

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

251 Canterbury Lane
Levy Center-Bolingbrook, IL

January 20, 2026
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 Collector Hardy.

ROLL CALL FOR QUORUM: Trustees Braxton, 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 as presented. Upon roll call vote agenda approval carried.

APPROVAL OF DECEMBER 18, 2025 MINUTES: A motion was made by Trustee Jackson and seconded by Trustee Ransom to approve the December 18, 2025 minutes as presented with amendments. Upon roll call vote, December 18, 2025 minutes approval carried.

PUBLIC COMMENTS: None

SUPERVISOR'S REPORT – Planning and researching on the food pantry and upcoming budget. Budget workshops are scheduled.

ACTION ITEMS:

DISCUSSION AND POSSIBLE APPROVAL TO ATTACH AMENDMENTS TO THE MINUTES OF 11/15/2025 AND 12/18/2025: After some discussion, a motion was made by Trustee Jackson and seconded by Trustee Parks to approve the amendments to the 11/15/2025 and 12/8/2025 minutes. Upon roll call vote, motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF TOWNSHIP ATTORNEY'S DISMISSAL OF CASE NUMBER 2025 MR 000265, THE MATTER WITH THE VILLAGE OF BOLINGBROOK HAVING BEEN DISSOLVED: The Township Attorney made a few comments and then a motion was made by Trustee Jackson and seconded by Trustee Parks to approve the food pantry traffic study expense. Upon voice vote, the following voted Yes: Trustees Ransom, Jackson, Parks, and Supervisor Marschke.

DISCUSSION AND POSSIBLE APPROVAL OF 2026 LIFE/AD&D INSURANCE: After some discussion, Trustee Ransom made a motion and seconded by Trustee Parks to approve the 2026 Life/AD&D insurance contract. Upon roll call vote, the following voted yes: Trustees Braxton, Ransom, Jackson, Parks, and Supervisor Marschke. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF 2026 VSP VISION INSURANCE: After some discussion, Trustee Ransom made a motion and seconded by Trustee Parks to approve the 2026 VSP Vision insurance contract. Upon roll call vote, the following voted yes: Trustees Braxton, Ransom, Jackson, Parks, and Supervisor Marschke. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF 2026 BCBS HEALTH INSURANCE PLAN: After some discussion, Trustee Jackson made a motion and seconded by Trustee Parks to approve the 2026 BCBS Health insurance plan. Upon roll call vote, the following voted yes: Trustees Braxton, Ransom, Jackson, Parks, and Supervisor Marschke. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF EMPLOYEE CONTRIBUTION FOR INSURANCE COVERAGE OF AN ADDITIONAL \$25.00 PER MONTH, EFFECTIVE FEBRUARY 1, 2026: Coverage changes have been provided to all employees and Q&A has been rescheduled. Trustee Jackson made a motion and seconded by Trustee Parks to approve the additional \$25.00 incurred by employees. Upon roll call vote, the following voted yes: Trustees Braxton, Ransom, Jackson, Parks, and Supervisor Marschke. Motion carried.

ACCEPTANCE OF THE RESIGNATION OF EDUARDO MARTINEZ, DUPAGE TOWNSHIP ADMINISTRATOR AND SEEK A REPLACEMENT TO CARRY OUT THE DUTIES OF THE POSITION: After some discussion, Trustee Braxton made a motion and seconded by Trustee Parks to approve the resignation of administrator and seek a replacement. Upon roll call vote, the motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE #26-01 NAMING BARBARA PARKER FOIA OFFICER AND THE BACKUP FOIA DESIGNEES, MARISOL SOTELO, AND SAMANTHA MAIELLI: After some discussion, Trustee Parks made a motion and seconded by Trustee Jackson to approve the Ordinance #26-01 naming Barbara Parker as FOIA Officer and backup support by Marisol Sotelo and Samantha Maielli. Upon roll call vote, the motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE #26-02 IN SUPPORT OF THE ILLINOIS AMERICA 250 COMMEMORATION: After some discussion, Trustee Parks made a motion and seconded by Trustee Jackson to approve the Ordinance #26-02 naming Barbara Parker as FOIA Officer and backup support by Marisol Sotelo and Samantha Maielli. Upon roll call vote, the motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF HENRY BROS. GENERAL CONTRACTOR TO PRESENT THE BID PACKAGE FOR THE NEW FOOD PANTRY PROJECT: Questions were asked and answered, Trustee Braxton made a motion and seconded by Trustee Parks to approve the Henry Bros General Contractor to present the bid package for the new food pantry project Upon roll call vote, the following voted yes: Trustees Braxton, Ransom, Jackson, Parks, and Supervisor Marschke. Motion carried.

