

**MINUTES OF THE
FEBRUARY 5, 2019 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. Trustee Lee Drendel was absent.

ALSO PRESENT: Kane County Sheriff's Deputy John Harnack, Township Road District Foreman Doug Musser.

PUBLIC COMMENT: Kane County Sheriff Deputy John Harnack introduced himself. He stated that he is a second shift deputy assigned to SG Township, he has been a deputy for 2 years and before that was a County probation officer for 10 years. He grew up in the Hinckley-Big Rock so is familiar with the area. When Sheriff Hain introduced the township deputy program, he volunteered and was assigned to Sugar Grove Township. Harnack then stated that he or the first shift deputy planned to attend every meeting to address areas of concern and to be a liaison between the Township community and Sheriff Hain. Supervisor Rowe invited Deputy Harnack to the Annual Town Meeting in April where more residents are present who could express their concerns and be informed of efforts by the Sheriff's Department to improve policing. Trustee Squires then began a discussion regarding recent traffic safety concerns among residents in the Prairie-Migel-Ashe-McCannon Roads areas.

JANUARY 8, 2019 REGULAR MEETING MINUTES: Trustee Elliott motioned, and Trustee Squires seconded the motion to review and approve the January 8, 2019 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 Elliott 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, 2019 is \$390,224.31.

ROAD & BRIDGE: Trustee Squires 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, 2019 is \$413,924.57.

PAYROLL REPORT: For Pay Period 12-17-18 through 1-27-19.

PROFIT & LOSS REPORT: Through Jan. 31st with two months left in the budget year. Supervisor Rowe noted that we are over budget for senior transportation due to the success of that program and that the Board will have to consider increasing the budget for that program in the upcoming budget year. He also noted that the Road District was over budget for the Prestbury overlay project but was within budget overall.

CORRESPONDENCE: Supervisor Rowe has received a letter from the INC Board announcing the retirement of Executive Director Jerry Murphy and the appointment of Dalila Alegria to take his place effective April 1, 2019. Rowe also received a thank you letter from Holiday Spirit for our donation to their annual event. Lastly he received a thank you note from Anita Stoller for our expansion of the senior transportation program which has allowed her to get out of her house.

REPORTS:

SUPERVISOR'S REPORT: Supervisor Rowe presented a written report of his activities during the last month and highlighted the following: Supervisor Rowe reported that there will be a public hearing on the IL 47/I-88 zoning request by Crown Development for a Planned Development District. The hearing will take place at WCC on 2/6/19. WCC was chosen to provide a larger venue due to public interest and opposition to this project. The Senior/Disabled Transportation Program provided 53 rides in January for a total of 240 rides September thru January. An update to the proposed senior lawn mowing proposal. Teddy's Landscaping wants to bid lawn mowing and snow removal as a package and is not interested in snow removal only. Joe Hernandez, the independent contractor is only interested in senior lawn mowing if the township properties are included in his contract and is not interested in snow removal at all. Supervisor Rowe will contact Teddy's Landscaping about possible interest in the senior lawn mowing program at the price quoted by Joe Hernandez. Lastly, Supervisor Rowe presented the Board with the 2019 TOI Education Network Schedule and noted the closest location was Rockford on March 15th. He asked that any Board members interested in attending contact him.

ASSESSOR: Assessor Karas reported that he recently attended the public hearing for the Crown Development and stated that there was significant public opposition to the project based on concerns over air and water pollution associated with the large warehouse portion of the project. He was also approached by taxpayers requesting answers as to how this project would affect their property taxes. Karas responded that he would have to do some research into this since the proposed TIF would offset additional tax revenues generated by the developed uses.

ROAD & BRIDGE: Doug Musser reported that the Road District is running out of salt. They have 400 tons on order but have yet to receive it. They are being told the delays are due to the cold weather. They have repaired some frozen pipes in one of the sheds. The Road District continues to perform patching on the Hanks Rd. bridge deck.

CLERKS REPORT: Clerk Silagi acknowledged the work performed by Tanya Hughes of the Assessor's Office in sorting through old records for disposal as part of the records retention program. Tanya accomplished a great deal of work in a short period of time. Since Tanya will be leaving soon, Supervisor Rowe will present her with a gift card in recognition of her efforts.

