



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

**Town Hall:** 1155 East Route 22 • Lake Zurich, IL 60047  
**Phone:** 847-438-7823 **Fax:** 847-438-9269  
**E-mail:** info@elatownship.org

MONTHLY BOARD MEETING

Thursday, May 9, 2019  
7:00pm –  
Approved 06/13/2019

1. Call to Order: Supervisor Palmblad called Ela Township Board meeting to order at 7:00pm.
2. Board Roll Call: Present Supervisor Palmblad, Clerk Prouty, Trustees Bowman, Jennings, and Sikes. Also in attendance were Township manager Stefaniuk, Highway Commissioner Kruckenberg. Trustee Bos and Assessor Barrington were absent.
3. Pledge of Allegiance  
The Board led the audience in the Pledge of Allegiance.
4. Public Comment: At this time the Township welcomes any public comments, three minutes a piece or a total of fifteen minutes. There was no public comment at this time.
5. Proclamation recognizing retiring William Kruckenberg, Highway Commissioner  
Supervisor Palmblad read and presented a proclamation to the retiring Highway Commissioner.
6. Approval of Meeting Minutes of April 11, 2019  
Motion by Trustee Jennings and seconded by Supervisor Palmblad to approve the meeting minutes from April 11, 2019 with any corrections or additions. Motion passed 4 to 0. Trustee Bos was absent.
7. Committee Meeting Minutes -- accept meeting minutes from COW (4/23) – Youth Committee () - Senior Committee () - Communication Committee (4/23) - Community Family Service (4/16) - Park Committee ()  
Motion by Trustee Bowman and seconded by Trustee Sikes to accept the Committee meeting minutes as presented in the board packet. Motion passed 4 to 0. Trustee Bos was absent.
8. Approval of Board Audit from 4/9/19 to 5/6/19  
Clerk read the Board Audit

	TOTAL FUNDS
TOTAL GENERAL TOWN	\$ 40,507.19
TOTAL GENERAL ASSSISTANCE	\$ 397.45
TOTAL GENERAL ROAD FUND	\$ 17,929.09
TOTAL PERMANENT ROAD	\$ 14,458.07
TOTAL PARK MAINTENACH	\$ 2,423.82
TOTAL CEMETERY MAINTENANCE	\$ 4,609.30
TOTAL PAYROLL	\$183,263.07
<b>TOTAL OF ALL FUNDS</b>	<b>\$263,587.99</b>

Motion by Trustee Bowman and seconded by Trustee Sikes to authorize the payment of the Board audit 04/09/2019 to 05/06/2019 as presented. Motion passed 4 to 0. Trustee Bos was absent.

9. Monthly Updates from Elected Officials, Department Heads & Township Manager (Senior – Social Work – Youth - Y – Bus)

Supervisor Report:

Supervisor Palmblad attended a GA and EA training class in Rockford with Anna and Berit from the Social Work Department. Class was good, but most of the information that was provided was on General Assistance, which at this time we have none as the Township handles mostly emergency assistance.

Clerk's report: The Clerk wished the retiring Highway Commissioner good luck.

Township Manager report:

Township Manager wanted to thank Jessica for doing a good job on the Newsletter as this was her first attempt at it. The rest of his report will be attached to the minutes.

Trustees

Bos: absent

Bowman:

No Report.

Jennings:

No Report

Sikes:

Thanked the Highway Commissioner for his years of service to Ela Township.

Highway Commissioner

Highway Commissioner had nothing to report, except that he is going to enjoy his retirement and grandkids.

Assessor report: Absent

Senior and Youth report:

48 is the limit for Shooting Stars, Some days are closed because they are filled. Nicole is handling the Y program very well and the kids are enjoying all Y's facilities. Open house for Shooting Stars is 6:30pm on the 13<sup>th</sup> of May. Open House for the Y teen center is May 23<sup>rd</sup>.

The rest of this report will be attached to the minutes.

Social Worker report:

Casey who will be working full time downstairs was introduced.

New Intern starts in September. Mother and Daughter Banquet had 14 Moms and daughters equaling 28 altogether. Rest of report will be attached to the minutes.

Bus report:

All is good with the buses.

OLD BUSINESS

10. Rescind Board Audit from 2/13/2019 to 3/12/2019

TABLED

11. Approval of Amended Board audit from 2/13/2019 to 3/12/2019

TABLED

NEW BUSINESS

12. Des Plaines River Watershed Workgroup - Consideration & possible action to approve annual dues of \$236. to the Des Plaines River Watershed Workgroup  
Motion by Trustee Bowman and seconded by Trustee Sikes to authorize the payment of Annual dues (\$236.00) to Des Plaines River Watershed Workgroup. Motion passed 4 to 0. Trustee Bos was absent.
13. Line Item Transfers – consideration & possible action to approve Line Item Transfers as presented for close of FY 3/31/19  
Motion by Trustee Bowman and seconded by Trustee Sikes to approve the transfer of a \$100 from the Assessors Health Benefits to cover a shortage in Assessors HRA Benefits. Motion passed 4 to 0. Trustee Bos was absent.
14. Employee Handbook – consideration & possible action to approve changes to Employee Handbook regarding Vacation, sick & personal leave.  
Motion by Trustee Bowman and seconded by Trustee Sikes to approve the Employee Handbook with the changes regarding Vacation, sick, and personal leave. Motion passed 4 to 0. Trustee Bos was absent.
15. Spring-Summer Newsletter -- consideration & possible action to approve Spring & Summer Newsletter  
Motion by Trustee Bowman and seconded by Trustee Jennings to approve the Spring and Summer Newsletter as presented in the board packet. Motion passed 4 to 0. Trustee Bos was absent.
16. Committee Ordinance 2019-01 – consideration & possible action to approve Ordinance 2019-01 to Establish Standing Committees  
Motion by Trustee Sikes and seconded by Trustee Bowman to approve the Committee Ordinance 2019-01 to Establish Standing Committees. Motion passed 4 to 0. Trustee Bos was absent.
17. Strategic Planning - consideration & possible action to approve NIU Center for Governmental Studies to complete the fundamental components of a strategic plan in an amount not to exceed \$9680.  
Motion by Trustee Sikes and seconded by Trustee Bowman to approve NIU Center for Governmental Studies to complete the fundamental components of a strategic plan in an amount not to exceed \$9680.00. Motion passed 4 to 0. Trustee Bos was absent.
18. Budget FY end 3/31/2019 (for information only)
19. Closed Executive Session  
None needed at this time.
20. Consideration and possible action on items discussed in closed session
21. Adjourn  
Adjournment at 7:15pm.

Elia Township

*Lucy A. Prouty*

May 6, 2019

Supervisor: Chris M. Reinhardt  
Trustee: (Listed)

Trustee: (Listed)

Trustee: (Listed)

Trustee: (Listed)

