

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

251 Canterbury Lane
Levy Center-Bolingbrook, IL

August 20,2024
Minutes

CALL TO ORDER: Meeting was called to order at 7:02 PM by Supervisor Marschke.

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

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 Braxton to approve the agenda as presented. Upon roll call vote agenda approval passed.

APPROVAL OF July 16, 2024 MEETING MINUTES: A motion was made by Trustee Townsend and seconded by Trustee Braxton to amend the minutes to add Trustee before Reem Townsend's name in the comments section of the minutes. Upon roll call vote, motion carried. A motion was made by Trustee Savage and seconded by Trustee Braxton to approve the July Board meeting minutes as amended. Upon roll call vote, motion carried to approve the July 16, 2024 board meeting minutes with amendment.

PUBLIC COMMENTS: Diane Kloepfer – food pantry location.

SUPERVISOR'S REPORT: Talked about the poll that was taken of residents in the township. Report was handed out and the Trustees were asked to review and bring any questions to the September meeting. Supervisor Marschke asked Clerk Parker to have the results put on our website. Friends of the Levy Center presented a check for \$3,000 to the Senior Committee for the Senior Olympics.

AUDIT REPORT: Auditor gave an overview of the report submitted to the Township. Recommends a policy be developed for following-up on uncashed checks – write a letter or call.

ACTION ITEMS:

DISCUSSION AND POSSIBLE APPROVAL FOR 2023-2024 FINANCIAL AUDIT: After some discussion and questions answered, a motion was made by Trustee Savage and seconded by Trustee Townsend to approve the Audit Report as presented. Upon roll call vote, the following voted yes: Trustees Braxton, Ransom, Savage, Townsend, and Supervisor Marschke. Motion carried.

EXECUTIVE SESSION: None

APPROVAL OF TOWNSHIP BILLS & CLAIMS (for 7/17/2024 - 8/20/2024

| | | | |
|--------------------|-------------|--------------------|-------------|
| Open Payables | | Paid Payables | |
| Town | \$11,872.77 | Town | \$85,551.74 |
| Banquets | \$12,980.38 | Banquets | \$17,151.10 |
| General Assistance | \$ 1,400.00 | General Assistance | \$16,600.95 |

A motion was made to approve bills and claims by Trustee Ransom and seconded by Trustee Braxton. 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- None

Administrator: Maintenance continues around the township and Levy Center. Worked on polling; Decimal Committee report filed with Will County Clerk. Finalizing tools for school event and Summer Bridge event.

Levy Center: Summer is winding down. Mentioned upcoming activities for balance of August and into September. Our seniors are kept very busy. Thank you, Supervisor and Board, for your assistance. We will have a senior expo in October.

General Assistance: See Attached Report.

ELECTED OFFICIALS' REPORTS:

Assessor - See attached.

Clerk – Our John Lewis event was well attended and very moving. Thanks to all for coming out. Thank you to the Friends of the Levy Center for their donation. Early voting will begin soon.

TRUSTEES:

Trustee Braxton: John Lewis event was good; Supervisor's picnic was fun for all who attended; Pop-up food pantry had lots of people coming for food which shows the need for this service. Polling results will be posted online. Senior Olympics are coming up and still time to register.

Trustee Ransom: I wrote an article for AITOCY on Suicide Prevention that will appear in the Township Officials of Illinois magazine – Perspective. We distributed 840 backpacks and served 387 families. The Summer Bridge program is over and working on a survey to see why parents bring their children on some days and not all days.

Trustee Savage: Wish the seniors good luck at the senior Olympics. Covid vaccine will be out soon, but the new one will not be free to everyone. Insurance may cover cost. I encourage everyone to get the new one. If you had covid in the past six months, you would need to wait to get it. RSV is no longer advised for all seniors.

Trustee Reem Townsend: Attended Romeofest – they had a petting zoo and lots of food. Attended the funeral for Kevin Wilson. Great job Jackie and Deneen – after listening to the auditor's report it is good to hear from an unbiased opinion that things are run correctly. There is a stigma against the unhoused and some of them are the people who are against the food pantry.

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 7:44 pm.

