

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

251 Canterbury Lane
Levy Center-Bolingbrook, IL

January 16, 2024
Minutes

CALL TO ORDER: Meeting was called to order at 7:05 PM by Clerk Parker.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was recited by all and lead by Trustee Townsend.

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

NAME AN ACTING CHAIR OF THE MEETING: A motion was made by Trustee Ransom and seconded by Trustee Savage to have Trustee Braxton be temporary chair for tonight's meeting. Upon roll call vote, motion carried.

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

APPROVAL OF REGULAR December 12, 2023, BOARD MEETING MINUTES: A motion was made by Trustee Ransom and seconded by Trustee Townsend to approve the December meeting minutes as presented. Upon roll call vote, motion carried to approve the December 12, 2023 meeting minutes.

PUBLIC COMMENTS: Diane Kloepfer – Thanks for the senior center for all the social activities and needed services that are provided by Township. My mother who moved out of town could use these services.

SUPERVISOR'S REPORT: Trustee Braxton announced that Supervisor Marschke was ill, and we wish him well. The next Village of Bolingbrook board meeting on Tuesday, January 23, 2024, at 7:30 pm will have vote on the DuPage Township Food Pantry.

ACTION ITEMS:

DISCUSSION AND APPROVAL OF HEALTH, VISION, INSURANCE RENEWALS: After some discussion, questions asked and answered, a motion was made by Trustee Savage and seconded by Trustee Townsend to approve the health, vision insurance renewals. Upon roll call vote, motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF FOOD PANTRY PROPOSED HOLIDAY

SCHEDULE: After some discussion, a motion was made by Trustee Ransom and seconded by Trustee Braxton to approve the proposed food pantry holiday schedule. Upon roll call vote, motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF EMERGENCY PLOW REPAIRS:

After some discussion, a motion was made by Trustee Townsend and seconded by Trustee Savage to approve the emergency repair. Upon roll call vote, motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE 24-01:

After some discussion, a motion was made by Trustee Savage and seconded by Trustee Townsend to approve the scrivener’s error – Ordinance 24-01. Upon roll call vote, motion carried.

EXECUTIVE SESSION:

A motion was made by Trustee Ransom and seconded by Trustee Savage to go into Executive Session to review closed session minutes at 7:23pm. Upon roll call vote, motion carried.

RETURN FROM EXECUTIVE SESSION:

A motion was made by Trustee Ransom and seconded by Trustee Savage to return to January Board meeting at 7:30pm. Upon roll call vote, motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE 24-02 – REVIEW OF CLOSED SESSION MINUTES:

A motion was made by Trustee Savage and seconded by Trustee Ransom to approve Ordinance 24-02. Upon roll call vote, motion carried.

APPROVAL OF TOWNSHIP BILLS & CLAIMS (for 12/13/2023-1/16/2024)

Open Payables		Paid Payables	
Town	\$9,239.02	Town	\$172,677.57
Banquets	\$3,160.24	Banquets	\$ 7,842.62
General Assistance	\$ 341.57	General Assistance	\$ 21,331.18

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. Motion carried.

REPORTS FROM ADMINISTRATIVE STAFF AND CONTRACTORS

Legal Report- Village Board meeting on January 23rd. Planning Commission recommended that our request not be approved. One of three things can happen: 1- go against Planning Commission recommendation and approve the special use zoning request; 2- deny the special use zoning request; and 3 – send it back to Planning. Questions were asked and answered. We have submitted a lot of additional information at their request.

Administrator: Plowed a lot and salted our roads, made emergency repairs, took possession of our new van. Had electric repair to assessors' side of building. Holiday youth event. 220 children signed up to attend but not all attended. MLK youth event had 20 participants. Appreciated all the help. Continue to promote the virtual food pantry. Prepared backpacks with food for 13 kids who have a need. Assisted with kids that were not on original list for Christmas gifts. Pantry is very busy.

Levy Center: Gave a recap of 2023 events at the Levy Center.

General Assistance: See Attached

ELECTED OFFICIALS' REPORTS:

Assessor - See Attached Report

Clerk – Very rewarding to go to Tibbets Elementary School and help those that need a little assistance. Kids were very appreciative. A few kids gave hugs and said we were better than Santa. Thankful that the Township was able to provide additional help.

TRUSTEES:

Trustee Savage: Happy Healthy New Year to all. Flu, RSV and COVID are still out there. Hospitals are full. Wash hands and try to stay away from large groups. Wish Gary well.

Trustee Ransom: Happy New Year. Youth Committee is meeting on Monday. We are looking for a few new members. Hopefully, Gary gets better.

