

**MINUTES OF THE
JANUARY 7, 2020 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, Marion Bond, Jerry Elliott, and Alison Squires, Supervisor Tom Rowe, Assessor Curt Karas, Road Commissioner Doug Musser, and Clerk Phil Silagi.

ALSO PRESENT: Kane County Sheriff's Deputy Rojkowski.

PUBLIC COMMENT: Deputy Rojkowski reported the following police activity in Sugar Grove Township: 50 traffic stops, 1 DUI, 4 accidents with injuries, 2 regular accidents, and 3 accident hit & runs. He also discussed impacts of the new recreational cannabis law and a police chase that originated at Jericho & 47 and ended in Leland.

DECEMBER 3, 2019 REGULAR MEETING MINUTES: Trustee Elliott motioned, and Trustee Baker seconded the motion to review and approve the December 3, 2019 Regular Meeting Minutes. After discussion, Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

DECEMBER 3, 2019 EXECUTIVE SESSION MEETING MINUTES: Trustee Squires motioned, and Trustee Elliott seconded the motion to review and approve the December 3, 2019 Executive Session Meeting Minutes. After review, Trustees Baker, Bond, 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 Township accounts payable for December 2019. After discussion and review, Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye 0 nays. Motion carried. The balance in the Township checking account as of December 31, 2019 is \$467,818.17.

ROAD & BRIDGE: Trustee Bond motioned and Trustee Baker seconded the motion to review and approve the Road District accounts payable for December 2019. 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 December 31, 2019 is \$747,564.83.

PAYROLL REPORT: For Period 11/17 thru 12/15 2019.

PROFIT & LOSS REPORT: April through December 2019.

QUARTERLY TREASURER'S REPORT: Trustee Elliott motioned, and Trustee Baker seconded the motion to review and approve the Treasurer's Quarterly Report 12-31-19. After review, Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

CORRESPONDENCE: Supervisor Rowe provided the Board with copies of thank you letters from Holiday in the Grove, and AID for our contributions.

REPORTS:

SUPERVISOR'S REPORT: Supervisor Rowe presented a written report of his activities during the last month and highlighted the following: Supervisor Rowe informed the Board of the TOI Education Workshop to be held in Rockford March 21st for any members interested in attending. Rowe then discussed the Senior Transportation Program informing the Board that money budgeted for that program has run out as of December with three months remaining in the fiscal year. After discussion the Board agreed by voice vote to update rules increasing the rider fee from 3 to 4 dollars per ride effective Feb 1st. Rowe will also consult with our attorney with regard to any obligation of the Senior Living Facility on Galena for reimbursement of expenses resulting from development agreements and State of Illinois funding. Supervisor Rowe then provided the Board with the AID quarterly report on services to Township residents.

ASSESSOR: Assessor Karas presented the Board with a report on real estate sales from January 2018 to November 2019. The report indicated that properties are being assessed at 32.87% of market value which is only slightly below the 33 1/3% requirement and which is only 5% of the 15% allowance.

ROAD & BRIDGE: Doug Musser reported that they have had two snow events and are continuing with routine maintenance activities. Supervisor Rowe noted that Commissioner Musser has completed the Township Highway Commissioner Certification Program.

CLERKS REPORT: Clerk Silagi reported that he filed the tax levies with the County.

TRUSTEES REPORT: Trustee Elliott reported on a recent presentation he made to the Illinois Water Authority Association which he has offered to present to this Board. Elliott explained the Water Use Act and its importance in protecting water rights and his efforts to have the Act expanded statewide beyond the four counties currently covered. Lastly, Elliott reported on a Joliet City Council proposal to build a pipe line and purchase water from Indiana to supplement their dwindling supply. Trustee Bond reported that the Community Building Board reviewed the parking lot plat of survey and are securing bids for resurfacing. She also noted that they have revised their rental agreement, prohibiting bounce houses and use of the parlor fire place. Trustee Baker reported that the Airport Authority Board re-elected their Chairman and Vice Chairman. They are finally using some of the money from the sale of the ball field to pay some old CMT invoices for engineering. Baker also noted that the state is threatening to withhold funding for improvements as a result of unresolved complaints with regard to the City of Aurora's attempt to fix prices for fuel.

UNFINISHED BUSINESS:

1. Records Retention Update: Supervisor Rowe spoke with someone from the Secretary of State's office in Springfield who verified that our application was complete and in order. We are now awaiting our letter of authorization which should be issued sometime in the near future.
2. Blackberry Creek Bike/Pedestrian Bridge Update: IDOT approval of Phase I is expected sometime in February. After Phase I has been approved, the Village will be submitting a grant application for funding of Phase II & Phase III. If the grant is approved, our share of funding for the final two phases will be \$50,000 over fiscal years 2022 & 2023. Should the grant be denied, the project will be abandoned for the present time.

NEW BUSINESS:

1. Consideration & Potential Approval of Employee Handbook Update: Supervisor Rowe presented the Board with changes to the Employee Handbook for the Road District contained in Appendix F that were discussed at last month's meeting and changes to the Organizational Chart. Trustee Baker pointed out discrepancies in the Assessor's Office update that will be corrected and considered at next month's meeting. After review, Trustee Squires motioned, and Trustee Elliott seconded the motion to approve Appendix F of the Employee Handbook and the Organizational Chart. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Consideration & Potential Approval of 2020 Holiday Schedules: Supervisor Rowe presented the Board with the Holiday Schedules for the Road District and Assessor's Office. After review, Trustee Baker motioned, and Trustee Bond seconded the motion to Approve the 2020 Holiday Schedule for the Road District and Assessor's Office. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ADJOURNMENT: Trustee Baker moved, Trustee Bond seconded, and the Board unanimously approved adjourning the regular meeting at 7:19pm.