

**MINUTES OF THE
NOVEMBER 3, 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, Supervisor Tom Rowe, Assessor Curt Karas, and Road Commissioner Doug Musser. Participating electronically via Zoom were Clerk Phil Silagi, and Trustees Jerry Elliott and Alison Squires. Trustee Marion Bond was absent.

ALSO PRESENT: Jon Bobbe, and Chris Walker.

PUBLIC COMMENT: Jon Bobbe introduced himself and explained that he had an interest in becoming a trustee and was here to observe the meeting. Mr. Bobbe is an 8 year resident of the Township.

OCTOBER 6, 2020 REGULAR MEETING MINUTES: Trustee Squires motioned, and Trustee Baker seconded the motion to review and approve the October 6, 2020 Meeting Minutes. After review, Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ACCOUNTS PAYABLE:

TOWNSHIP: Trustee Elliott motioned, seconded by Trustee Baker, to review and approve the October Town Accounts Payable. After review and discussion, Trustees Baker, Elliott, and Squires, and Supervisor voted aye. 0 nay. Motion carried. The balance in the Township checking account as of October 29, 2020 is \$506,146.00.

ROAD & BRIDGE: Trustee Baker motioned and Trustee Elliott seconded the motion to review and approve the October Road and Bridge accounts payable as presented. After review and discussion, Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Road & Bridge checking account as of October 29, 2020 is \$ 317,843.22.

PAYROLL REPORT: For the period September 28th through October 18th.

PROFIT & LOSS REPORTS: April through Oct. 2020.

CORRESPONDENCE: Supervisor Rowe provided the Board with copies of a letter he received from the INC Board outlining their annual levy request. Their Board approved an annual levy of \$126,162.26 which represents 2.3% for the CPI and 1.67% for New Construction for a total levy increase of \$4,820.28. Supervisor Rowe noted that the only Township tax levy increases over the last seven years have been the modest increases requested by the INC Board.

REPORTS:

SUPERVISOR'S REPORT: Supervisor Rowe presented a written report of his activities during the last month and highlighted the following: The Sugar Grove Park District has agreed to be the lead agency for the Sugar Grove summer concerts and will sign an IGA with the Village of Oswego for use of the showmobile, while we will remain a partner, we will no longer have to be part of the IGA. Rowe provided the Board with copies of the TOIRMA Annual Report and noted that we have been a member for a full five years and will receive a full dividend next spring. The Workplace Transparency Act requires all Illinois employers to provide sexual harassment training to all employees by the end of the year. Employees of the Township may use the model training program provided by the IDHR. The training must be supervised to ensure all employees have been trained. Supervisor Rowe informed the Board of correspondence he received from the County with regard to a proposed subdivision at the SE corner of Barnes Rd. and Prairie. The parcel is currently occupied by a church and residence. The County is seeking input from taxing bodies regarding any concerns they may by December 18, 2020.

ASSESSOR: Assessor Karas reported that his office is working on updating their database to provide more current and complete information. His office is also working to reconcile their database with the database from the County.

ROAD & BRIDGE: Road Commissioner Doug Musser reported that they have completed mowing for the season, serviced the mowers, and have their trucks ready for snow removal operations. Snow fencing will be installed as crops are harvested. The BNSF Railroad is in the process of reviewing permits and engineering for the Barnes Rd. culvert replacement. He expects approval soon and construction will begin shortly afterward.

CLERKS REPORT: Clerk Silagi reported that he received a voice mail from the County Elections Division informing him that current office holders seeking re-election can use their filing receipt from their most recent Statement of Economic Interest to meet that requirement for their nominating papers to get on the ballot for the Consolidated Election to be held April 6, 2021.

TRUSTEES REPORT: Trustee Squires didn't have a report but urged the Board to support the INC Board request to increase their levy as they provide much needed services to the community and depend on local tax revenue to support operations. Trustee Elliott reported that the IGA with the University of Illinois has been finalized and that he has meetings scheduled with the City of Aurora and the Village of Sugar Grove to solicit their support for the water quality testing program. Since Trustee Bond is absent, Supervisor reported that the Community Building will be performing a deep cleaning of the building this Friday and will allow the Park District to utilize their facility for programs once that has been completed.

UNFINISHED BUSINESS:

1. Consideration & Potential Approval of \$100 Holiday Spirit Sponsorship: Supervisor Rowe explained that the Board tentatively agreed to this sponsorship at last month's meeting in order to make a commitment to Conley Outreach Services by their deadline of 10/26. Trustee Elliott motioned, seconded by Trustee Squires to Approve Sponsorship of Holiday Spirit in the amount of \$100. Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Consideration & Potential Approval of Resolution 2020-B Intergovernmental Agreement Between Kane County & Sugar Grove Township for Coronavirus Relief Funds: Supervisor Rowe explained that the Board has to approve a resolution in order to enter an IGA to receive coronavirus relief funds that we have been approved for. Trustee Baker motioned, seconded by Trustee Squires to Approve Resolution 2020-B Intergovernmental Agreement Between Kane County and & Sugar Grove Township. Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

NEW BUSINESS:

1. 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 four years on giving Tuesday (this year the first Tuesday in December) so that it could be matched and doubled. The funds being used to provide transportation services to disabled residents of Sugar Grove Township. After review Trustee Squires motioned, seconded by Trustee Baker to Approve the A.I.D. Social Services Contract in the Amount of \$5,000. Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. 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 not changed for the last several years. After review, Trustee Elliott motioned, seconded by Trustee Squires to Approve the Estimated Levy's for the Town Fund in the Amount of \$630,577, the Road Fund Amount of \$67,982 in the General Road Fund and .138% in the Permanent Road Fund. Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.
3. Consideration & Potential Approval of Resolution 2020-C Setting Compensation of Township Officials for the Four Year Term Beginning May 17, 2021: Supervisor Rowe explained that by State law, Resolution 2020-C must be approved at this month's meeting 180 days before the new term begins. The resolution reflects discussions at last month's meeting which include a 3% increase above established base salaries for the Supervisor, Assessor, and Road Commissioner, An increase for Trustees of \$25 per meeting for regular and additional meetings and a \$500 annual increase for the clerk. After discussion, Trustee Elliott motioned, seconded by Trustee Baker to Approve Resolution 2020-C. Trustees Baker, Elliott, and Squires, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ADJOURNMENT: Trustee Baker motioned, Trustee Squires seconded the motion and the Board unanimously approved adjourning the regular meeting at 7:05pm.