

**REGULAR MEETING OF THE DUPAGE  
TOWNSHIP SUPERVISOR AND THE  
BOARD OF TRUSTEES**

251 Canterbury Lane  
Levy Center-Bolingbrook, IL

**May 18, 2023**  
Minutes

**CALL TO ORDER:** Meeting was called to order at 7:02 PM

**PLEDGE OF ALLEGIANCE:** Pledge of Allegiance was recited by all and lead by Collector Jackson.

**ROLL CALL FOR QUORUM:** Trustees Braxton, Ransom, Savage, Townsend, and Supervisor Marschke were present via roll call vote, so a quorum was determined.

**APPROVAL OF AGENDA:** A motion was made by Trustee Ransom and seconded by Trustee Townsend to approve the agenda with the amendment on Action Item VIII-E – now a 24-foot box truck. Upon roll call vote agenda approval passed.

**APPROVAL OF REGULAR APRIL 18, 2023, BOARD MEETING MINUTES:** A motion was made by Trustee Braxton and seconded by Trustee Savage to approve the regular meeting minutes from APRIL 16, 2023. Upon roll call vote, motion carried to approve the May 16, 2023, meeting minutes.

**PUBLIC COMMENTS:** The following residents spoke at the meeting: Travis Tejkowski – opposing warehousing – safety issues; David Wilkes – warehouse issues; Carol Krapka -Thank Linda for good job at Levy Center.

**SUPERVISOR'S REPORT:** Received an additional \$500,000 grant to help with the storm water connection. Jackie worked with Karolina (our grant writer) to secure additional ARPA money for this project. The villages of Bolingbrook and Romeoville will each get \$500,000. State Senator Ventura and State Representative Avelar are invited to our June Board Meeting to give a legislative update.

**ACTION ITEMS:**

**PRESENTATION AND DISCUSSION FOR ONLINE ORDERING AT THE FOOD PANTRY, COST COVERED BY ARPA GRANT \$6,500:** After a presentation by DuPage Township Food Pantry Manager and some discussion, questions asked and answered, a motion was made by Trustee Savage and seconded by Trustee Ransom to approve the food pantry online ordering system using the ARPA grant. Upon roll call vote, the motion carried.

**DISCUSSION AND APPROVAL OF YOUTH AND SENIOR COMMITTEE LIAISON'S (TERRI RANSOM-YOUTH, BARBARA PARKER-SENIORS):** A motion was made by Trustee Braxton and seconded by Trustee Townsend to approve the Senior and Youth Committees Liaisons. Upon roll call vote, the motion carried.

**DISCUSSION AND APPROVAL OF DECENNIAL PUBLIC COMMITTEE MEMBERS (FIRST MEETING TO FOLLOW THIS ONE):** After some discussion, a motion was made by Trustee Townsend and seconded by Trustee Savage to appoint Sue Harvey and Amit Singla, both residents of the township to the Decennial Committee. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL OF REPAIRS TO BOARDMAN CEMETERY, BUDGETED \$5,000, WE HAVE 2 QUOTES FOR REPAIRS:** After Collector Jackson gave an overview of the work required and questions asked and answered, a motion was made by Trustee Townsend and seconded by Trustee Braxton to approve the work required at Boardman Cemetery. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL TO EXECUTE A BID FOR A NEW 24-FT BOX TRUCK.:** After some discussion and questions asked and answered, a motion was made by Trustee Savage and seconded by Trustee Ransom to approve this bid. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL FOR EMERGENCY REPAIR OF THE A/C UNIT AT THE FOOD PANTRY, APPROX. \$5,500:** After some discussion, a motion was made by Trustee Braxton and seconded by Trustee Savage to approve the repair of the AC unit at the food pantry. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL TO AUCTION SURPLUS PROPERTY (NORTEL PHONE SYSTEM)** After some discussion and questions asked and answered, a motion was made by Trustee Braxton and seconded by Trustee Townsend to approve this phone system be sold at the surplus property auction. Upon roll call vote indicated motion carried.

**DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE 23-07 RULES REGARDING PUBLIC PARTICIPATION AT TOWNSHIP MEETINGS:** After some discussion, questions asked and answered, a motion was made by Trustee Savage and seconded by Trustee Ransom to approve this resolution Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL TO SIGN A DEED OF GIFT WITH THE BOLINGBROOK HISTORICAL PRESERVATION COMMISSION, DISPOSITION OF OLD RECORDS.** After an overview was given and questions answered, a motion was made by Trustee Ransom and seconded by Trustee Braxton to approve this gift to the Bolingbrook Historical Preservation Commission. Upon roll call vote, motion carried.

**DISCUSSION ON “STREAMING” BOARD MEETINGS.** After much discussion on this topic, Trustee Townsend will prepare a proposal for a test on streaming our Board Meetings.

**EXECUTIVE SESSION:** None

**APPROVAL OF TOWNSHIP BILLS & CLAIMS (for 4/6/2023-4/14/2023)**

1. Open Payables		2. Paid Payables	
Town	\$ 584.26	Town	\$ 48,721.07
Banquets	\$ 0	Banquets	\$ 2,311.34
General Assistance	\$ 0	General Assistance	\$ 2,559.40

A motion was made to approve bills and claims by Trustee Braxton and seconded by Trustee Savage. Upon roll call vote, the following voted yes: Trustees Braxton, Ransom, Savage, Townsend, and Supervisor Marschke. Motion carried.

**REPORTS FROM ADMINISTRATIVE STAFF AND CONTRACTORS**

**Legal Report** – I’m not Amber – Amber accepted another position. Not sure who will be attending monthly board meetings, but one will be assigned.

**Administrator:** Still very busy. Summer Bridge is moving along and will be starting soon. Hired directors, counselors and ordered supplies. Very exciting to be moving forward. ARPA money should cover two years of this program. Working on an ordinance project with Barbara and Marisol. Updated food pantry schematics. Duvall owners retired and new owners are not handling commercial accounts. Need to find a new service The Historical Commission was very excited to receive the receipts from the Assessor’s office.

**Levy Center:** Partnered with AARP on tax returns and completed over 200 for our seniors. 70 seniors will get their second shot in August and 50 will get their first shot. Had 145 at last lunch and learn. Thank Bob and Roberto for cooking. The cooking class was well received. May 22<sup>nd</sup> is next lunch and learn. Over 250 attended the Cinco De Mayo event. The disco party is June 9<sup>th</sup> at 5:00 pm. Thanks to Carol for kind words.

**General Assistance:** See Attached

**ELECTED OFFICIALS' REPORTS:**

**Assessor** – Not present - See Attached

**Clerk.** Memorial Day ceremony will be held at Boardman Cemetery on Monday, May 29, 2023, at 9:00 am. There will be a second one at Hillcrest Cemetery at 10:00 am and then at Village Hall at 11:00 am. We are having two wreaths made – one will be for Boardman Cemetery in Bolingbrook and the other one will be for Alexander Cemetery in Romeoville. Please try and attend. Thanks to Jackie Traynere for leading the charge on the ordinance project. She has done most of the heavy lifting.

**TRUSTEES:**

**Braxton:** Happy with the initial grants for our Resources Center and Food Pantry. Echo Carol's remarks thanking Linda. Thank you to all the residents who come out to enjoy the Levy Center.

**Ransom:** Happy Nurses month. May 19 is the deadline for undergraduate scholarship from AITCOY, please go to the website for more information and to apply. The Youth Committee is meeting on Monday at 6:00 pm. The flag contest has been extended to May 25<sup>th</sup>.

**Savage:** Thank you all for the hard work, especially Linda. I am the COVID ambassador, and we still need to be careful, get vaccinated. There seems to be confusion on vaccines. Cannot get the original any longer. Thank you for setting up shingles shots. This can be very painful Happy nurses' month to all of which I am one and Happy teachers' week.

**Townsend:** Thank Jackie for her hard work. Attended Lobby Day with Terri and Barbara. Met with Senator Ventura and Representatives Manley and Avelar to ask if we can do more for our youth. We will continue conversations to change the language in the statute. Networking with other townships,

**Collector:** Thank you for approving the work that needs to be completed at Boardman Cemetery. Thanks, Barbara, for mentioning Memorial Day. All are welcome, so come out to the Memorial Day celebration.

**ADJOURNMENT:** A motion was made by Trustee Savage and seconded by Trustee Braxton to adjourn the meeting. Upon roll call vote, motion carried. The meeting adjourned at 8:39 pm.

