

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

251 Canterbury Lane
Levy Center-Bolingbrook, IL

December 17, 2024
Minutes

CALL TO ORDER: Meeting was called to order at 7:04 PM by Clerk Parker.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was recited by all and lead by Vincente Fernandez

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

Clerk Parker called for a motion to name an acting Chair for this board meeting. A motion was made by Trustee Ransom and seconded by Trustee Townsend to name Trustee Braxton as acting Chair of this meeting. Upon roll call vote, motion carried.

APPROVAL OF AGENDA: A motion was made by Trustee Townsend and seconded by Trustee Ransom to remove Items C and F from the agenda. Upon roll call vote removing agenda item C and F passed. A motion was made by Trustee Ransom and seconded by Trustee Townsend to approve the agenda with amendment. Upon roll call vote agenda approval passed.

APPROVAL OF November 19, 2024 MEETING MINUTES: A motion was made by Trustee Townsend and seconded by Trustee Ransom to approve the November 19, 2024, Board meeting minutes. Upon roll call vote, motion carried to approve the November 19, 2024, board meeting minutes as presented.

PUBLIC COMMENTS: None

SUPERVISOR'S REPORT: None

ACTION ITEMS:

DISCUSSION AND APPROVAL OF A MARCH START DATE ON THE PARKING LOT EXPANSION DUE TO WEATHER CONDITIONS: A motion was made by Trustee Townsend and seconded by Trustee Ransom to approve the March start date of the parking lot expansion. Upon roll call vote, motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF THE 2025 MEETING, PAYROLL AND ACCOUNTS PAYABLE SCHEDULE: After some discussion, Trustee Ransom made a motion and seconded by Trustee Townsend to approve the 2025 meeting, payroll, and accounts payable schedule. Upon roll call vote, motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF DATA CENTER TRANSFER FOR ACCOUNTING SYSTEM:
Tabled.

DISCUSSION AND POSSIBLE APPROVAL OF THE PACE CONTRACT: After some discussion, a motion was made by Trustee Ransom and seconded by Trustee Townsend to approve the Pace contract. Upon roll call vote, motion passed.

DISCUSSION AND POSSIBLE APPROVAL TO REPLACE THE ASSESSOR EXIT DOOR: After a discussion, a motion was made by Trustee Ransom and seconded by Trustee Townsend to approve replacing the Assessor’s exit door. Upon roll call vote, motion passed.

DISCUSSION AND POSSIBLE APPROVAL TO AUCTION THE INTERNATIONAL BOX TRUCK:
Tabled.

DISCUSSION AND POSSIBLE APPROVAL TO REPAIR FORKLIFT: After a discussion, a motion was made by Trustee Ransom and seconded by Trustee Townsend to approve \$1,158.80 forklift repair. Upon roll call vote, motion passed.

DISCUSSION AND POSSIBLE APPROVAL OF PROJECT ‘R’ CONTRACT: After some discussion, a motion was made by Trustee Braxton and seconded by Trustee Ransom to approve Project “R” Contract. Upon roll call vote, motion passed.

EXECUTIVE SESSION: None

APPROVAL OF TOWNSHIP BILLS & CLAIMS (for 11/20/2024 - 12/17/2024

Open Payables		Paid Payables	
Town	\$ 6,326.98	Town	\$183,003.35
Banquets	\$ 2,575.79	Banquets	\$ 13,620.34
General Assistance	\$ 1,938.93	General Assistance	\$ 35,418.13

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

REPORTS FROM ADMINISTRATIVE STAFF AND CONTRACTORS

Legal Report: Additional materials were submitted to the Village on the food pantry. We are scheduled to be before the planning commission on January 15, 2025, at 7:00 pm

Administrator: Thanks to the staff for all their hard work and wishing everyone a good holiday. Working on grants, internship program and newsletter. Closed out Project R for this semester, Toy for tots was successful and still waiting on 25 or so to pick up their toys. Potholes at food pantry have been filled, new refrigerated truck delivered – need logo on side of truck. Dave Locke resigned from the Food Pantry. Me, Khadija, and maybe Grace will be going to the pantry until we get a replacement.

Levy Center: October mystery tour is popular – seniors love them. Rotary Halloween party was successful. Lunch and learn and trips continue to be a hit. Senior Township party was very well attended – had a wait list. Red Hat group had their holiday party. Finished the year strong and looking forward to 2025.

General Assistance: See Attached Report.

ELECTED OFFICIALS' REPORTS:

Assessor - See attached.

