



## Thursday, September 18<sup>th</sup> 2025

5:45 p.m. – Audit of Township Bills/Claims Board Room, Milton Township Hall  
6:00 p.m. –Regular Monthly Business Meeting 1492 N. Main Street  
Wheaton, Illinois 60187

### Minutes

- I. Call to Order
  - A. Mission Moment Rajinder Singh Mago gives an invocation, Sikh Community Outreach Coordinator, Member Illinois Sikh Community Center Wheaton
  - B. Attendance Roll Call Supervisor Higgins Beard, Trustees Pitts, McGrath and McGowen and Clerk Bailey were present. Trustee Siemer was out sick.
  - C. Pledge of Allegiance was led by Supervisor Higgins-Beard.
  - D. Approval of Agenda Trustee McGrath motioned and Trustee Pitts Seconded. The agenda was approved by voice vote.
  - E. Approval of Minutes of Regular Meeting on August 12, 2025 Trustee McGrath motioned and Trustee Pitts seconded. Minutes were approved by a majority. Supervisor Higgins-Beard abstained as she was not at this meeting
  - F. Approval of Claims Total \$1,880,857.71. Supervisor Higgins Beard clarified the integrity of the current financial processes of Milton Township and why the total claims were higher this month. The 2 large road projects added a total of about \$994,500. and that 708 Board grants totaling \$257.135 were awarded and a 1 extra week duration from the last meeting so more expenses occurred. Trustee McGrath motioned and Trustee McGowen seconded the motion to approve payment of claims. Roll call vote: Trustee Pitts, yes; Trustee MC Grath, yes; Trustee McGowen, yes; Supervisor Higgins-Beard, yes. Motion approved
- II. Public Comment (Limited to 3 minutes per person, Public called in the order Comment Request was submitted, total allotted time for Public Comment 30 minutes) Resident John Patterson thanked Superintendent Higgins-Beard for spending 30 minutes for a meeting with him to explain how our Township works.
- III. Chair's Report
  - A. Overview at 4 months Following goals of the 1<sup>st</sup> 90 day, listening tour, team building safety communication and audits, Superintendent and Trustees are going to events in the community, building connection. She went to CERT training. The FY 24 Audit is done. Audits are under way for FY 25 and the Forensic Audit is to start in 3 weeks. Consolidation of operational (checking) accounts for efficiency. Updating computers. Website is being updated. Celebrating SALT leadership. Services included abatement of West Nile virus. Celebrating SALT leadership.

- B. General Assistance In Human Services much more is being done this year which reflects recent updates in grant process.

#### IV. Reports

- A. Town Clerk Report/Comments (Dan Bailey, Clerk) Continuing to work on transparency. Expect township board meetings to be on website soon.
- B. Trustees Report/Comments  
Trustee McGrath 708 Mental Health Board. Amazing work is being revealed at sparsely attended 708 Board Meetings. This includes a new pilot program of a social worker at the public libraries in Wheaton and Glen Ellyn staffed with supervised social worker interns. There is a vacancy on the 708 Board. They plan to review 2025 grant applications probably in October. Larry Pitts notes that this is a busy time with commemorative events at each of 3 cemeteries that Milton Township cares for, Police Department Roll Call when families come out with their children, National Night Out, lots of meetings and the Cemetery Commission and Food Pantry Board. The new county crisis center opened. Dave's request for help posted on the lighted bulletin board brought a huge response from community gardens for the Milton Food Pantry.
- C. Assessors Report (Chris LeVan, Assessor) Turned our books over on Sept 12. The data is uploaded but the county's new Tyler Program took out 2800 home improvement exemptions from random residents. The assessors staff are manually putting them back. The county should have info in a few weeks. Then we will be learning the new 'factor' and the 30 day appeal window.
- D. Highway Commission Report (Naresh Nair) Putting in a new program called Citizen Requests Management Program from GOGov. This will increase efficiency and decrease costs and improve transparency. Cost is about \$15,000/yr. It will also streamline permitting and licensing. This type of program could be expanded to the whole Township. Barry Ave project pushed back to Spring to get MFT funds. Amended budget will come in Oct or November.
- E. S.A.L.T. Committee (Chuck Smith, Chair) Sept 9 is the 28<sup>th</sup> Anniversary of SALT At the Sept 8 SALT meeting, the Ombudsman spoke, This is a representative for seniors in their homes or in facilities to protect their interests financial to legal. They work with Adult Protective Services. Arnie spoke about Scams. Oct 18 is this year's Senior Auto Inspection which will be open to seniors from 9 to 11:30 am. An army of help is coming together including 3 Boy Scout Troops, auto tech students and their instructors and mechanics to name a few. The next SALT meeting Oct 14 will feature a talk on Senior Home Sharing.
- F. Cemeteries Authority Trustee and Cemetery Commission member, Larry Pitts, gave the report. There were commemorative events at all 3 Milton Townships Cemeteries. A Plat survey was done for Jewel Grove to guide taking care of forest overgrowth, At Pleasant Hill, the fences are down and it looks good. At St Stephen Prairie we will do a burn likely in late fall to get rid of invasives and restore prairie.

