



**MINUTES TOWNSHIP BOARD  
DEKALB, ILLINOIS  
November 10, 2021**

**Call To Order, Pledge of Allegiance, and Approval of Agenda:**

The meeting was called to order by Supervisor Hess at 6:00pm at the DeKalb Township Board Room. Roll call was taken by Clerk Tillotson: Supervisor Hess: Present; Trustee Bradlo: Present; Trustee Thurman: Present; Trustee McNett: Present; and Trustee King arrived at 6:01pm.

Also present were Highway Commissioner Smith, Attorney Stewart, and Assessor Dyer.

Assessor Dyer led everyone in the pledge of allegiance.

The agenda was confirmed by unanimous consent.

**Town Hall (Public Comments):** None.

**Presentations:** None.

**Reports:**

**Supervisor Hess:**

**1. General Assistance and Emergency Assistance**

- a. Marketing materials – Brochures are in the process of being updated to include English and Spanish. Seeking assistance with Spanish version. Posters of English version are available.
- b. Effective December 1, increase in General Assistance monthly payments level from \$319 to \$322.

**2. Paper Shredding and Recycling (eyeglasses & hearing aids) Event**

- a. We are hosting our second event next month on 12/4 from 9 to 11.
- b. All board members are encouraged to attend to greet residents and lend a hand.

**3. Other**

- a. If you haven't already, please complete online sexual harassment training and turn in certificate of completion. Due by the end of the year.
- b. TOI 2021 Virtual Education Conference taking place 11/15/21 – 11/17/21.
- c. 10/22 – Attended NIU Township Management Academy
- d. 10/25 – DeKalb Township hosted a meet and greet with other Township Supervisors in DeKalb County.
- e. 10/28 – Attended Listening session on the subject of poverty, hosted by Representative Keicher and

- f. 11/4 – attended Pleasant Street neighborhood meeting – discussion re communication strategies to reach residents living in Pleasant St. neighborhood. Discussion ensued with Salvation Army regarding the growing demand on their food pantry services.
  - g. 11/8 – Meeting with VAC re Meals on Wheels waiting list
3. **FOIA Requests** – see next page

**October 20, 2021 - November 4, 2021  
FOIA Hours Report**

<b>Requester</b>	<b>Company</b>	<b>Date</b>	<b>Description</b>	<b>Total Documents</b>	<b>Hours</b>	<b>Minutes</b>
Mark Charvat		10/21/21 11:41 AM	October Inv and Bills Amended X3	82 Docs/201 Pages	14	25
Mark Charvat		10/21/21 11:41 AM	October Bills To Pay Report	3 Pages	2	15
Lynn Fazekas		10/22/21 8:38 AM	Chart of Accounts	5 Files / 1.26 MB	11	40
Mark Charvat		10/21/21 11:07 PM	2021 Financial Report	Link	0	45
Mark Charvat		10/20/21 8:34 PM	October Board Packet	68 Pages	0	30

**Total hours expended by all staff members on FOIA requests for this time period: 29 hours 35 minutes**

**Clerk Tillotson:** The Clerk stated that he anticipates having more free time for Clerk duties due to graduating from NIU.

**Highway Commissioner Smith:** No report.

**Assessor Dyer:** He mentioned that the assessment deadline to file with the County Board of review passed on November 9<sup>th</sup> and that it is the slowest year on record for assessment requests since 2005.

**Trustee Thurman:** No report.

**Trustee Bradlo:** No report.

**Trustee King:** Trustee King stated that the Township should find a means to lower the number of FOIA requests it has been consistently receiving.

**Trustee McNett:** No report.

### **Bill Paying:**

A motion to approve the October audit report in the amount of \$339,031.79 and November bills to pay in the amount of \$107,411.43 was made by Trustee King and seconded by Trustee McNett. Clerk Tillotson took a roll call vote: Supervisor Hess: Aye; Trustee Thurman: Aye; Trustee King: Aye; Trustee Bradlo: Aye; and Trustee McNett: Aye. Ayes: 5 Nays: 0. The motion passed.

