



DUPAGE TOWNSHIP

241 Canterbury Lane
Bolingbrook, IL 60440-2834
630-759-1317
Fax: 630-759-3412

PURCHASE ORDER REQUEST FORM

Date of Request: 10.15.24

Due Date: _____

Department: pantry

Requested By: DAVE

Vendor Name & Address:

COSTCO WHOLESALE
PLAINFIELD # 1388

Item Descriptions:

Account:

Dollar Amount:

Item Descriptions:	Account:	Dollar Amount:
<u>1000 Pies for</u>		
<u>THANKSGIVING</u>		
<u>@ 599 ea</u>		<u>5990⁰⁰</u>

Total: 5990⁰⁰

Requestor Signature: [Signature]

Pre-Approval Signature: ATTACHED

Approval Signature: _____

PLEASE SEND
THE CHECK
TO DAVE -
DRIVER TO DELIVER
THX Dave

Administrator

From: Dave Locke
Sent: Tuesday, October 22, 2024 4:37 PM
To: Administrator
Subject: Fwd: Holiday meat from West Liberty Market & Cafe (GABBY HAND DELIVERED THIS EMAIL AND ATTACHMENTS YESTERDAY-JUST WANTED YOU ALL TO HAVE THE EMAIL AS WELL)

Sorry, this is the correct one.

David Locke
Cell 708.912.4270
Sent from my iPad

Begin forwarded message:

From: Dave Locke <dlocke@dupagetownship.com>
Date: October 2, 2024 at 9:29:00 AM CDT
To: Gary Marschke <gmarschke@dupagetownship.com>
Cc: Administrator <DTAdministrator@dupagetownship.com>, payables <payables@dupagetownship.com>
Subject: Holiday meat from West Liberty Market & Cafe (GABBY HAND DELIVERED THIS EMAIL AND ATTACHMENTS YESTERDAY-JUST WANTED YOU ALL TO HAVE THE EMAIL AS WELL)

2074.41
- 5990.00 Pies

- 3915.59
over

Attached please find an invoice for the purchase of single turkey breast lobes to be used for the Seniors for Thanksgiving, 2 per client (\$2468.79). Also included is an invoice for 250 small Black Forest Hams (\$2116.80) be given away to clients before the Christmas and New Years holidays. Please be kind enough to sign off on these and give the purchase order sheet to Deneen for payment.

Deneen, please return the check to me and I will make arrangements with Cindi at West Liberty to get the check to her attention.

Gary just for your information, the budget allowed for \$24,000. We spent \$11,500 on the full turkeys and meal boxes for the Saturday giveaway, \$3840 for just the meal boxes for the Seniors to pass out with the above breasts the Tuesday before Thanksgiving and \$2000 for the meal boxes to use with the hams later in December. Paying \$2468.79 for the breasts and \$2116.80 for the hams leaves us with an overage of \$2074.41 still in the budget. Let me know if you have any questions and thank you.

David Locke
Manager
DuPage Township Food Pantry
719 Parkwood
Romeoville IL 60446

**DUPAGE TOWNSHIP
WILL COUNTY, ILLINOIS**

ORDINANCE NO. 24-18

**AN ORDINANCE ESTABLISHING COMPENSTION
FOR TOWNSHIP OFFICIALS FOR THE 2025 – 2029 TERM**

WHEREAS, DuPage Township Board has authority, pursuant to the Township Code of Illinois, 60 ILCS 1/65-20, to fix the salaries of Township Officials at least one hundred eighty (180) days before the beginning of the terms of those officials; and

WHEREAS, Section 2 of the Local Government Officer Compensation Act, 50 ILCS 145/2, specifies that the compensation of elected officers “shall be fixed at least 180 days before the beginning of the terms of the officers whose compensation is to be fixed” and

WHEREAS, the DuPage Township Board desires to establish compensation to be paid to township officials who will be elected in April 2025 and take office in May, 2025 and January, 2026.

NOW, THEREFORE, BE IT ORDAINED, by the Supervisor and Board of Trustees for the DuPage Township, Will County, Illinois, as follows:

Section 1. Supervisor’s Salary: Beginning on the third Monday of May 2025, the annual compensation payable to the Supervisor shall be as follows:

May 19, 2025 – May 31, 2026	\$50,000
June 1, 2026 – May 31, 2027	\$50,000
June 1, 2027 – May 31, 2028	\$50,000
June 1, 2028 and thereafter	\$50,000

The Supervisor will not be entitled to participate in the Township’s health insurance or in the Illinois Municipal Retirement Fund.

