

Dundee Township Board of Trustees – Regular Meeting
November 18, 2020

Supervisor Glees called the November 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. Supervisor Glees read the notice regarding the modifications to the IL Open Meetings Act as contained in SB 2135 which modified the procedures necessary to conduct a meeting via remote access. As required in the Act, the meeting will be video recorded, and the recording will be made available to the public via the Township’s website.

Roll call: Supervisor Glees and Office Manager Block were in attendance at the Township office. Trustees Harney, Johnson, Schaffer and Ahrens were participating in the meeting via remote access.

Assessor Bielak led the attendees in the Pledge of Allegiance.

Agenda:

Trustee Harney made a motion to approve the Agenda for the November 18, 2020 Board of Trustees meeting as presented with a second by Trustee Johnson. Supervisor Glees called the motion to approve the Agenda as presented and with a roll call vote Supervisor Glees, and Trustees Harney, Johnson, Ahrens and Schaffer voted “aye”; the motion to approve the Agenda was approved.

Minutes/Treasurer’s Report:

Trustee Harney made the motion to dispense with the reading of the minutes from the October 21, 2020 Board of Trustees regular meeting and approve the minutes as presented. Trustee Ahrens seconded the motion. During discussion, Trustee Harney noted several corrections for the minutes. Trustee Johnson made the motion to amend the minutes with a second by Trustee Ahrens. Supervisor Glees called the motion to amend the minutes of the October 21, 2020 Board of Trustees regular meeting and upon roll call vote Supervisor Glees and Trustees Harney, Ahrens, Johnson, and Schaffer voted “aye” – motion carried. Trustee Harney made the motion to dispense with the reading of the minutes from the October 21, 2020 Board of Trustees regular meeting and approve the minutes as amended. Trustee Ahrens seconded the motion. Supervisor Glees called the motion to approve the minutes of the October 21, 2020 Board of Trustees regular meeting as amended and upon roll call vote Supervisor Glees and Trustees Harney, Ahrens, Johnson, and Schaffer voted “aye” – motion carried.

Trustee Harney made the motion to dispense with the reading of the minutes from the October 26, 2020 Board of Trustees special meeting and approve the minutes as presented. Trustee Ahrens seconded the motion. Supervisor Glees called the motion to approve minutes of the October 26, 2020 Board of Trustees special meeting and upon roll call vote Supervisor Glees and Trustees Harney, Ahrens and Johnson voted “aye” – Trustee Schaffer abstained. Motion carried.

Trustee Johnson made the motion to accept the October 31, 2020 Treasurer’s Report and Financial Reports through November 20, 2020 as presented subject to audit – Trustee Harney seconded the motion. Upon roll call vote, Supervisor Glees and Trustees Harney, Ahrens, Johnson, and Schaffer voted “aye” – motion carried.

Reports:

Trustees: Trustee Johnson wanted to follow-up regarding the volunteer program for open space as he noted the agreement with the site steward at Dixie Briggs West appears to have fallen apart. He noted that Marlene Johnson who is currently the co-steward is very interested in taking over. Supervisor Glees replied that she had already added Marlene to the stewards mailing list.

Trustee Harney commented that she had recently driven by the Raceway woods site and noted that the lots were full. Supervisor Glees concurred that she has noticed that the number of walkers and bikers at the site has increased dramatically. Trustee Johnson commented that his wife had recently read in the Kane County newsletter of two cases of vehicle break-ins at the Raceway woods Huntley road parking lot. Supervisor Glees reported that

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she has reached out to the Kane County Sheriff's department however they are requiring that she files a freedom of information request to see the police reports. She will complete this request and review them.

Open Space: Supervisor Glees presented the open-space report as written. She highlighted that the staff was busy working on seed collecting and other site duties such as general cleanup. She noted the staff is waiting for the first snow to start the actual distribution of the seeds. The staff is also preparing fire breaks for the fall burn program however recently the winds have been too high to allow the burns to start. She will also ask the Illinois Department of Natural Resources for additional bones for the curiosity shed at the Wahoo Woods site. Finally, a number of limbs have blown down with the high winds and the staff has been busy doing the additional cleanup of the trails. Trustee Harney asked if the promised report from the burn boss on his experiences in California was ready for presentation. Supervisor Glees said that at this time it was not ready but would have him prepare it for the December meeting. Trustee Johnson asked about the burn plan for the Dixie site. Supervisor Glees replied that they have several plots from the Dixie site on the fall plan, but they need the weather to cooperate.

