

**MINUTES OF THE
SEPTEMBER 6, 2022 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 Jon Bobbe, Marion Bond, Jerry Elliott, and Lewis Medina, Supervisor Tom Rowe, Road District Commissioner Doug Musser, Assessor Curt Karas, and Clerk Phil Silagi.

ALSO PRESENT: Jim Kreitz, Andrea Meyer, Bill Newkirk, and Jen Nales.

PRESENTATION OF ANNUAL AUDIT: Newkirk & Associates. Bill Newkirk started his presentation by explaining that after going through the financial statements they are giving them a clean and unmodified opinion. Newkirk then talked about the different funds and then moved on to notes to financial statements. He talked about the net pension liability to IMRF which on this schedule is a negative number which means it is an asset. He noted that the Township has \$3.5 million in pension fund assets with only \$3 million in liabilities. He noted that this is as of December of 2021 and the market has gone down quite a bit which will change that position. He stated that there were no difficulties in performing the audit and there were only minor adjustments under \$1,000 that were made to correct accounts. The audit included two comments for additional controls regarding cash receipts which they recommended be initialed after reconciled and the preparation of financial statements by a CPA. Supervisor Rowe commented that he was pleased by the performance of the new auditors, he was impressed with their field work and that they completed the audit in a timely manner.

PUBLIC COMMENT: Jen Nales addressed the Board with concerns about increased traffic on Baseline Rd because of Yorkville City Council's plan to make it a commerce route. Nales and Road Commissioner Musser began an extended discussion regarding the condition of Baseline Rd and the jurisdiction. Musser explained that since it is on the Township border line, should it be de-annexed, the Township would be responsible for portions of one side of the road. Since the road is in Kendall County and appears to be in the City of Yorkville, Musser recommended she address her concerns with them.

AUGUST 2, 2022 REGULAR MEETING MINUTES: Trustee Elliott motioned, and Trustee Medina seconded the motion to review and approve the August 2, 2022 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 Bobbe seconded the motion to review and approve the August Town Accounts Payable. After review Trustees Bobbe, Bond, Elliott, and Medina, and Supervisor Rowe voted aye. 0 nays. Motion carried. The balance in the Township checking account as of August 31, 2022 is \$321,191.62.

ROAD & BRIDGE: Trustee Bobbe motioned, and Trustee Medina seconded the motion to review and approve the August Road & Bridge Accounts Payable. After review and discussion, Trustees Bobbe, Bond, Elliott, and Medina, and Supervisor Rowe voted aye. 0 nays. Motion carried. The balance in the Road & Bridge checking account as of August 31, 2022 is \$390,670.91.

PAYROLL REPORT: For the period 8/1/22 thru 8/31/22.

PROFIT & LOSS REPORT: April through August 2022.

CORRESPONDENCE: Supervisor Rowe informed the Board of correspondence from TOI which was an update on the Decennial Committee on Local Government Consolidation & Efficiency Act Process. Supervisor Rowe commented that the Act was a requirement to form a committee to report on the justification of our existence. They are working out the language on whether there would be one committee to study both the Township and Road District or if there would be separate committees. The committee would have to be formed by June 10th of 2023 and we have 18 months from then to complete the report. The Board will be part of this process and that TOI will provide guidance as the process moves along.

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 presented the Board with a ridership graphic on the 4-year anniversary of our contract with Freedom 1st for the senior/disabled transportation program. The graphic showed ridership of 653 in the first year, 782 in the second year, 455 in the third year, which was lower due to the pandemic, and 1073 in the 4th year for a total of approximately 3000 total rides for the four years. Rides are currently averaging around 100 a month. We will have to decide whether to continue with Freedom 1st or to go with Ride in Kane. The senior lunch program served 70 lunches from Paisano's. Supervisor Rowe spoke with the contractor for the cemetery headstone restoration project and they indicated they are ready to begin work at the end of next week. Supervisor Rowe mentioned two shred events, First National Bank on September 17th, and Bank of Montgomery on October 8th. The last Groovin in the Grove Summer Concert was held on August 11th with 700 in attendance. The Annual Kane County TOI Dinner Meeting will be held the last Wednesday in October for any Board members or spouses interested in attending. Rowe also reminded Board members of the TOI annual conference in Springfield in November.

ASSESSOR: Assessor Karas reported that he attended a 3-day seminar on depreciation for assessors. They started the Board of Appeal process and heard 7 cases during the month of August. Four had stipulations which means that they were settled before the appeals process and then the Board approved them. One is going to the Property Tax Appeal Board, the IHOP on Orchard Rd., one was confirmed with no reduction, and one was reduced by the Board by a minor amount which they were not pleased about.

