



APPROVED Minutes of a Regular Meeting of the Joliet Township
Joliet Township Regular Board Meeting
175 W. Jefferson St., Joliet, IL 60432
Tuesday, October 8th, 2024 / 5:00 P.M.

The regular town board meeting, being held at 175 West Jefferson Street, Joliet Township government offices, Tuesday, October 8, 2024, at 5:01 P.M. was called to order by Supervisor Alicia Morales. The following official business was transacted:

The Clerk led the Pledge of Allegiance to the flag. The Clerk called the roll as follows:

TRUSTEES:	Tanya Arias	Present
	Antione J. Edwards	Present
	Cesar Escutia	Present
	Raymond F. Slattery	Present
SUPERVISOR:	Alicia Morales	Present
CLERK:	Estefany Bonilla	Present

OTHER OFFICIALS:	Commissioner Vince Alessio	Not Present
	Assessor James Brenzewski	Present

ALSO PRESENT:

Transportation Director Jacqueline Smith	Community Violence Intervention Director Keshia Ellis
General Assistance Director Patricia Veneziano	Violence Prevention Council Coordinator Leshae Hudson
Animal Control Assistant Director Rebecca Gomez	Behavioral Health Team
Highway Commissioner Vincent Alessio	Senior Liaison Jeff Wallace
Director of Human Resources Erica Holmes	Clerk Estefany Bonilla
Assessor James Brenzewski	Supervisor Alicia Morales

APPROVAL OF MINUTES:

Town Board Minutes: Trustee Escutia motions to approve the minutes of the September 10, 2024, Town Board Meeting, Seconded by Trustee Slattery. A roll call was taken. Motion Carried.¹

PUBLIC COMMENT: None.

NEW BUSINESS:

APPROVE/Proclamation Declaring Disability Employment Awareness Month

Trustee Escutia does the honor to read the Proclamation Declaring Disability Employment Awareness Month to the present audience. Supervisor Morales asks for a motion to approve. Trustee Arias motions. Seconded by Trustee Slattery. Motion carried.²

APPROVE/2025 Holiday Schedule for Joliet Township Government & Road District

Supervisor Morales asks for a motion to approve the 2025 Holiday Schedule for Joliet Township Government & Road District. Trustee Escutia motions. Seconded by Trustee Edwards. Motion carried.³

¹ Roll call vote: Ayes (5). Trusteed Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

² Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

³ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

APPROVE/2025 Board Meeting Schedule for Joliet Township Government

Supervisor Morales asks for a motion to approve the 2025 Board Meeting Schedule for Joliet Township Government with two dates being amended. Trustee Arias motions. Seconded by Trustee Escutia. Motion carried.⁴

APPROVE/TOIRMA Loss Control Policy

Supervisor Morales asks for a motion to approve the TOIRMA Loss Control Policy pending Attorney review. Trustee Edwards motions. Seconded by Trustee Slattery. Motion carried.⁵

APPROVE/Amended Fighting Chance Youth Boxing Program Contract

Supervisor Morales asks for a motion to approve the Amended Fighting Chance Youth Boxing Program Contract. Trustee Edwards motions. Seconded by Trustee Slattery. Motion carried.⁶

APPROVE/SENIOR TAX LEVY GRANTS:

Supervisor Morales asks for a motion to approve the Senior Tax Levy Grants for Catholic Charities Diocese: Senior Companion Program & Foster Grandparent Program; Easter Seals; Prairie State Legal Services; Joliet Area Retired Teachers Association; Joliet Moose Senior Club; Spanish Community Center Latino Social Club; National Hook-Up of Black Woman; Senior Citizens Association; S.O.A.R - Retired Steelworkers; Saint John's Baptist Social Club; Saint Joseph Parish Senior Club; Cathedral of Saint Raymond Senior Club; Saint Paul - The Paulite; Widow & Widowers at Second Baptist. Trustee Escutia motions. Trustee Slattery seconds. Motion carried.⁷

ADOPT/Fiscal Policy Manual & Cost Allocation Plan

Supervisor Morales asks for a motion to adopt the Fiscal Policy Manual & Cost Allocation Plan. Trustee Slattery motions. Seconded by Trustee Arias. Motion carried.⁸

OLD BUSINESS:

