

**Minutes of The
August 4, 2026 Regular Meeting
Sugar Grove Township
Kane County, Illinois**

Supervisor Rowe called the regular meeting of the Township Board to order at 6:00 pm followed by the Pledge of Allegiance and Roll Call.

ROLL CALL: Present were Trustees Jerry Elliott, Lewis Medina, Rick Montalto, Jon Bobbe, Supervisor Tom Rowe, Assessor Karas, Road Commissioner Musser and Clerk Marion Bond.

ALSO PRESENT: Jennifer Martenson of Lauterbach & Amen, Debbie DeBoer, Community Building and Jose Guterez, Swanson Quality Services..

PUBLIC COMMENTS: None

After the Pledge, Supervisor Rowe asked Jennifer Martenson to present the Audit Report. They have issued a clean audit opinion for fiscal year 2025-26. She directed attention to pg. 14 of the report which shows the ending fund balance of \$1,911,481. She pointed out that pages 45-46 are for the Community Building. She also spoke of the Management Letter in which they recommended IT controls, and that bank reconciliations be done every month and any variances be investigated and adjusted immediately. The management letter also addressed GASB Statement 103 & GASB Statement 104 which will be applicable to the Township reports for the fiscal year ending March 31, 2027. Trustee Elliott asked about the topic of Custodial Credit Risk on page 22. Ms. Martenson explained that is when deposits are greater than the \$250,000 covered by the bank that a collateral agreement is recommended. Supervisor Rowe said that we do have collateral agreements in place with the those banks. Trustee Montalto asked if the recommendation for a disaster policy just means we need a written policy. Supervisor Rowe asked Ms. Martenson if our fund balance was healthy, she said that we have about 6 months of reserve so she is happy with that. Trustee Bobbe asked about the Community Building fund balance. Supervisor Rowe asked Debbie DeBoer if she wanted to comment. She said that they have several large projects going forward. Ms. Martenson said that in the future they may want to note those funds as "held" for certain projects. Supervisor Rowe added that Lauterbach has a software program that the Township can log into and enter information, which helped with making the process smooth. Supervisor Rowe said he got an email from the State Comptroller today that the filing is now available. Jen said that their team will upload the data and they have the password. She said that a few will need to confirm email addresses with the State Comptroller.

APPROVAL OF MINUTES:

Supervisor Rowe asked for review and approval of July 7, 2026 meeting minutes. Motion by Trustee Elliott, second by Trustee Medina to approve the minutes as presented. Supervisor Rowe asked if there were any questions or comments; it was pointed out that Trustee Bobbe's name needed to be removed from motions due to his absence. Supervisor Rowe asked for a roll call to approve the minutes as corrected. Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.

APPROVAL OF BILLS & REPORTS:

Township Check Register & Reconciliation Report:

Supervisor Rowe stated the report includes any activity in July. He asked for motion to review and approve the Township check register for July. Motion by Trustee Bobbe, second by Trustee Montalto. Supervisor Rowe noted that the format of the report is a little different, but Jose did put the 6/30 ending balance at the top. Supervisor Rowe noted ch#20223 to Azemi & Sons in the amount of \$16,040.00 stating that was for their work on the Bliss house this summer. He said they spent a little over a week with a four-man crew. He then noted ck#20229 to Image Monuments in the amount of \$1822.50 this was for work on the headstones which they have now finished. Check#20230 to Lauterbach & Amen in the amount of \$2750.00 completes our payment. It is divided 40% each to Township & Road and 20% to Community Building. Rowe asked if there were any other questions on Township bills. Trustee Elliott asked about two deposits attributed to Krantz Strategies. Rowe explained that is our Newsletter and Jose said those were chargebacks from the Community Building and Assessor. Rowe pointed out that the reconciliation report is attached. Jose said that the check which had been stolen from the Community Building funds had a different water mark than the official checks. Now he looks for the watermark before mailing any checks. Jose explained his process in reconciling the checks. Supervisor Rowe asked if there any other questions on Township bills. There being none he asked for a roll call. Trustees Bobbe, Elliott, Medina and Montalto voted Aye, motion carried.

