

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

251 Canterbury Lane  
Levy Center-Bolingbrook, IL

**August 22, 2023**  
Minutes

**CALL TO ORDER:** Meeting was called to order at 7:00 PM

**PLEDGE OF ALLEGIANCE:** Pledge of Allegiance was recited by all and lead by Clerk Parker.

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

**APPROVAL OF AGENDA:** A motion was made by Trustee Ransom and seconded by Trustee Braxton to approve the agenda as presented. Upon roll call vote agenda approval passed.

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

**PUBLIC COMMENTS:** Linda Ellis – oppose land purchase; Rose Logsche - Not a good idea to build a food pantry near where children go. No other comments

**SUPERVISOR'S REPORT:** Tools for Schools was a successful day. 810 backpacks requested and 783 were given out at the event. We have a Township flag, and each Trustee will get a flag. Update on food pantry: No zoning hearing. Postponed until October. Village said they need more time to study our traffic study. Concerned about wraparound services. These services are currently being done at the Township now. We will be meeting with the architect and attorney. We paid for the traffic study which the village requested and the company we went with was recommended by the Village and now they want to review what we sent to them. The study was favorable to us, and this company did many studies for the Village.

**ACTION ITEMS:**

**DISCUSSION AND POSSIBLE APPROVAL FOR ROOF REPLACEMENT ON THE GAZEBO:** The estimate that came in seems high, so Supervisor Marschke asked that this matter be tabled until the September meeting. A motion was made by Trustee Braxton and seconded by Trustee Ransom to table the roof replacement for the gazebo until September. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL FOR ASPHALT REPAIRS ON BLUFF, THE TOWNSHIP WALKING PATH, MIKAN SUB AND OLD ORCHARD SUBDIVISION.:** After some discussion, a motion was made by Trustee Townsend and seconded by Trustee Savage to approve the asphalt repairs on Bluff Road. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL TO PUT A DOWN PAYMENT OF \$76,000 ON THE REFRIGERATOR TRUCK SO THAT WE CAN GET OUR NIFB GRANT PAYMENT BY THE OCT. 31<sup>ST</sup> DEADLINE:** After some discussion and questions were asked and answered, a motion was made by Trustee Townsend and seconded by Trustee Braxton to the downpayment of \$76,000 for the refrigerator truck. Upon roll call vote, the motion carried.

**DISCUSSION AND POSSIBLE APPROVAL FOR INSTALLATION OF CAMERA'S AT THE LEVY CENTER:** A motion was made by Trustee Savage and seconded by Trustee Braxton to approve the installation of cameras at the Levy Center. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL TO ADD 2 ADDITIONAL HIRES TO THE POOL OF PART TIME BARTENDERS FOR THE LEVY CENTER:** After some discussion a motion was made by Trustee Ransom and seconded by Trustee Savage to approve the hiring of two additional part-time bartenders. Upon roll call vote, motion carried.

**EXECUTIVE SESSION:** None

**APPROVAL OF TOWNSHIP BILLS & CLAIMS (for 7/19/2023-8/22/2023)**

Open Payables		Paid Payables	
Town	\$6,471.53	Town	\$104,287.46
Banquets	\$4,367.45	Banquets	\$ 15,862.94
General Assistance	\$ 293.28	General Assistance	\$ 25,662.33

A motion was made to approve bills and claims by Trustee Townsend 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** – Going over construction manager contract and once on radar, the union agreement.

**Administrator:** Another busy month. Summer Bridge Program was a success. The directors put together a photo slide show. – Slide were shown at meeting. Working on paperwork for refrigerated truck with the ARPA funds. Cleaning up on our Tools for Schools event. The food pantry is working hard managing all the customers and food sorting and getting everyone their ID cards. Staff busy working on passports and marriage licenses. Meijer on the east side of town will be supporting us again in September. Look for the \$10 donation cards. A \$10 donation gets the food pantry \$20. Last campaign we received \$1,290.

**Levy Center:** Membership is still growing. Nine male members at the class on Mondays. September list of events going out and on August 29<sup>th</sup> is first day to register – must be in person and second day phone reservations are accepted. Emails go out and those who do not have email get mailed a copy of the event list. Linda was asked what the exact number is, and she will report back to us at the September meeting. Martha Vineyard trip is filling up and Senior Olympics is in full swing, Drury Lane – see Johnny Cash Ring of Fire. Supervisor's picnic is on August 31<sup>st</sup> and expect 250-255. Cannot exceed fire department guidelines. Supervisor Marschke said we are looking into expanding the Levy Center and the parking lot.

**General Assistance:** See Attached

### ELECTED OFFICIALS' REPORTS:

**Assessor** – Not present - see attached written report.

**Clerk.** Attended Jubilee and volunteers at the ticket booth for CACA. The event was great. Met a couple who said that we have extremely helpful staff at the township, and they love our gardens.

