

Minutes of The
December 3, 2024 Regular Meeting
Of Sugar Grove Township
Kane County, Illinois

CALL TO ORDER: Supervisor Rowe called the meeting to order at 6:01 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 Doug Musser and Clerk Marion Bond.

Also Present: None

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: Supervisor Rowe asked for a motion to review and approve the Regular Meeting Minutes from October 1, 2024. Motion by Trustee Silagi, second by Trustee Elliott. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye to approve 0 nay. Motion Carried.

Review of July 2, 2024 Decennial Reports. Supervisor Rowe said this is not to be voted on until the next Decennial meeting in ten years. He just wanted the current board to review the document and look for any errors. There being none, he moved on with the agenda.

Approval of Bills & Reports:

Supervisor Rowe asked for a motion to review and approve the Township bills for the month of November. Motion by Trustee Bobbe, second by Trustee Medina.

- a. Township Check Register & Reconciliation Report – Trustee Elliott asked for clarification on ck#19632 to Association for Individual Development in the amount of \$5000.00. Supervisor Rowe said that was the amount approved in Social Service funding last month. Trustee Silagi explained that it is under the 708 group of services and Supervisor Rowe said that it was stipulated that the funding be used for Transportation which helps residents that don't qualify for our ride services. Elliott then asked about ck#19650 and #19654, both to Franzen Heating & Cooling. Rowe explained that #19650 was for work on the Township Building's Furnace and #19654 was for work on the two furnaces at the Bliss House. Supervisor Rowe called for a vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye, 0 nay. Motion carried.
- b. Road District Check Register & Reconciliation Report – Supervisor Rowe asked for a motion to review and approve the Road District bills for the month of November. Motion by Trustee Elliott, second by Trustee Bobbe. Trustee Elliott asked about ck#13082 to Tufnut Works in the amount of \$1209.00. Road Commissioner Musser said that was for the signs that need to be removed and require a special tool which includes spacers for new signs. Supervisor Rowe called for a vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye, 0 nay. Motion carried.
- c. Payroll Reports for November 2024. There was discussion of PTO time remaining for Bonnie W. and Mike B. in the assessor's office. Supervisor Rowe noted that there are two pay dates left in the year and those PTO hours will need to be paid, since the Township policy doesn't allow them to be carried over. Assessor Karas will pay them on next pay period.

PROFIT & LOSS REPORTS: Through December 3, 2024 reflecting eight months of the Fiscal year. Assessor Karas pointed out item #581 on page 3 which shows Contractual Service at \$1117.92 while item 601 Consulting/Computer is below budget. It's his belief that the last entry made was put into the wrong account. Supervisor Rowe will review with Kim to make sure the expense is reallocated to the proper account. The clerk brought up item # 594 under Contractual Services which shows a -1480.00 for rentals. Assessor Karas drew attention to page 4, Reconciliation Discrepancies in the amount of -58,272.23. Supervisor Rowe said Kim is working through all transactions back to April 1st. Supervisor Rowe will ask for clarification on these questions and perhaps ask Kim to write something up about her methods.

CORRESPONDENCE: Supervisor Rowe received a Thank-you from CASA acknowledging the Township's donation of \$5,000 given on Giving Tuesday that will be matched making \$10,000.

REPORTS:

Supervisor's Report: Supervisor Rowe presented a written report of November/December highlights:

1. Senior/Disabled Transportation Update:

- A total of **157** residents are registered for the transportation program as of **11/30/24**
- A total of **70** rides were given in the month of November
- A total of **5,351** rides have been taken from 9/1/18 thru 11/30/24

2. Senior Lunch Update – the monthly senior lunch was held on November 26th at the Community Building. Lasagna from Paisano's was served to approximately 70 seniors and volunteers.

3. Senior Snow Removal Update – A total of 17 applications have been received for the 2024-2025 senior snow removal program. We budgeted 15 households to be served this winter and have approved 15 households for the 2024/2025 winter season.

4. Between Friends Food Pantry Update – water & sewer service has been installed and gas service should be installed in next 2 weeks. Contractors are currently working on plumbing, electrical, insulation and drywall but will delay the driveway connection until spring. Everything is going well at this point and hoping for a January completion date.

5. Sugar Grove TIF Update – the Joint Review Board Annual Meeting for TIF#1 & TIF#2 was held on Nov. 7, 2024 which Doug attended. TIF#1 will be terminated on 12/31/24 resulting in rebates of surplus funds to local taxing bodies. The Township will receive an estimated rebate of \$2524 and the Road District an estimated rebate of \$4505.

6. First Secure Bank Business After Hours Event – Wednesday, Dec. 4th from 5-7pm; a handout is in the packet.

7. Holiday Events

- **Ceremonial Tree Lighting** will be held on Friday Dec. 6th at the corner of Rt. 47 & Cross Street followed by cookies and hot chocolate with Santa at the Community Building
- **Holiday in the Grove** presented by the Kiwanis Club of Sugar Grove Township will be held on Dec. 7th which includes Breakfast w/ Santa, horse-drawn sleigh rides, pictures w/ Santa, live entertainment, craft show and bake sale.