APPROVAL OF TOWNSHIP BILLS & CLAIMS: APPROVAL OF TOWNSHIP BILLS & CLAIMS (for 12/16/2025 – 1/20/2026

Open Payables		Paid Payables	
Town	\$ 1,467.84	Town	\$132,933.29
Banquets	\$ 3,631.63	Banquets	\$ 21,646.11
General Assistance	\$ 1,187.65	General Assistance	\$ 18,628.64

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

Legal Report – None

Administrator Report – Thank you to Supervisor. I learned a lot. To Board and Staff, I wish you much good luck.

Food Pantry Report – See Attached

Levy Center Report – No report

General Assistance Report – See Attached

Elected Officials:

Assessor: - None

Clerk: I attended the boys' and girls' basketball games last week at BHS. Boys game was a nail biter until overtime. Boys pulled away. Girls won a blowout. RHS student, Elani Trejo was chosen for the US Senate Youth Program. She is 1 or 2 students in the state who will work with Senators Durbin and Duckworth. Attended the state Clerks board meeting last weekend. Very productive meeting. Starting on the upcoming training sessions. Attended the MLK event in Joliet. This was put on by the Black Business Association, and it was a great event. I filed the forms for the economic interest statements so be on the lookout in your township emails to complete the form during February.

Trustees:

Tom Braxton: Thank you for your humor and hard work Eddie. Attends the senior meetings and hats off to Linda and staff. Good job to our food pantry staff – always good to get food to the people who need it.

Terri Ransom: Youth Committee on February 26th at 5:00 pm. Black History Program is at BHS on February 7th from 2:00 – 5:00 pm

Daryl Parks: Hope everyone is staying warm. Glad food pantry is approved – this is a daunting task. It is interesting to follow along. It will take all hands-on deck. I can smell construction now, drywall, paint, and wood.

Monty Jackson: Senior Committee meeting was cancelled. Happy New Year. Stay warm. Looking forward to the food pantry going up.

MOTION TO ENTER INTO EXECUIVE SESSION: A motion was made by Trustee Braxton and seconded by Trustee Parks to enter into Executive Session to discuss personnel issues. Upon roll call vote, motion carried 7:40pm

MOTION TO ENTER INTO RETURN TO REGULAR SESSION: A motion was made by Trustee Jackson and seconded by Trustee Parks to return to Regular Session. Upon roll call vote, motion carried. Returned to open session at 8:00 pm.

ADJOURNMENT: A motion was made by Trustee Parks and seconded by Trustee Jackson to adjourn the meeting. Upon roll call vote, motion carried. The meeting adjourned at 8:01 PM.

Respectfully submitted,

Barbara Ann Parker
Township Clerk

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

251 Canterbury Lane
Levy Center-Bolingbrook, IL

November 18, 2025

Minutes

CALL TO ORDER: Meeting was called to order at 7:01 PM by Supervisor Marschke.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was recited by all and led by Trustee Ransom.

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: Supervisor Marschke asked that Item F on the agenda be tabled. A motion was made by Trustee Jackson and seconded by Trustee Parks to approve the agenda with the amendment. Upon roll call vote agenda approval carried.

APPROVAL OF OCTOBER 21, 2025 MINUTES: A motion was made by Trustee Ransom and seconded by Trustee Parks to approve the October 21, 2025 minutes as presented. Upon roll call vote agenda approval carried.

PUBLIC COMMENTS: Shelma Pearson – Upset over way she has been treated by Levy Center Director and Supervisor over her request to return her deposit since her retirement party was ruined by the Pathways Parade. Jennifer Contreras (on behalf of Emma Winfield) Should return all of her money since we knew there was a parade at the time she told them her party would start. Sharon Donald (on behalf of Nash Catering) In favor of full reimbursement. Tanger Fielder – Reimburse her for her deposit. Thought this would have been settled already. George Fielder – Reimburse her the deposit and partial event fee – there was plenty of time to notify her of the time of the parade and her event. Shirley Clanton – I support reimbursing her. Should reimburse her for every penny spent on this celebration.

