

**REGULAR MEETING OF THE  
DUPAGE TOWNSHIP SUPERVISOR  
AND THE BOARD OF TRUSTEES  
241 Canterbury Lane  
Bolingbrook IL**

**TUESDAY, MAY 21, 2019  
7:00PM**

**AGENDA**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call for Quorum**
- IV. Approval of Minutes**
  - A. Approval of April 16, 2019 Township Board Meeting Minutes.
  - B. Approval of April 30, 2019 Township Budget Workshop Meeting Minutes.
- V. Supervisor's Report**
- VI. Action Items**
  - A. Approval of Vendor for DuPage Township Senior Center Copy Machine Lease after receipt of quotes, approval of Agreement terms and authorization for Township Supervisor to execute Contract.
  - B. Approval of Vendor for DuPage Township Food Pantry Copy Machine after receipt of quotes, approval of Agreement terms and authorization for Township Supervisor to execute Contract.
  - C. Approval of Vendor for new Township accounting software, including on-going fees and costs, after receipt of quotes, and authorization for Township Supervisor to execute Contract.
  - D. Approval of sponsorship request from Romeoville Recreation Department "Golden Age Club Springfield Senior Olympics" in an amount not to exceed \$1,000.00
  - E. Approval of Vendor for landscaping mulch installation after receipt of quotes

and authorization for Township Supervisor to execute Agreement.

- F. Approval of Vendor to install new gutters at the Township Food Pantry after receipt of quotes and authorization for Township Supervisor to execute Agreement.
- G. Approval to post and publish the Tentative Budget & Appropriation Ordinance for DuPage Township for the 2019-2020 Fiscal Year with direction to Township Clerk to schedule a public hearing for June 25, 2019 pursuant to the Illinois Municipal Budget Law.
- H. Approval of Vendor for IT Service after receipt of proposals, approval of Agreement terms and scope of work, and Authorization for Township Supervisor to execute Contract.
- I. Approval of sponsorship request from Heart Haven Outreach "Christmas in July" event in an amount not to exceed \$1,000.00
- J. Notification of Township Supervisor's approval to purchase a new computer and related, necessary equipment for General Assistance purposes in an amount not to exceed \$800.00.
- K. Approval of authorization for purchase a new computer and related, necessary equipment for Township Administration purposes in an amount not to exceed \$800.00.
- L. Approval of Resolution 19-12 Adopting a Purchasing & Accounts Payable Policy and Procedure for DuPage Township.
- M. Approval of Resolution 19-13 Adopting a Credit Card Use Policy and Procedure for DuPage Township.
- N. Approval of Resolution 19-14 Adopting a Reimbursement Policy for Travel Expenses in Accordance with the Local Government Travel Expense Control Act and for Necessary Employee Expenses in Accordance with the Wage Payment and Collection Act.
- O. Approval of Supervisor's appointment of Attorney Mary Dickson of Bond, Dickson, and Conway to serve as Special Counsel to the Township at a rate not to exceed that of the Township Attorney, to work on matters at the direction of the Supervisor and Township Attorney, including representation of the Township in currently pending tax rate objection cases.

**VII. Audit of Bills & Claims**

**VIII. Approval of Township Bills & Claims** (for 04/12/2019 through 05/15/2019  
in the amount of \$101,842.00

- i. Open Payables - \$35,363.16
- ii. Paid Payables - \$66,478.84

**IX. New Business**

**X. Elected Officials & Advisory Committee Reports**

A. Assessor

B. Clerk

C. Trustees

- i. Alyssia Benford
- ii. Ken Burgess
- iii. Maripat Oliver
- iv. Dennis Raga

**XI. Reports from Administrative Staff and Contractors**

A. Legal Report – Township Attorney

B. Senior Report – Lynne Woodard

C. Senior Report – Maureen Fox

D. Food Pantry Report – Dave Locke

E. General Assistance Report – Kymberlee Owens

F. Banquets Report – Kelli Lizardo

**XII. Public Comments**

Invitation to speak on any issue on the agenda or anything regarding Township government.

(Limited to one 3-minute comment per person).

**X. Roll Call to Enter Closed Session (If Necessary)**

- a. Approval to convene Closed Session of the DuPage Township Board of Trustees to consider one or more of the following subjects pursuant to the Illinois Open Meetings Act, 5 ILCS 120/1, *et. seq.*:
  - i. Section 2(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity;
  - ii. Section 2(c)(11): Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting;
  - iii. Section 2(c)(21): Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06;

**XI. Return to Open Session**

**XII. Possible Action Items Following Closed Session**

- A. Action regarding the review of Closed Session minutes following consideration of whether a need for confidentiality still exists as to all or parts of minutes, or whether the minutes or portions thereof no longer require confidential treatment and should be made available for public inspection, pursuant to 2.06(d) of the Illinois Open Meetings Act, for the following Closed Session minutes:
  - i. May 29, 2001;
  - ii. March 27, 2018;
  - iii. May 15, 2018;
  - iv. May 22, 2018;

- v. June 12, 2018;
- vi. June 26, 2018;
- vii. July 10, 2018;
- viii. August 22, 2018;
- ix. November 20, 2018
- x. February 15, 2019;
- xi. February 19, 2019

### **XIII. Adjournment**

Persons with disabilities requiring reasonable accommodations in this meeting should contact Supervisor Felix George at the Township Administrative Office, 241 Canterbury Lane, Bolingbrook. Office hours are Monday through Friday from 8:30 a.m. until 4:30 p.m. Please give at least 48 hours notice prior to the meeting. Request for ASL interpreters require five (5) working days advance notice. Telephone number: (630) 759-1317; Email: [fgeorge@dupagetownship.com](mailto:fgeorge@dupagetownship.com)