



MINUTES TOWNSHIP BOARD
DEKALB, ILLINOIS
October 9, 2024

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

The meeting was called to order by Supervisor Hess at 6:02pm in the DeKalb Township Board Room. Roll call was taken by Clerk Tillotson: Supervisor Hess: Present; Trustee King: Present; Trustee Bradlo: Present; Trustee McNett: Present; and Trustee Thurman arrived at 6:25pm.

Also present was Assessor Dyer, Commissioner Smith, and Andrea Meyer, CPA from Newkirk and Associates.

Supervisor Hess led everyone in the Pledge of Allegiance.

The agenda was confirmed by unanimous consent.

Presentations: Andrea Meyer, CPA, from Newkirk and Associates gave a presentation on the Fiscal Year 2024 audit. She discussed the state of the Township's financial status and suggested areas for improvement in record-keeping. The board asked Andrea Meyer questions and a discussion ensued. Supervisor Hess brought up the Township's need to find a new contract with an auditor, and discussed the logistics of potentially renewing their contract with Newkirk and Associates.

Town Hall (Public Comments): None.

Reports:

Supervisor Hess: Supervisor Hess discussed the fourth IPASS Transponder event that took place on September 12 was from 1-7pm at the DeKalb Township Building.

On September 19th, she mentioned that DeKalb Township's Director of General Assistance Cassandra Bachochin and DeKalb Township's General Assistance Case Manager Erika Brown attended a Low Income Home Energy Assistance Program (LIHEAP) training, and that the LIHEAP application process opens on October 1st.

On September 25th, she mentioned that DeKalb Township's Administrative and Communication Lead Kimberly Barrios and Supervisor Hess attended the DeKalb County Nonprofit Partnership's Nonprofit Day 2024 event.

On September 28th, she mentioned that DeKalb Township, in collaboration with Sycamore Township, hosted a Fall Shred Event on September 28th from 9-11am at the Kishwaukee Family YMCA in Sycamore, IL. She thanked Rose Marquez

and the 3 high school students from the DeKalb Public School District that showed up to assist at this shred event.

She met with Melissa Amedeo, the new Executive Director of the DeKalb County Economic Development Corporation, to discuss employment related services and the collaborative role DeKalb Township could play in providing employment services.

She gave updates on the General and Emergency Assistance Programs. She discussed that the Township no longer sends a check directly to assistance program recipients to cover their expenses, but instead pays the landlord and utility companies assistance recipients owe directly and then give out gift cards for other assistance recipient needs. The Township also now requires assistance recipients to return receipts for their gift card usage. Supervisor Hess requested that the following be included in the minutes to reflect changes to General Assistance (GA) and Emergency Assistance (EA) policy.

“Changes made to GA/EA policies as of 10/1/24:

Both GA/EA:

- All applicants are required to apply for any available benefits that may help them alleviate their life-threatening circumstance. This includes TANF (if they have children), SNAP, and Medicaid benefits through DHS if they do not already have them (If they have been recently denied, proof of denial is required if it is not available through IES). **If they are approved during the 30-day decision period for TANF, their application will be denied. If they are pending approval for TANF and are not approved by the time the application is ready to be processed, we will approve their application since it is not guaranteed that they will receive TANF funds during the 30-day decision period.** If they are disabled, they will be required to file for SSI or SSDI if they have not already been denied. Additionally, they will be required to file for Unemployment Insurance if they have recently been fired without cause, if they have been laid off, or are not working currently but have worked within the past calendar year and never applied. GA applicants will need to create an IDES account and will need to check it monthly. Any verified documentation showing these things have been done will be accepted as proof.

GA Only:

- **If a GA recipient misses/arrives late to an appointment or the community presentation, they will be allowed ONE absence (or “buy” if you will) and will need to sign a document stating they understand. Any subsequent absences or late arrivals (more than 15 minutes for appointments or 10**

minutes for community presentations) they will be terminated and sanctioned for 90 days.

- Make sure all approved GA clients have been asked if they would like SMS text messages for their appointments and Community Presentation Meetings. Have them fill out the SMS text consent and update for their information. For all community presentations, please make sure that each GA client's information is put into Visual GA so that each client gets the text message individually for their appointments."

Clerk Tillotson: Clerk Tillotson stated that he will be at the DeKalb Township during the candidate petition filing period to receive and file candidate petitions. He discussed some of the logistics necessary for him to effectively conduct this job with the board.

