

**MINUTES OF THE
SEPTEMBER 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 James Baker, Lee Drendel, and Jerry Elliott, Supervisor Tom Rowe, and Clerk Phil Silagi.

ALSO PRESENT: Doug Musser, R. Whiteside, Lee Thompson, Jeff Humm, and Curt Karas.

PUBLIC COMMENT: Assessor-Elect Karas' remarks are contained below under "Assessor Report".

AUGUST 1, 2017 REGULAR MEETING MINUTES: Trustee Drendel motioned, and Trustee Baker seconded the motion to review and approve the August 1, 2017 Meeting Minutes. After review, Trustees Baker, Drendel, and Elliott, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ACCOUNTS PAYABLE:

TOWNSHIP: Trustee Elliott motioned and Trustee Drendel seconded the motion to review and approve the August Town Accounts Payable. After review Trustees Baker, Drendel, and Elliott, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Township checking account as of August 31, 2017 is \$331,913.75.

ROAD & BRIDGE: Trustee Elliott motioned and Trustee Drendel seconded the motion to review and approve the August Road & Bridge Accounts Payable. After review and discussion, Trustees Baker, Drendel, and Elliott, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Road & Bridge checking account as of August 31, 2017 is \$599,096.10.

PAYROLL REPORT: 7/17/17-8/27/17

PROFIT & LOSS REPORT: April 1, 2017 through August 31, 2017

CORRESPONDENCE: Supervisor Rowe brought to the attention of the Board, correspondence he received from Ancil Glink with regard to new law on limited Township consolidation. The new law allows for consolidation of Townships through three methods. (1) Two or more adjacent townships may, by resolution of the townships' boards, propose consolidation by referendum of voters of each affected township. (2) A township may be dissolved and absorbed by two or more townships with which it shares borders if the township boards of the dissolving and absorbing townships adopt a resolution to propose a referendum. The voters of each affected township to vote on the referendum at the next general election. (3) Townships that are coterminous with a municipality may be dissolved into the municipality by resolution of the township and municipal boards and referendum of the voters of the township and municipality. All of these methods require the assent of the township board to proceed.

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: Supervisor Rowe presented the Board with a time off report for Road District employees that was developed by Commissioner Huggins and Jim Kreitz to comply with an issue raised in the 2017 audit. The report documents vacation and sick hours used and accrued for each employee and will be generated monthly. Supervisor Rowe reminded the Board of the TOI Annual Conference registration deadline, and informed the Board that membership dues for 2017/18 have been paid for all elected officials. He also distributed membership cards, window stickers, and handbooks. The Township Officials of Kane County Annual Banquet will be held on Wednesday Oct. 25th. Supervisor Rowe will make reservations for any Board members interested in attending. Lastly, Supervisor Rowe presented the Board with a request from the Village for Township participation in a Phase I engineering study for a bike bridge over Blackberry Creek near Bliss Rd. The Township would be partnering with the Village, Park District, and Forest Preserve to fund this study with each agency sharing 25% of the total cost estimated to be \$106,749 or \$26,687 per agency. The Phase I Study would lead to a CMAQ grant application to be submitted in 2018. Supervisor Rowe will ask a representative of the Village to attend next month's meeting to answer any questions the Board may have on this request.

ASSESSOR: Assessor Ross was not present and had no report. Assessor-Elect Karas reported that he has been in contract with the CPA society with regard to encouraging CPA's to check PIN numbers of clients to look for property tax exemptions when computing their property tax credit. Karas would promote this idea in the Society's monthly newsletter. Additionally, Karas has been spending some time in the office familiarizing himself with the PAMS software system.

ROAD & BRIDGE: Doug Musser reported that the overlays were completed and road shoulders were restored. Trustee Drendel asked about the timeline for repairs on the Hankes Rd. Bridge. Doug reported that he wasn't sure, but was told that they were scheduled for this fall or in the spring. Trustee Elliott informed Doug of settled asphalt on the approach to the Blackberry Creek bridge on Prairie St. Doug replied that he was not aware of that but that they have already patched that area about a year ago. Trustee Drendel asked why the Road Commissioner's new truck was not lettered identifying it as a Township vehicle. Doug had no comment and was not sure.

