



**Clerk's Office**  
Lucy A. Prouty

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MONTHLY BOARD MEETING MINUTES

Thursday, August 10, 2017

7:00pm

Approved 9-14-2017

1. Call to Order - Supervisor Palmblad called the meeting to order at 7:00 pm.
2. Board Roll Call - Supervisor Palmblad, Clerk Prouty, Trustees Jennings-Bowman-Bos-Sikes. Also in attendance Highway Commissioner- Assessor-was absent
3. Pledge of Allegiance - Board led those in attendance in the Pledge of Allegiance
4. Public Comment  
None at this time
5. Presentation by Gewalt Hamilton – Township MS4 Program  
Was given by Miss Burke and the Highway Commissioner voiced some of his concern about Storm water management and Miss Burke said that she will get back to him with some answers.
6. Approval of Meeting Minutes of May 11, 2017  
Trustees Bos and Jennings need to amend their motion and second to approve the meeting minutes of May 11<sup>th</sup>, 2017  
New motion by Trustee Sikes seconded by Supervisor Palmblad to approve the meeting minutes roll call Supervisor Prouty-Trustees Sikes and Palmblad motion carried 3 to 0
7. Approval of Meeting Minutes of June 8, 2017  
Motion by trustee Bowman and seconded by Trustee Sikes to approve the meeting minutes of June 8<sup>th</sup>, 2017. Motion passed 5-0.
8. Approval of Meeting Minutes of July 13, 2017  
Motion by Trustee Bowman and seconded by Trustee Jennings to approve the meeting minutes of July 13, 2017. Motion passed 3-0  
Trustees Bos and Sikes abstained
9. Committee Meeting Minutes – accept minutes from COW (7/25) –Youth Committee (7/20) - Senior Committee (7/17) Communication Committee (7/25)  
Motion by Trustee Bos and seconded by Trustee Bowman to accept the committee meeting minutes. Motion passed 5-0
10. Approval of Board Audit from 7/12/17 to 8/08/17  
Clerk Prouty read the board audit.

GENERAL TOWN FUND	\$ 169,878.11
GENERAL ASSISTANCE	\$ 3,621.98
GENERAL ROAD FUND	\$ 66,636.54
PERMANENT ROAD FUND	\$ 62,334.70
PARK MAINTENANCE	\$ 120,272.96
CEMETERY MAINTENANCE	\$ 133.40

TOTAL OF ALL FUNDS----- \$422,877.69

Motion by Trustee Bowman and seconded by Trustee Bos to approve the board audit as read.  
Motion passed 5-0

11. Monthly Updates from Elected Officials & Department Heads  
(Senior – Social Work – Youth-Y – Bus - Communication)

Supervisor - Taste of Towns is 08/20/2017-\$40 early \$55 at the door. Construction at the Community Center started yesterday and the carpenter will also prepare the rooms for future electrical work.

Clerk - No report

Trustees

Bos - Had a Youth Committee meeting and want to give Angela a big thank you.

Bowman, Parks - Patching done at Knox Park and the rain helped. Curbs are in at the new park. Elevation at the new park to be reviewed by employee Jeff Thompson and Highway Commissioner. Seeding is in.

Jennings - Working with Senior Director on purchasing a floor scrubber.

Sikes - Have met with Gloria for an update and have had a CFS meeting.

Highway Commissioner - Finish paving tomorrow-hired two new employees-still behind with the rain-Eleanor estates helping four flooded homes-helping with plugged drains-cannot go on private property.

Assessor - Absent

Social worker - October 21 is Mother and Daughter Banquet- Trustee Bowman would like a comparison chart from last year.

Senior Director - She is trying to be patient with all of the construction, as construction materials are taking up the handicap parking spaces. The Library, Y, and park district want me to tell Chris how well behaved the kids are when he brings them around. Focusing on the next newsletter. Starting new evening hours at the community center, staying open until 7:30 pm Monday thru Friday starting October 1<sup>st</sup>.

Youth - Shooting stars last day tomorrow-working well- 47 total this week-have a week off in between Shooting stars and Homework club and this is the only week that we are closed in the year-Stephen last day tomorrow.

Angela - Social Worker, Susan Flackler was interviewed by the Courier and will be featured in their Shout out column. Township day meeting will be August 23, 2017. August 21<sup>st</sup> is the deadline for submitting entries of Ela Township functions on Facebook.

## OLD BUSINESS

(None)

## NEW BUSINESS

12. Employee Handbook – dress code-possible action to approve updates to dress code in the approved employee handbook

Motion by Trustee Sikes and seconded by Trustee Bowman to approve the Handbook (with the addition of (Knee length shorts acceptable for appropriate events or activity (no gym shorts or running shorts, etc. will be allowed). Supervisor Palmblad, Trustees Bowman, Bos, Sikes voted Yea. Trustee Jennings voted Nay and the motion passed 4to 0

13. Resident Guide-consideration & possible action to approve Resident Guide and approve print schedule

Supervisor wants all Department heads to sign off on their pages-so resident guide can go to the printer.

Motion by Trustee Jennings and seconded by Trustee Sikes to approve the resident guide and printing schedule (after Department heads sign off) motion passed 5 to 0

14. Closed Executive Session

Trustee Sikes motion and seconded by Trustee Bos to enter into closed executive session  
Motion passed 5-0

15. Trustee Sikes motion and seconded Trustee Bos to come out of executive session  
Motion passed 5 to 0.

16. Consideration and possible action on items discussed in closed session  
No Action needed or taken.

17. Adjourn

Trustee Bos motion and seconded by Trustee Sikes to adjourn at 9:12pm. Motion passed 5 to 0.