Clerk – Bolingbrook High School's very own Morgan Tuck was promoted to General Manager of the WNBA Connecticut Sun. While volunteering for Bolingbrook Community Television, we videotaped a lot of the girls' basketball games, so I was truly fortunate to watch her play along with her talented teammates. Romeoville's girls' varsity & JV cheer team took first place at the Oswego tournament. BHS swimming real team set a JV record by 15 seconds. Happy holidays to all and thank you to all the township staff for their hard work.

TRUSTEES:

Trustee Braxton: Great time at the party. Seniors appreciate the programs and events. Turkey giveaway was a success – gave away 500 full dinners. Happy holidays. Enjoy time with your family.

Trustee Ransom: Speaking of Morgan Tuck, we are working on bringing her back to speak at our Black History Program. Thanks to all the volunteers, DuCap and the Youth Committee for their hard work on the Toys for Tots giveaway. Wishing everyone happy holidays.

Trustee Reem Townsend: Thanked the staff and board for all their hard work this year.

ADJOURNMENT: A motion was made by Trustee Townsend and seconded by Trustee Ransom to adjourn the meeting. Upon roll call vote, motion carried. The meeting adjourned at 7:54 pm.

Respectfully submitted,

Barbara Ann Parker
Township Clerk



General Assistance Report

REGULAR MEETING OF THE TOWNSHIP SUPERVISOR AND BOARD OF TRUSTEES
 Tuesday, December 17th, 2024
 Vicente Fernandez-General Assistance Administrator

STATISTICAL TOTALS FROM November 2024

GENERAL ASSISTANCE CASES

Current Recipients	2
New Applications	0
Applications Closed Out	0

OTHER PROGRAMMING

Help to Others (H2O)	1
Goodwill Vouchers	5*
Salvation Army Service Extension	1**

*Each voucher was for \$25

**Assistance provided was for IL American Water

REFERRALS

IDHS	1	Food Pantry	8
Legal Referral	1	LIHEAP Referral	21
Senior Services	1	Resource Referral	1
		WCCCC	4

EMERGENCY ASSISTANCE CASES- Wheatland Township

Number of Applicants	2
Approved Applications	0
Denied Applications	1
Pending Applications	1

Denial Reason: Over-income

EMERGENCY ASSISTANCE CASES

Number of Applicants	17
Approved Applications	6
Denied Applications	10
Pending Applications	1

Denial reasons:

- No life-threatening circumstance
- Applicant withdrew application
- Grant amount not enough to alleviate the "life-threatening" circumstance
- Non-cooperation
- Not a US Citizen or non-citizen in an immigration category
- Over-income

EMERGENCY ASSISTANCE BREAK DOWN

Rental Assistance	6
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OTHER ACTIVITIES THROUGH THE GENERAL ASSISTANCE OFFICE

- 94 households came to the township to apply for LIHEAP
- 50 coats have been given out to 17 households.
- Close to 30 residents in the past week have contacted the office about assistance for their water bill. All of them saying they have a disconnection for this week, the vast majority for yesterday, the 16th. Some residents have applied and been approved already and others are in various stages of the applications process. Totals for the month will be reported at next month's board meeting.
- The ICC did approve a partial rate increase for IL American Water, that will be going into effect on January 1st, 2025, which will most likely mean that there will be a significant increase in the number of residents requesting assistance.



Office of the Assessor

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

Date: January 9, 2025
To: Gary Marschke
Township Supervisor
Kenneth Harris
From: Kenneth Harris, CIAO
Township Assessor
Subject: Assessor Monthly Report to Supervisor – December 2024

We completed our 2024 assessment cycle and received a copy of the 2024 Tentative Abstract for our township, summarized as follows:

	Parcels	%	Assessed Value	%
Residential	27,193	94.550%	3,020,938,523	65.22%
Farm	28	0.101%	2,448,382	0.05%
Commercial	720	2.504%	387,621,135	8.37%
Industrial	820	2.845%	1,221,121,417	26.36%
Total	28,761	100.000%	4,632,129,457	100.0000%

2025 Assessment Cycle

The 2025 assessment cycle will begin on 1/1/2025.

2025 Exemption Renewals

These forms are schedule to be mailed by the Will County Supervisor of Assessments on 04/11/2025.

Will County Supervisor of Assessments Annual Assembly

We had two employees attend this meeting on 12/09/2024. The assembly is required per State Statute (35 ILCS 200/9-15) for all assessors and their deputies in Will County.

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.

Our Township property owners are vital to our municipal operations, and we will continue to see that our assessment process is fair and equitable in accordance with State Statue.