SUPERVISOR'S REPORT: Supervisor discussed the following items: Bluff Road – asked each Trustee to drive over Bluff Road. In need of major repair. Levy Center electrical is continuing to fail, it is old and hard to find parts. HVAC is actually down. Discussion on whether we should repair it. Food pantry continues to need repairs to keep it working. New used forklift is electric. Old one was 40 years old. Bus is 10 years old. Looking at a new electric business that holds 25 people - \$85,000. Working on getting another truck \$45,000-\$50,000. Wheatland Township \$50.00 per month – usage has increased by about 45 households. They have ignored us entirely.

ACTION ITEMS:

DISCUSSION AND POSSIBLE APPROVAL OF PREVIOUSLY DISCUSSED ITEM #C06 FINAL PAYOUT FOR PARKING LOT EXPANSION. After some discussion, a motion was made by Trustee Parks and seconded by Trustee Ransom.

DISCUSSION AND POSSIBLE APPROVAL OF PART-TIME STAFF BEING PAID A TOTAL OF 6 FEDERAL HOLIDAYS, ORDINANCE #25-15 HOLIDAY PAY FOR PART-TIME EMPLOYEES: A motion was made by Trustee Parks and seconded by Trustee Jackson to approve Ordinance 25-15. Upon voice vote, the following voted Yes: Trustees Ransom, Jackson, Parks, and Supervisor Marschke.

DISCUSSION AND POSSIBLE APPROVAL OF CANCELLATION OF THE WHEATLAND AND DUPAGE FOOD PANTRY RESOLUTION 25-12: A motion was made by Trustee Jackson and seconded by Trustee Parks to approve Cancelling Resolution 25-12. Upon voice vote, the following voted Yes: Trustees Ransom, Jackson, Parks, and Supervisor Marschke.

DISCUSSION AND POSSIBLE APPROVAL OF SALARY INCREASE OF \$5,000 FOR TOWNSHIP ADMINISTRATOR: After Supervisor Marschke mentioned she felt the administrator was doing a great job and she was questioned on some of the errors made, Supervisor said this is not the time to discuss that. A motion was made by Trustee Parks and seconded by Trustee Jackson to approve the salary increase. Upon voice vote, the following voted Yes: Trustees Ransom, Jackson, Parks, and Supervisor Marschke.

DISCUSSION AND POSSIBLE APPROVAL OF EMERGENCY USED FORKLIFT PURCHASED FOR FOOD PANTRY: After explanation, a motion was made by Trustee Parks and seconded by Trustee Jackson to approve the emergency the purchase of a used forklift. Upon roll call vote, the following voted yes: Trustees Ransom, Jackson, Parks and Supervisor Marschke.

DISCUSSION AND POSSIBLE APPROVAL OF APPOINTED DEPUTY CLERK MARISOL SOSTELO: Tabled

DISCUSSION AND POSSIBLE APPROVAL OF THE TRANSFER OF FINAL AUDIT BALANCE OF \$73,800 FOR FISCAL YEAR END 3/31/25 FROM TOWN FUND TO CAPITAL FUND: A motion was made by Supervisor Marschke and seconded by Daryl Parks to approve the transfer of funds. Upon roll call vote, the following voted yes: Trustees Ransom, Jackson, Parks and Supervisor Marschke.

APPROVAL OF TOWNSHIP BILLS & CLAIMS: APPROVAL OF TOWNSHIP BILLS & CLAIMS (for 10/22/2025 – 11/18/2025

Open Payables		Paid Payables	
Town	\$ 5,987.67	Town	\$ 64,208.05
Banquets	\$ 24957.88	Banquets	\$ 19,790.07
General Assistance	\$ 1,875.00	General Assistance	\$ 30,594.55

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

Legal Report – Zoning meeting is on November 19, 2025.

Administrator Report – not present

Food Pantry Report – See Attached

Levy Center Report – Busy, Casino trip, craft show. 12/4 PJ Party, 12/11 Christmas Party

General Assistance Report – See Attached

Elected Officials:

Assessor: - See Attached

Clerk – Congratulations to RHS girls Flag Football players – Jenn & Milan being named 2025 Chicago Bears All-State Players. BHS boys' soccer player, Julian, a junior, has been selected as player of the St Charles Invitational Play of the Tournament. BHS boys football game was a tough loss 33-34. Came down to the final seconds. Congratulations on a great season. Disappointed that the supervisor felt the need to interfere in my selection as Deputy Clerk. The Supervisor told Marisol all this stuff that she would have to do that Marisol backed out. Supervisor was incorrect in her information as the deputy only has the authority to do what the Clerk gives to him/her. Worked the Jewel Bucks and Trustee Braxton and I had a great response. The township that the opportunity to check on what residents were coming from Wheatland Township a few months ago, when one of our residents questioned the intergovernmental agreement. It was tabled to the following month. Obviously, nothing was checked as now Supervisor feels the need to change the agreement after it was approved. Attended the Township Officials of Illinois annual conference. Programs were outstanding. Abraham Lincoln Library & Museum was remarkable. Went to see Sowe Gospel Choir at the MAC with Snap, Crackle and Pop. Show was excellent. Please continue to keep our neighbors in your prayers as people are still being snatched off the streets.

