

**MINUTES OF THE  
FEBRUARY 6, 2018 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, Jerry Elliott, and Alison Squires, Supervisor Tom Rowe, Assessor Curt Karas, and Clerk Phil Silagi.

**ALSO PRESENT:** Kevin Tindall.

**PUBLIC COMMENT:** Kevin Tindall candidate for Kane County Sheriff, addressed the Board. Mr. Tindall related to the Board that he grew up in Sugar Grove and attended Kaneland HS. He was on the Sugar Grove Fire Dept. as a fire fighter and paramedic, and has been with the Kane County Sheriff's Office for 27 years. In the Sheriff's office he has had experience as a Swat Team Leader, Bomb Squad Commander, EMS lead instructor, and in Incident Command. Kevin stated that he has also implemented programs eliminating redundant record keeping to increase efficiency in the office. Tindall also commented on the loss of the Marshall agreement for housing prisoners that resulted in a loss of \$2.5 million in revenue to the Office. If elected he will look into entering into a similar agreement. Mr. Tindall then answered questions, thanked the Board for their time, and asked for their support.

**JANUARY 2, 2018 REGULAR MEETING MINUTES:** Trustee Baker motioned, and Trustee Elliott seconded the motion to review and approve the January 2, 2018 meeting minutes. After review, Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

**ACCOUNTS PAYABLE:**

**TOWNSHIP:** Trustee Baker motioned, and Trustee Squires seconded the motion to review and approve the January Town accounts payable as presented. After review, Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Township checking account as of January 31, 2018 is \$352,542.23.

**ROAD & BRIDGE:** Trustee Elliott motioned, and Trustee Baker seconded the motion to review and approve the January Road and Bridge accounts payable. 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 January 31, 2018 is \$617,038.86.

**PAYROLL REPORT:** For Pay Period 12-18-17 through 1-14-18. Supervisor Rowe noted that everyone is turning a time sheet in now as recommended by the auditor. The Assessor's office has begun the process of tracking PTO in Quick Books.

**PROFIT & LOSS REPORT:** April 1, 2017 – February 28, 2018

**CORRESPONDENCE:** Sugar Grove Township received a Thank You letter from Holiday Spirit for their \$100 donation.

**REPORTS:**

**SUPERVISOR'S REPORT:** Supervisor Rowe presented a written report of his activities during the last month and highlighted the following: There will be a public hearing on the Dauberman Rd. extension 2/15/2018 at Hinckley-Big Rock MS. The IL Dept of Rev has released a CPI percentage increase of 2.1% for 2018 for use in computing tax extensions. Received a quarterly service report from AID acknowledging our \$5000 grant and documenting transportation services for 3 clients taking 686 rides at a cost of \$19,406.94. Supervisor Rowe will look into why more clients are not being provided services, assuming there is demand for service. Supervisor Rowe then provided the Board with a project summary document on the Heartland Concrete Recycling project. Trustee Elliott attended the Village meeting last night where the project was being discussed. Elliott spoke in opposition to the project as a result of their failure to provide a water resource management plan. Elliott reported to the Board that the project was unanimously rejected by the Village but may be reconsidered by the County. The Sugar Grove Arts & Entertainment kickoff event will be Friday Feb. 16<sup>th</sup> at the Sugar Grove Library. Waubensee Community College has signed on as an additional sponsor for the entertainment series. Supervisor Rowe then asked Board members interested in attending the TOI Educational Workshop Aug. 9<sup>th</sup> in Naperville, to let him know so that he could register them in advance.

**ASSESSOR:** Assessor Karas reported that their office recently lost power and that the battery back-up systems failed to work. The previous IT person for the Assessor's office has retired so Assessor Karas called in Midwest Software, who he has used in his accounting business. Midwest replaced batteries on the back-up systems and reconfigured file back-ups so that they are backed up to the network server instead of individually. Karas also reported that he is pleased with current staffing levels and with their level of experience.