CLERKS REPORT: No report.

TRUSTEES REPORT: Trustee Baker reported that the Airport Authority Board met, but that there was not a lot to report due to a lack of funding for any projects until the sale of the ball field property to the Park District has been completed. Trustee Drendel reported that the Community House roof replacement and bathroom remodeling projects have been completed and that the facility has been rented for almost every weekend until the end of the year. He commented that he observed a lot of the work done on the roof replacement and that the work was high quality and done in a professional manner. Trustee Elliott reported that the Water Authority has agreed to fund the \$2,000 membership fee to the Illinois Water Authority Association. Elliott also reported that they will present their program to State Rep. Keith Wheeler's office since the Water Authority is

contained in his district. He also talked about the Ground Water Depletion Report for the Southwest Suburbs in terms of what is sustainable. Kane County has a sustainable use of about 10.2 million gallons a day, with actual use of about 20.5 million gallons a day which would suggest a serious depletion of available ground water by about 2050. Elliott also informed the Board that he will be participating in the recently formed Agricultural Stormwater Sub-Committee of the Kane County Stormwater Management Advisory Committee and invited interested Board members to attend their next meeting on Sept. 12th.

UNFINISHED BUSINESS:

1. Consideration & Potential Approval of Resolution 2017-D Authorizing an Intergovernmental Agreement Between Sugar Grove Water Authority & Sugar Grove Township to Expend Funds for Local Ground Water Monitoring Plan: Supervisor Rowe explained that the Board and our Attorneys have reviewed this resolution and it has been explained in previous meetings. The financial commitments are as previously cited \$10,000 maximum during the 1st year, \$9,203.50 maximum during the 2nd year, and \$4,791 maximum during the third and final year. Trustee Baker motioned and Trustee Drendel seconded the motion to approve Resolution 2017-D. Trustees Baker, and Drendel, and Supervisor Rowe voted aye. 0 nays. Trustee Elliott abstained. Motion carried.

NEW BUSINESS:

1. Consideration & Potential Approval of Knutte & Associates Engagement Letter for FY 2018 & FY 2019. Supervisor Rowe presented the Board with an engagement letter to retain our current auditor for two additional years. Supervisor Rowe noted that the Board has been pleased with the services provided by Knutte over the last few years and has discussed allowing them to continue to audit the financial statements of Township government operations. Rowe noted perhaps changing auditors after FY 2019 just to get a fresh perspective on the Townships' financial condition. Knutte's proposed audit fees are \$8,500 for FY 2018, and \$8,750 for FY 2019. After discussion, Trustee Elliott motioned, seconded by Trustee Baker to Approve Knutte & Associates Engagement Letter for FY 2018 & FY 2019. Trustees Baker, Drendel, and Elliott, and Supervisor Rowe voted aye. 0 nays. Motion carried
2. Consideration & Potential Approval of Kasia Kreitz Memorial contribution to Fox Valley Special Recreation Association Starz Program: Supervisor Rowe informed the Board of the recent passing of Jim and Judy Kreitz's daughter Kasia. The family has requested in lieu of flowers, that a donation be made to the Fox Valley Special Recreation Association Starz Program in Kasia's name. After discussion, Trustee Drendel motioned, seconded by Trustee Elliott to make a contribution of \$250 in Kasia Kreitz' name to the Fox Valley Special Recreation Association Starz Program. Trustees Baker, Drendel, and Elliott, and Supervisor Rowe voted aye. 0 nays. Motion carried.
3. Notice of Sugar Grove Township Board of Trustees Vacancy: Supervisor Rowe presented the Board with the above referenced notice to fill the vacancy created by the resignation of Trustee Geary. Supervisor Rowe asked the Board to review the notice and also asked the Board for recommendations on possible candidates. Rowe informed the Board that the position would have to be filled within the required 60 day period and that he would like Board approval of the new Trustee at next month's meeting.

ADJOURNMENT: Trustee Drendel motioned, Trustee Baker seconded the motion and the Board unanimously approved adjourning the regular meeting at 7:20pm.