

Dundee Township Board of Trustees – Regular Meeting  
November 20, 2019

Supervisor Glee called the Regular Meeting of the Board of Trustees to order at 7:11 PM at the Dundee Township Meeting Room, 611 East Main Street, Suite #201, East Dundee, IL.

**Present at roll call:** Supervisor Glee, and Trustees Ahrens, Harney, Johnson and Schaffer were present at the roll call.

Trustee Schaffer led the attendees in the Pledge of Allegiance.

**Agenda:**

Trustee Schaffer requested the potential to open the general town budget to address contributions at the December meeting. After a brief discussion, Trustee Johnson made the motion to approve the agenda as presented. Trustee Ahrens seconded the motion. Supervisor Glee called the motion and with a voice vote - all present voted "aye" - motion carried.

**Minutes/Treasurer's Report:**

Trustee Harney made the motion to dispense with the reading and approve the minutes of the October 16, 2019 Board of Trustees regular meeting. Trustee Johnson seconded the motion. Supervisor Glee called the motion to approve the minutes and upon voice vote – all present voted "aye" – motion carried.

Trustee Schaffer made the motion to accept the October 31, 2019 Treasurer's Report and Financial Reports through November 18, 2019 as presented subject to audit – Supervisor Glee seconded the motion. Upon voice vote, Supervisor Glee and Trustees Ahrens, Harney, Johnson and Schaffer voted "aye" – motion carried.

**Reports:**

**Highway Commissioner:** Highway Commissioner Scott Sinnett reported that the tuckpointing work on the office/shop building has been completed. His department is also working to trim back branches/bushes in a number of areas along the right of way.

**Assessor:** Mr. Bielak stated he & his staff have completed the residential appeals. He is currently working on the commercial appeals especially Walgreens who has submitted very low appraisal values for their properties.

Trustee Schaffer asked about the availability of maps for the open space sites on Google or Kane County GIS. Supervisor Glee noted that all the properties are on the Kane County GIS system – the Bartels property is officially listed as Tall Grass Prairie.

**Chris Kious – Kane County Board:** Mr. Kious reported that the Kane County Board had voted to not permit the sales of cannabis in the unincorporated areas of the County. He also noted that the Kane County Forest Preserve is converting the former Raging Buffalo Snowboard & Ski Park into a sledding/tubing hill.

**Sheriff's Office:** Kane County Deputy Sheriff Mike Wilgosiewicz presented the monthly update to the Board. Basically, no new activity to report – note that school will be out for the week on Thanksgiving which may lead to increased activity.

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**Open Space:** Mr. Dowiat's written report for November was presented.

**Cemetery:** No Report.

**Supervisor:** Supervisor Glees presented her written report.

**Public Comments:** Members of the public were in attendance, but no one wished to make a comment. The comment period was closed.

**New Business:**

**Review/Approve 2019 Property Tax Levy for Township/Road District:** Ordinance 2019-004 for the 2019 Property Tax Levy (payable in 2020) for the Township & General Assistance funds was presented. After discussion, Trustee Harney made the motion to approve Ordinance 2019-004 as presented. Supervisor Glees seconded the motion and upon roll call vote, Supervisor Glees, and Trustees Harney, Schaffer, Johnson and Ahrens all voted "aye" – motion approved.

Ordinance 2019-005 for the 2019 Property Tax Levy (payable in 2020) for the Road District funds was presented. After discussion, Trustee Harney made the motion to approve Ordinance 2019-005 as presented. Trustee Schaffer seconded the motion and upon roll call vote, Supervisor Glees, and Trustees Harney, Schaffer, Johnson and Ahrens all voted "aye" – motion approved.

**Review/Approve 2019 ILDNR 2019 CWD Request:** Supervisor Glees presented the 2019 request from the ILDNR to continue the CWD program at several of the Dundee Township Open Space sites. The ILDNR request is to collect deer from the Salamander Springs site, the main Jelke Bird Sanctuary site and the Jelke Creek mitigation bank location. Trustee Schaffer voiced concern that not all the deer taken from the Jelke property are from the same location. Trustee Johnson asked if the Township had received any complaints from last year's program. Supervisor Glees noted that one complaint had been received.

Trustee Harney made the motion to approve ILDNR CWD request as presented. Trustee Ahrens seconded the motion and upon roll call vote, Supervisor Glees, and Trustees Harney, Schaffer, Johnson and Ahrens all voted "aye" – motion approved.

**Review/Approval of 2020 Pace Subsidy Agreement for Ride in Kane:** The Board reviewed the proposed 2020 Pace Subsidy Agreement for the Ride in Kane program. Trustee Harney made the motion to approve the proposal as presented with a second by Supervisor Glees. In further reviewing the proposal, Trustee Johnson noted a typographical error on the second page of the Agreement (paragraph 6; subsection b) where it appears the word "thousand" is missing from the Pace contribution to the Net Operating Cost. Trustee Schaffer also asked if the \$129,000 shown as the projected local share on Exhibit A meant a firm commitment on our part to that amount. Office Manager Block reviewed the recent history on the Pace bills noting that we have only \$85,000 in this year's budget but the projected costs are \$120,000 including the bills currently being held for review. Supervisor Glees reviewed the potential modification of the Pace invoices due to a change in the service. After some additional discussion, Trustee Ahrens made a motion to amend the proposed 2020 Pace Subsidy Agreement for the Ride in Kane program as suggested by Trustee Johnson. Supervisor Glees seconded the amendment. Upon voice vote, all

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present voted “Aye” on the amendment. Supervisor Glees next call the motion as amended and upon roll call vote, Supervisor Glees, and Trustees Harney, Ahrens, Schaffer and Johnson all voted “Aye” – motion carried.