Assessor: Assessor Karas reported that they are working to get more uniform tax assessments on land value. He explained that when a developer buys land for a subdivision, the developer pays tax on that land as though it was still farmland. When the developer begins to build houses, the value he puts on the houses creates a new value for the land since house and land are sold together.

Road & Bridge: Commissioner Doug Musser reported that the architect came yesterday and he looked at the building and discussed plans with Doug. They will take bids and the Clerk will need to come for the bid opening. Hope is to get started by April 1st.

They have ordered a new truck, Henderson has all the specs for it. They have left Bonnell which is 1-1/2 years out. New loader is working well. Posts are in for snow fences, rain delayed the fence but will start soon. The Road District Holiday party is tomorrow, Dec. 4th. All are invited. A new employee is starting January 1st. It will be trial until April 1st, and will then go full-time.

Trustee Reports:

Mental Health – Trustee Silagi reported no meeting in November.

Community Building – Trustee Bobbe - Community Building is having internet issues in Debbie's office. Supervisor Rowe said he sent an email to Steve Kowalczyk to give Metronet serious thought. They were preparing for Holiday in the Grove.

Airport Authority – Trustee said the meeting will be next Monday, Dec. 10th.

Water Authority – Trustee Elliott the creek is very low at 7400 gpm. For November Aurora only pumped for 2 days and Elliott well came back up to normal 10 ft. level, indicating the aquifer is flush. The three shallow wells are suffering from how dry it's been and have dropped 13 ft. the S-curve well has dropped to 21 ft. but the Ratos well which is normally at 42 ft. has raised to 41 ft. Supervisor Rowe added for their quarterly meeting on Thursday, Dan had asked him to sit in as their civilian rep which he will do to wrap up their decennial report.

Clerk – Has the G1A form for the county to certify the ballot, which must be filled out and returned to the clerk's office before the end of the month. There were no petitions contested. Trustee Silagi, who is not running again, asked who would fill his spot. Supervisor Rowe said Rick Montalto has filed for the open seat.

UNFINISHED BUSINESS:

- a. Consideration and Potential Approval of 2025 BCBS Health & Dental Insurance Renewal – Supervisor Rowe presented an overview of the insurance program and costs since 2020. The census for 2025 will show a loss of 1 individual, but will be offset by the new hire for Road District. Rowe suggested we keep the employee contribution for dependents at 15% for 2025 but look at raising it to 20% for 2026 or look to offer alternative health plan for lesser premium. He asked for a motion to approve the 2025 Blue Cross Health & Dental plan. Motion by Trustee Medina, second by Trustee Silagi. Supervisor Rowe called for a vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye, 0 nay. Motion carried.
- b. Consideration and Potential Approval of Swanson Quality Services Office Proposal - Trustee Silagi motioned, Trustee Bobbe seconded. The proposal begins on January 1st and would be month to month. The cost would be \$2500/mo. or \$30,000 for the year. Costs will be split between Township, Road District and Community Building. Rowe is proposing a 40-40-20 split. The Community building may go their own way, and Rowe will ask if that would reduce cost. The Community Building would still pay for payroll. Supervisor Rowe called for a motion. Trustee Silagi motioned, Trustee Bobbe seconded. Supervisor Rowe called for a vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.
- c. Consideration and Potential Approval Computer Network Management Contract – Supervisor Rowe reminded the board that last December we contracted with this service. The current quote is \$20/month more, but Township will be getting a new laptop which will be covered under this agreement and a firewall and wi-fi will be installed for the Road District. Supervisor Rowe called for a motion.

Trustee Elliott motioned, Trustee Medina seconded. Supervisor Rowe called for a vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.

NEW BUSINESS:

- a. Consideration & Potential Approval of Sugar Grove Township Levy Ordinance #2024-3
Trustee Bobbe motioned, Trustee Silagi seconded. Supervisor Rowe said we are keeping the levy flat. Supervisor Rowe called for a vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.
- b. Consideration & Potential Approval of Sugar Grove Road District Levy Ordinance #2024-4 with no increase in the General Road Fund or Permanent Road Fund. Motion by Trustee Elliott, second by Trustee Medina. Supervisor Rowe called for a vote. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.
- c. Consideration and Potential Approval of 2025 Township Meeting Dates and Times –
Supervisor Rowe stated all meetings would be the first Tuesday of the month but the April 1st date is also Election Day. Rowe asked if the Board would want to have our Regular meeting on April 8th at 5:30 prior to the Annual Town Meeting at 7:00 which the board agreed to. Supervisor Rowe called for a motion. Trustee Bobbe motioned, Trustee Medina seconded. Trustees Bobbe, Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.

Adjournment: Trustee Silagi motioned, Trustee Bobbe seconded, voice vote carried. Meeting Adjourned at 7:16 pm.

Next Regular Meeting will Tuesday, January 7th at 6:00 pm.