Trustees:

Terri Ransom – Youth Committee will be meeting on Monday at 5:30 pm. Enjoy the holiday – Spend time with your family.

Daryl Parks – Happy Thanksgiving. I learned lots and enjoyed the conference. What did we gain from Jewl Osco?

Monty Jackson – Springfield was very good. Good info and enjoyed the Abraham Lincoln Museum. Senior Committee Snap, Crackle and Pop went to RC Hill and Tibbott with coats, hats, and gloves. Friends of Levy Center had about 230 people at their bingo fundraiser.

Executive Session: None

ADJOURNMENT: A motion was made by Trustee Ransom and seconded by Trustee Parks to adjourn the meeting. Upon roll call vote, motion carried. The meeting adjourned at 8:58 PM.

Respectfully submitted,

Barbara Ann Parker
Township Clerk

PERSONAL RESPONSE Amendment to
TABLEING of Item F Agenda of
November 18, 2025

APPROVAL OF AGENDA

TABLE ITEM F in order to get additional information since the Clerk's "authorization to appoint a Deputy Clerk requires Board approval" and the Trustees' have just become aware of Clerk's choice for Deputy Clerk through this Agenda Item; and more importantly, I see possible conflict in that Clerk's choice for Deputy Clerk comes with large responsibilities and her CHOICE is currently a full-time employee of the Township

MOTION SECOND Discussion CALL THE ROLL

APPROVAL OF MINUTES

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

251 Canterbury Lane
Levy Center-Bolingbrook, IL

December 8, 2025
Minutes

CALL TO ORDER: Meeting was called to order at 7:31 PM by Supervisor Marschke.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was recited by all and led by Trustee Ransom.

ROLL CALL FOR QUORUM: Trustees Ransom, Braxton, Jackson, 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 Jackson to approve the agenda with removing the Special November 5th minutes. Upon roll call vote agenda approval carried.

PUBLIC COMMENTS: None

SUPERVISOR'S REPORT: See Attached

ACTION ITEMS:

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 25-18 – Annual Tax Levy
A motion was made by Trustee Jackson and seconded by Trustee Ransom to approve Resolution 25-18. Upon roll call vote, the following voted yes: Trustees Braxton, Ransom, Jackson and Supervisor Marschke. Motion carried.

DISCUSSION AND POSSIBLE APPROVAL OF NEW TRUCK FOR SNOWPLOWING:
A motion was made by Trustee Braxton and seconded by Trustee Ransom to approve The purchase of a new snowplowing truck from Advantage Chevrolet for \$56,704.70. Upon roll call vote, the following voted yes: Trustees Braxton, Ransom, Jackson and Supervisor Marschke. Motion carried.

ADJOURNMENT: A motion was made by Trustee Jackson and seconded by Trustee Parks to adjourn the meeting. Upon roll call vote, motion carried. The meeting adjourned at 7:43 PM.

Respectfully submitted,

Barbara Ann Parker
Township Clerk

PERSONAL Response Amendment to Minutes of December 8, 2025

This Special Meeting is to approve the Levy for the upcoming fiscal year 4/1/2026-3/31/2027.

I did a lot of research to determine how the budget we are currently working with was created.

We are 8 months into this budget with still another 4 months to go. Expenses are great and we will need to be frugal with spending over the next four months. Much of our capital was used to cover emergency repairs, replacements and the funds needed to complete the new parking lot. I purposely did the research so we could be on sound footing to do this Levy and to begin our work on the budget for the next fiscal year.