Kane County Board Member Chris Kious: Mr. Kious presented updates on several County programs including:

- a) The Cares Act Committee met on November 4. The committee indicated that the funds allocated would be distributed shortly. Also, another round of business grants are coming and the hope is that there will be an expedited approval process.
- b) The Transportation Committee has finalized an agreement with ETC who will be installing the toll collection equipment on the Longmeadow Bridge at a cost of \$7.7 million. Also, he reported on the Bolz Rd closure as part of the Longmeadow construction.
- c) Also, November 18 is the last day for public comments on the 2050 transportation plan.
- d) Finally, the County has developed its new solid waste plan and as part of this plan there is a one-year extension for the program to collect electronics for recycling at the West Dundee public works facility and it is hoped that this will also include the collection of used clothing and books for proper reuse or disposal.

Highway Commissioner: Mr. Sinnett reported that the staff has been continuing to trim back brush on the right of ways as well as banking up around culverts in various problem areas. He noted that the new storm sewer system installed as part of the Longmeadow construction project does not appear to be adequately sized. The Highway Department will also be asking for bids for the purchase of the old 2004 snowplow in the near future. Supervisor Glees followed up on the drainage situation and Mr. Sinnett replied that the Lundstrom's did their own grading and dumped material on Alice road. There are no dams and no way to hold back the storm water. Trustee Harney noted that these activities may be illegal, and Mr. Sinnett replied that he is already working with the County on this issue.

Assessor: Assessor Bielak apologized for his comments that were made at the prior meeting during the discussion of the elected official's salaries. He said the staff is continuing to work on the analysis of new residential construction and looking through building permits. However, the process is somewhat slower this year due to the large number of remodeling projects that have occurred. The staff is looking to get out and review major items and deferred to next spring items such as new decking and so forth. They are currently working on the sales ratio and it may be a difficult ride depending on the approved state equalization factor. All of the appeal data is being entered into the computer system and he is dealing with new commercial appeals.

Supervisor: Supervisor Glees reported that the state is going back into the tier 3 Covid protocols which will limit the number of people allowed in meetings as well as limits on indoor dining and attendance at funerals. The limit will be 10 people. She also reviewed the procedure that will be used at the cemetery. The staff is will be taking temperature checks before admitting anyone into the office. Trustee Harney asked if

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the Township had received any of the Cares Act money. Supervisor Glees replied no, the Township has not received any as of this date. The Township has put in its receipts and spreadsheets however the County procedure is very difficult. It is hoped that the money may come in about two weeks. Trustee Johnson asked about the amount we are expecting, and Supervisor Glees replied approximately \$75,000.

Public Comments: Supervisor Glees opened the Public Comment period.

Mr. Mike Tennis commented on the proposed compensation for elected officials shown under old business on the agenda. With regard to the Supervisor's salary he noted that the salary had gone up 26% beginning in 2016. He believes the salary should be frozen for the next four years. He noted the Township has lost approximately \$1,046,000 over the past four years. With regard to the Highway Commissioner, Mr. Tennis stated that the current salary level is more than twice that paid to the Highway Commissioner at Rutland Township. He again suggested the salary be frozen for the next four years. Finally, with regard to the salaries for the Trustees, he suggested the stipend be rolled back to a monthly amount of \$135.

Mr. Tennis concluded his comments by saying he believes the public should be allowed to participate in the Board meetings via video.

No other members of the public wished to make a comment and Supervisor Glees closed the public comment period at 8:02 PM.

New Business:

Discussion and Approval of IDNR CWD program for 2020-2021: Supervisor Glees presented the Illinois Department of Natural Resources Chronic Wasting Disease program for collecting deer for sampling for the disease at Salamander Springs and the Jelke Creek sites. She noted that the program would be conducted in a similar manner to that of previous years. The total number of deer to be collected is 50 with 20 coming from the Salamander Springs site and 30 from combination of the Jelke Creek Bird Sanctuary and the Jelke Creek Wetland Mitigation Bank. Trustee Schaffer asked for confirmation that these numbers reflected no net increase in the deer to be collected and that the numbers include the Sleepy Hollow mitigation area. Trustee Johnson asked for additional clarification on the IDNR's comments on the positive numbers shown in their summary.

There was no further discussion and Trustee Ahrens made the motion to approve the Illinois Department of Natural Resources Chronic Wasting Disease program as requested for 2020-21. The motion was seconded by Trustee Schaffer. Upon roll call vote, Supervisor Glees and Trustees Harney, Ahrens, Johnson, and Schaffer voted "aye" – motion carried.

Review, Discussion and Vote on Ordinance 2020-100 – An Ordinance approving the Township Property Tax Levy for 2020 (Property Taxes payable in 2021).

Review, Discussion and Vote on Ordinance 2020-101 – An Ordinance approving the Road District Property Tax Levy for 2020 (Property Taxes payable in 2021).

