

Dundee Township Board of Trustees – Regular Meeting
March 21, 2018

Supervisor Glees called the Regular Meeting of the Board of Trustees to order at 7:04 PM at the Dundee Township Meeting Room, 611 East Main Street, Suite #201, East Dundee, IL.

Present at roll call: Supervisor Glees, Trustees Ahrens, Harney, Johnson and Schaffer. Clerk Block led the group in the Pledge of Allegiance.

Agenda:

Trustee Schaffer made the motion to approve the agenda as presented with a second by Trustee Harney. Upon voice vote – all present voted “aye” – motion carried.

Minutes/Treasurer’s Report:

Trustee Schaffer moved to dispense with the reading and approve the minutes of the February 21, 2018 Budget Hearing. Trustee Harney seconded the motion. Supervisor Glees called the motion and it was carried by voice vote.

Trustee Harney moved to dispense with the reading and approve the minutes of the February 21, 2018 Board of Trustees Regular Meeting. Trustee Johnson seconded the motion. Supervisor Glees called the motion and it was carried by voice vote.

Trustee Schaffer moved to accept the February 28, 2018 Treasurer’s Report and Financial Reports through March 20, 2018 as presented subject to audit – motion was seconded by Trustee Ahrens. Upon voice vote, all present voted “aye” - motion carried.

Reports:

Assessor: Assessor Bielak was absent due to attendance at a training class. Mr. Bielak provided a written report of his Department’s current activities. The Board reviewed the issue on the consideration of the employee insurance bonus being included in the employee’s IMRF wages.

Highway Commissioner: Highway Commissioner Sinnett was absent. He had submitted a written report which was shared with the Board.

Open Space Coordinator-Katie Meyer: Written report as presented. The Board reviewed the schedule included with the report for the upcoming Adult Nature Programs. Trustee Harney suggested that the August 9th program entitled “Forest Edibles” should be modified as people should not be encouraged to eat or collect any type of materials from open space sites. The program and title will be reviewed. Also discussed was the planned Jelke trail repairs. Supervisor Glees noted that the installation of the new culverts and the addition of new sand will be done by the Open Space staff with help from the Cemetery staff. The Highway Department will also assist in completing this project. Finally, Supervisor Glees remarked that she and Katie Meyer will be leading the efforts to trim back brush at the Jelke site along Sleepy Hollow road.

Open Space – Kirby Dowiat, Natural Areas Manager: Mr. Dowiat’s monthly written report was presented.

Trustees: Trustee Johnson commented that Don Alesi of our Cemetery staff had developed and presented a presentation on WWI aviation at the Dundee Historical Society. The session was well presented and enjoyed by those in attendance. Mr. Alesi is considering developing additional sessions on the topic of WWII aviation.

Clerk: Clerk Block presented his written report which highlighted the new Kane County Clerk’s “Mobile Office” program that is a trial program that will have a representative from that office onsite at the Township Office to provide certified copies of birth, death and marriage certificates to the public. Also, the final Levy calculations for the Township and the Road District have been received.

Cemetery: No report.

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Supervisor: Supervisor Glees presented her written report. She highlighted the new Dundee Township Cares Food Pantry program where the Township will be accepting donations of non-perishable foods to provide to assistance clients to give them emergency food until they can visit a regular food pantry.

Public Comments: Diedre Wassilak, a Township employee in the Assessor's Office, commented on the issue of the employee insurance bonus that is provided to an employee who elects not to be covered by the Township insurance. She asked that the Board consider raising the amount of the bonus as the cost to provide insurance to an employee has increased. Further, the cost for an employee to pay for insurance coverage as part of a family plan continues to increase. She stated that the bonus could be increased and the Township could still save money. She noted that she certainly appreciates the bonus.

Old Business:

Update on Elgin land donation: Per her recent discussion with the landowner's attorney, Supervisor Glees noted that there has been no further movement on this matter. Trustee Ahrens asked if the area the Township will be getting would need to be mowed as he recently saw individuals mowing land in that area. The Board reviewed the area that would be given to the Township and where development could occur on the parcel. It was noted that the areas noted by Trustee Ahrens are not included in the portions of the site that would be given to the Township. Matter tabled to next meeting.

Review/Approval of Purchase of Land from the Village of Sleepy Hollow: Supervisor Glees reported that the intergovernmental agreement approved at the February meeting has been sent to the Village of Sleepy Hollow and that the attorneys from both sides are discussing the document. The Village of Sleepy Hollow has stated that they do not want to provide a full set of residential type plats of survey for this parcel. The question was asked if this would allow a fully insurable title to be given to the Township and Supervisor Glees responded yes. The Board reviewed the history of the land and discussed the neighboring properties and the issue of encroachment by various property owners and the efforts to limit this type of encroachment. Supervisor Glees will further review the title question with counsel and bring additional information back to the Board at the April meeting.

Review/Approval of Revised Huntley Road land transfer agreement: Supervisor Glees stated that she had signed all of the paperwork regarding the transfer of the land and presented information on the Board's prior approval of the transfer. Supervisor Glees also noted that work at the site cannot occur until the Village of Carpentersville receives the necessary approvals from the Illinois Department of Natural Resources. It was noted that the Township no longer owns the property in question and therefore no further action is required.