1. The amounts shown to be voted on are suggestive and do not extend into how we create the budget for the new fiscal year; The total Levy amount includes the 4.999^{pk} we are allowed with no special ask;
2. In the past we have designated in the Levy Approval 4 areas, 3 of which are frozen once approved to be funded: Town, GA, Social Security and IMRF;
3. I am suggesting we reduce the 4 to 2: Town and GA I want to move SS and IMRF into the Town Fund. -this is not only legal to do, but it is commonly done. Those amounts would still be allocated within the Town Fund, but allows for them NOT to be frozen for the year giving us flexibility should there be changes to the SS and IMRF during the year. This would also allow for a cushion even though the funds would eventually be paid out;
4. A side note, Cemetery is shown in the budget separately and this would be eliminated as it is already an item in the Town Fund and is merely extra paperwork and accounting being shown separately;
5. Based on our current budget, GA (GA and Food Pantry) was grossly estimated in the Budget and (inspite of the current atmosphere) It caused numerous need to transfer monies from Town to GA again causing paperwork and accounting;

~~X-MASK - NOT GUARANTEED~~

DuPage Township Food Pantry Update

January 20, 2026

Food Pantry guests

Pantry data	Nov	Dec	TOTAL
Households served	1439	1069	14,207
Individuals Served	5122	3802	50,605
FOOD (Lbs) received	181,401	226301	2,300,381
Stores that donated	31	31	331
\$ Donations	\$10,018.26	\$3,818.00	\$30,472.16
New Families (individuals)	270	142	2,803

2025 Summary

- Served over 14,000 households throughout 2025
- 50,605 members in those households or tummies filled with those visits
- Received, processed and distributed almost 2 ½ million pounds of food
- Registered 2,803 new household members in 2025.
- Received over \$30,000 donations this calendar year (2025)
- 108 Active Volunteers/ 22 Community Service workers= 16,820 hours of service in 2025

Grants

- **Starbucks FoodShare Grant Award:** Orders are going out for the following approved items. DuPage Township Food Pantry qualified to apply for this grant opportunity as one of the seven pantries who receive Starbucks prepackaged foods to distribute at the food pantry to our families.
 - Display Freezer
 - 2 Rolling carts
 - 1 Steel worktable
 - 1 folding platform truck
 - 2 mobile worktables
 - 1 pallet jack

Equipment and Maintenance

- Water leaks, RPZ repair cost, increased water bills.
- Vehicle repairs to our 2022 Chevy box truck.
- Pantry heater repaired
- Fuel gauge on Unleaded fuel tank replaced (unable to read numbers)
- Freezer fans locked up, faulty timer that was replaced in the summer
- Backordered refrigerator door



General Assistance Report

REGULAR MEETING OF THE TOWNSHIP SUPERVISOR AND BOARD OF TRUSTEES

Tuesday, January 20th, 2025

Vicente Fernandez-General Assistance Administrator

STATISTICAL TOTALS FROM DECEMBER 2025

General Assistance Cases

<i>Current Recipients-DuPage Township</i>	<i>Current Recipients-Wheatland Twp.</i>
2	1

Emergency Assistance Cases

<i>DuPage Township</i>	<i>Approved</i>	<i>Pending</i>	<i>Denied</i>
<i>IL American Water</i>	5	0	1
<i>Rent</i>	3	0	2
<i>Car Repair Assistance</i>	0	0	1
Totals	8	2	4¹
Wheatland Township			
<i>Rent</i>	3	0	1
Totals	3	0	1¹¹
Total Applications	18		

Other Assistance Programs

<i>Help to Others (H2O)-DuPage Township</i>	<i>Help to Others (H2O)-Wheatland Township</i>
3	1

Referrals

<i>LIHEAP</i>	22	<i>Food Pantry</i>	1	<i>Homeless Services</i>	2
<i>Other Resource Referral</i>	2	<i>Out of Township</i>	2	<i>Senior Services</i>	1
<i>Legal Referral</i>	1	<i>WCCCC Referral</i>	1		

SUMMARY OF ACTIVITIES FROM THE GENERAL ASSISTANCE OFFICE

- For the month of November 2025, 56 households had come to the office to apply for LIHEAP.
- The final numbers for the coat giveaway from last month, 180 coats were given to 48 number of households. Of the coats that were still not given out and left over; 14 of them were given to the WIC office and 10 were given to the Bollingbrook Community Closet that was held at the Annerino Community Center back in December.
- This Thursday is an educational workshop via zoom, put on by the Illinois Township Association of General Assistance Caseworkers on Social Security Disability.
- I'm also working with Supervisor Marschke on the FY26-27 GA home relief budget.

¹ 3 Residents-Grant amount would not be sufficient to alleviate the emergency situation (TOI EA Manual §3.03),

¹ Resident-Voluntarily withdrew their application for assistance (TOI EA Manual §2.11)

¹¹ 1 Resident-Grant amount would not be sufficient to alleviate the emergency situation (TOI EA Manual §3.03)