

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

251 Canterbury Lane
Levy Center-Bolingbrook, IL

February 18, 2025
Minutes

CALL TO ORDER: Meeting was called to order at 7:03 PM by Clerk Parker.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was recited by all and led by Jackie Traynere.

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

VOTING ON ACTING CHAIR FOR THIS 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 approve the agenda. Upon roll call vote agenda approval carried.

APPROVAL OF January 27, 2025 MEETING MINUTES: A motion was made by Trustee Ransom and seconded by Trustee Braxton to approve January 21, 2025, Board meeting minutes. Upon roll call vote, motion carried.

PUBLIC COMMENTS: Rose Harris – Wonderful staff who deserve a raise. Sean Salisbury – upset with newsletter and irresponsible to build a new food pantry.

SUPERVISOR'S REPORT: None

ACTION ITEMS:

EXECUTIVE SESSION: A motion was made to enter into executive session to discuss possible litigation and property acquisition by Trustee Ransom and seconded by Trustee Townsend at 7:12 pm.

RETURN FROM EXECUTIVE SESSION: A motion was made by Trustee Ranson and seconded by Trustee Braxton to return to regular Board meeting at 8:01 pm. Upon roll call vote, motion carried.

APPROVAL OF TOWNSHIP BILLS & CLAIMS (for 1/22/2025 – 2/18/2025)

Open Payables		Paid Payables	
Town	\$ 6,366.76	Town	\$ 65,133.35
Banquets	\$ 1,662.74	Banquets	\$ 9,888.88
General Assistance	\$ 1,615.20	General Assistance	\$ 25,404.44

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

REPORTS FROM ADMINISTRATIVE STAFF AND CONTRACTORS

Legal Report: None

Administrator: New food pantry manager working on boarding and training. She was introduced to the group and made a few remarks and presented information on the food pantry. Fifty-five marriage licenses issued along with seventeen new passports. Work will begin on the new parking lot then replace both parking areas.

Levy Center:- Cold outside but our seniors are still active. First line dancing class for beginners was held on Monday afternoon and had over forty seniors sign up. Senior volunteer program is in full swing. Over two hundred meals go out of our kitchen for seniors who are homebound. Shout out to Jennifer who does an excellent job with this program.

General Assistance: See Attached Report.

ELECTED OFFICIALS' REPORTS:

Assessor - See attached.

Clerk – Senior Committee is remarkably busy planning lots of fun events and activities for the Levy Center. Romeoville HS girls' volleyball took home first place overall at the NIKE President's Day Classic. RHS and BHS Chess Teams went to State. BHS Alexandra Flores is Regional Champ and heading to State in girls wrestling. BHS varsity scholastic bowl team won the Southwest Prairie Conference. A. Vito Martinez 8th graduate volleyball took first place at the Richland Tournament. Congratulations to all.

TRUSTEES:

Trustee Braxton: Welcome Theresa. After listening to your report, there definitely is a need in our community for our services. Thank you for the work you are doing. Thank you, Vincente for being at the Black History Program. Senior program – for many of our seniors this is their family, and we have lots of programs for them to participate. Thanks Linda.

Trustee Ransom: Thank you to Vincente for being at Black History Program. Youth Committee on Monday at 6:00 pm. We will have a speaker from **Will & Grundy Community Concerns** Stay warm.

Trustee Reem Townsend: Welcome Theresa and thank you for your report – Ramadan starts 2-28-25 and want to wish everyone a happy Ramadan.

ADJOURNMENT: A motion was made by Trustee Ransom and seconded by Trustee Braxton to adjourn the meeting. Upon roll call vote, motion carried. The meeting adjourned at 7:25 pm.

Respectfully submitted,

Barbara Ann Parker
Township Clerk



General Assistance Report

REGULAR MEETING OF THE TOWNSHIP SUPERVISOR AND BOARD OF TRUSTEES

Tuesday, February 18th, 2025

Vicente Fernandez-General Assistance Administrator

STATISTICAL TOTALS FROM JANUARY 2025

GENERAL ASSISTANCE CASES

Current Recipients	2
New Applications	0
Applications Closed Out	0

OTHER PROGRAMMING

Help to Others (H2O)	20
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REFERRALS

Homeless Services	2	Food Pantry	12
St. Vincent De Paul	1	LIHEAP Referral	19
Senior Services	1	Resource Referral	4
Out of Township	7	WCCCC	2

EMERGENCY ASSISTANCE CASES

Number of Applicants	39
Approved Applications	33
Denied Applications	5
Pending Applications	1

Denial reasons:

- No life-threatening circumstance (2x)
- Voluntarily withdrew application
- Resident receiving TANF
- Non-cooperation from resident

EMERGENCY ASSISTANCE BREAK DOWN

Rental Assistance	6
IL American Water	24
Car Repair Assistance	3

OTHER ACTIVITIES THROUGH THE GENERAL ASSISTANCE OFFICE

- 37 households came to the township to apply for LIHEAP
- Gave out 7 more winter coats for 4 different households.
- Completed the site based survey for the annual "Point in Time" count for the Will County Continuum of Care. Each year, nationally, there is a "Point in Time" count where agencies, volunteers and other organizations, through the local CoC count the number of individuals experiencing homelessness on a particular night in January. For us locally, the number of homeless individuals in the township is *at least* 6, mostly located in Bolingbrook.
- I manned the township's table at the annual Black History Month event at BHS, mainly talking about not only GA/EA programs but also the food pantry. There seemed to be a lot of interest this year from groups about wanting to volunteer at the pantry.
- This Saturday, Grace and I will be at the Valley View School District's Family Symposium. We were asked to give a presentation during a breakout session to discuss various township services. We'll also be having a table at the event as well.