

**MINUTES OF THE  
AUGUST 3, 2021 REGULAR MEETING  
OF THE TOWN OF SUGAR GROVE  
KANE COUNTY, ILLINOIS**

**CALL TO ORDER:** Supervisor Rowe called the meeting to order at 6:01pm followed by the pledge of allegiance.

**ROLL CALL** was taken. Present were: Trustees Jon Bobbe, Marion Bond, Jerry Elliott, and Lewis Medina, Supervisor Tom Rowe, Assessor Curt Karas, and Road Commissioner Doug Musser. Participating remotely via Zoom was Clerk Phil Silagi.

**ALSO PRESENT:** Jim Kreitz, and Auditor Michael Del Valle Lauterbach & Amen LLP

**PUBLIC COMMENT:** Auditor Michael Del Valle appeared to present the annual audit to the Board. He explained that due to incomplete MFT figures from the County, the audit is a draft with final more accurate figures for the Road District portion of the audit due shortly which will allow them publish the official audit. Del Valle commented that all general operating funds had healthy balances and that the Board should consider transferring excess balances to capital projects funds. These capital projects funds could be specifically earmarked for projects such as new buildings or a general capital projects fund which could be used for non-specific unbudgeted capital expenses which might come up. Del Valle then commented on the Township's IMRF pension fund liability and stated that the Township was 6% overfunded and in an excellent position. Lastly Del Valle focused on Revenue Budgeted to Actual and stated that discrepancies from budget to actual were minimal and acceptable due to covid or other uncontrollable factors. Del Valle concluded his presentation by asking for questions or comments and invited Board members to reach out to him with any questions or comments on the final draft of the audit when it becomes available in the next week or two.

**JULY 6, 2021 REGULAR MEETING MINUTES:** Trustee Elliott motioned, and Trustee Bobbe seconded the motion to review and approve the July 6, 2021 regular meeting minutes. After review, Trustees Bobbe, Bond, Elliott, and Medina, and Supervisor Rowe voted aye. 0 nays. Motion carried.

**ACCOUNTS PAYABLE:**

**TOWNSHIP:** Trustee Bond motioned and Trustee Medina seconded the motion to review and approve the July Town accounts payable as presented. After review, Trustees Bobbe, Bond, Elliott, and Medina, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Township checking account as of July 29, 2021 is \$394,627.21.

**ROAD & BRIDGE:** Trustee Bobbe motioned, and Trustee Elliott seconded the motion to review and approve the July Road and Bridge accounts payable as presented. After review, Trustees Bobbe, Bond, Elliott and Medina, and Supervisor Rowe voted aye. 0 nay. Motion carried. The balance in the Road & Bridge checking account as of July 29, 2021 is \$478,584.96.

**PAYROLL REPORT:** June 28<sup>th</sup>, through July 25<sup>th</sup>, 2021.

**PROFIT & LOSS REPORT:** April through July 2021.

**CORRESPONDENCE:** Supervisor Rowe provided the Board with a copy of an email from Dave Franz the President of the Sugar Grove Historical Society requesting the designation of the lot south of the Bliss House which is home to the Historical Society Building as Johnson Park. Rick Johnson, former president of the Historical Society grew up on that property and he was a descendant of some of the earliest settlers of Sugar Grove. After discussion, the Board was uncomfortable with designating the property as a park, but suggested recognizing the Johnson family with a plaque mounted on a rock on the property. Supervisor Rowe will contact Dave Franz with that suggestion.

**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 Bliss House is in need of repairs to the porch. He has contacted the contractor who will meet with him to discuss the repairs later this month. The Groovin in the Grove Summer Concert for July 15<sup>th</sup> was rained out and rescheduled for July 29<sup>th</sup>, attendance was down to about 300 as a result. There will be one more concert on August 15<sup>th</sup>. The Kiwanis Club is holding their kickoff event on August 7<sup>th</sup> and Supervisor Rowe is encouraging Board members who are available that day to attend. There will be live music, kid's activities, sweet corn, and vendors. The event will be held at Calamity Jane's. Information on the Boot Camp for newly elected Board members will be passed along as it becomes available. Lastly Supervisor is recommending a one dollar an hour raise for office employee Jim Kreitz. Jim is currently at \$22.00 an hour. The auditor has complimented Jim and our office for exceptional bookkeeping as compared to other Townships they audit. Additionally Jim has successfully navigated an IMRF audit during the past year. Rowe noted that no Board action is necessary and that he was just soliciting input. The Board had not objection to Mr. Kreitz's raise.

