

**REGULAR MEETING OF THE  
DUPAGE TOWNSHIP  
BOARD OF TRUSTEES  
Tuesday, March 17, 2020  
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, Burgess and Supervisor George were present. Trustees Raga and Oliver were absent.
- IV. **APPROVAL OF AGENDA:** A motion was made by Trustee Benford and seconded by Trustee Burgess to approve the agenda with a change to Item E under Action Items; specifically, the replacement of the word ‘complaints’ with ‘request for review’. Upon roll call vote the following voted yes: Trustees Benford, 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 February 18, 2020 Regular Board Meeting. Upon roll call vote, the following voted yes: Trustees Benford, Burgess and Supervisor George. There were no nay votes. The motion passed.
- VI. **SUPERVISOR’S REPORT:** No additional or separate report given.
- VII. **ACTION ITEMS:**
  - A. Approval of Agenda for Annual Town Meeting, April 21, 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, Burgess and Supervisor George. There were no nay votes. The motion passed.
  - B. Approval of use of the Levy Center “Bolingbrook High School Cheer” March 19, 2020 and April 9, 2020. A motion was made by Trustee Benford and seconded by Trustee Burgess to approve April 9, 2020 date, as March 19, 2020 was cancelled. Upon roll call vote the following voted yes: Trustees Benford, Burgess and Supervisor George. There were no nay votes. The motion passed.
  - C. Approval of The Township Bus and Driver for the “Levy Lovely Ladies” Luncheon April 08, 2020. A motion was made by Trustee Benford and seconded by Trustee Burgess to table the item as the luncheon was cancelled. Upon roll call vote the following voted yes: Trustees Benford, Burgess and Supervisor George. There were no nay votes. The motion passed.
  - D. Approval for Supervisor to execute Maintenance Contract with DuAll Heating and Cooling for fiscal year 2020/2021. 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, Burgess, and Supervisor George. There were no nay votes. The motion passed.

- E. Attorney Report with a status update on the PAC "Attorney General" complaints filed against the Senior and Youth Committees. Trustee Benford corrected the language on the Agenda, indicating that it was a "Request for Review" and not a "Complaint." Detailed updates provided by attorney Mary Norwell from Odelson & Sterk on status of two requests for review filed by Trustee Benford with the Illinois Attorney General. One request filed is for Senior Committee and one for Youth Committee regarding concerns with meeting minutes for each committee's meetings. As of January 2020, the Youth and Senior Committee meeting minutes were amended and corrected. The Attorney General has not issued their final determination on either case.
- F. Approval of Ordinance 20-04, Transfer of Appropriations Ordinance. 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 and Supervisor George. Trustee Burgess voted no. The motion passed.
- G. Approval of Ordinance 20-05, an Ordinance Establishing a Procedure for the Reporting and Independent Review of Allegations of Sexual Harassment Against an Elected Official by an Elected Official. 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, Burgess and Supervisor George. There were no nay votes. The motion passed.
- H. Approval to move the April 2020 Regular Township Board Meeting to April 14, 2020. 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, Burgess and Supervisor George. There were no nay votes. The motion passed.

**VIII. AUDIT OF BILLS & CLAIMS**

**IX. APPROVAL OF TOWNSHIP BILLS & CLAIMS** (for 02/14/20 through 03/12/20) in the amount of **\$92,483.63**

- i. Open Payables - \$18,883.25
- ii. Paid Payables - \$73,600.38

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

**X. NEW BUSINESS**

- A. Discussion with Possible Board Action Regarding the Food Pantry Hours and Days of Operation. Discussion to amend hours to Saturday hours due to no lighting in parking lot at nights and the inability of residents to visit between 8AM – 2PM during weekdays. A motion was made by Trustee Burgess and seconded by Trustee Benford to approve the pilot

program to change Food Pantry Hours. Upon roll call vote, the following voted yes: Trustees Benford, Burgess and Supervisor George. There were no nay votes. The motion passed.

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

a. **Assessor:** No written report provided.

b. **Clerk:** No Report.

**c. Trustees:**

I. Alyssa Benford: Update provided from the Audit Committee meeting where the following was discussed and noted: audit engagement letter is signed, forms/FOIA's response software demo to be set up by a vendor for the audit committee. Provided update from Social Services Advisory Committee meeting where the following was discussed and noted: working in tandem with Northern Illinois Food Bank for a mobile food truck, car seats for families in need and job training program.

II. Ken Burgess: Youth Committee meeting is cancelled.

III. Maripat Oliver: Absent.

IV. Dennis Raga: Absent.

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

A. Legal Report – Township Attorney: No written report. Attorney Norwell reported on suggested, possible action regarding the Annual Town Meeting during the COVID-19 pandemic.

B. Senior Report – Lynne Woodard: No written report.

C. Senior Report – Maureen Fox: No written report.

D. Food Pantry Report –Dave Locke: No written report.

E. General Assistance Report – Kymberlee Owens: No written report.

F. Human Resource Report – Amy Albright: No written report.

G. Banquets Report – Kelli Lizardo: No written report.

**XIII. PUBLIC COMMENTS:**

(1) A public comment was made by Gary Marshke.

**XIV. ADJOURNMENT:**

A motion was made by Trustee Burgess and seconded by Trustee Benford to adjourn at 7:43 p.m. Upon roll call vote the following votes yes: Trustees Benford, Burgess and Supervisor George. All were in favor and the meeting adjourned.

Respectfully submitted,

Kulsum Ali  
DuPage Township Clerk

Approved 05/13/20

Motion Trustee Burgess/ 2<sup>nd</sup> Trustee Raga. Roll Call Vote: All were in favor. There were no nay votes.