Highway Commissioner Smith: Commissioner Smith discussed finishing all of the contracted roadwork and that the Road District will be starting their leaf pick up.

He brought up that the Road District's new pickup truck, which cost just over \$80,000, arrived and that they will be selling their old pickup truck to Kingston Township for \$35,000. He discussed the Road District's new plow truck arriving soon and that the Road District's old plow truck will soon be sold for \$135,000.

He discussed his ongoing efforts to sell a piece of property off of Bethany Road that was discussed at the Township's previous Annual meeting.

Assessor Dyer: Assessor Dyer mentioned that assessment notices will be sent out by DeKalb County later in October. From the date of the mailing, assessment notice recipients have 30 days to contest their assessment through the County Board or Assessor Dyer.

He brought up that his field representative has been hard at work, and that the Assessor's office has been working to ensure the most accurate records pertaining to assessments possible.

Assessor Dyer took questions from the board and a discussion ensued.

Trustee Thurman: No report.

Trustee McNett: No report.

Trustee King: No report.

Trustee Bradlo: Trustee Bradlo gave a summary on the last Committee on Youth meeting.


Bill Paying: A motion to approve the September audit report in the amount of \$281,052.23 and October bills to pay in the amount of \$83,584.27 was made by Trustee McNett and seconded by Trustee Thurman. 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.

A motion to receive, file, and approve the Treasurer's September budget report was made by Trustee McNett and seconded by Trustee Thurman. 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. A motion for the Approval of Resolution 2024-008(T) Accepting Audit Report and Approving Annual Report for FY24 was made by Supervisor Hess 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.
- B. A motion for the Discussion of Construction of New Road District Building was made by Trustee Bradlo and seconded by Trustee Thurman. Highway Commissioner Smith gave an update to the board, led the discussion, and answered the board's questions.
- C. A motion for the Approval of COY Grant Awards was made by Trustee Thurman and seconded by Trustee McNett. Supervisor Hess and Trustee Bradlo gave a briefing on the committee on Youth's decisions. Supervisor Hess mentioned that the Committee on Youth received 4 applications and outlined the details of each.

A discussion ensued, in which some board members stated that they believe the School District should be covering the costs of some of the applications the Committee on Youth received. Supervisor Hess mentioned that she will talk with Township Attorney Stewart about updating the bylaws for the Committee on Youth's funding. Clerk Tillotson took a roll call vote: Supervisor Hess: aye; Trustee McNett: nay; Trustee Thurman: nay; Trustee King: aye; Trustee Bradlo: *abstain*
 Ayes: 2; Nays: 2; Abstain: 1. The motion failed. *ab*

- D. A motion for the Approval of Resolution 2024-009(T) Awarding Annual Human Service Funding Allocations was made by Supervisor Hess and seconded by Trustee Bradlo. A discussion about several potential recipients of these funds

ensued. 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.

- E. A motion for the Discussion of Salary Setting Resolution was made by Trustee Thurman and seconded by Trustee Bradlo. A discussion ensued regarding changes in salaries for Township officials. The board discussed the possibility of increasing the salary and expectations of the Township Clerk's office.
- F. A motion for the Approval of Minutes of the Regular Board of Trustees Meeting of September 11, 2024 was made by Trustee Thurman and Trustee and seconded by Trustee Bradlo. With amendments proposed by Clerk Tillotson to fix typos, the minutes passed by unanimous voice vote.
- G. By unanimous consent of the board, the General Township meeting that would otherwise occur on Wednesday, November 13th at 6pm will be moved to Tuesday, November 19th at 6pm at the DeKalb Township building.

Old Business: None.

Executive Session: None.

Other Business: The next Committee on Youth meeting will be meeting on October 15th, 2024 at 5:00 pm at the DeKalb Township building.

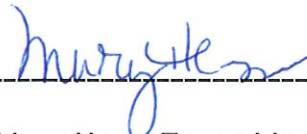
The next Regular Board of Trustees Meeting will be Tuesday, November 19, 2024 at 6:00 p.m. at the DeKalb Township building.

Adjournment: A motion to adjourn was made by Trustee Thurman and seconded by Trustee McNett. The motion passed by unanimous voice vote and the meeting ended at 7:54 pm.

Respectfully submitted,



Andrew "Ondrew" Tillotson, Township Clerk



Mary Hess, Township Supervisor

