

**MINUTES OF THE  
MARCH 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 Jim Baker, Jerry Elliott, and Alison Squires, Supervisor Tom Rowe, Clerk Phil Silagi, Doug Musser, and Assessor Curt Karas.

**ALSO PRESENT:** Kane County Sheriff's Deputy's Brian Demeter and Jon Harnack, and Bill Collins.

**OATH OF OFFICE:** Clerk Silagi administered the Oath of Office to newly appointed Road District Commissioner Doug Musser.

**PUBLIC COMMENT:** Kane County Sheriff's Deputy Brian Demeter introduced himself. Deputy Harnack asked if we had a newsletter and Supervisor Rowe responded that we participated along with other government agencies in a bi-annual publication as well as our Township website. Harnack explained that there have been a number of burglaries west of here and wanted to remind residents to lock their cars, remove their garage door remotes and make sure their garage doors are closed.

**FEBRUARY 5, 2019 REGULAR MEETING MINUTES:** Trustee Squires motioned, and Trustee Baker seconded the motion to review and approve the February 2019 Meeting Minutes. After review, Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

**ACCOUNTS PAYABLE:**

**TOWNSHIP:** Trustee Elliott motioned, seconded by Trustee Squires to review and approve the February Township Accounts Payable. After review and discussion, Trustees Baker, Elliot, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried. The balance in the Township checking account as of February 28 2019 is \$366,601.44.

**ROAD & BRIDGE:** Trustee Baker motioned, seconded by Trustee Elliott, to review and approve the February Road & Bridge Accounts Payable. After review and discussion, Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried. The balance in the Road & Bridge checking account as of February 28, 2019 is \$338,254.24.

**PAYROLL REPORT:** Pay Period January 28<sup>th</sup> through February 24<sup>th</sup>. Supervisor Rowe noted that Road Commissioner Musser had accrued vacation time in 2018 as an hourly employee and now as an elected/appointed official he no longer is eligible for accrued PTO. Rowe recommended and the Board agreed that the Township pay Musser for accrued vacation time. Musser also accumulated 968 hours of sick time that will remain on the books to be credited for IMRF service time.

**PROFIT & LOSS REPORTS:** April 2018 through February 2019.

**CORRESPONDENCE:** The INC Board sent correspondence seeking nominations for this year's Lyle Oncken Community Services Award, as well as their newsletter and a copy of their strategic plan.

**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 retirement party for Jerry Murphy at the Roundhouse on 3/28 for those interested in attending. Crown Development has withdrawn its petition requesting rezoning of property at IL-48 & I-88. TOI is holding its annual Township Topics day in Springfield on April 3<sup>rd</sup>. Any Board members interested in attending should contact Supervisor Rowe. Teddy's Landscaping has expressed interest in the senior lawn mowing program and has quoted \$40 per mow. Since his price is \$15 per mow more expensive, we will have to make some adjustments in the program to stay within the budgeted amount of \$8,000 should the Board agree to move forward with his proposal. Board members should be receiving an email regarding the annual Statement of Economic Interest to be filed with the County by May 1<sup>st</sup>.

**ASSESSOR:** Assessor Karas has found that residents are interested in discussing property tax assessments and suggested that such a discussion might improve attendance at the Annual Town Meeting. Supervisor Rowe commented that a discussion of that nature might draw a larger crowd than we could accommodate at the annual town meeting. Assessor Karas then mentioned the reassessment of properties in the Township and that lower value properties that are selling better, will probably see property tax increases as opposed to higher value properties that are not selling. Karas provided the Board with an article on a proposal from State Rep. David McSweeney to cut tax levies by 10% and then freeze them with any subsequent increases to be approved by voter referendum.

**ROAD & BRIDGE:** Doug Musser reported that he is completing the transition as the new Road District Commissioner. They received their last delivery of the 800 tons of salt for the season. He also commented that the County will be soliciting bids from several road salt suppliers due to the poor delivery performance of Cargill this season. Supervisor Rowe provided the Board with an article in the Elburn Herald highlighting the career of retiring Road District Commissioner Greg Huggins and his father Jack who held the same position for 30 years before Greg took over.