TRUSTEES REPORT: Trustee Elliott reported that he was approached by a local manufacturing company about their shortage of employees and inability to find people to hire. Trustee Elliott asked the Board if they might be interested in assisting local employers in that regard. Clerk Silagi mentioned a program Sheriff Ron Hain has created in the Sheriff's Office that assists in finding employment for local convicted felons. Elliott then talked about the severe water shortage in the Springfield/Decatur area.

UNFINISHED BUSINESS:

1. Hanks Road Bridge Update: Supervisor Rowe reported that the Village has agreed to sign the Letter of Understanding required by IDOT as long as the Road District agrees to perform maintenance of the bridge deck, which they have. Rowe also reported on a second issue that has come up with regard to land acquisition. While the Kane County Forest Preserve has agreed to sell a portion of their land required for the project, it was discovered that the land title included encumbrances related to the grant that was used to purchase the land. The encumbrances require that additional non-public land be provided to compensate for the area impacted by the highway project. It appears that this second issue will delay the project so that FY 2019 bidding will not be possible. Trustee Elliott commented that he is concerned about liability issues regarding the Road District's acceptance of maintenance responsibilities for the bridge deck. Doug Musser responded that our attorneys are looking into that issue.
2. Consideration & Potential Approval of Road Commissioner Appointment: Supervisor Rowe explained that the current Road Commissioner Greg Huggins is retiring at the end of the month after 40 years of service and that the Board needs to appoint a replacement to serve until the end of the current term. Foreman Doug Musser has expressed interest in the appointment and no other candidate has stepped forward. Supervisor Rowe asked Musser a number of questions with regard to communication with the Board on hiring and the execution of IGA's. Musser answered that he felt that the Board was part of the team and he would consult with them on these issues. Musser also indicated he was planning on attending Board meetings whenever possible. After discussion, Supervisor Rowe motioned, seconded by Trustee Squires to Appoint Doug Musser to the position of Sugar Grove Township Road Commissioner for the remainder of the current term. Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
3. Consideration & Potential Approval of 3 Year Engagement Letter Lauterbach & Amen: Supervisor Rowe informed the Board that the 3 year engagement letter approved at last month's meeting was with the understanding that Abdullah Kahn would continue to be the lead auditor for our account. Mr. Kahn has decided to move into other areas and will not be the auditor assigned to our account. Rowe asked if that would have any effect on the Board's decision to retain Lauterbach & Amen. After discussion, it was determined that Mr. Kahn's absence will not affect the Board's decision, so no action is necessary on this item.

NEW BUSINESS:

1. Review of Road District 2019-20 Preliminary Budget: Doug Musser outlined capital projects for the new budget year including new concrete approaches to the garage doors as well as an overlay of the parking lot at the maintenance facility, and Phase II of the Prestbury overlay project. Musser also planned minor equipment upgrades, as well as an

increase in the clothing allowance. The budget will also reflect separate line items for salt, and building maintenance. Supervisor Rowe suggested Musser budget some money in the future to make safety improvements on the dangerous sharp curve at Norris and Denny Rds. Overall there will be a slight decrease in both the General and Permanent Road Fund budgets. Supervisor Rowe asked the Board to review this budget and make any recommendations at the March meeting.

2. Review of Assessor 2019-20 Preliminary Budget: Assessor Karas commented that the new budget reflects personnel changes from 5 part-time and 1 full time to 2 part-time and 2 full time employees which would result in a \$17,000 decrease in salaries and an overall proposed personnel cost decrease of \$5,000. The overall total Assessor's budget request reflects a \$7,000 decrease over last year's budget.
3. Review Bliss House Lease June 1, 2019 – May 31, 2020: Supervisor Rowe remarked that Jada Hudson's rent had increase by \$25, and Ellyn the Sewing Lady's by \$15 per month in last year's lease. Rowe commented that they are both good tenants and that he would recommend that the leases remain the same with no increase in rents. He also commented that since the Township picks up the first \$1,500 in utility costs, we should look into that carefully when we review the leases for next year. Rowe then stated that if there were no strong objections to renewal at the current rates, he would place the lease renewal on the agenda for approval at the Annual Town Meeting.

ADJOURNMENT: Trustee Baker motioned, Trustee Elliott seconded the motion, and the Board unanimously approved adjourning the regular meeting at 7:56pm.