New Reports

Finance Director, Ivan Diaz

Finance Director Diaz presented information to the Joliet Township Board members regarding the Fiscal Policy Manual and Cost Allocation Plan, emphasizing that these documents were developed based on recommendations from the Illinois Department of Human Services (IDHS) following a review of the Township's grant management practices. These documents formalize the Township's existing financial practices, providing clear guidelines for managing funds, particularly as the Township expands its programs and receives additional grants. The Fiscal Policy Manual outlines procedures for core financial activities such as payroll and cash deposits. This ensures consistency and transparency in how these processes are handled. The Cost Allocation Plan provides a framework for accurately allocating expenses across different funds. This is crucial for the Township, as it manages various grants and needs to track spending for each grant separately. The Finance Director stated that due to receiving grants involving federal funds, the Township will be set to a single audit. This audit is required under federal regulations and involves a more procedural approach focusing on how federal funds are utilized. Due to the added complexity of the single audit, the Township's regular audit deadline has been extended to November to give the auditor more time to review the grant-related financial information. This highlights the meticulous nature of audits and the need for sufficient time to ensure accuracy and compliance.

⁴ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

⁵ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

⁶ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

⁷ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

⁸ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

Behavioral Health Team

The CVI Behavioral Health team, which includes Haydee Martinez-Rosales and Karissa Fleming, has a strong focus on trauma-informed care. They are providing counseling services at Rockdale and have recently expanded their services to Joliet Central and Joliet West high schools. At the high schools, they are concentrating on students who have experienced trauma related to shootings. The team uses specialized treatment modalities like Eye Movement Desensitization and Reprocessing (EMDR) and Trauma-Focused Cognitive Behavioral Therapy (TFCBT) to address these specific needs. In addition to their work in schools, the team actively engages in community outreach to raise awareness about trauma and its impact. They have presented on trauma awareness to community members and youth groups, receiving positive feedback that encourages them to continue and expand these offerings. They are also working to reach Spanish-speaking audiences through a partnership with Alejandra Zamudio, a case worker. This collaboration aims to provide a presentation, called Hope and Healing, focusing on the effects of trauma on the body, at the Spanish Center. This presentation is intended for both parents and children, and Ms. Martinez-Rosales will be available to provide counseling services to attendees.

Animal Control Assistant Director, Rebecca Gomez

The Animal Control Assistant Director reported detailed efforts to increase community engagement through events such as Community Helper Week at Kathy's Kids Daycare and a fundraiser event, named Rock On Channahon, held in memory of Allison Rivera that generated a five hundred donation to Animal Control. The report also emphasized a need for better transparency and management of donations, which currently total approximately \$3,000 annually through various channels. To achieve this goal with a better process of tracking, the Animal Control Director proposed a multi-pronged approach that included the creation of a separate donation log for more flexibility in using donations for medical expenses, adoption fees, clearer communication with donors about how their contributions are being used and continuing to send thank you cards to donors for their support as they are making a difference. The Animal Control Assistant Director clarified that donations would be recorded as a separate income line item in the budget to ensure spending does not exceed the amount received. Finally, the report touched on Animal Control's efforts to support animals affected by Hurricane Helene, which was led by Animal Control Director Whitney McGill, noting the generous donations received from the community.

Transportation Director, Jacqueline Smith

The Transportation Department completed four hundred sixty-six trips in September of 2024 and is experiencing a surge in demand for senior transportation services. The Transportation Department recently hired three new drivers and three more for training, bringing the department back to full staffing capacity. The Transportation Department also successfully increased service to several partners, including Riverwalk Food Pantry, Joshua Arms Senior Living, and Will-Grundy Medical Clinic. The Transportation Director also noted positive feedback from senior residents who appreciate the convenience and reliability of the Township's transportation services, emphasizing the program's positive impact. The Transportation Department is also collaborating with Community Violence Intervention to organize a bi-weekly hiring event starting in October of 2024, aimed at enhancing their workforce and community involvement.

Assessor, James Brenczewski

The Township Assessor reported on the status of property assessments and appeals. He stated that the 30-day window for residents to file assessment appeals had recently closed. The Assessor explained that his office reviews each appeal and attempts to settle with residents directly to avoid a formal hearing. Assessor Brenczewski reported that he was in the process of settling the remaining appeals, which included one residential and two commercial properties. Once these appeals are resolved, Assessor Brenczewski indicated that he would begin preparing for the 2025 assessments, highlighting the cyclical nature of the Assessor's work.