#### V. Unfinished Business

- A. Auditor update Lauterbach and Amen are working on FY 25 Audit. Sikich will start work on a forensic audit starting Oct 2.
- B. Resolution R-25-9 Bank Account Consolidation of Checking. On advice of Win Trust Bank,

our auditor and our accountant, consolidate 14 checking accounts down to 6. This will increase efficiency and reduce fees and make the accounting easier.

Trustee Pitts motioned, Trustee McGrath seconded. Roll call: Supervisor Higgins-Beard yes Trustees Pitts yes, Trustee Mc Grath yes, Trustee McGowen yes. Motion carried.

VI. New Business

- A. Resolution R-25-10 Appoint Superintendent Higgins Beard as IMRF Administrator for (Illinois Municipal Retirement Fund). Trustee Pitts motioned, Trustee McGowen seconded, On a voice vote all yes. Motion carried.
  
- B. Discussion of America 250 celebrations at Milton Township Ideas offered included one by Trustee McGrath for a dramatic reading of the Declaration of Independence, a cemetery could be involved, float in a parade, include townships like ins such as with the Adams family.

VII. Executive Session pursuant to Illinois 5 ILCS 120-2C 1 and 2C 5 regarding property and employment of certain staffing or independent contractor. Trustee McGrath motioned, Trustee Pitts seconded. All Ayes. Public left, Trustees Supervisor and Clerk went into executive session. No action was taken no action referred.

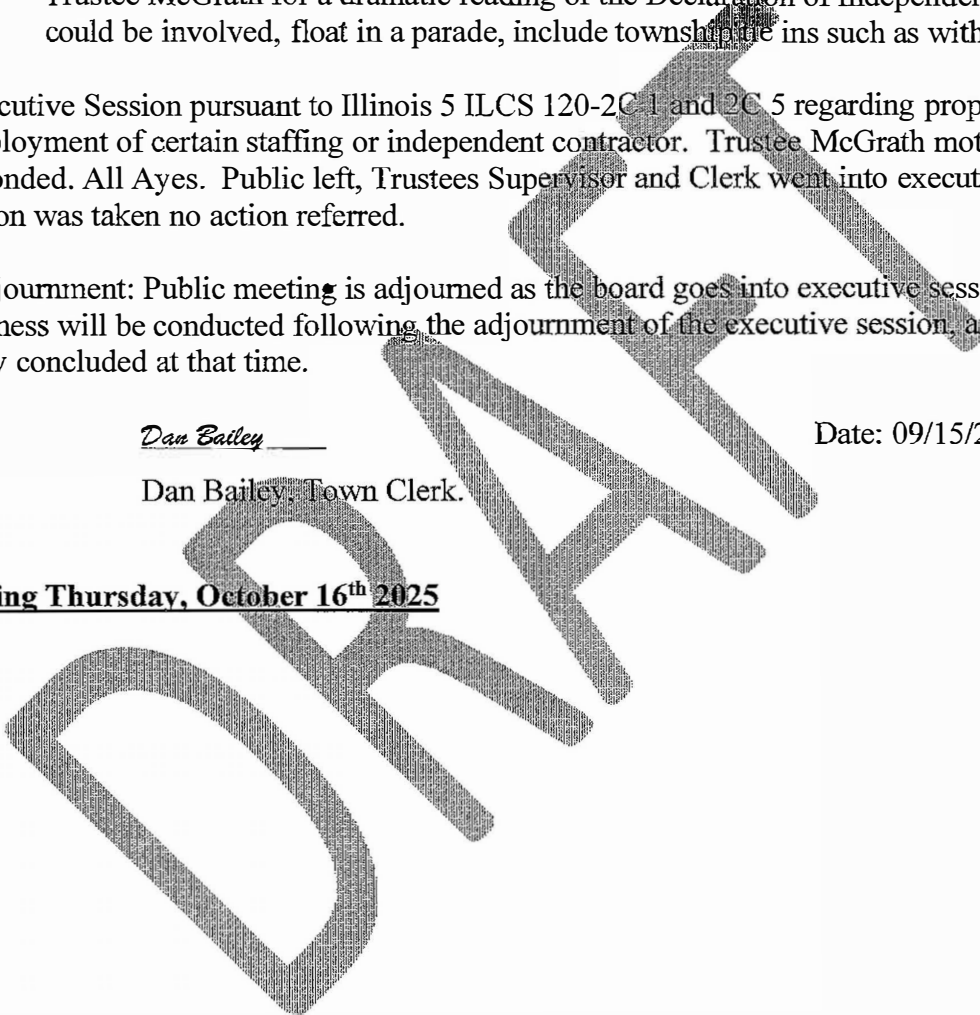
VIII. Adjournment: Public meeting is adjourned as the board goes into executive session. No additional public business will be conducted following the adjournment of the executive session, and the meeting will be officially concluded at that time.

