Quarterly Treasurer's Report as presented. Trustees Drendel, Hester and Geary, and Supervisor Rowe voted aye. 0 nays. Motioned carried.

REPORTS:

SUPERVISOR'S REPORT: Supervisor Rowe submitted a written report and highlighted the following: The Corn Boil Committee will be presenting the Township with a \$400 donation, Supervisor Rowe is open to suggestions on how to use it. He is recommending using it for door prizes or gift cards for the senior lunch program. The Village is hosting a Round Table meeting for all local taxing bodies Oct. 25th at 5:30PM beginning with a lite dinner and is asking each taxing body to give a short presentation. Supervisor Rowe asked if any Board members would like to attend. Supervisor Rowe then informed the Board that he has updated the Organization Chart and that Board members can insert it in their Employee Handbooks. Lastly, he provided members with the TOI Legislative Survey for interested members to fill out should they have issues they would like addressed in Springfield.

ASSESSOR: No report.

ROAD & BRIDGE: Commissioner Huggins informed the Board that the Road District and Township have been named in a law suit resulting from the fatality of a bicyclist hit by a vehicle on Densmore Rd. at the Virgil Gillman Trail. Since the Road District is not responsible for that portion of Densmore Rd. or Virgil Gillman Trail, the Road District or Township should have no liability issues regarding this incident. TOIRMA has hired an attorney to represent the Township and Road District in this matter.

CLERKS REPORT: Election documents for potential candidates in the April, 2017 election will be posted on the township website.

TRUSTEES REPORT: Trustee Drendel reported that the Community House completed concrete flatwork replacement, and landscape work, and will be replacing a brick retaining wall. Rentals for the Community House are near 100% and are almost exclusively to Township residents. He also received a letter of request for sponsorship of Holiday in the Grove and suggested we include the item on the Nov. 1st agenda for action. Trustee Hester reported that the Airport Board is now meeting every other month and that it appears Wheeler Park will be sold to the Park District. He noted that due to restrictions, the property would be of no use to the Road District. Trustee Geary reported that the INC Board had two meetings to discuss their audit which came back perfect. She noted that 94.69% of their funds are used for programs. Trustee Fagel was not present, but emailed the following statement he asked be included in the minutes. "I support a fair and equitable raise in salary for the elected officials as long as it is done fairly, and NOT punitively. If the Highway Commissioner gets a 7 or 8 percent salary increase, then, the assessor should get a commensurate rate increase as well. Doing a side by side comparison is probably not the most equitable method to determine salary structures based on other organizations. As far as offering health benefits to other member of the elected staff, I think that would set a dangerous precedent, and I would discourage that motion".

WATER AUTHORITY REPORT: Jerry Elliott updated the Board on developments since he last addressed the Board. Since the passage of HB4371, which would allow for a referendum to dissolve local water authorities, our water authority developed an action plan to work closer with the Village. The Village however, has refused to cooperate and provide valid water level data and it appears there is no enforceable means of compelling them to provide water level data. After viewing a presentation on aquifers in McHenry County, the Authority was made aware of sensor equipment that is available to monitor water levels and the chemical make-up of the water. The equipment would cost approximately \$10,000 per well to install. We have made an offer to Jodie Wollnik of Kane County Water Resources to purchase and co-monitor data from three existing test wells in Sugar Grove Township. Mr. Wollnik has offered to spearhead the project and has indicated that some offsetting USGA grant money may be available to assist in monitoring additional wells. Mr. Elliott will update the Board on this project as details emerge.

UNFINISHED BUSINESS:

1. Bliss House Project Update: Supervisor Rowe informed the Board that the roof repair to the Bliss House has been completed and that the pad for the school bell has been poured. He indicated that the school bell installation should be complete by next month's meeting.
2. Consideration & Potential Approval of Timesheet Template: Supervisor Rowe presented the Board with a proposed Biweekly Employee Timesheet along with timesheets currently used by the Township divisions. After discussion, Trustee Geary motioned, seconded by Trustee Drendel to approve the Biweekly Employee Timesheet. Trustees Drendel, Geary, and Hester, and Supervisor Rowe voted aye. 0 nays. Motion carried.