Trustee Townsend: Happy New Year. Youth Committee had an event and we had lots of volunteers. Thanks to all who came out. Thanks to Monty for reprising his role as Santa. Good time had by all.

Trustee Braxton: Wish Gary a speedy recovery. Congratulate Linda and staff on doing a good job.

ADJOURNMENT: A motion was made by Trustee Ransom and seconded by Trustee Townsend to adjourn the meeting. Upon roll call vote, motion carried. The meeting adjourned at 8:05 pm.

Respectfully submitted,

Barbara Ann Parker
Township Clerk

Totals from December 2023

General Assistance Report

REGULAR MEETING OF THE TOWNSHIP SUPERVISOR
AND BOARD TRUSTEES- Tuesday, January 16th, 2024

VICENTE FERNANDEZ-GENERAL ASSISTANCE ADMINISTRATOR

GENERAL ASSISTANCE CASES

New Applicants	Current Recipients	Applications Closed Out
0	2	1

Reason for the close out: Resident now has sufficient income

EMERGENCY ASSISTANCE CASES

Number of Applications	Applications Approved	Applications Denied	Applications Still Pending
9	7	2	0

Denial Reason: Applicant not facing a "life-threatening" circumstance

EMERGENCY ASSISTANCE BREAK DOWN:

Rental Assistance	IL American Water	Village of Romeoville	Nicor	ComEd	Car Repair
2	5	0	0	0	0

OTHER PROGRAMMING:

Salvation Army Service Extension	Help to Others (H2O)	Nicor Programming	Goodwill Vouchers	Homeless ID
0	1	0	4	1

REFERRALS:

Legal Referral	CSC Referral	Senior Services	LIHEAP
2	4	2	9
WCCCC	Out of Township Ref.	Resource Referral	
3	1	1	

Other activities through the General Assistance Office:

- One Wheatland Township resident applied for EA and was approved for their City of Aurora water bill
- 74 households have applied for LIHEAP at the township in December
- All winter coats have been given out, a total of 45 coats for 15 households were given out. In addition, over 20 coats were given to the Red Hatters as part of their adoption of students at Tibbott Elementary.
- Recently worked with Dave at the food pantry and gave him all of the coats we still had left over from this year and previous years. My understanding was that the coats were being donated to the Spanish Community Center in Joliet.
- Recently, there was an update from the Salvation Army regarding the H2O program. As of January 1st, the maximum grant for a person's IL American Water bill is now \$100 instead of \$200.

There has been some changes in some of the funding and the \$200 grant was because of COVID and prior to COVID the grant was \$100, so the program is returning to how it was run prior to COVID.

- I've recently been working with helping the township supervisors of Lockport Township and Greenwood Township (McHenry County) in helping them navigate the complexities that come with administering GA and navigating using VisualGA.
- With the recent arrivals of migrants to the Chicago area, there have been some concerns and questions regarding assistance to migrants. When it comes to General and Emergency Assistance, both the handbooks from TOI addresses this and states:

"To be eligible for General Assistance (Emergency Assistance), an applicant or recipient must be a United States citizen or a non-citizen in one of the following categories..., a refugee under Section 207 of the Immigration and Nationality Act; an asylee under Section 208 of the Immigration and Nationality Act; ...Even though an applicant or recipient does not satisfy the foregoing citizenship status factors, an applicant's or recipient's child who is a United States citizen or satisfies any of the foregoing non-citizen status factors is eligible for General Assistance (Emergency Assistance)"

-Township Supervisors of Illinois General Assistance Handbook §3.10

-Township Supervisors of Illinois Emergency Assistance Handbook §3.16

- Additionally, Article 85§14 of the Illinois Township Code states:

"A township official may not prohibit an organization from receiving township funds based upon the perceived citizenship or immigration status of the person who would receive those funds from the organization."

-60 ILCS 1/85-14



Office of the Assessor

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

Date: January 16, 2024

To: Gary Marschke
Township Supervisor

Kenneth Harris

From: Kenneth Harris, CIAO
Township Assessor

Subject: Assessor Monthly Report to Supervisor – January 2024

2024 Assessment Cycle

As reported last month, the 2023 assessment cycle is close. The 2024 assessment cycle began on 1/1/2024.

General Homestead Exemption (GHE)

The General Homestead Exemption (GHE) will close at the end of the day on February 2, 2024. We must complete all GHE adds, removals, or transfers by the end of day Feb 2, 2024. Any GHE changes can only be made by your office during the designated time frame.