Respectfully submitted,

Barbara Ann Parker
Township Clerk



General Assistance Report

REGULAR MEETING OF THE TOWNSHIP SUPERVISOR AND BOARD OF TRUSTEES

Tuesday, August 20th, 2024

Vicente Fernandez-General Assistance Administrator

STATISTICAL TOTALS FROM JULY 2024

GENERAL ASSISTANCE CASES

| New Applicants | Current Recipients | Applications Closed Out |
|----------------|--------------------|-------------------------|
| 0 | 2 | 0 |

OTHER PROGRAMMING:

| Help to Others (H2O) | Salvation Army Service Extension |
|----------------------|----------------------------------|
| 9 | 1* |

*Resident was assisted with their IL American Water bill

REFERRALS:

| IL Dept. of Human Services | Will Co. Cent. For Comm. Con. | LIHEAP |
|----------------------------|-------------------------------|----------------------|
| 2 | 3 | 4 |
| Out of Township Referral | Resource Referral | Food Pantry Referral |
| 7 | 11 | 11 |

OTHER PROGRAMMING: Wheatland Township

| Help to Others (H2O) |
|----------------------|
| 1 |

EMERGENCY ASSISTANCE CASES

| Number of Applications | Applications Approved | Applications Denied | Applications Pending |
|------------------------|-----------------------|---------------------|----------------------|
| 21 | 11 | 7 | 3 |

Denial Reasons:

- Resident not experiencing a "life-threatening" circumstance
- EA grant amount not sufficient to alleviate "life threatening" circumstance
- resident withdrew their application for assistance
- resident already receiving EA within the last 12 months
- resident being over income

EMERGENCY ASSISTANCE BREAK DOWN:

| Rental Assistance | IL American Water | Car Repair |
|-------------------|-------------------|------------|
| 3 | 3 | 0 |

EMERGENCY ASSISTANCE CASES – Wheatland Township

| Number of Applications | Applications Approved | Applications Denied | Applications Pending |
|------------------------|-----------------------|---------------------|----------------------|
| 1 | 0 | 1 | 0 |

Denial Reason: Applicant was over-income

OTHER ACTIVITIES THROUGH THE GENERAL ASSISTANCE OFFICE

- In addition to the above totals, there were 44 households who came to the office to apply for LIHEAP. On August 2nd, the Will County Center for Community Concerns was informed by the Illinois Department of Commerce and Economic Opportunity that with the current pending applications on hand for LIHEAP, funding would be exhausted and no more applications should be taken. As a result, the current LIHEAP program year has ended early due to exhausted funds. Therefore, for the 2023-2024 LIHEAP program year, approximately 568 households had come to the township to apply. The next LIHEAP program year is slated to begin October 1st with priority applications given to those over 60 years of age, disabled, those with children under the age of 5 in the household or imminent disconnection or are disconnected. All other income eligible households can apply starting November 1st.
- With regards to the rental assistance program Community Concerns ran in July here at the township, only 4 households took advantage of that program. There could be a number of reasons for the lack of interest in the rental assistance program but maybe in the future this could be revisited.
- The township participated in the Pride and Puppies event and did double duty in taking in food donations for the food pantry and giving out information about township services. Thank you to Assessor Harris, Clerk Parker, Trustee Braxton, Jackie and Grace for helping out since I was not able to make the event.
- I participated in a couple of back-to-school events starting with the township's Tools for School event on August 1st, the "Bulldog Bash" on August 5th and the Kindergarten Bridge event at BJ Ward Elementary giving out information about township services, one family even signed up for the food pantry.



Office of the Assessor

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

Date: September 13, 2024

To: Gary Marschke
Township Supervisor
Kenneth Harris

From: Kenneth Harris, CIAO
Township Assessor

Subject: Assessor Monthly Report to Supervisor – August 2024

Will County Notice of Revised Assessment

Will County Supervisor of Assessments mailed the revised assessment notices to eligible property owners. The Notice of Revised Assessment had a mail date of 08/07/2024 and property owners have until 09/09/2024 to appeal.

2024 IAAO Annual Conference

We had three employees attend the 2024 International Association of Assessing Officers (IAAO) Annual Conference that took place August 25 – 28, 2024 in Denver, Co at the Colorado Convention Center. More than 60 sessions were offered at the conference. Attendees had the opportunity to earn 10 or more credit hours.

Will County Board of Review (BOR) Deadline

As reported last month, September 9, 2024, is the deadline to file an appeal.

Bolingbrook Chamber of Commerce

I spoke to the Chamber on 08/02/2024 regarding property assessments and exemptions. The event was well attended and a lot of positive feedback was given.

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), or stop in.