NEW BUSINESS:

1. TOKC 36th Annual Dinner Meeting October 26th at Lincoln Inn: Supervisor Rowe invited any Board members interested in attending to let him know. This year the program will be honoring trustees. Supervisor Rowe then informed the Board that the group has asked for a donation for door prizes and the Board agreed to donate two \$25 gift cards from a local Sugar Grove business.

2. Review Aurora & Sugar Grove Township Senior Transportation Agreement: Supervisor Rowe explained that the agreement is not set to renew until January, however he wanted the Board to consider possible expansion of the program. He noted that there is demand and that we have the resources. Expansion of the program could be providing an additional day or possibly providing non-medical trips. Trustee Hester suggested possible participation from the Village. The Board then discussed the possibility of partnering with AID to expand services for handicapped residents. Supervisor Rowe will contact AID for approximate costs and provide the Board with current program numbers for further discussion at next month's meeting.

3. Consideration & Potential Approval of Resolution #2016-B Setting Compensation of Township Officials for the Four Year Term Beginning May 15, 2017: Supervisor Rowe presented the Board with the resolution based on discussions at last month's meeting. Compensation tentatively agreed upon were as follows: Supervisor, no increase, annual salary to remain at \$19,500 for the term plus the Road District Treasurer stipend. The Township Clerk's annual salary will increase \$500 from \$8,500 to \$9,000 for the entire term. Trustee salary will increase from \$70 per meeting to \$100 per meeting & \$70 each additional meeting. The Assessor's annual salary will increase \$500 per year with a starting annual salary in 2018 of \$65,000 and an annual salary of \$66,500 in 2021 at the end of the term. The Highway Commissioner's annual salary will increase to \$76,000 and remain at that level for the remainder of the term. The Community Building Board of Managers annual salary is set by State Law at \$500 per year. Section 2 of the resolution covers additional compensation as follows: Highway Commissioner includes IMRF Eligibility, Single Coverage Health Insurance, Township Provided Cell Phone, and the Use of Township Truck to commute to and from home. Assessor includes IMRF Eligibility and Single Coverage Health Insurance. Supervisor additional compensation includes IMRF Eligibility (which Supervisor Rowe does not participate in), Single Coverage Health Insurance (newly proposed), and a \$50 per month cell phone allowance. Supervisor Rowe then asked for questions and comments. The Board agreed to change the additional compensation language of the Highway Commissioner to read: "Township Truck for Official Business" instead of "Township Truck to Commute to and from Home". Trustee Geary commented on Trustee Fagel's statement with regard to similar salary increases for the Highway Commission and Assessor. She commented that the Assessor participates in continuing education at significant cost to the Township, she is not on-call, and that the jobs are in no way comparable, consequently, it makes no sense to link salary adjustments. Trustee Drendel felt that the Supervisor was adequately compensated and he saw no reason to include Single Coverage Health Insurance. Supervisor Rowe pointed out that he is currently acting as plan administrator and that he is spending a significant amount of time in that capacity. An extended discussion ensued with Trustee Hester making the point that since single coverage health insurance is currently only available to full time employees, it makes sense to keep it that way. He felt that if we opened it up to the Supervisor as a part-time employee, other part-time employees may feel

entitled to coverage as well. The discussion ended in agreement that single coverage health insurance for the Supervisor be eliminated from the resolution. Trustee Drendel then motioned, seconded by Trustee Geary to adopt Resolution #2016-B striking Single Coverage Health Insurance from the additional compensation section for Supervisor and making the language change for Highway Commissioner's use of Township Truck. Trustees Drendel, Geary, and Hester, and Supervisor Rowe voted aye. O nays. Motion carried.

ADJOURNMENT: Trustee Geary moved, and the Board unanimously approved adjourning the regular meeting at 8:31pm.