

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

251 Canterbury Lane  
Levy Center-Bolingbrook, IL

**October 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 Assessor Harris.

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

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

**APPROVAL OF REGULAR September 19, 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 August 22, 2023, meeting minutes.

**PUBLIC COMMENTS:** Antonio Timothee – spoke on Israel and asked trustee to resign; Linda Ellis – against foot pantry location; Judy Bredeweg – against food pantry, and Patty Droogan – Condolences for Plainfield family.

**SUPERVISOR'S REPORT:** Sold Hino truck for \$20,500. Earned more than \$35,000 over last year in interest income. Two years ago, earned: \$895 and last year \$36,000. We joined the Illinois fund.

**ACTION ITEMS:**

**PRESENTATION BY AUDITORS:**

Tom Siwicki, Director gave an overview of the audit. Questions were asked and answered. A motion was made by Trustee Savage and seconded by Trustee Braxton to accept the results of the audit. Upon roll call vote, motion carried.

**FOOD PANTRY - UPDATE.:** Zoning hearing tomorrow night at 7:00pm at Village Hall Boardroom.

**DISCUSSION AND POSSIBLE APPROVAL FOR RESOLUTION 23-20 – UPDATE TO FINANCIAL PROCEDURE POLICY:** A motion was made by Trustee Braxton and seconded by Trustee Savage to approve Resolution 23-20. Upon roll call vote, the motion carried.

**DISCUSSION AND POSSIBLE APPROVAL TO HOLD REVISED BUDGET HEARING:** A motion was made by Trustee Braxton and seconded by Trustee Savage to approve a revised budget hearing. A question was asked about the time – Supervisor Marschke stated the budget hearing would take place at 7:00 pm with our regular board meeting starting immediately after. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL OF LIABILITY INSURANCE POLICY RENEWALS:** After some discussion and questions asked and answered, a motion was made by Trustee Savage and seconded by Trustee Ransom to approve the liability insurance policy renews. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL TO REPAIR AND REPLACE RETAINING WALL (WALL CAPS) IN BACK OF LEVY CENTER:** A motion was made by Trustee Braxton and seconded by Trustee Ransom to approve the replacement/repair for \$2,500. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL TO SIGN THE INTERGOVERNMENTAL AGREEMENT WITH LEWIS UNIVERSITY FOR PROJECT “R”:** After some discussion, a motion was made by Trustee Ransom and seconded by Trustee Savage to approve the intergovernmental agreement with Lewis University. Upon roll call vote, motion carried.

**APPROVAL TO EMERGENCY EXPENDITURE FOR LEVY CENTER FREEZER:** After some discussion, a motion was made by Trustee Savage and seconded by Trustee Ransom to approve the replacement freezer for \$3,500. Upon roll call vote, motion carried.

**EXECUTIVE SESSION:** None

**APPROVAL OF TOWNSHIP BILLS & CLAIMS (for 9/20/2023-10/17/2023)**

|                    |             |                    |              |
|--------------------|-------------|--------------------|--------------|
| Open Payables      |             | Paid Payables      |              |
| Town               | \$80,097.59 | Town               | \$113,626.40 |
| Banquets           | \$13,287.66 | Banquets           | \$ 10,721,10 |
| General Assistance | \$ 1,375.05 | General Assistance | \$ 26,676.76 |

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

## REPORTS FROM ADMINISTRATIVE STAFF AND CONTRACTORS

### Legal Report – None

**Administrator:** 35 marriage licenses which is half of what we normally do each month, 6 passports, 24 discount license plate applications. Completed all road work that was approved. Levy freezer, grant check should arrive by end of week for \$76,000. The electric van is complete – just waiting on arrival. Completed resolution book. Food pantry – we will spend \$3,600 less this year thanks to West Liberty Foods donated turkey breast. September usage at pantry Saturday 56 – 76 households serviced and Tuesday/Thursday we had 70-95 households serviced. Testing online ordering at Riverstone apartments. Only 3 were delivered and 2 tried to order but could not complete the order. Will add Mackenzie Falls and Romeoville Gardens to the next test. The audit is now complete, and we are working on our cash and credit card procedure. Working on toys for tots and MLK event, pancake breakfast fundraising and January Newsletter. Articles need to be in by December 10<sup>th</sup>.

**Levy Center:** Busy planning events. Halloween Party on October 31, 2023 – Supervisor Marschke stated that costumes were optional.

**General Assistance:** See Attached

### ELECTED OFFICIALS' REPORTS:

**Assessor –** Board of Appeals deadline was September 15<sup>th</sup>. County is managing 182 cases.

**Clerk -** Condolences to the Plainfield family. Congratulations to all our senior Olympic champions on winning all their medals. Senior Committee is busy planning trips, outings, and lunch and learn activities. Boardman Cemetery is hosting an Open House on Halloween, October 31<sup>st</sup> from 3:00 pm to 9:00 pm. This is a family friend event. Veterans Day Celebrations: Bolingbrook will be at the memorial at 11:00 am and Romeoville at the Recreation Center and will begin at 9:00 am

### TRUSTEES:

**Trustee Savage:** Echo what everyone said about that sweet little boy in Plainfield. Praying for peace. Covid is still here. Get your flu vaccine. Over 55 get your RSP vacation. If over 70 and you get RSP worse than covid. Flu has not hit yet. Congratulations to our seniors. Good health to all

**Trustee Ransom:** Youth Committee is meeting on Monday at 6:00 pm. Condolences to the Plainfield family. October is Breast Cancer Awareness Month.



**Trustee Braxton:** Echo what Barbara said. Bingo night is October 26<sup>th</sup> – good game of chance. Our Thank You Volunteer Dinner is Friday night for our food pantry volunteers. Volunteers are always needed. Congratulations to our Senior Olympic winners.

**Collector:** None

**ADJOURNMENT:** A motion was made by Trustee Savage and seconded by Trustee Ransom to adjourn the meeting. Upon roll call vote, motion carried. The meeting adjourned at 8:26 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, October 17th, 2023

- For the month of September 2023, 28 households submitted Emergency Assistance applications, 18 were approved, four were for their rent, two for ComEd, nine for their IL American Water bill, two for their Nicor bill and one for their Village of Romeville water bill. Two households from Wheatland township had applied for assistance, one household received assistance with car repair assistance, ComEd and Village of Plainfield water bill. The other household received assistance for their IL American Water and ComEd bills.
- No new GA applications in September.
- Other assistance programs, seven households applied for assistance with the Help to Others program through IL American Water and one household for their IL American Water household through the Salvation Army Service Extension.
- LIHEAP has started up again and things have, for the part, been going smooth. I will have monthly totals for next month.
- Last month I attended Valley View School District's quarterly partner meeting. For the first meeting of the school year the school district goes over some of the programming that had happened over the summer in addition to having everyone at the meeting introduce themselves, what their particular role is within their organization and how they have worked with the school district.
- This past week I represented the township at two events, the Citizens Against Abuse event last Thursday and the Dia de Los Muertos event last Saturday put on by the Southwest Suburban Immigrant Project. I was able to share information about township services.
- I recently had a meeting with Ryan Lawrence from Heart Haven Outreach (aka. H2O) and talking with him about the specifics of what I do with GA. I also have some upcoming meetings with some local clergy and other community leaders to discuss what I do and to discuss the food pantry.