Section 2. Clerk's Salary: Beginning on the third Monday of May 2025, the annual compensation payable to the Township Clerk shall be as follows:

May 19, 2025 – May 31, 2026	\$18,000
June 1, 2026 – May 31, 2027	\$18,000
June 1, 2027 – May 31, 2028	\$18,000
June 1, 2028 and thereafter	\$18,000

The Clerk will not be entitled to participate in the Township's health insurance. The Clerk will not be eligible to participate in the Illinois Municipal Retirement Fund.

Section 3. Trustee's Salary: Beginning on the third Monday of May 2025, Township Trustees shall be paid as follows:

May 19, 2025 – May 31, 2026	\$12,000
June 1, 2026 – May 31, 2027	\$12,000
June 1, 2027 – May 31, 2028	\$12,000
June 1, 2028 and thereafter	\$12,000

The Trustees will not be entitled to participate in the Township's health insurance. The Trustees will not be eligible to participate in the Illinois Municipal Retirement Fund.

Section 4. Assessor's Salary: Beginning on January 1, 2026, the annual compensation payable to the Township Assessor shall be as follows:

January 1, 2026 – December 31, 2026	\$100,000
January 1, 2027 – December 31, 2027	\$100,000
January 1, 2028 – December 31, 2028	\$100,000
January 1, 2029 and thereafter	\$100,000

The Assessor will be entitled to participate in the Township’s health insurance pursuant to the provisions of Section 7 below. The Assessor will be eligible to participate in the Illinois Municipal Retirement Fund.

Section 5. Collector’s Salary: Beginning on January 1, 2026, the annual compensation payable to the Township Assessor shall be as follows:

January 1, 2026 – December 31, 2026	\$2,000
January 1, 2027 – December 31, 2027	\$2,000
January 1, 2028 – December 31, 2028	\$2,000
January 1, 2029 and thereafter	\$2,000

The Collector will not be entitled to participate in the Township’s health insurance. The Collector will not be eligible to participate in the Illinois Municipal Retirement Fund.

Section 6. Effective for the Next Term: This Ordinance shall go into full force and effect for the 2025 calendar year, beginning after the installation of officers elected at the consolidated election held on April 4, 2025. These salaries shall not be given to the township officials prior to the dates specified in Sections 1-5.

Section 7. Payroll Practices: Said amounts shall be paid bi-monthly in accordance with the Township’s usual payroll practices less applicable withholding.

Section 8. Health Insurance Benefits: The health insurance benefits that are offered to Township employees will be offered to the Assessor, with the official paying \$50 of the premium and the Township paying the remainder of the premium. The plan given to this elected official will be the same plan offered to Township employees, which may change each year, depending on the health insurance plan offered by the Township each year, the terms of the plan selected each year, and the Township Board’s decision each year related to plan coverage.

Section 9. Expense Reimbursement. In addition to the compensation specified herein, the Supervisor, Clerk, Trustees, Collector and Assessor shall be entitled to have their reasonable expenses related to the performance of their duties reimbursed pursuant to the Township’s usual practices and the Local Government Travel Expense Control Act, 50 ILCS 150/1. Expense reimbursement is not considered a part of the elected official’s salary.

Section 10. Savings Clause. In the event any section, clause, provision or part of this Ordinance shall be found and determined to be invalid by a Court of competent jurisdiction, all valid parts that are severable from the invalid parts shall remain in full force and effect.

Section 11. Conflicts. All Ordinances or parts of Ordinance in conflict herewith are hereby repealed.

Section 12. Effective Date. This Ordinance will become effective upon its publication in accordance with law.

Approved by the Supervisor and Trustees of DuPage Township this 29th day of October, 2024, pursuant to a roll call vote as follows:

	YES	NO	ABSENT	PRESENT
Supervisor				
Trustee				
Trustee				
Trustee				
Trustee				
TOTAL				

APPROVED:

Supervisor

ATTEST:

(SEAL)

Township Clerk