



Clerk's Office  
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**COMMITTEE OF THE WHOLE (COW) MEETING**

**Ela Town Hall, 1155 East Route 22, Lake Zurich**

**Tuesday, October 23, 2018, 8:30 AM**

1. Call to Order: Supervisor Palmblad called the COW meeting to order at 8:35am.
2. Board Roll Call: Present were Supervisor Palmblad, Trustees Bos, Bowman, Jennings, and Sikes. Also, in attendance were the Township Manager and Highway Commissioner.
3. Pledge of Allegiance
4. Township Manager Report:

Manager Stefaniuk stated that their will be training held to go over Microsoft Office 365 over the coming weeks and two weeks of BS&A software implementation/training coming up between 10/29 – 11/8/18.

5. Discussion – Committee Updates by Chair:

- a. Senior Committee – Chair / Michael Jennings

Members: Gloria, Joel, Lisa, Susan D., and Jim

Ela 55+ had their annual in-service planning with staff. The Dinner Dance event is coming up. The Basket Raffle donations are being planned for distribution to Joanie's Closet as the recipient. Ela 55+ has already raised \$6,000.00 toward the Purple Plunge charity that will take place in Spring 2019.

- b. Communication Committee – Chair / Gloria Palmblad

The Township newsletter has been submitted to the printers.

- c. Community Family Services – Chair / Joel Sikes

Anger Management and Mother/Daughter programming coming up in November.

- d. Youth Committee – Chair / Chris Bos

Susan Dillon has transitioned to become the Director of Community Programs and will now oversee the Youth Program. Steven MacDonald is assisting at the "Y" Teen Club and NHS students will be used to assist with staffing for youth programs. Daily organized activities have returned to the Homework Club at the Community Center.

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Supervisor Gloria M. Palmblad	Highway Commissioner Bill Kruekenberg	Assessor John Barrington	Clerk Lucy A. Prouty
Trustee Chris Bos	Trustee Larry Bowman	Trustee Michael Jennings	Trustee Joel Sikes

e. Parks & Recreation Committee – Chair / Larry Bowman

Staples came out to aerate, seed, and fertilize the Ela Township Community Park. The Highway Commissioner mentioned that during a site visit with him and the Gewalt project engineer at the Ela Township Community Park, they were unable to determine if the soil was aerated or slit seeded. Commissioner Kruckenberg continued to explain that there should be a higher amount of fertilizer used to improve the grass situation in the spring.

f. Bus Service – Board Liaison / Gloria Palmblad

Supervisor Palmblad stated that there is no report other than what will be discussed under agenda item 6d.

g. Historical Society

The Ela Township Historical Society will have their open house event coming up soon.

6. Topics for Discussion:

a. Consideration to rent parking lot next to Historical Building to Mark Cook’s Garden Center for overflow parking of new Tap & Brewery located at 101 East Main St., Lake Zurich:

- i. Mr. Cook is still attempting to work with the Village of Lake Zurich to determine parking needs. The Assessor had received a final report from a valuation company that assessed the value of each parking spot available for rental at the Ela Township Historical Society parking lot at \$30 per spot. The Township Board expressed unanimous agreement to proceed forward with negotiations with Mr. Cook for parking space rental at the Ela Township Historical Society parking lot. The Highway Department explained they currently plow and salt the Historical Society parking lot and would continue to do so following negotiation with Mr. Cook as part of the rental agreement.

b. Tax Levy:

- i. The Township Supervisor stated that she and Manager Stefaniuk will be working on the tax levy in preparation for the November Board meeting. Directors provided a list of capital projects they would like to add to the following fiscal year budget. The Township Supervisor mentioned that she would like to start putting funds aside in consideration of necessary bus replacement that needs to occur in the near future.

c. Maintenance:

- i. Waukegan Roofing – An updated proposal was requested for work to be performed at the Community Center.
- ii. Historical Society – The Highway Department recommended electrical maintenance work is needed at the Historical Society.

d. Bus Service to Harper College:

e. Insurance Renewal:

- i. No pricing for the following calendar year has been received yet. There will be an insurance review conducted prior to 11/8/18 Board meeting.

f. Old Business:

- i. None.

g. New Business:

- i. None.

7. Set Date of Next COW Meeting:

The next COW meeting will be November 20, 2018 @ 8:30 AM.

8. Executive Session:

Entered in closed executive session for the purpose of discussing a dispute resolution proposed by vendor, Flex Court, in regard to the hockey rink at Knox Park at 9:35am. Came out of closed executive session at 9:51am.

9. Adjourn:

Adjournment at 9:52am.