

**MEETING OF THE  
DUPAGE TOWNSHIP  
BOARD OF TRUSTEES  
Tuesday, September 17, 2019  
MINUTES**

- I. **CALL TO ORDER:** Meeting was called to order at 7:00 p.m. by Supervisor George.
- II. **PLEDGE OF ALLEGIANCE:** Pledge of Allegiance was recited by all led by Supervisor George.
- III. **ROLL CALL FOR QUORUM:** Trustees Benford, Raga, Burgess and Supervisor George were present. Trustee Oliver was absent. The presence of a quorum was announced.
- IV. **APPROVAL OF AGENDA:** A motion was made by Trustee Burgess and seconded by Trustee Benford to approve the Agenda. Upon roll call vote, the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
- V. **APPROVAL OF MINUTES**  
A motion was made by Trustee Burgess and seconded by Trustee Benford to approve the minutes from the August 20, 2019 Regular Board Meeting with a minor correction to the date entered into minutes. Upon roll call vote, the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
- VI. **SUPERVISOR'S REPORT**  
**No separate or additional report given**
- VII. **ACTION ITEMS**
  - A. Approval of Ordinance 19-19 amending DuPage Township Ordinance Number 19-10 and Ordinance Number 19-15 Establishing Advisory Committee for DuPage Township to include the establishment of a Building Assets and Grounds Committee. A motion was made by Trustee Benford and seconded by Trustee Raga to approve the item. Upon roll call vote the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
  - B. Approval of Ordinance 19-20 Adopting a Fund Balance Policy for DuPage Township. A motion was made by Trustee Benford and seconded by Trustee Burgess to approve the item. Upon roll call vote, the following voted yes: Trustee Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
  - C. Approval of Request for use of The Levy Center "Friends of the Levy Center" October 25, 2019. A motion was made by Trustee Burgess and seconded by Trustee Raga to approve the item. Upon roll call vote, the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
  - D. Approval of appointment for Peggie McMillan, Kimberly Johnson, and Ruth Smith to the Social Services and General Assistance Committee. A motion was made by Trustee Benford and seconded by Trustee Raga to approve the item. Upon roll call vote the following voted yes: Trustees Benford, Raga and

Supervisor George. Trustee Burgess abstained. There were no nay votes. The motion passed.

- E.** Approval of appointments to the DuPage Township Building, Assets and Grounds Committee for Dennis Raga (chair), Robert Martin, William Bitto, David Locke and Felix George. A motion was made by Trustee Benford and seconded by Trustee Burgess to approve the item. Upon roll call vote the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
- F.** Approval of Johansen & Anderson Commercial Air Conditioning & Heating Maintenance Agreement at the DuPage Township Food Pantry 09/01/2019-08/31/2020. A motion was made by Trustee Burgess and seconded by Trustee Benford to approve the item. Upon roll call vote the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
- G.** Approval to purchase "Holiday Meal Boxes" through Northern Illinois Food Bank. A motion was made by Trustee Burgess and seconded by Trustee Raga to approve the purchase of 600 holiday meal boxes at \$16.00 a piece for total of \$9,600.00. Upon roll call vote the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
- H.** Approval of the 2018-2019 Treasurer's Report. A motion was made by Trustee Benford and seconded by Trustee Burgess to approve the item. Upon roll call vote the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
- I.** Approval to Post and Publish 2018-2019 Treasurer's Report. A motion was made by Trustee Burgess and seconded by Trustee Raga to approve the item. Upon roll call vote the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
- J.** Approval of use of the Levy Center for Eagle Scout Ceremony Brice Dirl November 17, 2019. A motion was made by Trustee Benford and seconded by Trustee Burgess to approve the item. Upon roll call vote the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
- K.** Approval to purchase Spring Tulips at a cost not to exceed \$1,000.00. A motion was made by Trustee Raga and seconded by Trustee Burgess to approve the item. Upon roll call vote the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
- L.** Approval of Ordinance No. 19-21 adopting modifications to the DuPage Township Employee Handbook. A motion was made by Trustee Benford and seconded by Trustee Burgess to approve the item. Upon roll call vote the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.
- M.** Approval of Ordinance No. 19-22 enacting an Identity Protection Policy. A motion was made by Trustee Benford and seconded by Trustee Burgess to approve the item. Upon roll call vote the following voted yes: Trustees Benford,

Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.

