

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

251 Canterbury Lane
Levy Center – Bolingbrook, IL

October 19, 2021
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 lead by Trustee Savage.

ROLL CALL FOR QUORUM: Trustees Braxton, Ransom, Savage, Townsend, and Supervisor Marschke were present via roll call vote, so a quorum was determined,

APPROVAL OF AGENDA: A motion was made by Trustee Braxton and seconded by Trustee Savage to approve agenda. Upon roll call vote, agenda approval passed.

APPROVAL OF SEPTEMBER MINUTES: A motion was made by Trustee Ransom and seconded by Trustee Townsend to approve the September meeting minutes. Upon roll call vote, motion carried.

PUBLIC COMMENTS: Charlotte Droogan mentioned assisting with the food giveaway at Greenleaf apartments and how rewarding it was to help the seniors.

SUPERVISOR'S REPORT:

Supervisor Marschke introduced our new GA person Vicente Fernandez who then gave information on his background in assisting residents.

ACTION ITEMS:

- i. Youth Committee – Four township residents were presented to the board to serve on the Youth Committee – Celia Chretien, Barb Sells, Selena Jones, Reem Townsend. Upon roll call vote all were approved.
- ii. Angelic Kindness Donation – Presentation on Angelic Kindness board member Gary Hoffman. After listening to the presentation, a motion was mad by Supervisor Marschke and seconded by Trustee Braxton to donate \$2,500 for the Buddy Bench Program. Upon roll call vote, motion carried.
- iii. Maggio Asphalt Corp.- After discussion on the repaving of the path behind and next to the township office, a motion was made by Trustee Braxton and Seconded by Trustee Savage to award the contract to Maggio Asphalt Corp to repair the potholes on Bluff Road. Upon roll call vote, motion carried.

- iv. Maggio Asphalt Corp.- After review of the repairs needed for Bluff Road, a motion was made by Trustee Savage and Seconded by Trustee Townsend to award the contract to Maggio Asphalt Corp to repair the potholes on Bluff Road. Upon roll call vote, motion carried.
- v. Community Solar Subscription Agreement - After discussion and questions answered, a motion was made by Trustee Braxton and seconded by Trustee Townsend to sign an agreement.
- vi. Approval to recycle obsolete electronic equipment. A motion was made by Trustee Savage and seconded by Trustee Townsend to authorize Township to dispose of the electric equipment on the list provided to the Board.
- vii. Travel Expenses – After discussion, this item was tabled to the November meeting. Motion by Trustee Braxton and seconded by Trustee Savage to table this item to the November 16th meeting. Upon roll call vote, motion carried.
- viii. Award of upgrade of intrusion alarm system. A motion was made to approve the upgrade to our alarm system by Trustee Savage and seconded by Trustee Braxton. Upon roll call vote, motion carried.
- ix. Fire Alarm System update – After discussion, a motion was made by Trustee Braxton and seconded by Trustee Townsend to table this item to the November 16th meeting.
- x. Replacement of 16 Ton A/C Unit at Levy Center – After some discussion, a motion was made by Trustee Ransom and seconded by Trustee Braxton to go out to bid for a replacement A/C unit. Upon roll call vote, motion carried.
- xi. Repair existing sidewalks and extend sidewalk to Village Public Works parking lot. After discussion, a motion was made by Trustee Braxton and seconded by Trustee Savage to go out to bid for repair of existing sidewalk and extend to the public works parking lot. Upon roll call vote, motion carried.
- xii. Transfer of appropriations Ordinance 21-13 – After discussion a motion was made by Trustee Savage and seconded by Trustee Braxton to approve the transfer of appropriations, ordinance 21-23. Upon roll call vote, motion carried.
- xiii. Capital Improvement Fund Resolution 21-24 – After some discussion, a motion was made by Trustee Townsend and seconded by Trustee Braxton to table this item to the November 16th meeting.
- xiv. Redevelop Website (approximately \$10,000-\$20,000) – A motion was made by Trustee Savage and seconded by Trustee Ransom to approve the redevelopment of our existing website.
- xv. Update on approval of Covid 19 vaccination Policy requiring all employees to be fully vaccinated or bring a letter from your physician stating the reason for not getting vaccinated; plus, all non-vaccinated employees will have to get tested twice a week without paid time off to secure a test. Attorneys have reviewed this policy. After a discussion, a motion was made by Trustee Townsend and seconded by Trustee Braxton to approve this policy. Upon roll call vote, motion carried.

APPROVAL OF TOWNSHIP BILLS AND CLAIMS for (9/16/2021-10/15/2021)

A. Open Payables
Town \$17,396.01
Banquets \$1402.97
General Assistance \$1431.41

B. Paid Payables
Town \$73,085.18
Banquets \$13,577.32
General Assistance \$15,011.90

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

REPORTS FROM ADMINISTRATIVE STAFF AND CONTRACTORS

- a. **Legal Report** – Township Attorney – No report
- b. **Administrator Report** – As usual staff has been very busy. Second newsletter is out, lots of meetings to save money and improve services. Thanks to Bob for helping with credit card company. Cleaning up storage area. Checking with other townships about insurance security, security protocols and general township concerns. Food pantry food giveaway was a success.
- c. **Levy Center Report** – Action packed October. Listed events for the month of October and upcoming events for November. Library guy was great in assisting seniors with cell phone and iPad training. Offered ongoing tech support. Looking into a cooking class using our kitchen.
- d. **Food Pantry** – See comment under administrator report.

ELECTED OFFICIALS' REPORTS

- a. Assessor – Not present- submitted written report – See attached.
- b. Clerk – It was a very rewarding experience to participate with the food giveaway. Whenever your schedule permits, you should volunteer. Attended a few senior events and everyone was having a good time.
- c. Trustees -
 - i. Braxton – CAA event at Levy Center was lovely. Over 100 people. Thank you, Terri Ransom and all responsible for this event.
 - ii. Ransom – Citizens Against Abuse – thanks for the comment. It was lovely. Youth Committee will be meeting Monday evening at 6:00 pm in the Township Building. Supervisor Marschke jumped in and said that Jackie has saved us lots of additional money.
 - iii. Savage – Senior Committee did not meet this month. We will meet in November on first Tuesday at 6:00 pm. All are welcome to attend.
 - iv. Reem – Thank the Board for approving her for the Youth Committee.
- d. Supervisor Marschke – Planning on having an open house at the Levy Center in January to attract some members. All seniors in our Township will be invited. Sending letters out to seniors asking for an email address. Want all seniors to have access to events and services at the Township/Levy Center.

ADJOURNMENT: Trustee Braxton made a motion to adjourn the meeting and Trustee Savage seconded the motion. Upon roll call vote, motion carried.

Respectfully submitted,

Barbara Ann Parker
Township Clerk