ROAD & BRIDGE: Road Commissioner Doug Musser reported that he attended the Highway Commissioner's meeting in Peoria. They have completed their third round of mowing ahead of the Labor Day Holiday. Preparing for tree trimming. The salt contracts for the winter season are lined up. They are still waiting for delivery of the mower decks since last October and expect them any day. There is no word from the Railroad on the Barnes Rd. culvert project.

CLERKS REPORT: No report. .

TRUSTEES REPORT: Trustee Bond reported on the Community Building Board August meeting. They had a problem with a leak in the women's bathroom that was resolved when Debbie cleaned the gutters. They are getting bids to repair one of the air conditioning units. Debbie is reviewing competing event sites for bookings in advance and rates so that the building is competitive. The Board wants some policy in writing to impose a penalty for a late cancellation. The Canopy program requested use of the kitchen which the Board declined. The kitchen has been closed since Covid and the Board has concerns about the gas stove. There are two bids pending approval for work on the air conditioner. Trustee Elliott reported that the Water Authority has completed their budget and levy for 2023 and that there would be no change. The Blackberry Creek is running low at 67 thousand gallons per minute. Elliott reported that the deep wells are actually running a little above normal while the shallow wells are at or a little below normal. Kane County asked Elliott about the level in one of the wells the Water Authority monitors near a well that recently went dry. The level in well the monitored by the Water Authority remained unchanged, Elliott noted however, that our well draws from the St. Charles aquifer. Kane County has announced that they are working with the Illinois State Water Survey for a county wide water monitoring program. That includes \$23,000 for the Sugar Grove Water Authority over a five-year period, they are still working out the details on that. Elliott also commented on solar panels covering 4000 acres of farmland in southern Illinois and he is looking into a well in Sugar Grove Township that will be used to produce lettuce.

UNFINISHED BUSINESS:

1. Draft of Intergovernmental Agreement for Easement Agreement with KC Forest Preserve:
2. Draft of Intergovernmental Agreement for Blackberry Bridge Phase II & III Engineering:
3. Draft of Intergovernmental Agreement for Blackberry Bike Bridge Maintenance: Supervisor Rowe explained that the three above drafts were for an easement, funding, and maintenance of the Blackberry bike bridge project. He asked the Board to look them over, for approval at next month's meeting pending approval by the Village, Park District, and County.

4. Consideration & Potential Approval of Updated General Assistance Payment Levels: Supervisor Rowe announced to the Board that thanks to Conley outreach, we finally have a client for general assistance. A male under 60 years old, divorced, he has been hospitalized for four months due to an ongoing medical condition. He has applied for Social Security Disability but has not yet received it so he will qualify. Jennifer Long has suggested new GA payment levels to meet the needs of our new client. Supervisor Rowe presented the Board with the updated general assistance payment levels for approval. After review Trustee Elliott motioned, seconded by Trustee Bond to Approve the Updated General Assistance Payment Levels.. Trustees Bobbe, Bond, Elliott, and Medina, and Supervisor Rowe voted aye. 0 nays. Motion carried.

NEW BUSINESS:

1. Consideration & Potential Approval of Annual Audit for Year Ended March 31, 2022: After the Board heard the Auditor's presentation Supervisor Rowe asked for a motion to approve the annual audit. Trustee Medina motioned, seconded by Trustee Bobbe to Approve the FY22 Annual Audit. Trustees Bobbe, Bond, Elliot, and Medina, and Supervisor Rowe voted aye. 0 nays. Motion carried.
2. Consideration & Potential Approval of FY22 Annual Treasurer's Report: This item will be considered at next month's meeting after completion by the Auditor.
3. Consideration & Potential Approval of Auditing Services for FY23 & FY24: Supervisor Rowe explained that Newkirk & Associates provided the Board with a three-year proposal for auditing services, and they came in the least expensive of the bids we received. However, since we had no prior experience with this firm, we approved them for the FY 22 audit only. Considering their performance in conducting the FY22 audit, Supervisor Rowe is recommending approval of accepting their proposal for years FY23 & FY24. Trustee Bobbe motioned, seconded by Trustee Elliott, to Approve the Proposal submitted by Newkirk & Associated for the Annual Audit for FY23 & FY24. Trustees Bobbe, Bond, Elliott, and Medina, and Supervisor Rowe voted aye. 0 nays. Motion carried.

ADJOURNMENT: Trustee Bobbe motioned, Trustee Elliott seconded the motion and the Board unanimously approved adjourning the regular meeting at 7:22pm.