Respectfully submitted,

Barbara Ann Parker  
Township Clerk



## General Assistance Report

-Vicente Fernandez: General Assistance Administrator

Regular Meeting of Township Supervisor and Board of Trustees

Tuesday, May 16<sup>th</sup>, 2023

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- For the month of April, 7 households applied for Emergency Assistance, 3 were approved, 1 still has a pending application and 3 were denied. Of those assisted, 2 were for their rent and one for assistance with repairing their vehicle. The denial reasons were that one household was not in a life-threatening circumstance, another household owed a large amount in back rent that the amount the township would pay would not be enough to alleviate their life-threatening situation, that and in addition to the landlord not willing to accept our assistance for their tenant and the last household was denied because they were not a resident of DuPage Township (nor of Wheatland).
- As to the other programs at the township, 3 households were assisted with their IL American Water bill through the H2O program, 1 household applied for assistance with their Nicor bill though the Nicor Sharing program, 1 household received help from the Salvation Army Service Extension for their IL American Water bill (the household was over income for EA) and 2 households were assisted with vouchers to Goodwill.
- LIHEAP for the month of April had 70 households apply for assistance. The current LIHEAP program year ends at the end of this month and will start up again in October. An outreach worker from the Will County Center for Community Concerns will still be coming to the township every Monday but still waiting to hear what programs the WCCCC will be offering.
- In April, approximately 80 referrals were given to residents, 27 for LIHEAP, 14 for residents outside of the township, 8 to the Will County Center for Community Concerns, 7 for the township food pantry, 3 for the Community Service Council, 3 legal referrals, 1 referral to the IL Department for Human Services and 17 referrals to other organizations or resources.
- Last month, I attended the IL Township Association of General Assistance Case Workers annual educational conference in Peoria. The topics that were discussed were issues regarding immigration, changes to several IDHS programs including eligibility redeterminations, which were suspended during COVID. IDHS has been doing a big push to let people know about the redeterminations so that they can be completed in a timely manner or risk losing benefits. There were also presentations regarding Social Security programs and confidentiality. The confidentiality presentation was given by the same law firm that presented on the same topic as the webinar I participated in back in February.



## Office of the Assessor

241 Canterbury Lane  
Bolingbrook, IL 60440-2834  
(630) 759-1315 (office)  
(630) 759-6163 (fax)

**Date:** May 11, 2023  
**To:** Gary Marschke  
Township Supervisor  
*Kenneth Harris*  
**From:** Kenneth Harris, CIAO  
Township Assessor  
**Subject:** Assessor Monthly Report to Supervisor – May 2023

### Reminder: 2023 Exemption Event Dates

The Will County Supervisor of Assessments Office has published the 2023 Exemption Event Dates. Bolingbrook has one scheduled as follows:

Thursday June 22, 2023  
10:00 am-2:00 pm  
DuPage Township - Levy Center  
251 Canterbury Lane  
Bolingbrook, IL 60440

If anyone is unable to make it to an event, they may visit their local Township Assessor's Office during their regular business hours or stop by the Will County Supervisor of Assessments Office.

Visit our website for the link to all the exemption event dates and locations.

### 2022 Notices and Assessment Process Information:

Notices are not a bill! In DuPage Township, we look at all subdivisions/neighborhoods every year to monitor what is happening with the market. Assessments need to be at approximately .3333 of the market value which is based on 3-year prior valid adjusted sales. . . DuPage Township received a 1.0695 multiplier from Will County for 2022. It has been a fast-rising market, and most of the townships in Will County have received multipliers between 1.05-1.10. Notice values and multipliers are used for the 2022 tax bill, which is payable in 2023.

### Is Your Property Protected from Fraud?

According to the FBI, Property and Mortgage fraud is the fastest growing white-collar crime. Your county land records office has teamed up to create a FREE notification service called Property Fraud Alert.

Subscribe free of charge at [www.propertyfraudalert.com](http://www.propertyfraudalert.com) or call 1-800-728-3858.

You will need your parcel number to sign up, can get that from your tax bill or deed to property or locate it on this website or county website!

### For more information

DuPage Township property owners are encouraged to reach out to the DuPage Township Assessor if they have questions regarding their assessment. They can call, visit our website ([www.dupagetownshipassessor.com](http://www.dupagetownshipassessor.com)), or stop in.