

Dundee Township Board of Trustees – Regular Meeting  
June 20, 2018

Supervisor Glees called the Regular Meeting of the Board of Trustees to order at 7:06 PM at the Dundee Township Meeting Room, 611 East Main Street, Suite #201, East Dundee, IL.

**Present at roll call:** Supervisor Glees and Trustees Ahrens, Harney, Johnson and Schaffer. Trustee Harney led the attendees in the Pledge of Allegiance.

**Agenda:**

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

**Minutes/Treasurer’s Report:**

Trustee Johnson requested a spelling correction in the May 16, 2018 minutes. Supervisor Glees moved to dispense with the reading and approve the minutes of the May 16, 2018 Board of Trustees Regular Meeting as amended. Trustee Harney seconded the motion. Supervisor Glees called the motion and all present voted “aye” - motion carried.

Trustee Schaffer moved to accept the May 31, 2018 Treasurer’s Report and Financial Reports through June 18, 2018 as presented subject to audit – motion was seconded by Trustee Ahrens. Upon voice vote, all present voted “aye” - motion carried.

**Reports:**

**Open Space – Kirby Dowiat, Natural Areas Manager:** Mr. Dowiat presented his monthly report for June and distributed copies of the report. His report emphasized the work being done to control various invasive species and the ongoing work to preserve many desirable species.

**Open Space Coordinator-Katie Meyer:** Her written report was presented and included information on the nature classes she is teaching including the Forest Therapy Class for adults, a Bee class for the students at the Jerri Hoffman Center and a “Life under the Logs” program for youngsters at the Wahoo Woods site. Also included was information on the Nature Photography Contest which is a fundraiser for the Fox Valley Wildlife Rehabilitation Center. Resident Chris Kious reviewed the “Bee Blitz” program which he led at the Dixie Briggs site. The goal was to search for bees and photograph them. The photos were submitted to the University of Illinois for determination of the species of bee in the photos. Mr. Kious reported the one species of bee was positively identified.

**Assessor:** Assessor Bielak reported that his Department closed their books on May 30<sup>th</sup> and sent the final numbers to the County office. Initial reports from the State of Illinois are that values will increase 1.069 % next year. He noted that the Department is working on property tax appeal hearings. The publication on the changes in values made by the Assessor’s office will be during the 2<sup>nd</sup> week of July in the Daily Herald. Residents will have 30 days from the date of publication to file an appeal.

Assessor Bielak reviewed a plumbing issue that is re-occurring in his office that is causing the toilet to not flush properly. Also, during the investigation and repair work, a portion of the carpeting in the office needed to be cut out and still needs to be replaced/repared.

**Cemetery:** Clerk Block presented a written report for the Cemetery.

**Highway Commissioner:** Highway Commissioner Sinnett was out of the area and not at the meeting. Clerk Block presented a written report submitted by Mr. Sinnett.

**Clerk:** No report.

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**Supervisor:** Supervisor Glees presented her written report which featured details of the Township’s Memorial Day activities at the East Cemetery, the initial meeting with ReVize on the redesign of the Township website, an update on the Township newsletter that now has over 122 readers, the expansion of the Dundee Township Cares Clothes Closet and the initiation of the process to get new quotes for the possible renewal of the electrical aggregation program. She also highlighted that Andy Delorenzo of our Open Space Department was attending a 14 day “Burn School” class. Finally, she reviewed the passage of Illinois Senate Bill 2299 which amends the Township Code to make illegal for a person elected or appointed to an elected township position to be employed by the Township in another capacity. The bill is now on the Governor’s desk. If adopted, this bill would require a change in the Clerk’s position.

**Trustees:** Trustee Johnson asked about the progress of the investigation into the placement of solar panels on Township property to generate electricity. The Board reviewed the recently expired Intergovernmental agreement with the Park District that makes the 50 acres on the Bartel’s property available. Supervisor Glees stated she knows a grant writer who could assist with preparing grant requests. Trustee Harney stated that the Township would need to check with counsel to see if this type of project would be an acceptable use for Open Space land before moving forward. Supervisor Glees will check with counsel to review this matter.

Trustee Harney discussed her request to place a referendum on the November ballot that would consolidate the Highway Department under the Township Board. She believes this would provide more transparency to the actions of the Highway Department. She stated she has discussed this with Scott Sinnett the current Highway Commissioner. Trustee Schaffer asked that if the referendum is passed would the Highway Commissioner become an employee of the Township? The Board reviewed the matter and Supervisor Glees noted that the change would become effective at the end of the current Highway Commissioner’s term. At that time, the position would become an employee of the Township. She also stated that once this change is made it cannot be reversed. Trustee Harney asked that this item be on the July Agenda for adoption.

