

**Minutes of The
May 7, 2024 Regular Meeting
Of Sugar Grove Township
Kane County, Illinois**

CALL TO ORDER: Supervisor Rowe called the meeting to order at 6:11 pm followed by Roll Call and the Pledge of Allegiance.

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

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: Supervisor Rowe asked for a motion to review and approve the Township Regular Meeting Minutes from April 2, 2024. Motion by Trustee Elliott, second by Trustee Lewis. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye to approve the minutes as corrected 0 nay. Motion Carried.

ACCOUNTS PAYABLE:

TOWNSHIP: Trustee Bobbe motioned and Trustee Medina seconded the motion to review and approve the May Town accounts payables. Trustee Elliott asked about ck#19418 to TOIRMA in the amount of \$57,630.00 asking how much they give back as dividend. Supervisor Rowe explained the dividend is every year and the most recent was 8,386.00. Trustee Bobbe said the dividend is roughly 14%. The amount is for both the Township and Road District. The Road district will be billed for their share. This also covers the Supervisor's bond, cyber security, lobbying for townships and that the Road district benefits greatly from the coverage. Trustee Elliott asked about Ck#19393 to Vanessa Wiskerchen for \$21.00, supervisor Rowe said that was for Business cards. Supervisor Rowe asked if there were any further questions on the report. He pointed out that Ck# 19422 to Rosati's Pizza was for the Senior Lunch. Supervisor Rowe asked for a vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.

ROAD & BRIDGE: Trustee Medina motioned, and Trustee Bobbe seconded the motion to review and approve the May Road and Bridge accounts payable. Trustee Elliott asked for clarification on ck#12845 to Mid-America Water in the amount of \$8880.00. Commissioner Musser said that was for Culverts to be used in Prestbury. Supervisor Rowe asked what was purchased from The Grove, ck# 12863 in the amount of \$234.95. Commissioner Musser said that was for black dirt to repair winter damage. Commissioner Musser said ck# 12862 was for grass seed and ck# 12847 to Coffman Truck Sales was for testing of the trucks. Supervisor Rowe asked if there were further question and being none called for a vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.

PAYROLL REPORT: Supervisor Rowe said that Kim from Swanson's is working on a new payroll report that will reflect the new paid time-off. Supervisor Rowe explained that the new pay period began April 1, and the PTO also starts on April 1 and will show in the new payroll reports. He asked to table the payroll report to the June meeting. He said he does have a long file that shows the tracking if anyone wants to see it.

PROFIT & LOSS REPORTS: Through April 30, 2024 reflecting one month of the Fiscal year. We have not received any tax disbursements yet, they are due May 18th. He said he went to First National Bank today to withdraw \$50,000 from the Township money market and \$50,000 from the Road District money market to put into checking because the tax funds won't come for another week. He noted that was good because we're spending down some of the reserves which had been a township goal. We are still very comfortable with liquid assets.

CORRESPONDENCE: Supervisor Rowe received an email and parade application for Montgomery Fest. He also received an email from the Corn Boil committee. Commissioner Musser also received these. He will not be here for Corn Boil but said that perhaps Bill and the guys would do the Corn Boil. Trustee Elliott asked if Trustees could ride on the Trucks – Commissioner Musser said always. When asked about Montgomery Fest, he said no, it's difficult to get the Trucks down Rt. 30.

REPORTS:

Supervisor's Report: Supervisor Rowe presented a written report of his activities for the last month:

1. Senior/Disabled Transportation Update:

- A total of **148** residents are registered for the transportation program as of **4/30/24**
- A total of **101** rides were given in the month of April
- A Total of **4803** rides have been taken from 9/1/18 thru 4/30/24

2. Senior Lunch Update – the monthly senior lunch was held on April 30th at the Community Building. Rosati's Pizza was served to approximately 70 seniors and volunteers.

3. Senior Lawn Mowing – We have received a total of 11 applications so far for the 2024 senior lawn mowing program all of which qualified. It is expected that we will reach our maximum of 15 households after our newsletter is mailed out later this month. Mowing begins the week of May 6th and concludes by Oct. 31st.

4. Township Officials of Illinois Events (see attached flyers)

- 2024 TOI Supervisors & Trustees Workshop @ Rockford Friday, June 21st.
- 2024 Education Event @ St. Charles on Tuesday, August 27th

5. Community Newsletter – a draft of the 2024 newsletter is in your packet. Please review and let me know of any changes as soon as possible. We are looking to mail the newsletter to all residents in Sugar Grove Township by the end of May.

