

APPROVE/Resolution No. 2025-10 Authorizing the Execution of a Consultant Agreement Between Joliet Township and Jeffrey M. Wallace

Supervisor Guerrero introduced the new business item. Supervisor Guerrero asked for a motion to approve Resolution No. 2025-10 Authorizing the Execution of a Consultant Agreement Between Joliet Township and Jeffrey M. Wallace. Motion was made by Trustee Adamowski. Motion was seconded by Trustee Gavin. A roll call was taken. Motion carried. ⁴

APPROVE/Resolution No. 2025-11 – Township Surplus Property

Supervisor Guerrero introduced the new business item. The Program and Policy Coordinator shared what is included in the surplus items list. Supervisor Guerrero asked for a motion to approve Resolution No. 2025-11 - Township Surplus Property. Motion was made by Trustee Gavin. Motion was seconded by Trustee Adamowski. A roll call was taken. Motion carried. ⁵

ADOPT/Town Levy – Ordinance No. 415-2025

Supervisor Guerrero introduced the new business item and shared that the tax levy is in the sum of \$2,990,000. Supervisor Guerrero asked for a motion to adopt the Town Levy, Ordinance No. 415-2025. Motion was made by Trustee Washington. Motion was seconded by Trustee Gavin. A roll call was taken. Motion carried. ⁶

ADOPT/Road District Levy – Ordinance No. 2025-05 (RD)

Supervisor Guerrero introduced the new business item and shared that the tax levy for the Road District is in the sum of \$2,050,000. Supervisor Guerrero asked for a motion to adopt the tax levy for the Road District. Motion was made by Trustee Gavin. Motion was seconded by Trustee Adamowski. A roll call was taken. Motion carried. ⁷

APPROVE/For Posting, Amended General Town FY 2025/26 Budget & Appropriations – Ordinance No. 416-2025

Supervisor Guerrero introduced the new business item. Supervisor Guerrero shared, for the purpose of clarity, that the new business item is not for approval of the amended budget itself, but is for approval to allow for notice to the public that the Township intends to amend the budget. Supervisor Guerrero asked for a motion to approve for posting, the Amended General Town FY 2025/26 Budget & Appropriations, Ordinance No. 416-2025. Motion was made by Trustee Adamowski. Motion was seconded by Trustee Gavin. A roll call was taken. Motion carried. ⁸

REPORTS:

Lead Transportation Coordinator, Leonardo Haro

The Lead Transportation Coordinator reported that during the month of November, the Transportation Department completed a total of 878 trips, with 326 of the trips being senior trips. In addition to their regular services, the Department assisted The Salvation Army Community Center with transporting children to the YMCA, on Houbolt Road, for their Thanksgiving break program. The Lead Transportation Coordinator also reported that the Department provided transportation to a group of seniors from the assisted living community at Victory Centre, on North Broadway Street, to take them to a Senior Convention at Harrah's Casino, in addition to the Victory Centre senior group's regular weekly Thursday outings. Along with that, the Transportation Department helped Will Grundy with transportation, for people who are experiencing homelessness, to receive winter clothing. The Lead Transportation Coordinator shared that the Transportation team, overall, did a fantastic job providing quality service to all of the partner agencies and to senior residents.

General Assistance Director, Patricia Venziano

The General Assistance Director reported that for the month of November, the General Assistance Department did not have any outreach events. The General Assistance Director shared that Friday, December 12th, is the last day for the Toys for Tots drive and that there are nearly three boxes filled with toys. The General Assistance Director reported that she received the test materials from the IRS and now the Bilingual Caseworker and herself can begin to recertify for tax season. The Department is still currently waiting for their shipment of IRS envelopes and intake forms. The General Assistance Director reported that their first outreach for the 2025 – 2026 LIHEAP season begins next Wednesday, December 17th, from 9:00am to 1:00pm at the Township building.

⁴ Roll call vote: Ayes (5). Trustees Adamowski, Gavin, Bibian, Washington and Supervisor Guerrero. Nays (0).