A motion to receive, file, and approve the Treasurer's October budget report was made by Trustee Thurman and seconded by Trustee Bradlo. Clerk Tillotson took a roll call vote: Supervisor Hess: aye; Trustee McNett: aye; Trustee Thurman: aye; Trustee King: aye; Trustee Bradlo: aye. Ayes: 5; Nays: 0. The motion passed.

**Unfinished Business:** None.

### **New Business:**

- A. Approval of DeKalb Township Road District Levy: a discussion regarding the various factors pertaining to the DeKalb Township Road District Levy ensued. The levy, and how it compared to last year's Road District Levy, was discussed. Highway Commissioner Smith led much of the discussion and addressed questions and concerns.

A motion to approve the DeKalb Township Road District Levy in the amount of \$1,311,047.00 was made by Trustee Thurman and seconded by Trustee McNett. Clerk Tillotson took a roll call vote: Supervisor Hess: aye; Trustee McNett: aye; Trustee Thurman: aye; Trustee King: aye; Trustee Bradlo: aye. Ayes: 5; Nays: 0. The motion passed.

- B. Approval of DeKalb Township Levy: a discussion regarding the various factors pertaining to the DeKalb Township Levy ensued. The levy, and how it compared to last year's Township Levy, was discussed. Supervisor Hess led much of the discussion and addressed questions and concerns.

A motion to approve the DeKalb Township Levy in the amount of \$1,132,00.00 was made by Trustee Thurman and seconded by Trustee King. Clerk Tillotson took a roll call vote: Supervisor Hess: aye; Trustee McNett: aye; Trustee Thurman: aye; Trustee King: aye; Trustee Bradlo: aye. Ayes: 5; Nays: 0. The motion passed.

- C. A motion to approve the 2022 DeKalb Township Board Meeting and Holiday Closing Calendar was made Trustee Thurman and seconded by Trustee Bradlo. A unanimous voice vote passed this motion.
- D. Approval of Minutes of the Regular Board of Trustees meeting of October 20, 2021: A motion to approve the Minutes of the Regular Board of Trustees meeting of October 20, 2021 was made by Trustee Bradlo and seconded by Supervisor Hess. A unanimous voice vote passed this motion.
- E. Consideration of Committee on Youth Grant Request in the amount of \$450.00 for Scouts BSA Troop 4: A motion for the Consideration of Committee on Youth Grant Request in the amount of \$450.00 for Scouts BSA Troop 4 was made by Trustee McNett and seconded by Supervisor Hess. Clerk Tillotson took a roll call vote: Supervisor Hess: aye; Trustee McNett: aye; Trustee Thurman: aye; Trustee King: aye; Trustee Bradlo: aye. Ayes: 5; Nays: 0. The motion passed.
- F. Discussion of Resolution 2021-002-T Resolution Approving Policy for Website Posting of Board Meeting Information occurred. The board discussed which materials should be publicly available on the Township website and how hosting them might be accomplished.
- G. A Discussion of funding for Voluntary Action Center (VAC) Meals on Wheels: the board discussed how the Township might use the funding it has allocated to address food insecurity.

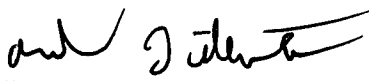
**Executive Session:** None.

**Old Business:** None.

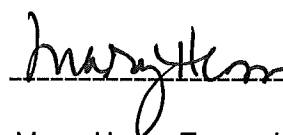
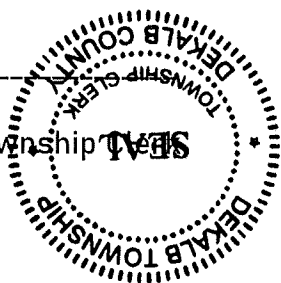
**Other Business:** The next Township Meeting will be Wednesday December 8, 2021, 6:00pm at the DeKalb Township Board Room.

**Adjournment:** A motion to adjourn was made by Trustee Thurman and seconded by Trustee Bradlo. The motion passed by unanimous voice vote and the meeting ended at 7:13pm.

Respectfully submitted,



Andrew "Ondrew" Tillotson, Township Clerk



Mary Hess, Township Supervisor