6. **Groovin' in the Grove Summer Concert Series** – 3 outdoor concerts have been scheduled at the Sugar Grove Library this summer on June 21, July 11, & August 8. Our annual sponsorship of \$2,000 has been included in the 2024/25 budget along with the Village, Park District and Chamber of Commerce contributing the same.
7. **Audit Update** – Newkirk & Associates did preliminary fieldwork at our office on April 30th. The auditors will be onsite May 28-31 to conduct the FY24 audit. The final audit will be presented at either our August or September board meeting. Included in your packet is a Fraud Survey for you to complete and return to Newkirk & Associates by May 28th.
8. **Statement of Economic Interest** - The deadline to file was May 1, 2024 and all Sugar Grove Township elected officials have filed their respective statements.

Assessor: Assessor Karas reported that he spent time with Seniors at the luncheon and helped with questions. We certified assessment rolls this week and sent those to the county. He shared a spreadsheet that showed the Sugar Grove 2024 Total assessed value. He pointed out that 65.10% of property is Farmland or Exempt. Residential makes up 84.48% of total property tax. Phil Silagi said that he had someone stop at his house to talk about the Solar Field going in across from him. He offered to have someone call Silagi to answer questions. Supervisor Rowe said he received a notice from the County, however, Assessor Karas said he has not been notified of the development.

Road & Bridge: Commissioner Doug Musser reported work to be done on Culverts. Gearing up to mow before Memorial Day. Star Lane was overlaid, McCannon will be overlaid in next day or so. Waiting on Village for the overlay on Merrill New with concrete contractor. The bus barn building has been switched over with seasonal equipment. Still in negotiations for new building possibly rent on monthly basis prior to purchase. New Loader will come in middle of July. Trying to get a thumb for backhoe to rip out playgrounds and do trees. Trying to get a man basket to work on trees.

Trustee Reports:

Water Authority - Trustee Elliott showed year graphs of water levels in wells showing that level drops when Aurora pulls water. In Elliott well, the level dropped 10 feet for 18 days in April. He said he needs to do more work with Aurora and ask for their well logs. Blackberry Creek flow is at 24,700 gal/min. It was at 43,500 on April 30th.

Mental Health – Trustee Silagi said no meeting

Community Building – Trustee Bobbe was out of town for Community Board meeting. Supervisor Rowe noted that they selected a sealcoating contractor which will be discussed under new business.

Airport – Trustee Medina said Airport is working on a couple projects: the front parking lot but waiting for state. Solar farms were approved for Dugan Road, but south of 30 was not. Pilots divided on whether glare will be an issue.

Clerk – No report.

UNFINISHED BUSINESS:

- a. Hanks Road Bridge Update – No response from IDOT.
- b. Blackberry Creek Bike Bridge – An email from Brian Schiber at the Village said that IDOT opened bids for project on Friday, April 26. The engineer's estimate was \$831,700 but the low bid submitted by D Construction of Coal City came in at \$571,412.77. The Village has reported back to IDOT that they concur with the award to D Construction. IDOT will process the supporting documents and the D Construction Contract for execution. It may be a few weeks before a pre-construction meeting or start date. The bridge fabrication may take another couple of months.
- c. Between Friends Food Pantry – The attorney suggested an Intergovernmental License Agreement included in packet for review. The agreement commits us to \$50,000 to update the bus barn to be taken out of GA funds. Food Pantry will pay for utilities. Will table until June meeting.

NEW BUSINESS:

- a. Consideration & Potential Approval of Town Budget & Appropriation Ordinance #2024-1 Supervisor Rowe asked for a motion to approve the tentative budget. Motion by Silagi, second by Elliott. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.
- b. Consideration & Potential Approval of Parking Lot Sealcoating Bid – Supervisor Rowe reviewed the 3 bids received and said that Community Building has voted to accept the low bid from Guardian Sealcoating. Supervisor Rowe asked for a Motion to approve Guardian Sealcoating for crack filling, striping and sealcoating of the township parking lot for \$4,325 and \$2,950 for the Bliss House parking lot. Motion by Trustee Medina, second by Trustee Bobbe. Supervisor Rowe called for a vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.
- c. Consideration & Potential Approval of Dana Lozano to the SG Township 708 Board. Supervisor Rowe said she has worked with East Aurora School District and currently works with VNA Health Care. She lives in Sugar Grove. Supervisor Rowe called for a motion. Motion by Elliott second by Silagi. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.
- d. Consideration & Potential Approval of Sugar Grove Arbor Day Celebration for \$250. This helps with purchase of saplings given to public, costume rental for school assembly and miscellaneous supplies given to children. Motion by Trustee Silagi, second by Trustee Medina. Supervisor Rowe called for vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.

Next Decennial meeting to be in June or July following regular meeting to approve final report.

Next Regular Meeting will Tuesday, June 4th at 6:00.

Adjournment: Trustee Elliott motioned, Trustee Silagi seconded, voice vote carried. Meeting Adjourned at 7:21 pm.