⁵ Roll call vote: Ayes (5). Trustees Gavin, Adamowski, Bibian, Washington and Supervisor Guerrero. Nays (0).

⁶ Roll call vote: Ayes (5). Trustees Washington, Gavin, Adamowski, Bibian and Supervisor Guerrero. Nays (0).

⁷ Roll call vote: Ayes (5). Trustees Gavin, Adamowski, Bibian, Washington and Supervisor Guerrero. Nays (0).

⁸ Roll call vote: Ayes (5). Trustees Adamowski, Gavin, Bibian, Washington and Supervisor Guerrero. Nays (0).

Animal Control Director, Whitney McGill

The Animal Control Director was not present for the meeting however, her report for November was given to the board in their board packet prior to the meeting. The report shared the following: November has been a productive and exciting month for the Animal Control team. The Animal Control Department officially began onboarding and training three new hires, two of whom have already completed their training and are prepared to begin covering weekend and holiday shifts. The third team member is expected to complete training by the end of December. The Animal Control Director shared that all three individuals have demonstrated strong performance, and the Department is pleased to welcome them to the Township. This month also marked the transition of the Department's primary veterinary care provider from Mallard Point Veterinary Clinic to Rusty Ridge Animal Center. While Rusty Ridge will serve as their main partner, the Animal Control Department will continue to utilize Animal Medical Center Plainfield and Dr. Mark for emergency needs when Rusty Ridge is unavailable. The Animal Control Department is optimistic about the comprehensive medical services this new partnership will bring to the animals in their care. In the spirit of the season, the Animal Control staff once again prepared and distributed their annual Thanksgiving feast to all animals in the shelter. This tradition continues to be a meaningful way for staff to bring comfort, enrichment, and a bit of holiday cheer to the animals spending the holiday with the Animal Control team. Additionally, the Joliet Township Animal Control (JTAC) Department proudly participated in the community holiday parade. The staff members enjoyed handing out candy, connecting with the community, and spreading festive cheer. The Animal Control Department was thrilled to bring along one of the adoptable dogs, Scooby, who delighted parade-goers and thoroughly enjoyed the experience. JTAC looks forward to participating again next year. The operations at Animal Control remained steady throughout November, and all other areas of the Department continue to run smoothly and as expected.

Finance Director, Ivan Diaz

The Finance Director discussed the need for amending the budget and transfer of funds. The Finance Director reported that the audit was submitted and gave highlights from the audit.

Highway Commissioner, Vincent Alessio

The Highway Commissioner was not present to give a report at the meeting.

Tax Assessor, James Brenczewski

The Tax Assessor was not present to give a report at the meeting.

Program and Policy Coordinator, Tyler Giacalone

The Program and Policy Coordinator gave updates on the capital developments. The Program and Policy Coordinator reported that he has been busy working on the basement, in particular the surplus items, organizing the basement and getting an inventory of the items in the basement. The Program and Policy Coordinator shared that after discussion with Supervisor Guerrero, it was agreed upon that residents will receive priority for surplus items rather than discarding the items.

Violence Prevention Community Convener, Gabriel Garcia

The Violence Prevention Community Convener was not present for the meeting, however Supervisor Guerrero received his report prior to the board meeting, which included the following updates: For the month of December, there have been 6 incidents of violence tracked thus far while in the month of November, there were 42 incidents of violence with 2 gun shot wounds and 1 fatality. The new part time Violence Prevention Community Liaison Organizer started on December 8th. The Violence Prevention Community Convener reported that there is an increase in communication and application submissions from across the Greater Illinois West Region under the RPSA grant. There are approximately 15 submitted applications so far in Q4 2025. If approved, the Violence Prevention team will be able to disburse up to \$75,000 of the RPSA funds to assist communities impacted by firearm violence. The Violence Prevention Community Convener shared that the work on the community awareness campaign is ongoing in order to continue educating community members and service-providing organizations on the RPSA program and Flex Funds resources.