Discussion on potential referendum regarding property tax increase: Trustee Johnson presented a review of the results of various other referendums that sought a tax increases in the recent primary election. The Board discussed those results as well as a need for increased funding for General Assistance. Supervisor Glees reviewed some background information on solar fields and discussed the possibility of acquiring smaller parcels of land for developing solar energy farms within the Township. A suggestion was made to meet with staff from Lake in the Hills and other units of government that have previously developed solar farms. Supervisor Glees noted that she will be meeting with some downstate legislators during the upcoming Township Officials of Illinois topics day in Springfield and will discuss how solar farms have worked in their areas. The Board briefly reviewed the timing for such a project and potential properties that might be included in this type of project.

Review/Approval of Resolution 2018-002 to approve the inclusion of healthcare bonuses with IMRF earnings: Resolution 2018-002 which would authorize the inclusion of Township paid healthcare bonuses as IMRF earnings was presented. The Board reviewed information on how other townships handle this subject and discussed possible alternatives to be considered in the future. The Board noted that the Township had been providing this benefit to the employees for a long time and the consensus was that removing the healthcare bonuses from the IMRF earnings would be a hardship for the employees involved. Trustee Schaffer noted the need to amend the resolution to include an updated signature block in the document. Supervisor Harney made the motion to approve

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resolution 2018-002 as amended with a second by Trustee Ahrens. Upon roll call vote Supervisor Glees and Trustees Ahrens, Harney, Johnson and Schaffer all voted “aye”-motion carried.

New Business:

Review/Approval of Contract with Tighe, Kress & Orr for FY 2017-18 Audit: Clerk Block presented the contract proposal from Tighe, Kress and Orr for the completion of the fiscal year 2017-18 financial audit. The Board reviewed the estimated costs for the audit and the items related to the need to convert the audit to the accrual format as required by the State of Illinois. Trustee Harney made the motion to approve the contract for the fiscal year 2017-18 financial audit as submitted by the firm of Tighe, Kress and Orr. The motion was seconded by Trustee Johnson and upon roll call vote Supervisor Glees and Trustees Ahrens, Harney, Johnson and Schaffer voted “aye” - motion carried.

Review/Approval of Social Service Agency Donations/Payments: Supervisor Glees reviewed the invoice for \$500.00 received from the Elgin United Way for the services provided to township residents by the Kane County Guide. The Board briefly discussed the matter and Trustee Schaffer made the motion to approve the invoice as presented. Trustee Harney seconded the motion. Upon voice vote, all present voted “aye” – motion carried.

Review/Approval of Annual Town Meeting Agenda & Public Notice: Clerk Block presented the draft Agenda for the April 10, 2018 Annual Town Meeting and the draft Public Notice for the meeting. The Board reviewed the Agenda & Public Notice and made no modifications. Trustee Harney made the motion to approve the Agenda for the Annual Town Meeting and the Public Notice as presented with a second by Trustee Ahrens. Upon voice vote, all present voted “aye” – motion carried.

Review/Approval of Metropolitan Township Association Membership: Supervisor Glees presented the invoice that had been received from the Metropolitan Township Association (MTA) for Dundee Township’s continuing membership in the organization. Supervisor Glees reviewed how membership in the MTA helps Dundee Township including working on legislative issues. Trustee Schaffer made the motion to approve the invoice as presented with a second by Trustee Johnson. Upon voice vote, all present voted “aye” - motion carried.

Audit/Approve Bills and Payrolls:

Audit Bills – Pending Town Fund Bills \$53,920.12; Pre-Paid Town Bills \$939.52; Payrolls \$30,948.32 & \$31,327.27; Pending General Assistance Bills \$470.00; General Assistance Payrolls - \$538.91 & \$570.24; Pending Cemetery Fund Bills \$7,084.48; Pre-Paid Cemetery Bills \$277.75; Payrolls \$8,441.66 and \$8,075.54; Pending Road & Bridge Fund Bills \$23,652.87; Pre-Paid Road & Bridge Bills \$311.04; Payrolls \$16,902.43 & \$14,102.32; & Road IMRF/FICA Payrolls of \$2,678.47 & \$2,188.46.

Trustee Johnson made the motion to approve the bills as audited with a second by Trustee Harney. Upon roll call vote, Supervisor Glees, Trustees Ahrens, Johnson, Schaffer and Harney voted “aye” - Motion Carried.

Budget Transfers: Budget Transfers #1 for the FY 2018-19 was presented and reviewed. The request from the Assessor’s office asked for additional funding for items added to the new car purchase. After discussion on the matter, Trustee Schaffer made a motion to approve Budget Transfer #1 with the modification to only approve the amount (\$275.00) needed to pay the actual invoice for the vehicle. Trustee Harney seconded the motion. Upon roll call vote, Supervisor Glees, Trustees Johnson, Schaffer and Harney voted “aye” – Trustee Ahrens voted “nay” - Motion Carried.

Executive Session:

No Executive Session was called at this meeting.

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Motion to approve minutes of Executive Session from August 16, 2017: As the Board did not go into Executive Session, the approval of the minutes of the Executive Session from September 20, 2017 was tabled to the next executive session.

Trustee Schaffer made the motion to adjourn with a second by Trustee Johnson. Upon voice vote, all present voted “aye” – motion carried and the meeting was adjourned at 9:25 PM.

A handwritten signature in blue ink, reading "Robert L. Block", is written over a light blue rectangular background. A horizontal line is drawn below the signature.

Robert Block
Dundee Township Clerk