

Minutes of The
January 7, 2025 Regular Meeting
Of Sugar Grove Township
Kane County, Illinois

CALL TO ORDER: Supervisor Rowe called the meeting to order at 6:03 pm followed by Roll Call and the Pledge of Allegiance.

ROLL CALL: Present were Trustees Jerry Elliott, Lewis Medina, Phil Silagi, Supervisor Tom Rowe, Deputy Assessor Patti Jensen, Road Commissioner Doug Musser and Clerk Marion Bond. Trustee Bobbe absent.

Also Present: None

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: Supervisor Rowe asked for a motion to review and approve the Regular Meeting Minutes from December 3, 2024. Motion by Trustee Medina, second by Trustee Silagi. Trustees Elliott, Medina, Silagi and Supervisor Rowe voted aye to approve 0 nay. Motion Carried.

Approval of Bills & Reports:

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

- a. Township Check Register & Reconciliation Report – Trustee Elliott asked for clarification on ck#19683 to Patti Jensen in the amount of \$99.31 which she said was for a battery backup. Elliott then asked about ck#19689 also to Patti Jensen in the amount of \$395.00, she said that was for Continuing Education. Supervisor Rowe called for a vote. Trustees 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 December. Motion by Trustee Medina second by Trustee Silagi. Trustee Elliott asked about ck#13100 to High Star Traffic in the amount of \$1932.35. Road Commissioner Musser said that was for the new signs. Elliott then asked about ck#13101 to Computer Management in the amount of \$1237.64. Road Commissioner Musser said that was for computer equipment to get wi-fi in the Road District offices. Supervisor Rowe called for a vote. Trustees Elliott, Medina, Silagi and Supervisor Rowe voted aye, 0 nay. Motion carried.
- c. Payroll Reports for December 2024.

PROFIT & LOSS REPORTS: Through December 2024 reflecting 3/4 of the Fiscal year. Item 593 for General Insurance is for the year. The payroll service fee for both the Township and road district needs disbursement. Supervisor Rowe said Kim is still working through all transactions back to April 1st.

QUARTERLY FINANCIAL REPORT: Supervisor Rowe asked for a motion to review and approve the Quarterly Financial Report. Motion by Trustee Elliott, second by Trustee Medina. It was pointed out that Road and Bridge CD for Land acquisition matures on January 20, 2025. Commissioner Musser said that he thinks he will use some of it for the remodeling of Building B, or he may move it into a short-term CD to mature in the spring for the building work.

CORRESPONDENCE: Supervisor Rowe received Thank-you letters from both A.I.D. and Holiday Spirit thanking us for our donations. Sugar Grove Economic Development sent an invitation for the Sugar Grove State of the Village breakfast/address to take place at Waubensee College on Feb. 7th at 7:30 am. Supervisor Rowe said he would send RSVPs for any who want to attend.

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 **72** rides were given in the month of December
- A total of **5,423** rides have been taken from 9/1/18 thru 12/31/24

2. Senior Lunch Update – the monthly senior lunch was held on December 17th at the Community Building. Pot Roast sandwiches from Paisano's were served to approximately 70 seniors and volunteers. The holiday luncheon also featured a holiday costume contest and bingo games with prizes donated by local businesses.

3. Senior Snow Removal Update – A total of 18 applications have been received for the 2024-2025 senior snow removal program. Per the 2024/2025 budget, we approved 15 households for this winter season and the first snow event occurred on Dec. 20th.

4. Village of Montgomery TIF – the annual meetings of the joint review board of the Village of Montgomery will be January 17th at 3:00pm at Montgomery Village Hall.

5. Pace Revision Survey – Pace has launched an online survey to hear from people who rely on transportation services every day. The survey and more information can be found at www.PaceBus.com/Revision or www.surveymonkey.com/r/MZS86G6.

6. TOI Scholarship Application – enclosed is a copy of the 2025 TOI Scholarship application for local high schools in Sugar Grove Township. TOI awards (7) \$2,000 scholarships to graduating seniors attending college in the state of Illinois.

7. Snow Park Community Ice Rink Update – the ice rink was installed on January 6th after conditions were conducive to maintaining ice. The Township, Village, Park District, and Community Building have contributed equally to a \$4000 budget per intergovernmental agreement. The Fire Department has agreed to flood the rink as needed.

8. Contact List Update – attached is the updated contact list for Sugar Grove Township board, staff, and affiliate organizations. This list is for internal use only so please do not share phone numbers with the public.