Road District Check Register & Reconciliation Report: Supervisor Rowe asked for a motion to review and approve the Road District Bills for the month of July. Motion by Trustee Medina, second by Trustee Bobbe. Supervisor Rowe asked Commissioner Musser if there was anything he wanted to highlight, Commissioner Musser said Seal Master was for paint to do striping. Ck#13602 to Ancel Glink in the amount of \$1512.50 should be the last check for work concerning Hanks Road Bridge. Trustee Elliott asked about ck#13597 in the amount of \$118,142.00, he asked if it was for the new truck. Commissioner Musser replied it is the truck and chassis. and they will have to go up and get the truck Then they need to take it to Henderson will put box on, wings, spreader, hydraulics, plow, electronics. Elliott asked what the total cost would be when finished. Commissioner Musser said it would be about \$230,000.00 Supervisor Rowe said he rode in one and it's worth every penny. Commissioner Musser said they're waiting for the County to pay Geneva Construction for the parking lot. He said that they picked up one of the pickups, ¾ ton. Commissioner Musser said ck#13619 to Wilson & Sons Construction was for curbs and gutters in Prestbury, their road connected to a township road. They've been doing trimming and mowing and may do another round of mowing. Supervisor Rowe asked if there any other questions on the Road bills, there being none he asked for roll call. Trustees Bobbe, Elliott, Medina, Montalto and Supervisor Rowe voted Aye, motion carried.

PAYROLL & PTO: June 2026 for informational purposes.

Supervisor Rowe said this report is for July and includes the Trustee quarterly stipends.

PROFIT & LOSS: Reports through 7.31.26: Supervisor Rowe asked Jose if there was anything he wanted to point out on the report. Jose said the item Road Reimbursement will go away once the Road District pays it.

CORRESPONDENCE: None

SUPERVISOR'S REPORT:

1. Senior/Disabled Transportation Update:
 - * A total of 184 residents are registered for the program as of 7/31/26
 - * a total of 73 rides were given in the month of July
 - * A total of 6,821 Rides have been taken from 9/1/18 to 6/30/26
2. Senior Lunch Update – the monthly senior lunch was held on July 28th at the Community Building. Chicken wraps and pasta salad from Paisano's were served to approximately 60 seniors and volunteers. The July lunch was sponsored by Modern Woodman Financial in the amount of \$500.00.
3. Groovin in the Grove Summer Concert Series – Trustee Montalto will cover that report
4. Cemetery Update – Image Monuments completed repairs at the SG Cemetery on July 14th in the amount of \$3,645. The Township approved \$2000 in the 2026/27 budget for headstone replacement which will be matched by the Sugar Grove Cemetery Association. This is our 4th year of participation with Image Monuments to repair damaged headstones.
5. Health Insurance Update - Committee Update – the committee has it narrowed down to two providers. One is Gallagher which service both the Village of Sugar Grove and Blackberry Township. The other one services our local fire department and some other townships in northern Illinois. They will meet with Gallagher on Thursday at 9:00. The goal is to come back to the Board at the September or October meeting with a recommendation.
6. Hanks Road Bridge Update – please see the attached minutes from the July 21st Village of Sugar Grove meeting. Supervisor Rowe said that IDOT has not sent anything to the Township. The Sugar Grove Village President signed the letter from IDOT, but added an addendum. Doug has partnered with the Village to pothole and plow the existing bridge until construction begins..
7. Kiwanis Club of Sugar Grove Township – the next two fundraisers are Sips with Santa on Nov. 11th at Rosewood Farms followed by Holiday in the Grove on Dec. 5th.

ASSESSOR'S REPORT: Assessor Karas 10 single family home and 4 townhome permits. 6 new homes transferred to owners. County published assessment changes July 23. Between July 23 and August 24th property owners have the chance to challenge the assessment. They should go to Curt first and if he can't resolve it they go to the county. If county can't resolve it, it goes to the property tax appeal board in Springfield. There have been some requests for appeals but not many.

HIGHWAY COMMISSIONER'S REPORT: Did some shouldering, brush pick up, mowing, trimming. He already told us about vehicles. Trustee Montalto asked about Prairie, and who is responsible for the weeds and grasses because visibility is almost non existent there. Commissioner Musser said the is the state's responsibility, not township.

TRUSTEE REPORTS:

Community Building – Trustee Bobbe said he was out of town and could not attend the meeting.