**CLERKS REPORT:** Clerk Silagi reported that he has contacted Steve Colaizzi with the Secretary of State's office regarding the next steps in the records retention/destruction process and is waiting to hear back from him.

**TRUSTEES REPORT:** Trustee Baker reported that the Airport Authority Board met and that the money from the sale of the ball field seems to be tied up so they are recommending that a portion of it be used to pay CMT \$172,000 for engineering services it has provided over the last 10 years that remain unpaid and that were interest free. Baker also reported that at least one non-airworthy aircraft has been scheduled for removal from the airport. Lastly, the Airport Authority Board upon approval from the City of Aurora has agreed to reduce the number of member of its Board from 13 to 9 members. Trustee Elliott reported that the Water Authority has received the OK to install

a system on Merrill Rd which will give them the ability to observe aquifer levels hourly at 5 locations. Fox Metro has agreed to allow a deep aquifer monitoring well on its property, but since it's outside the Township, funding and other details will have to be worked out. Trustee Squires discussed the Lee Oncken Community Service Award nomination process and informed the Board that West Towns was accepting applications for a youth grief camp for kids ages 6 – 12 to help them with the loss of a loved one.

#### **UNFINISHED BUSINESS:**

1. Hanks Road Bridge Update: Doug Musser reported that he has contacted our attorney and it appears that they have yet to revise the IGA with the Village for maintenance of the bridge. The IGA is a requirement that the Village has made before they will execute the Letter of Understand with IDOT so that the project can move forward. Musser and Rowe will contact our attorney tomorrow to expedite this matter.
2. Review of Road District 2019-20 Revised Budget: Doug Musser explained that the budget will remain largely unchanged with some minor increases in line items for clothing allowance, and office supplies, which was previously unbudgeted, building maintenance and a \$6,000 charge back for accounting services and office staff provided by the Township. Trustee Elliott questioned an 11% increase in personnel costs which Musser explained was largely due to increased wages and an allowance for the overtime which was experienced this year and was absent in recent years due to the mild winters.
3. Review of Township & Assessor 2019-20 Budgets: Assessor Karas began the discussion by noting minor increases in line items for maintenance and telephones. He also gave one employee a raise, but due to changes in staffing levels his overall personnel costs will decrease by \$6,000 and the overall budget will decrease by about \$5,000. Supervisor Rowe highlighted the following changes in the Township portion of the budget. Increases in the line items for Legal Services and Senior Transportation. Capital projects for the year will include window replacement and parking lot resurfacing. Rowe also noted a new line item for Senior Lawn Mowing. Deputy Demeter mentioned a possible partnership with the Sheriff's Dept. to assist with the lawn mowing using inmates.

#### **NEW BUSINESS:**

1. Consideration & Potential Approval of 2019 Annual Town Meeting Agenda: Supervisor Rowe presented the Board with the proposed Annual Town Meeting Agenda and after discussion it was agreed to add agenda items for a report from the Sugar Grove Water Authority and the Kane County Sheriff. Trustee Elliott motioned, and Trustee Baker seconded the motion to Approve the 2019 Annual Town Meeting Agenda with the addition of reports from the Sugar Grove Water Authority and the Kane County Sheriff's Dept. Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Consideration and Potential Approval of West Towns 5 Year Lease Renewal: Supervisor Rowe presented the Board with this renewal agreement with a recommendation that the lease terms remain the same. He noted that utility costs have not increased during the previous term. Supervisor Rowe asked Board member to review this agreement and suggest any changes so that it could possibly be approved at next month's meeting.

3. Consideration & Potential Approval of Lawn Mowing/Snow Removal Contract Extension: Supervisor Rowe presented the Board with the above referenced contract extension and noted a modest increase of \$3 per mow for mowing services. He also noted that Teddy's was the only bidder that would agree to mowing and snow removal as a packaged deal. After a brief discussion, Trustee Elliott motioned, seconded by Trustee Squires to Approve the Contract Extension of Teddy's Landscaping for Lawn Mowing and Snow Removal for Two Additional Years. Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. O nays. Motion carried.

**ADOURNMENT:** Trustee Baker motioned, Trustee Elliott seconded the motion and the Board unanimously approved adjourning the regular meeting at 7:45pm.