Assessor Mike Bielak asked if the Board could do this to the Assessor’s office. Supervisor Glees noted that this could not be done with the Assessor’s office at this time.

**Public Comments:**

Trisha Calabrese of Algonquin representing the D300 clothes closet presented an outline of their program. The program is comprised of a group of volunteers working to collect clothes, food and other items for needy individuals who have children in a D300 school. The group has done 2 pop-up events at the D300 food pantry. They collect clothes and food from neighbors and other D300 residents. They have been quite successful and many people have come to their 2-hour events. They are currently seeking a sustainable place where they can warehouse the donations and provide extended hours for people to visit their facility. They are very excited about partnering with the Township to open a site here at the Township office. They are continuing to look for more volunteers and are expanding the collection of donations of new & used clothes (both casual and work). Thanks again to the Township.

**Old Business:**

**Update on Elgin land donation:** Supervisor Glees noted that again there has been no further movement on this matter. Matter again tabled to next meeting.

**Discussion on potential referendum regarding property tax increase:** The Board briefly discussed the matter.

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**New Business:**

**Review/Approval of Prevailing Wage Ordinance 2018-006 for the Township:**

Ordinance 2018-006 – the Prevailing Wage Ordinance for the Township was distributed to the Board. The Ordinance was drafted by counsel to cover updates to the regulation. After a brief discussion Trustee Harney made the motion to approve Ordinance 2018-006 the Prevailing Wage Ordinance for the Township as presented. The motion was seconded by Trustee Ahrens and upon roll call vote Supervisor Glees and Trustees Harney, Ahrens Johnson and Schaffer voted “aye” – motion carried.

**Review/Approval of Installing ADA compliant entries – facilities at Township sites:**

Domenico D’Alessandro of Algonquin gave a presentation on the need for a Handicap Accessible Trail Loop at Dixie Briggs. (See attached comment sheet). Supervisor Glees reviewed the accessible areas at Raceway Woods and Jelke. She noted that the Wahoo Woods site needs work done to complete the handicap access. The Highway Department will do the work. With regards to the Dixie Briggs site, it was noted that we would need approval from the Illinois Department of Natural Resources to modify the trails. The possible design of the trail was discussed and it was noted the possible handicap loop would be approximately ¼ mile long and installed at the Winfield Entrance.

Supervisor Glees also commented that the Township would be upgrading the restrooms at the Raceway and Jelke sites to provide handicap access. The Board briefly discussed the issue of bicycle access at all of the sites.

At the conclusion of the discussion, Trustee Harney made the motion to move forward with the development of plans to install the ADA accessible path at the Dixie Briggs site including contacting the IDNR for approval and the development of the detailed plan and cost proposals with the assistance of Mr. D’Alessandro. Trustee Johnson seconded the motion and upon voice vote, all present except Trustee Schaffer who abstained voted “aye” – motion carried.

**Audit/Approve Bills and Payrolls:**

Audit Bills – Pending Town Fund Bills \$44,663.28; Pre-Paid Town Bills \$1,136.70; Payrolls \$33,469.72, \$33,286.93 & \$33,920.57; Pending General Assistance Bills \$1,362.42; General Assistance Payrolls - \$555.03, \$555.03 & \$555.03; Pending Cemetery Fund Bills \$11,994.85; Pre-Paid Cemetery Bills \$390.92; Payrolls \$13,283.36, \$10,361.30 & \$10,0049.68; Pending Road & Bridge Fund Bills \$15,949.25; Pre-Paid Road & Bridge Bills \$371.41; Payrolls \$14,277.55, \$13,697.02 & \$12,089.32; Road IMRF/FICA Payrolls of \$2,207.93, \$2,106.35 & \$1,824.99 & Road & Bridge Insurance Fund Bills \$159.68.

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

**Budget Transfers:** Budget Transfer #3 was presented. The request asked for approval to transfer \$750.00 from the Open Space Other Professional Expense line item to the Open Space Uniforms line item to cover the increased cost of uniforms. Trustee Schaffer made the motion to approve the Budget Transfer with a second by Supervisor Glees. Upon roll call vote, Supervisor Glees and Trustees Ahrens, Johnson, Schaffer and Harney voted “aye” – Motion Carried.

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**Executive Session:**

No Executive Session was called at this meeting.

**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 Harney 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 8:55 PM.

A handwritten signature in blue ink, reading "Robert L. Block", is written over a horizontal line.

Robert Block  
Dundee Township Clerk