Mental Health - Trustee Montalto said the July 17th GITG event was cancelled for safety reasons due to extreme heat and smoke from Canada's wildfires. They have rescheduled that band and will have two events in August. No major Kiwanis stuff going on. Appreciation to Trustee Bobbe for the magnetic Township signs for the classic cars.

Airport Authority – Trustee Medina reported that the meeting will be next week.

Water Authority – Trustee Elliott said the township is flush with water, he reported that Blackberry Creek was flowing at 13,400g/p/m prior to the recent rain, but after the rain the flow was 38,000g/p/m which is where it is now. All the monitoring wells are up two feet. Ratons well is normally is 674 and now is 677.

Clerk's Report – We received a FOIA request on July 9th from Carolyn Anderson at Thoughtful Progress regarding flooding on Merrill Road. On July 16th we received a FOIA request from Judiocracy regarding our internet services and invoices. We also had a FOIA request from Civic IQ who asked for our check registers back to 2022. Supervisor Rowe went on to explain that Trustee Montalto's email had been Phil Silagi's when he was the Clerk and FOIA officer, so that was why Rick was getting them. That has been straightened out and we have created a FOIA request form on our website which will route to Tom & Marion.

UNFINISHED BUSINESS

- a. Old Second Positive Pay Program Update – In the packet is a copy of an email from Old Second, and a copy of an email from Patricia Richardson who handles finances for Aurora Township. There is a program at Old Second Bank called Positive Pay which allows you to review any pending checks prior to these hitting the account. There is a \$40 monthly fee for the service and it would be for each the Township and Road District. Trustee Elliott asked if the auditor had expressed an opinion. Rowe said he didn't ask the Auditor as it was after their audit. Trustee Bobbe asked if the PDF Jose uses has every check. Jose said it does, and he goes through every one looking for anything that is off. Trustee Bobbe said he uses an AI program called CLAUD to analyze PDFs and agreed to take one sheet of the PDF and run it through his CLAUD program to assess if it may be useful. Supervisor Rowe said when he was at the Township Supervisor's meeting he asked if any other townships were using this program and Aurora was the only one. Tom & Jose went to the website and reviewed the demo. It was decided that since O2 won't waive the fee and trouble involved in uploading data we would not recommend at this time.
- b. Consideration & Potential Approval of SG Township Senior Transportation Fee Increase Freedom First Fuel Surcharge: Freedom First sent a letter detailing a Fuel surcharge of \$2.50 for a one-way trip and \$5.00 for Round Trip. Rowe gave the board a report on the Senior Transportation Fee History and looked into whether Ride in Kane will adjust their fee, they don't know yet. Freedom First charges the Township \$65 per hour since the program originated in 2018. Rowe recommended the following options: a) Keep our fees the same until Ride in Kane raises its rider fee, b) Increase our rider fee to \$6 or \$7 per one-way ride, c) Increase our per mileage charge over 10 miles from \$1.50 to \$2 or \$3 per mile. Trustee Montalto asked if they would bring their rates down if the price of fuel comes down and Supervisor Rowe said he will confirm that with Freedom First. Trustee Medina said he thinks we should keep it the same, but increase the over 10 mile fee to \$2.00 or \$3.00. Supervisor Rowe said he is inclined to hold it at \$5 until Ride in Kane makes a move. He also said that we would need to advise our riders of any changes, and we have them in a database, but we don't have emails, so this would be a hard letter if we change anything.

NEW BUSINESS

- a. Consideration and Potential Approval of FY26 Annual Audit – Supervisor Rowe asked for a motion to Approve the FY26 Audit. Trustee Elliott motioned, Trustee Medina seconded. Trustees Bobbe, Elliott, Medina and Montalto voted Aye, motion carried.
- b. Consideration and Potential Approval of FY26 Annual Treasurer's Report – Tabled until Sept. mtg.
- c. Review and Discussion of Tanner Road Commercial Solar Energy Facility Zoning Petition- Supervisor Rowe said this is only for concerns or comments. There were none.

Supervisor Rowe asked for a motion to Adjourn – Motion by Trustee Bobbe second by Trustee Montalto. Voice Vote carried. Meeting Adjourned 7:42 pm.

Next Regular Meeting: Tuesday, September 1, 2026 at 6:00 pm at the Sugar Grove Township Building, 54 Snow St.