9. Out of Office – I will be out of the office from January 9 – 17, 2025, but will be checking emails and voicemails daily. I will have daily communication and Swanson's will scan any necessary documents that need approval during that time.

Assessor: Assistant Assessor Jensen reported that they are getting ready to roll over assessments and there have been no new permits and no transfers of ownership.

Road & Bridge: Commissioner Doug Musser reported that the township is no longer responsible for Merrill Road (Crown) and North Barnes (Aurora). He has new blueprints for the building to share with contractors to bid. He hired Eli Volking on Jan. 3rd part-time with plans to go full-time April 1st. He already helped with the ice rink.

Trustee Reports:

Mental Health – Trustee Silagi reported no meeting in December.

Community Building – Trustee Bobbe - Community Building meeting is next week.

Airport Authority – Trustee Medina said the Airport received approval for the front parking lot and bought two dozers and a blower. There was further discussion on the sign.

Water Authority – Trustee Elliott the creek is very low at 7400 gpm. All 5 Township monitoring stations are down 3 feet from summer highs but normal for this time of year. The Elliott house well monitor has registered the month of December with Aurora well 101 pumping 19 days on one million gallons a day. Head level at this location is normal at 10 ft. from surface but drips to 14 ft. when Aurora pumps. On December 18, 2024, Dan Nagle and Trustee Elliott met with Sugar Grove Village Mayor, Jennifer Konen and Trustee Michael Schomas for lunch. The meeting was requested by Dan Nagel as President of the Rob Roy Drainage District. Rob Roy Drainage District would like to install water flow gages into the Mallard Point field pipe/tile drainage system as it empties into the Rob Roy drainage ditch. Point is to measure impact of locally expanding subdivisions and Route 47 widening. Sugar Grove Water Authority has two issues to observe that can impact shallow aquifer water supply sustainability in Sugar Grove Township. One is the draining of Mallard Point shallow aquifer head level as measured by Ratos well monitor at 674 elevation vs. a two-foot drop to 672 basement floor elevation of houses in this subdivision. Second is the recent chart November (draft) Figure 2.11 comparison of Projected water demand and available sustainable by NWPAC County 2018-2050. County of Kane is forecasting more demand for water the supply is available. Aurora uses 16 mgd or 35% of the 45 mgd in Kane County. Aurora supplies 8 mgd from the Fox River and 8 mgd from the 29 ground wells. The shallow water aquifer Well 101 produces approximately 8% of the total ground water supplied to Aurora.

Clerk – The Clerk delivered the Township Tax Levy Ordinance #2024-3 and the Road District Tax Ordinance #2024-4 to the County Clerk on 12/16/24 and also the Certification of Ballot for the April election. On 12/17/24 the Clerk approved and returned the Ballot Proof for the election.

UNFINISHED BUSINESS:

- a. Between Friends Food Pantry Update – Contractors are finishing up the inside and hoping for a late Jan./early Feb. opening. Supervisor Rowe shared an expense spreadsheet for the Township share of \$50,491.00. Slightly over the \$50,000 originally requested.
- b. Blackberry Creek Bike Bridge Update – Still build the actual bridge but the site is ready.
- c. TOIRMA Annual Report of 2024 – Supervisor Rowe shared the TOIRMA Annual Report of 2024

NEW BUSINESS:

- a. Consideration & Potential Approval of 2025 Holiday Schedules Trustees – Supervisor Rowe asked for a motion to consider and approve the proposed 2025 Holiday Schedules. Trustee Elliott motioned, Trustee Silagi seconded. Trustees Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.
- b. Consideration & Potential Approval of Employee Handbook 2025 Updates - Supervisor Rowe asked for a motion to consider and approve the Employee Handbook Updates for 2025. Trustee Medina motioned, Trustee Elliott seconded. Supervisor Rowe called for a vote. Trustees Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.

- c. Consideration and Potential Approval of Sugar Grove Reserve Policy – Supervisor Rowe presented the board with a Reserve Policy that stated reasons for the reserve, the minimum and maximum size of reserves, acceptable uses of the reserve and authority to use the reserve to be granted by the board of Trustees and plans to replenish the reserve. Supervisor Rowe called for a vote. Trustees Elliott, Medina, Silagi and Supervisor Rowe voted aye. 0 nay. Motion Carried.

Adjournment: Trustee Silagi motioned, Trustee Medina seconded, voice vote carried. Meeting Adjourned at 7:00 pm.

Next Regular Meeting will Tuesday, February 4th at 6:00 pm. Supervisor Rowe reminded the board to come at 5:45pm to view the Food Pantry opening.