

**MINUTES OF THE
NOVEMBER 5, 2019 REGULAR MEETING
OF THE TOWN OF SUGAR GROVE
KANE COUNTY, ILLINOIS**

CALL TO ORDER: Supervisor Rowe called the meeting to order at 6:02pm followed by the pledge of allegiance.

ROLL CALL was taken. Present were: Trustees James Baker, Marion Bond, Jerry Elliott, and Alison Squires, Supervisor Tom Rowe, Assessor Curt Karas, Road Commissioner Doug Musser, and Clerk Phil Silagi,

ALSO PRESENT: Brad Knechtges, Shannon Halikias, Deputy Rojkowski, and Deputy William Gatske.

OATH OF OFFICE: Clerk Silagi administered the Oath of Office to newly appointed Trustee Marion Bond.

PUBLIC COMMENT: Deputy Gatske introduced himself and stated that he is the first shift Deputy for SG Township and surrounding area. Deputy Rojkowski commented that there has been no significant crime or police activity in the area during the past month.

Supervisor Rowe then introduced Brad Knechtges and Shannon Halikias for a short presentation on the Sugar Grove Library. Brad began the presentation by informing the Board that the Library District was established in 1963 and consists of 40 square miles. The mission of the district is to provide open access to information that fosters reading, learning, and the exchange of ideas. The library previously occupied space in the current Township building and the Community building. In 2004 voters approved an eight million dollar, 20 year bond to construct the current facility at 125 South Municipal which opened in 2009. Debt service on the bonds amounts to 53% of the annual budget. Since 2009 voters have turned down requests for an operating rate increase which hasn't changed since 1963. This results in the library operating at 1/3 of the operations funding rate of other area libraries and contributes to the limited hours in spite of a dedicated part-time staff and 1,680 volunteer hours per year. Shannon Halikias then addressed the Board and explained that they are making presentations to local governing bodies and other organizations to help promote what the library does. She stated that the library service area includes 16,000 residents and serves an area much larger than just the Village. With regard to financials, they operate within their annual budget of just under 1.4 million dollars which doesn't leave much for major maintenance or capital projects necessary as the building ages. Tax revenue provides 95% of funding with 5% coming from grants and fund raising. In 2014 the bonds were refinanced saving tax payers approximately one million dollars. The bonds are scheduled to be retired in 2024, at that point the library will need to seek a zero increase referendum to maintain current revenue levels. The library is requesting Township support in its efforts to maintain and grow service to the community. Ms Halikias then informed the Board that in spite of the internet, library use has continued to grow with a circulation increase of 7.6% over last year and 40% since 2016. She then spoke about community initiatives, upcoming events, and took questions from the Board.

OCTOBER 1, 2019 REGULAR MEETING MINUTES: Trustee Squires motioned, and Trustee Elliott seconded the motion to review and approve the October 1, 2019 Meeting Minutes. After review, Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ACCOUNTS PAYABLE:

TOWNSHIP: Trustee Elliott motioned, seconded by Trustee Bond, to review and approve the October Town Accounts Payable. After review and discussion, Trustees Baker, Bond, Elliott, and Squires, and Supervisor voted aye. 0 nay. Motion carried. The balance in the Township checking account as of October 31, 2019 is \$554,181.84.

ROAD & BRIDGE: Trustee Baker motioned and Trustee Squires seconded the motion to review and approve the October Road and Bridge accounts payable as presented. After review and discussion, Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Road & Bridge checking account as of October 31, 2019 is \$861,303.66.

PAYROLL REPORT: For the period Oct. 1st through Oct. 31st.

PROFIT & LOSS REPORTS: April through Oct. 2019.

