



## MINUTES

### DEKALB TOWNSHIP BOARD

#### Regular Board Meeting

2323 SOUTH FOURTH STREET - DEKALB, IL 60115

December 9, 2025

The DeKalb Township of DeKalb, Illinois convened for a regular meeting on December 9, 2025, at the township building in the conference room.

**A. CALL TO ORDER AND ROLL CALL**

Supervisor Hess called the meeting to order at 6:02 p.m.

Clerk Joan Watson-Protano called the roll, and the following members of the Board of Trustees were present: Supervisor Mary Hess; Trustee Dale Thurman; Trustee Greg Akers; Trustee Bradlo. Other in attendance included Highway Commissioner Craig Smith. Trustee Katherine McLaughlin was absent at the initial roll call and arrived at 6:03 p.m.

**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited, led by Supervisor Hess.

**C. APPROVAL OF THE AGENDA**

MOTION: Trustee Thurman moved to approve the agenda; seconded by Trustee Bradlo.

DISCUSSION: Supervisor Hess requested a change in the agenda, requesting that after agenda item F (report)s that we go into Executive session. There was no further discussion.

VOTE: The agenda was approved as corrected by unanimous voice vote.

**D. HEARING: Hearing Regarding Amendment to the DeKalb Township Budget and Appropriation Ordinance**

MOTION: Trustee Akers made a motion to open the hearing; seconded by Trustee Bradlo.  
Hearing was opened at 6:04 pm

Summary explanation for the hearing and amendment to the budget was shared by Supervisor Hess.

A mid-year review of the budgets shows some expenses coming in lower than anticipated, while others are trending higher. To keep all funds in good standing, a series of mid-year budget adjustments were prepared and included in the board packet, with old and revised amounts clearly marked. A review of significant changes follows:

**General Town Fund:**

- A new line item of \$7,500 was added for Life, Safety, and Security to support installation of needed safety features for the Township building;
- The vehicle purchase came in under budget;
- Emergency Relief was increased to prepare for potential unexpected needs;



**Cemetery Fund:**

- Salaries were reduced following completion of the CIMS data entry project.

**Cemetery Capital Fund:**

- The final fog seal layer for the road project was less than originally quoted allowing a reduction in that line item;
- Updated estimates for the columbarium and installation resulted in a modest increase to that line item.

**General Assistance Fund:**

- General Assistance was increased due to higher utilization;
- Emergency Assistance was reduced accordingly.

DISCUSSION: The board asked for clarification on IMRF and Cemetery improvement line items. There were no members of the public present.

MOTION: Trustee Bradlo moved to close the hearing, seconded by Trustee McLaughlin.

The hearing was closed at 6:13 p.m.

**E. PUBLIC COMMENT**      None.

**F. REPORTS**

**a. Supervisors Report:**

Supervisor Hess reported that she and Highway Commissioner Smith made a presentation to the Kishwaukee Kiwanis; there was a strong turnout and positive feedback for the recent 175th Anniversary celebration; she met with the new Executive Director of Kishwaukee United Way; and requested the 2-1-1 referral reporting to the Township be resumed; there were productive meetings with Illinois WorkNet and Kishwaukee College to strengthen employment-service partnerships; she attended a Watershed Stewardship session and the Safe Passage groundbreaking. The Columbarium and Peace Park bid packages have been published with bids are due in January; Peace Park construction is expected to begin April–May. There has been high seasonal demand for rental assistance; with many referrals coming from landlords; one staff member out sick; office remains busy, especially at this time of the year.

DISCUSSION: Trustee Akers inquired about the increase in assistance need due to a reduction in SNAP benefits with additional work rules and paperwork requirements. Supervisor Hess shared that there is no way to anticipate any increases in General Assistance and that they are already prepared to assist with the new rules and documentation. There is continued support to Community partners supporting food access, and emergency assistance may rise if households need to redirect funds toward food which may result in a future adjustment to funding. There has been a meeting with our GA recipients and IDHS, which was beneficial and they learned that there are many exceptions to the new guidelines. There was also discussion about the need for a bus stop at the Illinois WorkNet site.

