

**MINUTES OF THE
AUGUST 4, 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 Marion Bond, and Jerry Elliott, Supervisor Tom Rowe, Deputy Assessor Patti Kleckner, and Road Commissioner Doug Musser. Participating remotely via Zoom were Trustees Jim Baker and Alison Squires, and Clerk Phil Silagi.

ALSO PRESENT:

PUBLIC COMMENT: Supervisor Rowe read a statement in response to a Facebook post following the July 7th meeting. Rowe explained that the Board approved the change of meeting venue and that following Gov. Pritzker's order placing the state in Phase IV of the re-open Illinois program, the Township would be following guidelines established for Phase IV. The meeting was held in the first bay of the Road District garage with open doors and adequate room for social distancing. Temperature checks were conducted and hand sanitizers and masks were available. Rowe noted that the purpose of sending the Board packet out in advance of the meeting is for members to review and comment in advance of the meeting. Supervisor Rowe then read a section of the employee handbook with regard to social networking policy with the intention of suggesting that the Facebook post was in violation of this policy. Rowe closed his statement by saying that it is his hope that in the future any questions or concerns regarding Township business be brought to his attention in advance and before being posted on social media. Trustee Squires commented that her post was a general statement about the fact that unnamed attendees were not wearing face coverings and that face coverings are proven effective in reducing transmission. She also commented that she felt elected officials should not be silenced when commenting on a public meeting.

JULY 7, 2020 REGULAR MEETING MINUTES: Trustee Elliott motioned, and Trustee Bond seconded the motion to review and approve the July 7, 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 July Town accounts payable. After review, Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye to approve the July Town accounts payable. 0 nay. Motion carried. The balance in the Township checking account as of July 30, 2020 is \$379,060.10.

ROAD & BRIDGE: Trustee Baker motioned, and Trustee Elliott seconded the motion to review and approve the July 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 July 30, 2020 is \$436,122.25.

PAYROLL REPORT: June 15th, through July 26, 2020.

PROFIT & LOSS REPORT: April through July 2020.

CORRESPONDENCE: TOI Virtual Conference Nov. 16 -10, 2020: The conference will be held virtually with each day devoted to the various positions on Township Boards.

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: Supervisor Rowe reported that the lobby area of the Township building is now open to the public and one on one meetings with staff are being conducted by appointment. Group activity use of the Township building will probably resume once the Community Building reopens to the public. Rowe also reported that rides for the transportation program were up in July when we provided 31 rides. There are now 61 residents qualified for this program. The drive thru senior lunch program served 108 lunches in July and we are now up to the budgeted maximum of 10 residents utilizing the senior lawn mowing program. In addition to our financial audit, we are now being audited by IMRF. The audit is conducted to help ensure employers avoid liability resulting from inadvertently violating employees' pension rights. One of the preliminary findings of the audit discovered that Sugar Grove Township does not have a Resolution on file with IMRF. The Board will be asked to approve a new resolution later in this meeting.

ASSESSOR: Assessor Karas was out of town for training and not able to attend. Deputy Assessor Kleckner reported that there were 56 appeals to the County Board of Review and that there will be four days of hearing later this month via teleconference. Kleckner also explained a spread sheet hand out showing the top 97 highest assessed value properties in the Township, all of which have an assessed value of \$250,000 or greater.

ROAD & BRIDGE: Road Commissioner Musser reported that the overlay projects are completed. They have begun the third round of mowing and are working on road shouldering.

CLERKS REPORT: No report.

TRUSTEES REPORT: Trustee Elliott reported that the water monitoring final report due this month has once again been delayed. Elliott also reported that he made a presentation to the Aurora Rotary Club on the Sugar Grove Water Authority and the well monitoring program. Trustee Bond reported that the Community Building Board had their first in person meeting July 21st, observing all recommended Covid-19 protocols. They had a lengthy discussion on whether or when to reopen the building to the public. The building will be closed through August and they aren't sure if they would be ready to open in September. The discussion on reopening the building will continue at the August meeting. They are working on an in house brochure to promote the Community Building and also plans to create a flower garden in front of the building in place of the water feature.

UNFINISHED BUSINESS:

1. Annual Town Meeting Update: Supervisor Rowe provided the Board with a copy of a letter from the Kane County Health Dept. explaining the process for approval to hold the Annual Town Meeting. Clerk Silagi commented that the Board has decided to postpone the meeting until the Governor lifts the emergency declaration or some urgent business comes up that would require approval at the ATM.
2. CPA Audit Update for Year Ended March 31, 2020: Supervisor Rowe has been in contact with our auditors who have informed him that they are unprepared or unable to make a presentation to the Board on the results of the audit at what would be our regularly scheduled meeting on September 1st and asked if we could reschedule the meeting until the following Tuesday September 8th. The Board had no objection to the rescheduled meeting.
3. Consideration & Potential Approval of Township Electronic Sign Policy: Supervisor Rowe presented the Board with a revised Electronic Sign Policy with regard to the Township Sign at the Township Building. After review and discussion Trustee Bond motioned, seconded by Trustee Elliott to Approve the Township Electronic Sign Policy. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

NEW BUSINESS:

1. Consideration & Potential Approval of Township Commitment to Phase II Engineering & Construction of Blackberry Creek Bike / Pedestrian Bridge: Supervisor Rowe explained that IDOT has finally signed off on Phase I engineering and the Village is asking for a commitment from partners of \$50,000 for Phase II engineering and construction contingent on a successful grant to fund 80% of the project. The Kane County Forrest Preserve District will be submitting the grant application since the project will be built on their property. Clerk Silagi suggested that in exchange for our commitment on this project, we should try to get assurance from the Village that they would sign off on the Hanks Rd bridge when that project is once again planned for construction. After review and discussion, Trustee Squires motioned, seconded by Trustee Baker to Approve Township Commitment to Phase II Engineering & Construction of Blackberry Creek Bike / Pedestrian Bridge: Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Consideration & Potential Approval of IMRF Resolution #2020-A to Include Compensation Paid Under IRS Code Section 125 Plan as IMRF Earnings: Supervisor Rowe explained that as a result of the preliminary audit by IMRF, the Township needs to approve a Resolution in order to continue to report wages as we currently do which results in insignificant benefits to recipients. After review and discussion Trustee Elliott motioned, seconded by Trustee Baker to approve Resolution #2020-A to Include Compensation Paid Under IRS Code Section 125 Plan as IMRF Earnings. Trustees Baker, Bond, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ADJOURNMENT: Trustee Elliott motioned, Trustee Bond seconded the motion and the Board unanimously approved adjourning the regular meeting at 7:15pm.