### TRUSTEES:

**Trustee Townsend:** Thank Linda – one day I will be a senior too. Went to Springfield for the Chairs brunch and Illinois State Fair. Did not spend enough time there. Thank you to all who helped with Tools for Schools. Romeofest was a great event. Streaming our meetings. We did a test last month and will do another test before I write my report.

**Trustee Savage:** Thank officers for keeping us safe. Hopefully, this officer will make a full recovery. During this extreme heat, hydrate, take short trips outside and keep safe. Flu shots are available. Flu and covid shots will be combined so wait until October for your next shot.

**Trustee Ransom:** Toys for Tots – looking for a Santa (while looking at Monty) for December 16<sup>th</sup> 11:00 am – 2:00 pm. Thank everyone for working on Summer Bridge. The library is on board for our December event. The Youth Committee still needs a few volunteers. Meeting on Monday at 6:00 pm

**Trustee Braxton:** Copy Debi's comments on the officer shot in line of duty. They put their lives at risk for us. Attended Jubilee and thanked everyone who worked at the event. Thank everyone who worked on Summer Bridge and Tools for Schools and Monty for getting the cemetery work done. Check out both our cemeteries – Boardman in Bolingbrook and Alexander in Romeoville.

**ADJOURNMENT:** A motion was made by Trustee Townsend and seconded by Trustee Braxton to adjourn the meeting. Upon roll call vote, motion carried. The meeting adjourned at 8:01 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, August 22<sup>nd</sup>, 2023

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- July was another busy month for the General Assistance Office. A total of 18 households had applied for emergency assistance, 13 were approved, 4 were denied and one household still has a pending application. Of those approved, 4 households were assisted with their ComEd bill, three for their Nicor bill, one for their IL American Water bill, one for their apartment complex's utility bill (that's billed and serviced through a third party) and one for their Village of Romeoville water bill. Of those denied, two of them were because the grant amount from the township would not be enough to alleviate their life-threatening circumstance, one household was over-income and another was not facing a life-threatening circumstance.
- As for General Assistance, one new resident might possibly qualify and was interested in applying. The other three recipients are still going.
- In regards to other programming at the township, one household received two Goodwill vouchers, 8 households received help from the H2O program from IL American Water, 5 households were assisted with applying for the Nicor Shield of Caring program, two households applied for assistance from the Salvation Army Service Extension, one for their Nicor bill and another for their IL American Water bill. Lastly, one person was assisted in obtaining a homeless state ID.
- For the month of July, approximately 72 referrals were given, 10 out of township referrals, 7 food pantry referrals, 5 referrals to the Will County Center for Community Concerns, 3 IDHS referrals, 3 CSC referrals, 2 legal referrals and 42 other referrals for other resources.
- I did some outreach events this past few weeks. Of course, one being the Tools for School event, many families took information about the food pantry and GA/EA. A lot of the families were not aware that the township had a food pantry and were happy to learn about that resource. Many of the families at Tools for School were also happy to learn that I spoke Spanish and I was able to speak to them about many other resources. I also participated in BJ Ward's Kindergarten Bridge program for new kindergarten parents. The program was for new parents at the school and making them aware of the various resources available in the area for them. Again, a lot of families not knowing about our food pantry but at this particular event a lot of the families were more interested in the Emergency Assistance program. At one down time during the event I was speaking to some representatives from both the West Suburban Food Pantry and from the Compass Church and both had positive feedback about the township food pantry being built.
- Lastly, last week I attended a workshop sponsored by the IL Township Association of General Assistance Caseworkers on the different Medicare programs and updates. We also had a presentation on SHIP, which stands for State Health Insurance Program, through the IL Department on Aging which helps seniors who are applying for Medicare or need changes to their coverage during the open enrollment period. I had suggested to Khadija that since the next township newsletter will be out during the open enrollment period, to have something in the newsletter to remind seniors of the open enrollment and to let them know about seeing a SHIP counselor.



## Office of the Assessor

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

**Date:** September 8, 2023

**To:** Gary Marschke  
Township Supervisor  
*Kenneth Harris*

**From:** Kenneth Harris, CIAO  
Township Assessor

**Subject:** Assessor Monthly Report to Supervisor – August 31, 2023

As reported in July 2023 report, DuPage Township received a multiplier of 1.1092 from Will County for 2023. It has been a fast-rising market, and most of the townships in Will County have received multipliers between 1.05 to 1.13.

The Will County Supervisor of Assessments mailed revised Notice of Assessment to all Will County Property owners on August 7, 2023. Therefore, calls and inquiries are coming in and being addressed.

I met with Mayor Mary Alexander Basta regarding this process, and she has information regarding the Notices of Assessments on the Village of Bolingbrook website to help answer questions. As always, 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.

September 11, 2023, is the deadline for property owners to file an appeal with the Will County Board of Review.

I attended the 2023 International Association of Assessing Officers (IAAO) Conference held in Salt Lake City, UT on 8/27/2023 to 8/31/2023. The conference allowed me to collaborate with Assessing Officers from around the world. More than 60 sessions were offered at the conference, and speakers were available for the Education Sessions. Attendees had the opportunity to earn 10 or more training credit hours.