Behavioral Health Team, Haydee Martinez-Rosales

The Trauma Informed Behavioral Health Therapist Director was not present for the meeting, but shared her report in advance of the meeting. Supervisor Guerrero read out her report, which included the following: The Behavioral Health team's current caseload continues to grow. The team is currently servicing 16 clients between the Trauma Informed Therapist and the Trauma Informed Behavioral Health Therapist Director. The Behavioral Health team has been receiving inquiries through email and

IRIS. The Behavioral Health team presented during last month's CREW meeting on Trauma Focused Care and plan to provide a psychoeducation presentation in Spanish for the community towards the end of the month. The Behavioral Health team continues to collaborate with the Media Specialist to provide the community with information about trauma-related topics and the different therapy services, in both English and Spanish, that are offered by the Behavioral Health team.

Director of Human Resources, Erica Vauters

The HR Director reported that the Township hosted the 2nd annual Benefits Fair on December 3rd, which was a great success. The HR Director shared that the vendors at the fair were incredibly helpful and the Township employees showed up and engaged well. Overall, the Benefits Fair was an informative, positive event that continues to strengthen the understanding of Township benefits available to employees. The HR Director reported that she was pleased to announce that the Township has hired a new Community Liaison Organizer, Ms. Tiana Griffin. With the onboarding of the new Community Liaison Organizer, the Township currently has no open positions available. The HR Director expressed enthusiasm about every department being fully staffed and shared that it is a strong place for the Township to be in heading into the new year. The HR Director reported that open enrollment is underway and will close on Friday, December 12th. The HR Director shared that out of approximately 47 employees, only 15 employees still need to complete their enrollment. The HR Director anticipates full completion of open enrollment by the end of the week and is following up with staff to ensure that no one misses the deadline. Lastly, the HR Director mentioned that as a reminder, the annual sexual harassment prevention training is due by December 31st and is required for all employees each year, which the Township is closely monitoring the completion of.

Senior Liaison, Jeff Wallace

The Senior Liaison was not present for the meeting, but his written report was given to the board before the meeting that included a list of the senior groups, with a description of each group meeting, that the Senior Liaison attended and a list of the upcoming senior groups that the Senior Liaison will attend before the next board meeting. The Senior Liaison also attached an event flyer, for a Christmas Celebration hosted by Outreach Senior Ministry, to his written report. Supervisor Guerrero shared the highlights of the Senior Liaison's report during the meeting.

Clerk, Kendra Landfair

The Clerk reported that for the month of November, the Clerk's Office has been continuing the work that the Clerk reported on at the last meeting including reviewing files, organizing and digitizing files, and determining which records can be disposed of. Along with that, the Deputy Clerk has updated the FOIA page on the website to make it easier for people to understand which records the Township does and does not maintain. Recently, the Township has received FOIA requests for records held by the courts or police, which the Township does not possess. The Clerk's Office anticipates that the updated page will reduce this confusion and prevent similar requests from getting submitted in the future. The Clerk, with the Media Specialist's help, put together a proposed proclamation schedule for next year. The Clerk also reported that the audit and treasurer's report were filed with the county clerk and the notice for availability of the audit was published.

Supervisor, Cesar Guerrero

Supervisor Guerrero reported that Township building improvements continue to be rolled out. Supervisor Guerrero also reported that the Township is making progress on the African Descendants Military and Historical Museum including meeting with Luther Johnson, last Wednesday, to prepare for bid and anticipating the work to begin in April. Supervisor Guerrero shared that he attended an event hosted by Including You, where Joliet Township Government received recognition, and he also plans to attend events from the senior groups.