**ROAD & BRIDGE:** No report due to snow removal operations.

**CLERKS REPORT:** Supervisor Rowe alerted Clerk Silagi to a FOIA request made by the Daily Herald for documents generated over the last three years related to legal expenses, Treasurers Reports, spending on township issued credit cards, and expense reports showing reimbursements or repayments made to township elected officials. Supervisor Rowe commented on the large volume of documents requested and the significant amount of time it would take to produce them. He also commented that this request was made of most area townships and that he thought the Daily Herald was probably not aware of the sheer volume of documents they were requesting.

**TRUSTEES REPORT:** Trustee Squires reported that the Mental Health Board did not meet. She informed the Board that she attended a hearing for the proposed recycling project and witnessed similar community opposition to the project. Trustee Elliott presented the Board with copies of the publication "Drinking Water 1,2,3" which was produced by the Metropolitan Planning Council and its partners to assist elected and appointed officials in making policy decisions related to water resource management. The Sugar Grove Water Authority provided assistance in producing this guide. Board members were very impressed with the document and thanked Trustee Elliott for sharing it and for his efforts in producing it.

### **UNFINISHED BUSINESS:**

1. Senior/Disabled Transportation Update: Supervisor Rowe informed that Board that with the approved IGA with Aurora for Transportation Services, we are able to provide the same level of service as in the past, however, due to driver shortages we are unable to expand service with Aurora at this time. Supervisor Rowe explained that he has had discussions with a firm suggested by Assessor Karas, Freedom 1<sup>st</sup> Transportation, which could provide the same service currently provided by Aurora, and could provide that service five days a week at the same cost or less. This would give the Township the option of supplementing the service provided by Aurora or allow us to drop Aurora entirely and have Freedom 1<sup>st</sup> provide senior transportation exclusively. Freedom 1<sup>st</sup> would provide scheduling of rides after the Township qualified eligible riders. Supervisor Rowe will continue discussions with Freedom First and will try to have a representative attend a Board meeting for a presentation and to answer questions.
2. Revised Draft of Intergovernmental Agreement for Phase I Engineering Study for Bicycle/Pedestrian Bridge over Blackberry Creek. Supervisor Rowe provided the Board with a revised copy of the above referenced IGA. There are minor changes to the original IGA that were made by the County who will approve it at their March meeting. Final approval by this Board will be considered at our March meeting.

### **NEW BUSINESS:**

1. Review of Assessor's 2018-19 Preliminary Budget: Assessor Karas presented the Board with his proposed budget for 2018-19. The budget reflects an overall increase of \$13,612 due to a \$32,000 increase in personnel costs and offsetting cuts in other areas. The personnel increase resulted from the addition of a full time employee with insurance benefits and higher wages for more experienced staff. Assessor Karas has replaced the person performing commercial assessments. The new commercial assessor will perform the same duties for approximately \$12,000 per year less. The additional and more experience staff will result in more up to date assessment files which should decrease the work load in the quad year assessment. Additionally, Assessor Karas will be handling senior exemptions at his office eliminating the need for seniors to take care of that at the County in Geneva. After discussion, the Board felt that this was a reasonable budget request for the Assessor in his first year given the importance of assembling an adequate and qualified staff.
2. Bliss House Lease Review June 1, 2018 – May 31, 2019: Supervisor Rowe presented the Board with current leases for the two tenants of the Bliss House and explained that there have been no increases in rent since they have occupied the space other than when the basement was leased separately. After discussion, the Board felt some increase was in order and agreed a 5% increase was reasonable. Supervisor Rowe will approach the tenants with the proposed increase and report back to the Board. Any recommended increase would have to be approved by the electors at the Annual Town Meeting in April.

3. Consideration & Potential Approval of SG Park District Baseball/Softball Sponsorship: Supervisor Rowe presented the Board with this sponsorship request and commented that the Township has sponsored this program in the past at the Gold level which has increased from \$250 to \$300. He is recommending the Township continue to sponsor this program at the Gold level. Trustee Baker motioned, and Trustee Elliott seconded the motion to Approve SG Park District Baseball/Softball Sponsorship at the Gold (\$300) Level. Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

**ADJOURNMENT:** Trustee Squires motioned, Trustee Baker seconded the motion, and the Board unanimously approved adjourning the regular meeting at 7:50pm.