**ASSESSOR:** Assessor Karas reported that the County published adjustments the Township made to assessments, both positively and negatively. The adjustments were published July 15<sup>th</sup> which gives residential and commercial property owners 30 days to appeal. Should their appeal be unsuccessful it would then go to the County Board of Review.

**ROAD & BRIDGE:** Road Commissioner Musser reported that Geneva construction is scheduled to begin the overlay projects next Monday. The Road District is currently on their 3<sup>rd</sup> round of mowing and are mowing ahead of the overlay projects as well as on S. Mighel where T Mobil will be shooting a commercial on Friday. They are still waiting for parts to arrive for the garage door replacement and the new truck.

**CLERKS REPORT:** No report.

**TRUSTEES REPORT:** Trustee Bond reported the following on the Community Building Board meeting. They have ordered a new compressor for the fire sprinkler system. There was a problem with the door opener button on the elevator during the senior lunch that was addressed. Debbie and Julie will be meeting twice a month to discuss rentals and Covid protocols. The Board sent a letter to the Village requesting that they agreed to repair any damage to the parking lot resulting from water main repairs under the parcel they plan to vacate. As of this meeting, they have not received any response from the Village. Trustee Bobbe reported on the Village Board Meetings. Bobbe reported that the Village rejected the Fire Protection District request for containers at the fire station to conduct burn training 12 days a year as the Village felt the appearance at the entrance to the Village would not present the best image for visitors or persons passing by. The Village approved the Rosewood development on Prairie which is proposed to be a wedding and educational venue with plans for a future restaurant. Bobbe then addressed the Board and suggested he attend meetings every other month and keep in touch with Village board member and monitor agendas for the meetings he is not attending. Bobbe explained that the Village is meeting very frequently as a result of the new administration and the meetings are very long. He thought that he could monitor Village issues that pertain to the Township without attending every meeting. The Board agreed. Trustee Elliott presented a graph prepared by the US Geological Survey representing water flow in the Blackberry Creek at the Jericho Bridge monitoring station. As of August 2<sup>nd</sup>, the flow in the 55 square mile watershed was 7 thousand gallons per minute. A similar measurement of Fox River water flow indicates a flow of 169 thousand gallon per minutes which is adequate to support 53% of the City of Aurora's water consumption even at the low river water levels that currently exist. Elliott then discussed an upcoming meeting with the Village President. He explained that a planned study of the deep sandstone aquifers will measure water levels as compared to 10 years earlier and help planners estimate water available for consumption and growth. One of the things Sugar Grove is looking at is the impact on the deep sandstone aquifer water levels as a result of Montgomery, Oswego, and Yorkville switching to Lake Michigan water. Elliott will report back on his discussions with the Village. Elliott also spoke at a recent meeting of the Kaneland School Board.

**UNFINISHED BUSINESS:**

1. Consideration & Potential Approval of Kane County CASA Social Service Funding: Supervisor Rowe provided the Board with copies of the Social Service Funding Contract for Kane County CASA that was prepared by Township attorneys. Funding for the contract is in the amount of \$5,000 as discussed at last month's meeting. After review, Trustee Bond motioned, seconded by Trustee Bobbe to Approve the Kane County CASA Social Service Funding Contract in the amount of \$5,000. Trustees Bobbe, Bond, Elliott, and Medina, and Supervisor Rowe vote aye. 0 nays. Motion carried.
2. Review and Discussion of Payroll Outsourcing Proposals: Supervisor Rowe provided the Board with proposals from four firms for the outsourcing of payroll. Rowe explained that he felt that we needed a backup for payroll to relieve Jim Kreitz of some of his duties due to health issues faced by him and his wife. The least expensive proposal was submitted by Swanson Quality Services who also provides Quick Books services for the Township, however, their proposal was the least detailed. Rowe requested Board input and felt a more thorough examination of the proposals would be necessary before any action could be taken.

**NEW BUSINESS:**

1. Consideration & Potential Approval of Annual Audit for Year Ended March 31, 2021: Audit not completed, no action taken.
2. Consideration & Potential Approval of FY21 Annual Treasurer's Report: Treasurer's Report not completed, no action taken.
3. Consideration & Potential Approval of Mental Health 708 Board Appointment: No candidate submitted, no action taken.

**ADJOURNMENT:** Trustee Elliott motioned, Trustee Bond seconded the motion and the Board unanimously approved adjourning the regular meeting at 7:43pm.