CASH RECEIPTS: Supervisor Guerrero asked for a motion to approve the cash receipts of \$175,165.13. Trustee Washington motioned to place the cash receipts into their proper accounts for the period ending November 30, 2025. Motion was seconded by Trustee Gavin. A roll call was taken. Motion carried.⁹

FUND EXPENDITURES:

General Town Fund for November 2025: \$419,395.48

Trustee Gavin motioned to certify the expenditures and approve them for payment.
Trustee Adamowski seconded. A roll call was taken. Motion carried.¹⁰

⁹ Roll call vote: Ayes (5). Trustees Washington, Gavin, Adamowski, Bibian and Supervisor Guerrero. Nays (0).

¹⁰ Roll call vote: Ayes (5). Trustees Gavin, Adamowski, Bibian, Washington and Supervisor Guerrero. Nays (0).

Capital Fund for November 2025: \$31,259.68

Trustee Adamowski motioned to certify the expenditures and approve them for payment. Trustee Gavin seconded. A roll call was taken. Motion carried.¹¹

General Assistance Fund for November 2025: \$23,652.99

Trustee Gavin motioned to certify the expenditures and approve them for payment. Trustee Washington seconded. A roll call was taken. Motion carried.¹²

Road and Bridge Fund for November 2025: \$106,736.94

Trustee Gavin motioned to certify the expenditures and approve them for payment. Trustee Bibian seconded. A roll call was taken. Motion carried.¹³

Animal Control Fund for November 2025: \$75,029.21

Trustee Washington motioned to certify the expenditures and approve them for payment. Trustee Gavin seconded. A roll call was taken. Motion carried.¹⁴

Senior Fund for November 2025: \$0

There were no expenditures in this fund. Trustee Adamowski motioned to certify the senior fund. Trustee Gavin seconded. A roll call was taken. Motion carried.¹⁵

CLOSED SESSION: Supervisor Guerrero informed the audience at this time that there is an item to review under closed session, which will be the final item on the agenda before returning to vote to adjourn. Supervisor Guerrero asked for a motion to enter into closed session to discuss the semi-annual review of closed session minutes pursuant to 5 ILCS 120/2(c)(21). Motion was made by Trustee Gavin. Motion was seconded by Trustee Adamowski. A roll call was taken. Motion carried.¹⁶

RETURN TO PUBLIC SESSION: Supervisor Guerrero asked for a motion to return to public session. Motion was made by Trustee Gavin. Motion was seconded by Trustee Adamowski. A roll call was taken. Motion carried.¹⁷ The December 9, 2025 regular town board meeting was reconvened at 5:46pm and no action was taken on the closed session issue.

ADJOURNMENT: Supervisor Guerrero asked for a motion to adjourn. Motion was made by Trustee Washington. Motion was seconded by Trustee Adamowski. A roll call was taken. Motion carried.¹⁸

The meeting adjourned at 5:48PM.

Kindly submitted,



Kendra Landfair
Town Clerk

¹¹ Roll call vote: Ayes (5). Trustees Adamowski, Gavin, Bibian, Washington and Supervisor Guerrero. Nays (0).
¹² Roll call vote: Ayes (5). Trustees Gavin, Washington, Adamowski, Bibian and Supervisor Guerrero. Nays (0).
¹³ Roll call vote: Ayes (5). Trustees Gavin, Bibian, Adamowski, Washington and Supervisor Guerrero. Nays (0).
¹⁴ Roll call vote: Ayes (5). Trustees Washington, Gavin, Adamowski, Bibian and Supervisor Guerrero. Nays (0).
¹⁵ Roll call vote: Ayes (5). Trustees Adamowski, Gavin, Bibian, Washington and Supervisor Guerrero. Nays (0).
¹⁶ Roll call vote: Ayes (5). Trustees Gavin, Adamowski, Bibian, Washington and Supervisor Guerrero. Nays (0).
¹⁷ Roll call vote: Ayes (5). Trustees Gavin, Adamowski, Bibian, Washington and Supervisor Guerrero. Nays (0).
¹⁸ Roll call vote: Ayes (5). Trustees Washington, Adamowski, Bibian, Gavin and Supervisor Guerrero. Nays (0).