

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

**CHANGE OF MEETING LOCATION:** This meeting was held at the Road District Office and Maintenance Facilities to update Board members on Road District operations.

**CALL TO ORDER:** Supervisor Rowe called the meeting to order at 6:05pm 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, Road Commissioner Doug Musser, Assessor Curt Karas, and Clerk Phil Silagi.

**ALSO PRESENT:** Bill Collins.

**PUBLIC COMMENT:** None

**ROAD COMMISSIONER'S REPORT:** Since the meeting was being held at Road District facilities, Commissioner Musser began the meeting and described the buildings and layout for Trustee Bond who was not on the Board last year when member's toured the facility. Commissioner Musser then pointed out progress on the roof project and talked about the new mowers he will be taking delivery of the next day.

**JUNE 2, 2020 TOWNSHIP & ROAD DISTRICT PUBLIC HEARING MINUTES:** Trustee Baker motioned and Trustee Elliott seconded the motion to review and approve the June 2, 2020 Township & Road District Public Hearing Minutes. After review, Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

**JUNE 2, 2020 REGULAR MEETING MINUTES:** Trustee Elliott motioned, and Trustee Baker seconded the motion, to review and approve the June 2, 2020 Regular 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 Bond seconded the motion to review and approve the June Town accounts payable as presented. After 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 June 30, 2020 is \$142,739.38.

**ROAD & BRIDGE:** Trustee Elliott motioned and Trustee Baker seconded the motion to review and approve the June Road and Bridge accounts payable as presented. After review and discussion, Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye to Approve the June Town accounts payable and an additional check to DuKane Corp in the amount of \$49,159.00 for new mowing tractors. 0 nays. Motion carried. The balance in the Road & Bridge checking account as of June 30, 2020 is \$376,536.25.

**PAYROLL REPORT:** June 1st through June 30th 2020.

**PROFIT & LOSS:** April through June 2020.

**QUARTERLY TREASURER'S REPORT 6/30/19:**

Trustee Baker motioned and Trustee Bond seconded the motion to approve the Quarterly Treasurer's Report as of 6/30/20. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nay. Motion carried.

**CORRESPONDENCE:** Supervisor Rowe presented the Board with copies of a TOI memo outlining revisions in the Open Meetings Act concerning remote attendance during a disaster declaration.

**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: As part of the Phase 4 Restore Illinois Plan the Township has reopened the lobby to the public with face covering and social distancing requirements. Spectrum has completed a deep cleaning of the building. Supervisor Rowe thought they did a good job and stated that we should consider doing this more frequently. The Park District has asked when they could start using our building to conduct some of their programs. Rowe recommends we evaluate this on a case by case basis to ensure that social distancing can be maintained. Trustee Elliott mentioned that we might want to consider a waiver of liability with regard to Covid before opening the building for these uses. The Bicycle/Pedestrian Path has received IDOT Phase I Design Approval and efforts are underway to secure funding for design and construction. The senior/disabled transportation program had only 19 riders in the month of June as seniors are understandably cautious about virus exposure. The senior lunch drive thru program served 100 lunches in June. The senior lawn mowing program has 9 participating residents. Lastly Supervisor Rowe will forward a draft of the FY20 audit to Board members when it becomes available for review before the August meeting.

**ASSESSOR:** Assessor Karas reported that Monday was the last day for property owners to contest their assessment with his office and they are now in the process of reviewing these properties. If unresolved, these cases can be appealed at the county level next month.

**ROAD & BRIDGE:** Road Commissioner Musser commented that the roof project and equipment replacements have been discussed earlier in this meeting. He reported that overlay projects are scheduled to begin on Monday.

**CLERKS REPORT:** Clerk Silagi reported that he filed the Budget Ordinances with the County Clerk.

**TRUSTEES REPORT:** Trustee Bond reported that Holmgren Electric has installed LED lighting in the Community Building funded through a grant provided by Com Ed. The Community Building Board is considering re-opening the building in August utilizing Phase 4 Reopen Illinois guidelines. This will included language in the rental agreement with regard to the guidelines, no kitchen use and increased fees to cover the cost of sanitation after each use. Trustee Elliott reported that the Illinois State Water Survey will be issuing their final report on water use later in July. Trustee Elliott is working on a presentation on the Water Use Act and its relationship to property values and assessments for properties adjacent to or near navigable and non-navigable waters.

**UNFINISHED BUSINESS:**

1. Consideration & Potential Approval to Reschedule Annual Town Meeting: Supervisor Rowe presented the Board with guidance from TOI regarding HB2096 which would allow convening the Annual Town Meeting the third Tuesday in July or any third Tuesday thereafter prior to expiration of the disaster proclamation with approval by the Township Board at their regular meeting prior to the ATM. Written approval of the county health department would also be required with recommendations for face coverings and social distancing to be enforced at the meeting. After discussion by the Board it was concluded that since no time sensitive or urgent business needs to be conducted at the ATM, the ATM should be rescheduled after expiration of the disaster proclamation. Trustee Elliott motioned, seconded by Trustee Baker to Reschedule the ATM for the third Tuesday following expiration of the disaster proclamation. Trustees Baker, Bond, Elliott, and Squires voted aye. 0 nays. Motion carried.
2. Consideration & Potential Approval of Updated Electronic Sign Policy: Supervisor Rowe informed the Board that he received a request to display the message “Black Lives Matter” on the Township electronic message board sign. The Park District received the same request for the large message board sign on Rt.47. The Park District declined the request since they felt the message was too political in nature. This prompted a revision of the guidelines for the Rt. 47 sign which the Township has been asked to approve. Rowe felt that to be consistent, the Township should adopt the same guidelines for its sign. A lengthy discussion then took place with the Board deciding to table this item pending further clarification of the guidelines.

**NEW BUSINESS:**

1. Consideration & Potential Approval for Re-Appointment of Cathy Hoyda and Denise Classens to the Mental Health 708 Board for 4 Year Terms: Supervisor Rowe received a recommendation from Dalila Alegria Executive Director of the INC Board, for re-appointment of these two members to four year terms. Trustee Bond motioned, seconded by Trustee Baker to re-appoint Cathy Hoyda and Denise Classens to the Mental Health 708 Board for additional four year terms expiring June 30, 2024. Trustees Baker, Bond, and Elliott, and Supervisor Rowe voted aye. 0 nays. Motion carried.

2. North Barnes Road Railroad Emergency Culvert Update (for information only): Road Commissioner Musser explained that the failing culvert on Barnes Rd. at the railroad crossing has caused the road to wash out on the west side. Since this failure may result in road closure, Musser is declaring this an emergency. The emergency declaration would allow for the necessary replacement of the culvert as soon as railroad approval is received avoiding the delays which would be necessary under normal circumstances requiring competitive bidding. The project with construction, engineering, surveying, permitting, and railroad flagging is estimated to cost approximately \$60,000 which would be funded through the current budget utilizing various line item balances.

**ADJOURNMENT:** Trustee Baker motioned, Trustee Elliott seconded the motion and the Board unanimously approved adjourning the regular meeting at 7:42pm.