Violence Prevention Intervention Director, Keshia Ellis

The Violence Prevention Intervention Program Director provided an update on the program's activities. Highlighted are two recent pop-up events held in response to community shootings, one on Friday, September 6, 2024, at the football field near Mission Boulevard and another on Friday, October 4, 2024, at the Mitchell Center. The Violence Prevention Intervention Program Director noted their ongoing partnership with Focus Employment Agency to provide felony-friendly job opportunities for clients and community members, with an upcoming event scheduled for Thursday, October 17, 2024, that will utilize the Township's transportation services to transport attendees. The Violence Prevention Intervention Program Director celebrated the heroic actions of Outreach worker, Mr. Harry O'Daniels, who used his Stop the Bleed training to save the life of a youth injured in a shooting. The Violence Prevention Intervention Program Director announced that she will be partnering with General Assistance caseworker, Alejandra Zamudio, to provide a Spanish-language presentation on trauma awareness at the Spanish Center in October of 2024.

Violence Prevention Council Coordinator, Leshae Hudson

The Violence Prevention Council Coordinator announced six new members have joined the Racial Equity Impact Assessment Lead (REIAL): Sam's Club, National Tube Supply, Lockport Township Government, Nonviolent Cities Joliet, Will County Health Department, and the Community Health 708 Board. The Violence Prevention Council Coordinator also noted that REIAL has joined the New Lenox Safe Community Council, the only remaining council of its kind in the United States. This partnership will provide REIAL members with training in triage, trauma response, and disaster preparedness. The Violence Prevention Council Coordinator highlighted her efforts to connect SOS Children's Village in Lockport with the Salvation Army to address the organization's funding challenges and ensure children receive holiday gifts. The Violence Prevention Council Coordinator congratulated Supervisor Morales and Clerk Bonilla on completing the New Lenox Safe Community Council's training program.

General Assistance Director, Patricia Venziano

The General Assistance Director shared how the transportation department helped General Assistance with two situations that occurred. The first example being how the Transportation department assisted an elderly woman from a neighboring township who sought assistance but faced a long wait for the next bus home. The second example being how the Transportation department helped a homeless woman purchase new inhalers after hers were stolen, demonstrating their responsiveness to community needs. There is a consistent number of clients seeking help with rent and utilities such as water bills pose a significant challenge for residents. There have been instances where clients have received bills exceeding \$5,000 due to unpaid balances accumulated over several months. This situation emphasizes the financial struggles many residents face and their need for support. Recognizing the systemic issue of high-water bills, The General Assistance Director and the HR Director are working to schedule a meeting with city officials. Their goal is to advocate for policy adjustments that prevent residents from falling significantly behind on payments. This proactive approach highlights their commitment to finding lasting solutions for residents struggling with utility costs. The General Assistance Director actively schedules appointments for senior citizens needing assistance, demonstrating the department's dedication to serving the vulnerable population.

Senior Liaison, Jeff Wallace

The Senior Services Liaison reported on his ongoing efforts to organize the upcoming veteran's appreciation luncheon scheduled for Friday, November 1st, 2024, at the Moose Lodge. The Senior Services Liaison noted that preparations were almost complete except for securing entertainment. Mr. Wallace has been distributing senior service calendars for October, November, and December to various senior centers and has been promoting the township's ride-share program. Following a discussion with Supervisor Morales, Executive Assistant Campa-Castillo, and Clerk Bonilla, Mr. Wallace has begun collecting resident addresses on sign-in sheets at senior group meetings to ensure that services are primarily benefiting Joliet Township residents. The Senior Services Liaison also discussed his recommendations for increasing grant funding for three senior groups: St. Joe's, the Retired Teachers Association, and the Widow &

Widowers group at Second Baptist Church. Mr. Wallace concluded his report by expressing his appreciation for the opportunity to serve the township and its residents.

Director of Human Resources, Erica Holmes

The Director of Human Resources announced an upcoming benefits fair for all Township staff on November 18th and 19th. Representatives from Blue Cross Blue Shield, IMRF, TOIRMA, Mid-State Bank, and other vendors will be in attendance. The Director of HR also mentioned the addition of a 457(b) retirement plan option for both full-time and part-time staff and indicated she would be sending out surveys to gauge interest in this plan. With open enrollment approaching, The Director of Human Resources stated she is preparing materials and information for staff. The Director of Human Resources described a new meeting schedule for department heads, which will include monthly interdepartmental meetings for middle management and bi-weekly meetings for department heads with Supervisor Morales. These meetings will focus on aligning departments around new policies and procedures as well as discussing the revised employee handbook currently under legal review.