CORRESPONDENCE: None

REPORTS:

SUPERVISOR'S REPORT: Supervisor Rowe presented a written report of his activities during the last month. Supervisor Rowe informed the Board of the upcoming CPR/AED training for Assessor and Road District employees and asked if any Board members were interested in signing up for the training on Nov 15th. Rowe then discussed the Senior Transportation Program. Registrations are up to 50 clients and the latest invoice was for \$7,500. At that rate we will be over budget by the end of the year with three months to go in the fiscal year. Rowe stated that line item adjustments could be made to cover the shortfall, however, the Board will have to make some decisions going forward in terms of service levels and funding. Supervisor Rowe included in the Board packet, an updated contact list that he asked Board members to review and correct if necessary. Lastly Rowe mentioned that a Sugar Grove student has won the Stan Bond memorial scholarship award of \$500.

ASSESSOR: Assessor Karas provided the Board with a report of Aggregate Assessed Value According to Property Class from, 2017 to 2019 outlining the changes in value during that time period. This report will be filed with the meeting minutes. Karas also informed the Board that Walgreen's appeal of their assessment will be part of an appeal of all Walgreen's properties in the County that will be heard by the County Board of Appeals in December.

ROAD & BRIDGE: Doug Musser reported that the Prestbury overlay has been completed and turned out well. The Hanks Road bridge overlay has also been completed. The Road District has had two snow events so far this season and has ordered 200 ton of salt. They have completed shouldering for the season and will attempt to install snow fence if the ground is not frozen after the crops are out of the field.

CLERKS REPORT: No report.

TRUSTEES REPORT: Trustee Baker reported that the Airport Board met but since there weren't enough members present for a quorum, they were unable to conduct any business. Baker did report that the airport snow plow is in the process of being repaired and should be ready for the winter season. Trustee Bond attended the Community Building Board meeting and reported that she was very impressed with the Board members who seemed to have things well in hand. Bond reported that most of the meeting involved discussion on the parking lot resurfacing project. Trustee Elliott reported on efforts of the Water Authority and the USGS to measure salt contamination in our aquifers. Trustee Squires reported that the INC Board issued their annual report outlining services to our community. She also reported that West Towns had a successful chili cook off fund raiser.

UNFINISHED BUSINESS:

1. Records Retention Update: Supervisor Rowe reported that the Secretary of State Records Retention office has our application on their agenda for consideration at their meeting tonight. We are hopeful that our application will be approved and we will be able to dispose of redundant and unnecessary documents.

NEW BUSINESS:

1. Consideration & Potential Approval of Holiday Spirit Sponsorship: Supervisor Rowe presented this sponsorship request to the Board. After discussion Trustee Squires motioned, seconded by Trustee Bond to Sponsor the Holiday Spirit Event with a \$100 Donation. Trustees Baker, Bond, Elliott, and Squires and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Consideration & Potential Approval of Holiday in the Grove Sponsorship: Supervisor Rowe presented the Board with this request. After review, Trustee Bond motioned, seconded by Trustee Squires to Sponsor the Holiday in the Grove event with a \$250 Donation. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
3. Consideration & Potential Approval of A.I.D. Contract for Social Services: Supervisor Rowe presented the Board with the above contract request. He noted that we have approved this contract in the amount of \$5,000 for the last three years on giving Tuesday (the last Tuesday in November) so that it could be matched and doubled. He also commented that in the future we may want to consider lowering or eliminating this program as a result of the expanded senior and disabled transportation program which is serving the needs the A.I.D. contract was intended for. After review Trustee Elliott motioned, seconded by Trustee Squires to Approve the A.I.D. Social Services Contract in the Amount of \$5,000. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

4. Consideration & Potential Approval of Estimated Levy for SG Town & Road Funds: Supervisor Rowe explained that the Township is required to approve an estimated levy in November before adopting the official tax levy in December. The Town Fund levy will remain flat with the exception of Mental Health which will increase by the CPI and new construction. Supervisor Rowe then presented the estimated levy for the Road Fund which has been unchanged for the last several years. After review, Trustee Squires motioned, seconded by Trustee Baker to Approve the Estimated Levy's for the Town Fund in the Amount of \$625,756, and the Road Fund Amount of \$130,231 in the General Road Fund and .138 in the Permanent Road Fund. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ADJOURNMENT: Trustee Elliott motioned, Trustee Squires seconded the motion and the Board unanimously approved adjourning the regular meeting at 7:30pm.