

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

251 Canterbury Lane  
Levy Center-Bolingbrook, IL

**August 15, 2025**  
Minutes

**CALL TO ORDER:** Meeting was called to order at 7:00 PM by Supervisor Marschke.

**PLEDGE OF ALLEGIANCE:** Pledge of Allegiance was recited by all and led by Eddie Martinez.

**ROLL CALL FOR QUORUM:** Trustees Ransom, Jackson, Parks, and Supervisor Marschke were present via roll call vote, so a quorum was determined.

**APPROVAL OF AGENDA:** A motion was made by Trustee Parks and seconded by Trustee Jackson to approve the agenda. Upon roll call vote agenda approval carried.

**APPROVAL OF JUNE 17, 2025 BUDGET HEARING MINUTES:** A motion was made by Trustee Ransom and seconded by Trustee Jackson to approve June 17, 2025 budget hearing minutes. Upon roll call vote, motion carried.

**APPROVAL OF JULY 16, 2025 REGULAR BOARD MEETING MINUTES:** A motion was made by Trustee Braxton and seconded by Trustee Jackson to approve July 16, 2025 Board meeting minutes. Upon roll call vote, motion carried.

**PUBLIC COMMENTS:** James Sampson – Parking lot on north side should be wider. More handicap spots.

**SUPERVISOR'S REPORT:** I'd like to begin with a thank you to Tracey and all those who made our school bookbag giveaway a huge success. It was an organized, informative, and fun event offered at the Levy Center and then additional delivery to schools directly. 450 bags distributed at Levy Center; 100 bags distributed to 3 schools: Tibbott, Oakview and Woodview. 25 bags given to a back-to-school event of a 501c3. Next, I would like to thank Friends of the Levy Center for their contribution of \$3,000 toward the Levy Center participation in Senior Olympics. This money will be used to offset the hotel costs of our participants during the event. I am honored to announce that our Levy Center has been asked to host the 90<sup>th</sup> Birthday of Social

Security, co-sponsored by AARP and Congressman Bill Foster. Save the date – Monday, August 25<sup>th</sup> 1:30 pm. This will be an informative presentation on social security. Cake will be served. My learning curve continues – every day I'm seeing how much we are appreciated in the community. My overall focus for the next four years is "community" – continuing and growing the vision of the previous administration. Number 1 continues to be the food pantry. Number 2 is volunteers. Both represent the heart of "community" and the Township goals. I urge everyone to recognize the benefits for those in need, as well as the emotional benefit to those volunteering. As to volunteers, I urge our Board to spread the word. We need volunteers for many things. This is a critical element of spending taxpayer dollars logically and in the best and most cost-efficient manner by offering creative approaches and ideas for community involvement. Anyone and everyone are welcome; we all have life experience, skills, personal talents that can help others.

#### **ACTION ITEMS:**

##### **DISCUSSION AND POSSIBLE APPROVAL OF IF CONTRACT WITH WHEATLAND TOWNSHIP RESOLUTION 25-11 AND 25-12:**

After brief discussion, a motion was made by Trustee Parks and seconded by Trustee Jackson to approve the contracts between DuPage Township and Wheatland Township to oversee their general assistance and food pantry clients. The following voted in the affirmative. Upon roll call vote, the following voted yes: Trustees Ransom, Jackson, and Supervisor Marschke. Motion carried.

##### **DISCUSSION AND POSSIBLE APPROVAL OF PARKING LOT ADDITIONAL COSTS:**

After some discussion, a motion was made by Trustee Parks and seconded by Trustee Jackson to remove item CO-6 from the additional costs and table to a future meeting. Upon roll call vote, motion carried. Then a motion was made by Trustee Jackson and seconded by Trustee Parks to approve CO-1 – CO-5. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL OF FOOD PANTRY EMERGENCY REPAIRS FOR FORKLIFT (\$405.75 ), EMERGENCY GAS LINE REPAIR (\$1,264.29), AND FREEZER REPAIR, CURRENTLY IN WORK ESTIMATE OF (\$1,492.50):** After some discussion, a motion was made by Trustee Ransom and seconded by Trustee Jackson to the hiring of a part-time administrative assistant. Upon roll call vote, motion carried.

**DISCUSSION OF POSSIBLE FOOD PANTRY WALK-IN FREEZER:** Looking at cost and will go out to bid.

**DISCUSSION AND POSSIBLE APPROVAL TO PURCHASE THANKSGIVING HOLIDAY MEALS NOT TO EXCEED THE BUDGETED AMOUNT OF \$25,000 AND ADDITIONAL FUNDS FROM FOOD SUPPLIES:** A motion was made by Trustee Jackson and seconded by Trustee Ransom to approve the purchase of Thanksgiving holidays. Upon roll call vote, motion carried.