Clerk, Estefany Bonilla

Clerk Bonilla mentioned that they are responding to Freedom of Information Act (FOIA) requests. The Clerk also announced an upcoming bid for treated salt for the Road District, which will take place on Thursday, October 10, 2024 at 1:30 pm in the boardroom. In addition, the Clerk is working with the Highway Commissioner to gather documents for the vacation of two roadway properties. Other than that, it has been business as usual.

Supervisor, Alicia Morales

Supervisor Morales highlighted upcoming events, including a partnership with Sharing Connections on October 23rd to offer 50 cribs and baby supplies to families for \$100 per set. The Supervisor also reminded the board about the Active Threat and Mental Wellness Conference in November. Supervisor Morales noted that she recently met with representatives from TOIRMA to conduct a comprehensive insurance review for the township and shared that she had participated in several community events, including the Nonviolent Cities International Day of Peace event and the REIAL Connections in Prevention conference where Violence Prevention Council Coordinator Leshae Hudson was recognized for her work. Supervisor Morales detailed her efforts to connect with community partners and secure additional resources for the Township. For example, the Supervisor described attending the Joliet Township High School recruitment breakfast with Transportation Coordinator Jacqueline Smith, which led to a potential partnership with Blue Cross Blue Shield to provide transportation services for their pregnant moms' program. Supervisor Morales discussed updates on several ongoing Township projects, including progress on the digital software project for the Cemetery Sexton, efforts to assess the viability of opening unused land at Oakwood Cemetery for new burials, and the completion of cleaning and internet installation at the Forest Park Community Center.

CLOSED SESSION: A closed session was held to discuss items (2(c)1), (2(c)5) & (2(c)11). No action will be taken after the closed session. Supervisor Morales asks for a motion to go into Closed Session. Trustee Escutia motions and is seconded by Trustee Slattery. All in favor at 6:19 PM.⁹

RETURN TO PUBLIC SESSION: Supervisor Morales asks for a motion to return to Public Session. Trustee Arias motions and is seconded by Trustee Edwards. All in favor at 6:24 PM.¹⁰

CASH RECEIPTS: Trustee Slattery motions to place the cash receipts into their proper accounts for the period ending September 30, 2024. Trustee Escutia seconds. Motion carried.¹¹

⁹ All in favor: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

¹⁰ All in favor: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

¹¹ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

FUND EXPENDITURES:

General Town Fund for September 2024: \$454,168.69

Trustee Slattery motioned to certify the expenditures and approve them for payment. Trustee Escutia seconds. A roll call was taken. Motion carried.¹²

Capital Fund for September 2024: \$6,124.70

Trustee Slattery motioned to certify the expenditures and approve them for payment. Trustee Arias seconds. A roll call was taken. Motion carried.¹³

General Assistance Fund for September 2024: \$29,573.34

Trustee Slattery motioned to certify the expenditures and approve them for payment. Trustee Arias seconds. A roll call was taken. Motion carried.¹⁴

Road and Bridge Fund for September 2024: \$978,068.43

Trustee Slattery motioned to certify the expenditures and approve them for payment. Trustee Escutia seconds. A roll call was taken. Motion carried.¹⁵

Animal Control Fund for September 2024: \$77,993.36

Trustee Slattery motioned to certify the expenditures and approve them for payment. Trustee Escutia seconds. A roll call was taken. Motion carried.¹⁶

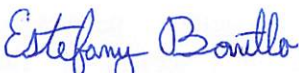
Senior Fund for September 2024: \$00.00

No expenditures in this fund. A motion is not needed.

ADJOURNMENT: Supervisor Morales asks for a motion to adjourn. Trustee Arias motions and is seconded by Trustee Edwards. All in favor.¹⁷

The meeting adjourned at 6:32 PM.

Respectfully submitted,



Estefany Bonilla
Town Clerk

¹² Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

¹³ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

¹⁴ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

¹⁵ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

¹⁶ Roll call vote: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).

¹⁷ All in favor: Ayes (5). Trustees Arias, Edwards, Escutia, Slattery and Supervisor Morales. Nays (0).