Review, Discussion and Approval of the Estimate of Revenues to support the 2020 Property Tax Levies.

A draft spreadsheet showing the historical levies for the town fund and the road district as well as sheets reviewing the estimate of revenues were presented to the Board. The Board discussed a variety of issues including when and how the PTELL program applied to the Levy. It was noted that the PTELL limits apply only to existing properties and that a taxing body can Levy at a higher rate for the new construction properties. Assessor Bielak noted that he estimates that there will be approximately \$95 million in new property coming online over the next two years. He also commented that there is a large amount of new industrial/commercial property coming online that could

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have a market value of up to \$250 million in the near future. Trustee Schaffer asked about the timeline for when new construction is assessed and added to the tax rolls. Assessor Bielak noted that January 1 of each year is the assessment date if the property fully existed on that date. For commercial/industrial properties the Assessor will estimate the completed portion as of January 1 and will add that percentage of the estimated final value to the tax rolls. For residential property, new construction is prorated based on the certificate of occupancy date.

Trustee Johnson requested a new spreadsheet be developed that shows the Levy information only for the period of 2018 to 2020.

With regards to the estimate of revenues, Trustee Schaffer asked for a spreadsheet which would reflect all of the revenues for each fund.

After additional discussion, Trustee Harney made a motion for the Board to estimate the Township Property Tax Levy for 2020 based on going through a PTELL hearing and levying at 120%. Trustee Johnson seconded the motion. Upon roll call vote, Supervisor Glees and Trustees Harney, Ahrens and Johnson voted “aye” – Trustees Schaffer voted “nay” - motion carried.

Trustee Harney then made a motion for the Board to estimate the Road District Property Tax Levy for 2020 based on going through a PTELL hearing and levying at 120%. Trustee Ahrens seconded the motion. Upon roll call vote, Supervisor Glees and Trustees Harney, Ahrens and Johnson voted “aye” – Trustees Schaffer voted “nay” - motion carried.

The Public Hearing is scheduled for 6:30 PM on Wednesday, December 16, 2020.

Review, Discussion and Approval of Pace Subsidy Agreement for the Ride in Kane Program for 2021:

Supervisor Glees presented the Pace subsidy agreement for 2021. Trustee Johnson commented that in light of the upcoming budget difficulties he cannot support this level of funding for the Ride in Kane program which appears to be up substantially. The Township does not know where the spending levels will be, but he predicts funding levels could require cuts of \$300,000-\$500,000 in the next budget. There is just too much uncertainty to approve this level of expenditure for the Ride in Kane program. Trustee Harney asked if we could reduce the projections contained in the Pace letter. Supervisor Glees responded if the decision is made to cut the Township’s Ride in Kane service, the Township can modify the agreement but cannot fully eliminate it without losing the subsidy.

The Board further discussed the Ride in Kane program and the possibility of the 708 Mental Health Board being able to share part of the cost. It was noted that the limit to the spending would be done in the fiscal year 21/22 budget not in this projection. The Board further reviewed the grants available to the Ride in Kane program and how the billing for each ride is calculated and how the subsidy from Pace is determined.

Trustee Harney made the motion to approve the Pace Subsidy Agreement for the Ride in Kane program for 2021 as presented with a second by Supervisor Glees. Upon roll call vote, Supervisor Glees and Trustees Harney and Johnson voted “aye” – Trustees Ahrens and Schaffer voted “nay” - motion carried.

Presentation/Review of slides on the breakdown of expenses for FY 2021.

The revised pie charts were presented. The Board discussed the pie charts and requested that the slides be prepared on a monthly basis and that the grand totals for the expenditures be shown on the pie charts. The Board also reviewed the expenditure levels for the open space sites and the work that needs to be done at the various sites.

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Review and Approval of Resolution 2020-005 to Establish the Compensation for the Dundee Township Supervisor for the period of May 17, 2021 – May 18, 2025.

Review and Approval of Resolution 2020-006 to Establish the Compensation for the Dundee Township Assessor for the period of January 1, 2022 – December 31, 2026.

Review and Approval of Resolution 2020-007 to Establish the Compensation for the Dundee Township Highway Commissioner for the period of May 17, 2021 – May 18, 2025.

Review and Approval of Resolution 2020-008 to Establish the Compensation for the Dundee Township Clerk and the Board of Trustees for the period of May 17, 2021 – May 18, 2025.

Supervisor Grees opened the discussion on the four resolutions to establish the compensation for the Township elected officials for the next four-year period. Trustee Schaffer commented that he felt the Board had to review the entire salary structure as a whole and not approve one resolution at a time. Counsel Asprooth noted that the Board can discuss and finalize their position on all the resolutions and do a single roll call vote afterwards to approve the resolutions.