**DISCUSSION AND POSSIBLE APPROVAL OF ADDITIONAL FUNDS OF \$1,000 FOR THE LEVY CENTER CERAMIC CLASS KILN PURCHASE OF \$2,500.:** The Friends of the Levy Center donated \$1,500 towards the purchase. A motion was made by Trustee Ransom and seconded by Trustee Jackson to approve the purchase of the Kiln for the ceramic class. Upon roll call vote, motion carried.

#### **APPROVAL OF TOWNSHIP BILLS & CLAIMS (for 7/16/2025 – 8/19/2025)**

Open Payables		Paid Payables	
Town	\$ 6,248.43	Town	\$285,668.70
Banquets	\$ 13,206.87	Banquets	\$ 18,135.96
General Assistance	\$ 1,207.36	General Assistance	\$ 27,660.47

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

#### **REPORTS FROM ADMINISTRATIVE STAFF AND CONTRACTORS**

**Legal Report:** DuPage Township vs Village of Bolingbrook – status hearing scheduled in September.

**Administrator:** Dial-a-Ride services – Supervisor Marschke and I met with Access Will County and are looking into expanding additional service for our current ADA paratransit Dial-A-Ride services. Access Will County is a Dial-a-Ride service that provides curb-to-curb rides to the senior residents over the age of 60 and disabled residents of Will County. The new Access Will County Dial-a-Ride service expands the ability to provide residents with transportation to anywhere within Will County, one mile outside of the county border, and parts of southern Cook County. Summer Bridge - Summer Bridge ended August 6<sup>th</sup>, 2025, with a total of 93 registered campers and a daily attendance of 50 campers. The workforce training counselors received resulted in a calm, well-organized, and happy camp this year. Checking in with parents during the course of the summer, they expressed extreme satisfaction with camp operations. A majority of counselors expressed the wish to return next year. Overall, it was a very successful program. Special kudos to Grace Tucker for managing this program through to the end. DuPage Township Services - A reminder to all township residents that DuPage Township offers marriage and civil union services, passport (by appointment only), and notary services for residents. The Will County recorder of deeds also has a satellite office located within the township office. Hines Outreach staff are available at DuPage Township for veterans who would like to inquire about VA services and enroll in services. Veterans wishing to enroll in services are asked to bring in a copy of their DD-214. Hines' outreach staff is available on the 2<sup>nd</sup> Tuesday of every month.

**Food Pantry:** DISTRIBUTION & DATA - Distributed 620 TANF bags in July 2025. TANF bags are additional bags with snacks and easy make foods for families that have school aged kids in the household. These bags are distributed over the summer months to help supplement the lack of free/reduced breakfasts and lunches usually provided at school. During the month of July, we served 1,242 households, in those households we fed 4,422 family members. Bolingbrook Households: 830

(67%) - Romeoville Households: 366 (29%) Continued growth: New families continue to register. July: 260 new families. VENDORS & DONATIONS - We added 4 new weekly pick-ups from 3 new stores and 1 existing store. Continuing to see a decrease in donated items and shorter expiration dates. REPAIRS - Emergency repair to freezer needed; huge thanks to Northern Illinois Food Bank in Joliet that held our freezer inventory until after much needed repairs. No loss of food due to the hard work of my logistics & warehouse lead Will Bitto and food pantry staff. Gas line repaired. Garage Door Broken – not repaired. EVENTS - Planning and preparing our Thanksgiving Turkey box give out. More details to come! Tools for School: The DuPage Township Food bank was happy to see many of our food bank families visit our table and receive a treat. We were excited to inform and register ~25 NEW families at the event.

**Levy Center:** Nearing end of summer. Iowa trip is full; Supervisors Picnic is fast approaching. We have an action-packed September – Senior Olympics, AARP drivers' course, and flu shots.

**GA –** See attached

#### **ELECTED OFFICIALS' REPORTS:**

**Assessor:** See attached.

**Clerk:** Attended the clerk's board meeting on Saturday morning. Attended School board meeting last night to show support for the teachers and staff. We have some amazing students who spoke in favor of the teachers and staff very eloquently. Girls flag football is underway and Boys football team will be Homewood Flossmoor (away) on August 29<sup>th</sup>. This is always an exciting game. Thank you to Trustee Ransom for sending me the Board package.

#### **TRUSTEES:**

**Trustee Ransom:** Citizens Against Abuse is hosting an event this Friday at 5:30 pm, at First Presbyterian Church on Weber. We have some excellent speakers. Thank you to Grace and staff for their hard work at Tools for Schools. Next Youth Committee meeting is Monday at 6:00 pm and we are looking for volunteers.

**Trustee Jackson:** Only guy at senior committee and it is a lot of fun. Snap, Crackle and Pop adopted kindergarten and first graders at Tibbott.