**Review of Re-opening of Highway Department Budget – Infrastructure:** Supervisor Glees noted the need to re-open the Highway Department Budget at the December meeting to cover infrastructure expenditures. She reported that the appropriate 30-day Public Notice has been issued in the newspaper. Additional details are included in the Budget Transfers 5 & 6 to be presented later in the meeting.

**Old Business:**

**Review of Budget Documentation for the 2020 – 21 Budget Cycle:** Trustee Johnson stated he wanted a time limit on tonight’s meeting and noted he planned to leave at no later than 9:30 PM. He further suggested a special budget review meeting to provide adequate time to discuss the matter. Trustee Schaffer agreed with the concept of a special meeting and asked Supervisor Glees to send the Board potential dates/times for the meeting. The Board discussed the format of the Budget worksheet and reviewed various line items in the worksheet.

The Board reviewed the issue of new construction in the Township and a question was raised by Trustee Johnson if the Board should re-open the Town Levy request and ask for a tax rate over the 4.99% in order to capture more revenue from the new construction. The Board discussed the matter and felt the levy should be left at 4.99%.

Supervisor Glees asked that the Budget discussion be tabled, and the Board concurred.

**Review/Approval of State of Illinois Grant Money projects:** The Board reviewed the current list of projects that had been proposed to be included in the State of Illinois Grant. The Trustees added several additional projects such as installing a “Green” roof on the office building and placing solar panels on all Township buildings. Supervisor Glees invited the Trustees to continue to submit additional projects for the list which will be reviewed at the next meeting.

Trustee Harney suggested that the Board should hire a landscape architect to develop a master plan to redesign the trails at all the Open Space sites. She stated that the funds could come from the current Open Space money market accounts. The Board reviewed the process to review professional service companies’ credentials through the Request for Qualifications process.

**Audit/Approve Bills and Payrolls:**

Audit Bills – Pending Town Fund Bills \$49,681.18; Pre-Paid Town Bills \$1,454.34; Payrolls \$35,343.48, \$34,806.68 & \$38,331.54; Prior Month’s General Assistance Costs \$10,270.48; Pending General Assistance Bills: \$347.40; General Assistance Payrolls - \$603.91, \$585.62 & \$645.09; Pending Cemetery Fund Bills \$48,631.90; Pre-Paid Cemetery Bills \$56.71; Payrolls \$9,486.54, \$9,093.12 & \$9,691.16; Pending Road & Bridge Fund Bills \$261,746.44; Pre-Paid Road & Bridge Bills \$1,405.41; Payrolls \$14,914.16, \$14,914.16 & \$16,743.62; Road IMRF/FICA Payrolls of \$2,144.36, \$2,144.36 & \$2,440.74.

Trustee Schaffer asked about the health care coverage for the retirees. Office Manager Block noted that the health care coverage for retirees is paid for by the retiree through IMRF. IMRF deducts the cost of the health care from the retiree’s pension payment and sends that amount to us to pay the bill.

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Trustee Schaffer asked the Assessor about the purchase of an office chair. Mr. Bielak noted the furniture purchased after the move in 2013 was used. Certain chairs are wearing out. The replacement chair purchased is from a used furniture dealer. The Board asked for clarification on the mobile phone bills – can we get a better deal from another vendor. Supervisor Glees responded that AT&T and Comcast do not offer a government plan. T-Mobile has a plan and she is meeting with them to review costs.

Trustee Schaffer asked about the negative balance shown on the GA checking account. Mr. Block replied that while the actual bank account is positive, the reconciled balance did show as negative this month.

Trustee Johnson made the motion to approve the bills as audited with a second by Trustee Harney.

Supervisor Glees called the motion and upon roll call vote, Supervisor Glees, and Trustees Schaffer, Ahrens, Johnson & Harney voted “aye” – Motion Carried.

**Budget Transfers:** Budget Transfers #5 & 6 for the FY 2019-20 road district budget were presented. Budget Transfer #5 asked to transfer funds to the road district’s building maintenance account to cover the unexpected cost of tuckpointing the main building. Budget Transfer #6 asked to transfer funds to the road district’s infrastructure account to cover unexpected costs to replace and install culverts.

Trustee Ahrens asked if the accounts from which the funds would be transferred such as the insurance account and ice/snow removal would be left with adequate funds. Mr. Block replied that there are enough funds left in both accounts. Trustee Ahrens asked why the cost of the culverts were so high. Mr. Sinnett reviewed the project on Sleepy Hollow Road and the cost of the box culverts needed to complete the project. Trustee Johnson asked Mr. Sinnett if he was comfortable cutting money from the funds selected for the transfer. Mr. Sinnett stated he believed the department would be ok.

Mr. Sinnett expressed concern about the cost of salt. Trustee Schaffer stated the Department should be good for this fiscal year and that discussions can be held regarding increasing the budget allowance for the next fiscal year. Supervisor Glees noted the plan to reopen the current Road District budget to cover salt purchases.

After a brief discussion, Trustee Harney made the motion to approve Budget Transfers #5 & 6 as presented. Trustee Johnson seconded the motion. Upon roll call vote, Supervisor Glees, and Trustees Schaffer, Ahrens, Johnson & Harney voted “aye” – Motion Carried.

**Executive Session:**

The Board did not enter Executive Session.

Trustee Harney made the motion to adjourn with a second by Trustee Ahrens. Upon voice vote, all present voted “aye” – motion carried, and the meeting was adjourned at 9:36 pm.



Robert Block  
Dundee Township Deputy Clerk