**VIII. AUDIT OF BILLS & CLAIMS**

**IX. APPROVAL OF TOWNSHIP BILLS & CLAIMS (08/15/2019 - 09/11/2019)  
IN THE AMOUNT OF \$93,807.38**

- i. Open Payables - \$20,665.38
- ii. Paid Payables - \$73,142.37

A motion was made by Trustee Burgess and seconded by Trustee Benford to approve the bills. Upon roll call vote, the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.

**X. NEW BUSINESS**

- A.** Presentation from Applicant for Township Service Provider Contract: Community Service Council. Item was tabled for subsequent meeting.
- B.** Presentation from Applicant for Township Service Providers Contract: Heart Haven Outreach (“H2O”). Item was tabled for subsequent meeting.
- C.** Presentation from Applicant for Township Service Provider Contract: Citizens Against Abuse. Organization’s representative presented in person; Board to consider funding request and Cooperative Agreement at subsequent meeting.

**XI. ELECTED OFFICIALS & ADVISORY COMMITTEE REPORTS**

- A.** Assessor: Written report provided.
- B.** Clerk: No Report.
- C.** Trustees
  - i. Alyssia Benford: Updates on Social Services and Audit Committees were provided, followed by questions surrounding two dissolved non-profit entities of DuPage Township. More information to be shared between Supervisor George, Township Attorney, Ross Secler and Trustee Benford.
  - ii. Ken Burgess: Youth Committee had first meeting last month. Youth Committee meetings will be held on Mondays at 6PM. Further reported that he enjoyed the parade.
  - iii. Maripat Oliver: Absent.
  - iv. Dennis Raga: No Report.

**XII. REPORTS FROM ADMINISTRATIVE STAFF AND CONTRACTORS**

- A.** Legal Report – Township Attorney: No written report provided; oral report and update provided at meeting.
- B.** Senior Report – Lynne Woodard: Written report provided.
- C.** Senior Report – Maureen Fox: Written report provided.
- D.** Food Pantry – Report Dave Locke: Written report provided.
- E.** General Assistance Report – Kymberlee Owens: Written report provided.
- F.** Human Resource Report – Amy Albright: Written report provided.
- G.** Banquets Report – Kelli Lizardo: Written report provided.

**XIII. PUBLIC COMMENTS**

- (1) A public comment was made by Judy Bredeway.
- (2) A public comment was made by Gary Marshke.
- (3) A public comment was made by Jackie (No Last Name)

(4) A public comment was made by Bob Jaskiewz.

**XIII. ROLL CALL TO ENTER CLOSED (EXECUTIVE) SESSION (IF NECESSARY):**

No Action – No Closed Session convened.

**XV. RETURN TO OPEN SESSION**

No Action – No Closed Session convened.

**XVI. POSSIBLE ACTION ITEMS FOLLOWING CLOSED SESSION**

**A.** Approval of Resolution 19-23 regarding the Review of Closed Session Minutes Pursuant to Section 2.06 of Illinois Open Meetings Act. A motion was made by Trustee Benford and seconded by Trustee Burgess to approve the item. Upon roll call vote, the following voted yes: Trustees Benford, Raga, Burgess and Supervisor George. There were no nay votes. The motion passed.

**XVII. ADJOURNMENT:**

A motion was made by Trustee Burgess and seconded by Trustee Benford to adjourn at 7:46 p.m. Upon roll call vote the following votes yes: Trustees Benford, Raga, Burgess and Supervisor George. All were in favor and the meeting adjourned.

Respectfully submitted,

Kulsum Ali  
DuPage Township Clerk

Approved 10/15/19

Motion Trustee Burgess/ 2nd Trustee Benford. Roll Call Vote: All were in favor. There were no nay votes.