**Trustee Parks:** Thank everyone for coming to Tools for School – great job! 9-12-14, 2025 Jubilee is coming Pathways parade is on September 14<sup>th</sup>.

**ADJOURNMENT:** A motion was made by Trustee Ransom and seconded by Trustee Jackson to adjourn the meeting. Upon roll call vote, motion carried. The meeting adjourned at 8:12 PM.

Respectfully submitted,

Barbara Ann Parker  
Township Clerk



# General Assistance Report

REGULAR MEETING OF THE TOWNSHIP SUPERVISOR AND BOARD OF TRUSTEES

Tuesday, August 19<sup>th</sup>, 2025

Vicente Fernandez-General Assistance Administrator

## STATISTICAL TOTALS FROM JULY 2025

### EMERGENCY ASSISTANCE CASES

Approved	
IL American Water	9
Rent	7
ComEd	2
Nicor	1
Car Repair	1
Village of Romeoville Water	1
IL American Water and ComEd	1
<b>Total</b>	<b>21</b>
Pending	
Rent	1
Water	1
<b>Total</b>	<b>2</b>
Denied	
Resident not in a "life-threatening" circumstance (TOI, EA Manual §1.41, 3.02)	3
Resident voluntarily withdrew their application (TOI, EA Manual §2.11)	2
Resident was over income (TOI, EA Manual §4.03)	2
Non-cooperation from the resident (TOI, EA Manual §3.04, 5.05, 11.03)	1
<b>Total</b>	<b>8</b>
<b>TOTAL APPLICATIONS</b>	<b>31</b>

### GENERAL ASSISTANCE CASES

Current Recipients	2
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### OTHER PROGRAMMING

Help to Others (H2O)	6
ComEd Customer Relief Fund	6

### REFERRALS

Job Search	1	Food Pantry	6
Out of Township	6	Homeless Services	2
Senior Services	4	St. Vincent De Paul	2
Other Referral	7		

### EMERGENCY ASSISTANCE CASES - Wheatland Township

Denied	
Grant amount not sufficient to alleviate emergency (TOI, EA Manual §3.03)	1
<b>Total Applications</b>	<b>1</b>

### OTHER PROGRAMMING

Help to Others (H2O)	1
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## SUMMARY FROM THE GENERAL ASSISTANCE OFFICE

- The month of July was pretty busy and with assistance being given for a variety of services. With LIHEAP currently out of funds the GAO has had to get creative in helping residents with a variety of programs currently available. A couple of observations, a lot of residents are reaching out have been residents who are still within their 12 month ineligibility period, hence having to get creative in how to assist them. Also, a lot of folks from outside the township are seeking assistance and not just the ones getting the names mixed up with DuPage County vs DuPage Township.
- The ComEd Customer Relief Fund program has been quite successful and most of the funds were exhausted by July 28<sup>th</sup> which was three weeks after the program started. According to sources, over 77,000 applications from ComEd Customers were taken.
- Grace and I were at the Bulldog Bash on August 1<sup>st</sup> sharing information about township services. In addition to being at the Back-to-School event sponsored by IL Rep. Dee Avelar and finally the Back-to-School event hosted by H2O. The common theme at all of the events were, "I didn't know that the township offered this or that." The events were also a good way to establish community connections.
- Tomorrow, Supervisor Marschke, Tracey and myself will be attending an introduction to General and Emergency Assistance being put on by MTA at Schaumburg Township. While this training will be a refresher for me, it will be good for the township supervisor and for Tracey and for all of us to be on the same page in regards to General Assistance.





## Office of the Assessor

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

Date: September 18, 2025

To: Lori Marschke  
Township Supervisor

From: *Kenneth Harris*  
Kenneth Harris, CIAO  
Township Assessor

Subject: Assessor Monthly Report to Supervisor – August 2025

### Will County Center for Economic Development (CED) – Summer Internship

Our summer internship student, Abbey Gaus, ending on August 18, 2025. We want to thank Abbey for accepting the office to intern in our office. We wish her luck in pursuing her secondary education at the University of Wisconsin-Madison.

### IPAI Course Training

We had one employee complete this higher-level course relating to commercial property valuation. The course was more detailed, and the employee informed me that this will help him in performing his regular duties.

### Will County Notice of Assessments

The notices were published on 08/07/2025 and mailed to all eligible property owners. The deadline to file a complaint with the Will County Board of Review is 09/08/2025. The complaints need to be filed through the Will County Board of Review Portal.

<https://borappeals.willcountysoa.com/>

### For Questions and Information

Residents and property owners are encouraged to reach out to the DuPage Township Assessor if they have questions regarding their assessment, exemptions, or general information regarding assessments. They can call, or visit our website ([www.dupagetownshipassessor.com](http://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 Statute.