- b. Clerk Report** – Clerk Protano shared reflections regarding the opportunity to view one of the five known handwritten copies of the Gettysburg Address, while attending the TOI conference. She provided historical context about the Address; its significance in reaffirming national principles of human equality, and its lasting global impact. She noted that Illinois owns the Everett copy, acquired in 1943 through a statewide fundraising effort led by schoolchildren and highlighted the uniqueness of seeing Lincoln’s original handwriting and the world wide and historical value of the document containing a mere 272 words.



c. **Highway Commissioner's Report:** Highway Commissioner Smith reported on several recent heavy snows and road drifting which required significant overtime for road district staff, he reminded the board that the Road District's work calendar and holiday calendar is slightly different than Township due to the impact of the district's four-day, 10-hour workweek; the new building is nearing completion; road projects are on hold due to winter weather; paving project payments (approximately \$300,000) have been finalized. He anticipates a budget amendment in January or February, depending on weather demands, to make line item adjustments.

d. **Assessor's Report:** None

e. **Trustees Reports:** None

**G. Supervisor Hess requested a motion to enter into a closed session to discuss a legal matter relating to the township as permitted by 5 ILCS (120/2)(c)(8).**

**MOTION** to approve was made by Trustee Bradlo and seconded by Trustee McLaughlin.

**VOTE:** A vote to approve the closed session and recess the regular session was carried by a 5-0 roll call vote with AYES by those present: Trustees: Thurman; Akers; Bradlo; McLaughlin; Supervisor Hess. Clerk Protano declared the motion passed.

**Supervisor Hess recessed the regular meeting at 6:30 p.m.**

**Return to Regular Session:**

Supervisor Hess reconvened the regular meeting at 6:31 p.m.

**Roll Call:** Clerk Joan Watson-Protano called the roll, and the following members of the Board of Trustees were present: Trustee Greg Akers; Trustee Katherine McLaughlin; Trustee Nancy Bradlo; Trustee Dale Thurman, and Supervisor Mary Hess. The meeting was officially reconvened.

#### **H. Bill Paying**

##### **a. Approval of November Audit Reports and December Bills to Pay**

**MOTION:** A motion to approve the November audit report in the amount of \$429,875.68, and the December bills to be paid in the amount of \$53,741.30 was made by Trustee Thurman and seconded by Trustee McLaughlin.

**DISCUSSION:** None

**VOTE:** The motion was approved by unanimous roll call vote of those present with all AYES by: Trustees Bradlo, Akers; McLaughlin, Bradlo; and Supervisor Hess. Supervisor Hess declared the expenditures authorized.

##### **b. Receive, File and Approve Treasurer's November Budget Reports**

**MOTION:** A motion to Receive, File and Approve the Treasurer's November budget Reports was made by Trustee Thurman and seconded by Trustee Akers.



**DISCUSSION:** None

**VOTE:** The motion was approved by unanimous roll call vote with all AYES by: Trustees; McLaughlin; Thurman, Bradlo, Akers, and Supervisor Hess. Clerk Protano declared the expenditures authorized.

I. Old/ Unfinished Business - NONE

J. New Business

a. **Approval of Ordinance 2025-03 (R) DeKalb Township Budget and appropriations Ordinance for the Fiscal Year Beginning April 1, 2025, and ending March 31, 2026.**

**MOTION:** A motion for Approval was made by Trustee Thurman and seconded by Trustee McLaughlin.

**DISCUSSION:** None

**VOTE:** The motion was approved by a unanimous roll call vote with all AYES by those present: Supervisor Hess, Trustees; Bradlo; McLaughlin; Akers; and Thurman. Clerk Protano declared the motion passed.

b. **Approval of Minutes of the Regular Board of Trustees Meeting of November 18, 2025.**

**MOTION:** A motion to approve was made by Trustee Thurman and seconded by Trustee Akers.

**DISCUSSION:** None

**VOTE:** A vote to approve the minutes was carried by a 4-0 voice vote with AYES by all present: Supervisor Hess, Trustees; Bradlo; McLaughlin; Akers; and Thurman. Supervisor Hess declared the motion passed.

K. Old Business - NONE

L. Other Business:

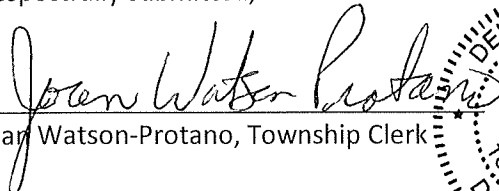
- a. Next Committee on Youth Meeting is January 13, 2026 at 5:00 pm
- b. Next Regular Board meeting is January 20, 2026 at 6:00 p.m.

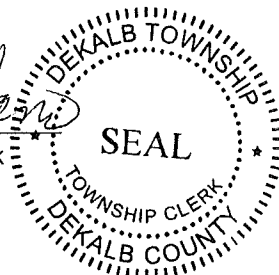
M. Adjournment

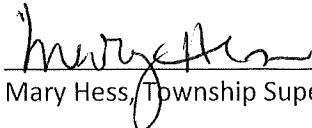
**MOTION:** A motion to adjourn was made by Trustee Bradlo and seconded by Trustee McLaughlin.

**VOTE:** An affirmative voice vote ended the meeting at 6:57 p.m.

Respectfully submitted,

  
Joan Watson-Protano, Township Clerk



  
Mary Hess, Township Supervisor

