



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

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

Tuesday, September 24, 2019

(Immediately following special Board meeting)

Approved October 10, 2019

1. Call to Order: Supervisor Palmblad call the September 24, 2019 COW Meeting to order at 8:55 A.M.
2. Board Roll Call: Present were Supervisor Palmblad, Township Manager Stefaniuk, Trustees Bos, Bowman, Jennings, and Sikes. Also, in attendance was Highway Commissioner Forster and Cemetery Manager Kylo.
3. Pledge of Allegiance
4. Township Manager Report:  
Per Board direction, the Township Manager submitted an order to purchase a replacement bus. Manager Stefaniuk also mentioned that Jessica Vealitzek, Lake County board member from District 10 is taking a tour of Ela Township government this morning. This is part of an effort to inform elected officials serving within Ela Township borders about the extent of what Township government does for its taxpayers.
5. Discussion – Committee Updates by Chair:
  - A. Senior Committee – Chair/Larry Bowman  
Members: Gloria, Chris, Susan D., Jim D.  
Trustee Bowman mentioned that the committee is gathering quotes to review costs for restroom doors located at the Ela Township Community Center. Director Dillon stated that Ela 55+ staff retreat is coming up in mid-October. The Fall newsletter for senior programming is out now for October through December 2019.
  - B. Communication Committee – Chair/Gloria Palmblad  
Members: John B, Susan D, Susan F, Jim, and Staff  
The Communication Committee is working on getting the Fall/Winter newsletter completed for approval by the October Board meeting.
  - C. Community Family Services – Chair/Chris B.  
Members: Gloria, Larry Bowman, & Susan F.  
Director Fackler stated that the new interns are doing well. Emergency Assistance and Lending Closet programs have been very busy. The next Mother/Daughter event will be

held on October 19, 2019. There was some general discussion about recent votes on local municipal cannabis legislation in the area.

D. Youth Committee – Chair/Joel Sikes

Members: Gloria, Michael, & Susan D

Trustee Sikes mentioned that the next committee meeting will be October 15, 2019.

Director Dillon stated that both the Homework Club and Teen Club have been going well. There was a Flood at the Foglia YMCA, so staff and children have been temporarily moved to a new room location. Director Dillon is still waiting on a definite timeline from YMCA staff, but has been informed that there is a possibility that flood damage in the regular Teen Club room may not be remediated until sometime in 2020.

Director Dillon stated that the Bus Pilot Program to transport youth from Isaac Fox and Spencer Loomis elementary schools has been going well and the youth program has received positive feedback from St. Francis parents.

E. Parks & Recreation Committee – Chair/Michael Jennings

Members: Gloria, Joel, HC Forster, & Jeff

Manager Stefaniuk stated that the water heater at the Knox Park concession stand was repaired prior to the Flames 45<sup>th</sup> Anniversary Celebration event. It was noted that the water heater was also repaired prior to the football season starting the year before as well.

Manager Stefaniuk contacted Representative Mary Edly-Allen's office to discuss potential grant funding for a new generator at both the Ela Township Highway Department and Community Center. He has been collaborating with the Highway Commissioner to determine generator specifications and an estimate of cost for a potential funding request.

The Township Manager is waiting to hear back from Obenauf Auction as to whether a backup bidder will purchase the Flex Court hockey rink tiles. The original winning bidder was non-responsive according to Obenauf Auction.

F. Bus Service – Board Liaison – Gloria

No report.

G. Historical Society

The Ela Historical Society will be completing their Fall newsletter soon.

6. Topics for Discussion:

A. Maintenance

- Community Center Doors

Township Manager contacted the project manager from Stanley Access Technologies on a couple occasions about when they can complete final punch list items but hasn't received a response yet.

- Knox Park Shed Roof

Prate Roofing stated that they plan to complete the Knox Park shed roof replacement project by September 27, 2019.

- Community Center Roof Overhang  
Waukegan Roofing stated that they were out to measure on September 16, 2019 and is preparing the order to complete in the next week.

B. Access One vs. Call One

The Township Manager provided a cost analysis handout of the current phone system cost under the Call One service provider in comparison to the proposed service provider, Access One. Manager Stefaniuk explained that the Community Center switched one year ago as a means to correct intermittent service issues experienced at the time, which worked well and there has been only one brief outage (1-1.5 hours) that was communicated well through Access One.

Board members expressed a consensus to proceed with Access One service and purchase phone hardware, which was shown to be the most cost-effective option available based upon the contract term proposed.

C. Columbarium for Lake Zurich Cemetery

Cemetery Board members reviewed different options for a columbarium at the Lake Zurich Cemetery with one of the Township's contractors. An example of the size of the columbarium was built with 2x4's to determine how the appearance of this structure would look within the cemetery.

The goal is to purchase three double wide cement pads and build one at a time. The potential cost is anticipated to range between \$1,500-\$1,800 per niche space upon sale. Based on the sale of all planned niches, it is anticipated that the revenue generated would eventually be around double the total upfront costs. Director Dillon stated that she would potentially like to add information about the columbarium to her next Ela 55+ newsletter.

D. Old Business

None.

E. New Business

Supervisor Palmblad mentioned that the Hawthorn Woods Fall Family Fun Fest is on Saturday, September 28, 2019 from 10am-12pm and that the Township, including the Highway Department will be participating. The Supervisor mentioned that there is an upcoming Metropolitan Township Association meeting coming up on Wednesday, October 2, 2019.

7. Set Date of Next COW Meeting: (October 29, 2019 @ 8:30 AM)

8. Executive Session

None

9. Adjourn: 10:00 A.M.

Ela Township

October 4, 2019

Supervisor Gloria M. Palmblad  
Trustee Chris Bos

Highway Commissioner Andrew Forster  
Trustee Larry Bowman

Assessor John Barrington  
Trustee Michael Jennings

Clerk Lucey A. Prouty  
Trustee Joel Sikes