The Board initially discussed the compensation for the Board of Trustees (Resolution 2020-008). This discussion was followed by discussions on the compensation for the Township Clerk.

The Board then considered the compensation for the office of the Highway Commissioner (Resolution 2020-007).

The third office to be considered was the compensation for the office of the Township Supervisor (Resolution 2020-005).

Finally, the Board reviewed and discussed the compensation for the office of the Township Assessor (Resolution 2020-006). Assessor Bielak presented the Board with a compensation study he had prepared showing the compensation for other Assessors in Kane County.

The Board discussed at length the salary options for each of the elected officials and developed the following salary schedules for the elected officials:

- a) Resolution 2020-005 to Establish the Compensation for the Dundee Township Supervisor for the period of May 17, 2021 – May 18, 2025

May 21 – May 22	May 22- May 23	May 23- May 24	May 24 – May 25
\$59,000	\$64,000	\$70,000	\$73,000

Road District Treasurer: \$1,000 Annually

- b) Resolution 2020-006 to Establish the Compensation for the Dundee Township Assessor for the period of January 1, 2022 – December 31, 2026

Jan 22 – Dec 22	Jan 23 – Dec 23	Jan 24 – Dec 24	Jan 25 – Dec 25
\$88,000	\$93,000	\$96,000	\$101,000

- c) Resolution 2020-007 to Establish the Compensation for the Dundee Highway Commissioner for the period of May 17, 2021 – May 18, 2025

May 21 – May 22	May 22- May 23	May 23- May 24	May 24 – May 25
\$70,000	\$71,000	\$72,000	\$73,000

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- d) Resolution 2020-008 to Establish the Compensation for the Dundee Township Clerk and Board of Trustees for the period of May 17, 2021 – May 18, 2025

Clerk:

May 21 – May 22	May 22- May 23	May 23- May 24	May 24 – May 25
\$3,000	\$4,000	\$4,000	\$4,000

Board of Trustees – Compensation of \$100/mtg.

The Board returned to the compensation for the Board of Trustees & Clerk (Resolution 2020-008) and requested that the language contained in the Resolutions for Supervisor, Assessor and Highway Commissioner regarding reimbursement for approved expenses incurred in the performance of their duties be added Resolution 2020-008 for the Board of Trustees and the Clerk.

At the conclusion of the discussions, Trustee Harney made the motion to approve resolutions 2020 – 005, 2020 – 006, 2020– 007 and 2020-008 to establish the compensation for the Dundee Township elected officials including Supervisor, Highway Commissioner, Assessor, Clerk, and the Board of Trustees for the next four year term at the compensation levels outlined above. Supervisor Glees seconded the motion. Upon roll call vote, Supervisor Glees and Trustees Harney and Johnson voted “aye” – Trustees Ahrens and Schaffer voted “nay” - motion carried.

Audit/Approve Bills and Payrolls:

Audit Bills – Pending Town Fund Bills \$61,135.11; Pre-Paid Town Bills \$0.00; Payrolls \$30,286.44 & \$29,430.96; Pending General Assistance Bills \$621.14; Prior Month’s General Assistance Costs \$6,775.18; General Assistance Payrolls - \$677.12 & \$622.22; Pending Cemetery Fund Bills \$9,840.66; Pre-Paid Cemetery Bills \$0.00; Payrolls \$8,920.71 & \$7,699.57; Pending Road & Bridge Fund Bills \$33,745.77; Pre-Paid Road & Bridge Bills \$0.00; Payrolls \$17,017.74 & \$17,022.44; Road IMRF/FICA Payrolls of \$2,722.92 & \$2,723.74.

Office Manager Block presented the bills that had been added to the payables since the packet was sent to the Trustees. The Board briefly reviewed the bills. Trustee Ahrens made a motion to approve the bills as audited with a second by Trustee Harney. Supervisor Glees called the motion and upon roll call vote Trustees Harney, Ahrens and Johnson and Supervisor Glees voted “aye” - Trustee Schaffer voted “nay” - motion passed 4 – 1.

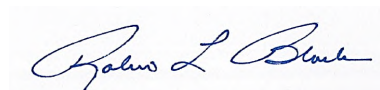
Budget Transfers:

No budget transfers were presented for approval.

Executive Session:

The Board did not go into executive session.

Supervisor Glees asked if there were any additional items that needed to be brought before the Board and hearing none, she asked for a motion to adjourn. Trustee Johnson made the motion to adjourn with a second by Trustee Harney. Upon voice vote, all present voted “aye” – motion carried, and the meeting was adjourned at 12:25 AM.



Robert Block
Dundee Township Deputy Clerk