

**MINUTES OF THE
APRIL 7, 2020 REGULAR MEETING
OF THE TOWN OF SUGAR GROVE
KANE COUNTY, ILLINOIS**

CALL TO ORDER: Supervisor Rowe called the meeting to order at 6:12pm followed by the pledge of allegiance.

ROLL CALL was taken. Present were: Supervisor Tom Rowe, Road Commissioner Doug Musser. Trustees Jim Baker, Marion Bond, Jerry Elliott, and Alison Squires, Clerk Phil Silagi, and Deputy Assessor Patti Kleckner. Due to the Governor's Executive Order regarding public meetings during the Covid-19 Pandemic, the Trustees, Clerk, and Deputy Clerk were allowed to participate via internet tele conference.

CORONA VIRUS PANDEMIC UPDATE: Supervisor Rowe began the meeting updating the Board on Township operations during the pandemic. He informed the Board that the Township building is closed to the public until April 30th as a result of the pandemic and Governor Pritzker's order. All senior activities have been cancelled as well as all SG Park District programs. The Assessor's office has modified staffing with only one person in the office at a time and all other staff working from home. The Road District which had suspended regular operation is now operating a normal schedule with employee discretion as to social distancing preferences. Tonight's meeting is open to the public observing the Governor's order limiting participation and practicing social distancing guidelines, however, no one from the public was in attendance.

ALSO PRESENT: Kane County Sheriff's Deputy Rojkowski.

PUBLIC COMMENT: Deputy Rojkowski reported that there have been no accident reports due to the decrease in traffic. Rojkowski also reported that they are trying to limit interaction with the public and as a result are trying to answer service calls by phone and limiting traffic stops. Currently there are no cases of covid-19 in the Sheriff's Dept. or at the jail. He also reported that while there has been no crime reported in SW Kane County, they have experienced an increase in domestic calls as a result of the stay at home order. Supervisor Rowe solicited public comments for tonight's meeting on the Township website but received none.

MARCH 3, 2020 BUDGET AMENDMENT PUBLIC HEARING MINUTES: Trustee Baker motioned, seconded by Trustee Elliott to Approve the March 3, 2020 Budget Amendment Public Hearing Minutes. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

MARCH 3, 2020 REGULAR MEETING MINUTES: Trustee Elliott motioned, and Trustee Squires seconded the motion to review and approve the March 3, 2020 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 and Trustee Baker seconded the motion to review and approve the March Township accounts payable as presented. After discussion and review, Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Township checking account as of March 31, 2020 is \$344,356.58.

ROAD & BRIDGE: Trustee Baker motioned and Trustee Bond seconded the motion to review and approve the March Road and Bridge accounts payable as presented. After review, 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 March 31, 2020 is \$167,561.71.

PAYROLL REPORT: For the period 3/9/20 thru 3/26/20.

PROFIT & LOSS: Through the end of March 2020 (the end of the current fiscal year).

QUARTERLY FINANCIAL REPORT 3/31/20: Trustee Elliott motioned, seconded by Trustee Bond to review and approve the Quarterly Financial Report 3/31/20 as presented. After review Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

CORRESPONDENCE: None.

REPORTS:

SUPERVISOR'S REPORT: Supervisor Rowe presented a written report of his activities during the last month. He also wanted to highlight the following items: The senior/disabled transportation program has been limited to medical only from mid-March through the end of April as a result of the pandemic. Ellen Svehla, our tenant at the Bliss house has asked for rent relief during the pandemic since she is not an essential business and has been forced to close. After discussion, the Board has agreed to waive rent for the month of May for both Bliss House tenants. The spring edition of the SG Community Newsletter has been cancelled resulting in a single Fall Newsletter for the year and a \$1,500 savings to the Township. This savings could potentially be used to increase our participation in the Summer Concert Series which will require additional funding due to the need for stage rental. The Fox Valley Park District is in the process of selling the stage we have used for past years concerts, they are asking \$20,000. Kendall County, the Villages of Oswego and Sugar Grove, Sugar Grove Park District, Sugar Grove Library, and Sugar Grove Township have all expressed interest in a joint purchase of the stage. Supervisor Rowe has suggested the interested organizations enter into an intergovernmental agreement to purchase the stage. The stage could then be used for the summer concert series in addition to various uses by the participating units of government. Lastly, Supervisor Rowe reminded Board members of the May 1st deadline for filing their statement of economic interest with Kane County.

ASSESSOR: Deputy Assessor Kleckner reported that the will be turning their assessment rolls over to the County on or slightly before May 1st. As a result of the economic impact of the Covid-19 pandemic, the County is considering delaying the due date for the 1st installment of property taxes until September with no penalties.

ROAD & BRIDGE: Doug Musser reported that their crews are back on a normal schedule after being off for two weeks as a result of the virus. Garbage is accumulating, but they won't be picking it up until the virus lets up. They will be beginning their first round of mowing soon. The County has scheduled a bid opening on April 28th for this year's overlay projects.

CLERKS REPORT: Clerk Silagi reported that he has filed the Budget Amendment with the County.

TRUSTEES REPORT: Trustee Bond reported on the March Community Building Board meeting. She reported that the building is now closed through the end of April and that they will be issuing refunds for anyone that reserved space during that time period. Their April meeting will be conducted remotely. The parking lot resurfacing project is tentatively scheduled to begin on June 15th. Trustee Elliott reported that the meeting with the Village to discuss ground water problems at Mallard Point was cancelled due to the virus and will be rescheduled when possible. The ground water well monitoring program is now complete in terms of installations. The Water Authority is currently working on putting together an IGA to fund water quality sampling in the Township. Elliott also mentioned a meeting that has been rescheduled to discuss water back up problems caused by three beaver dams on Blackberry Creek at the Jericho bridge.

UNFINISHED BUSINESS:

1. Consideration & Potential Approval of Township 2020-21 Tentative Budget: Supervisor Rowe informed the Board of minor adjustments to line items and noted that it is largely unchanged from what was presented to the Board last month. After review, Trustee Bond motioned, and Trustee Elliott seconded the motion to Approve the Township 2020-21 Tentative Budget. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Consideration & Potential Approval of Road District 2020-21 Tentative Budget: Road Commissioner Musser noted the only changes from the budget presented to the Board at last month's meeting were a minor adjustment to the overlay line item and the addition of \$8,500 for the Water Authority IGA. After review, Trustee Elliott motioned, seconded by Trustee Baker to Approve the Road District 2020-21 Tentative Budget, Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

NEW BUSINESS:

1. Consideration and Potential Approval of Township & Road District Budget Hearings on June 2, 2020: Trustee Baker motioned, seconded by Trustee Squires to Approve The Township & Road District Budget Public Hearings on June 2, 2020 at 6PM. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Status of Annual Town Meeting April 14, 2020: Supervisor Rowe informed the Board that late this afternoon Governor Pritzker issued an order cancelling the Annual Town Meeting scheduled for April 14th due to the Covid-19 pandemic. TOI will provide guidance with regard to rescheduling for sometime this summer.

ADJOURNMENT: Trustee Baker motioned, Trustee Elliott seconded the motion, and the Board unanimously approved adjourning the regular meeting at 7:20pm.