Signed:     Dan Bailey    

Date: 09/15/2025

Dan Bailey, Town Clerk.

**Next Meeting Thursday, October 16<sup>th</sup> 2025**





DEPARTMENT OF HUMAN SERVICES

SOCIAL SERVICES PROVIDED	September 2025	January - September 2025	FYTD 2024	FYTD 2023	FYTD 2022
<b><i>Intake client calls – Initial contact</i></b>	103	827	1,847	487	299
Community Walk-ins	16	121	219	107	54
Total Intake:	119	948	2,066	594	353
<b><i>General Assistance</i></b>					
General Assistance inquiry clients	1	7	4	1	1
General Assistance appointments	7	13	29	12	12
<b><i>Emergency Assistance</i></b>					
Emergency Assistance appointments	13	62			
Emergency Assistance cases approved	11	62	73	47	35
<b><i>Additional Services:</i></b>					
Benefit Access (IL SOS senior license plate discount)	7				
Gift Cards (Speedway or Meijer cards)	3	8	31	53	16
IDHS SNAP Assistance	0	1	1		
LIHEAP (Low Income Home Energy Assistance Program through DuPage County)	0	98	261	94	16
Medical Closet	5	83	235	67	
Notary Services	36	89			
Referrals to other Non-Profit Agencies or Government Programs	12	140	184	241	
Repeat Boutique referrals	6	14	25		
Veterans’ Services assisted	2	4	13		
Youth Scholarships	0	64	132	61	

Department Highlights — Milton Township continues to make efforts in offering relevant financial assistance for our community residents in areas of General Assistance, Emergency Assistance, and The Salvation Army grants programs. Total financial assistance awarded for September 2025 was **\$10,400**.



**RESOLUTION NO. 2025-R-11**  
**A RESOLUTION OF MILTON TOWNSHIP IN SUPPORT OF**  
**THE ILLINOIS AMERICA250 COMMEMORATION**

WHEREAS, the United States of America will commemorate its 250th anniversary on July 4, 2026, marking a historic milestone in the nation's history; and

WHEREAS, on July 4, 1776, the Second Continental Congress formally adopted the Declaration of Independence, asserting the American colonies' freedom from British rule and laying the foundation for the principles of democracy and self-governance; and

WHEREAS, the U.S. Semiquincentennial Commission, known as the America250 Commission ([america250.org](http://america250.org)) was established by Congress in 2016 to plan and orchestrate the 250th anniversary of the signing of the Declaration of Independence, aiming to engage all Americans in commemorating this historic event through educational initiatives.

WHEREAS, the Illinois America250 Commission ([ilamerica250.org](http://ilamerica250.org)) was established to develop, encourage and execute an inclusive commemoration and observance of the founding of the United States of America, and Illinois' imperative role in the nation's history; and

WHEREAS, the Illinois America250 Commission encourages communities, libraries, schools, local governments, historical societies, cultural institutions and individuals of all ages to develop inclusive commemorations that reflect on Illinois' role in the nation's history and development; and

WHEREAS, recognizing and supporting the Illinois America250 Commission will help ensure a meaningful and educational commemoration for all residents and future generations; and

WHEREAS, the Township of Milton in DuPage County, plans to hold events at its historic cemeteries inviting local residents, will in partnership with local schools host a student led interactive reading of the Declaration of Independence, will in partnership with the City of Wheaton and Village of Glen Ellyn celebrate with an America semiquincentennial themed float entry in the 4<sup>th</sup> of July parades, will in partnership with local civic groups & non profit organizations work to host dynamic events celebrating America 250, and will commit to planting trees in honor of America 250; and

WHEREAS, the commemoration provides an opportunity to reflect on the state's historical significance, honor the achievements of its people and inspire civic engagement; and

WHEREAS, the Township of Milton in DuPage County hereby formally supports the Illinois America250 Commission and its mission to commemorate our nation's 250th anniversary.

NOW, THEREFORE, be it resolved that the Board of Trustees of Milton Township expresses its support for the Illinois America250 Commission and encourages all Illinois communities to organize and participate in local events leading up to and culminating on July 4, 2026, to celebrate America's 250th anniversary.

PASSED THIS day of \_\_\_\_\_, \_\_\_\_\_.  
AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_ ABSENT: \_\_\_\_\_  
APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Supervisor, Elizabeth Higgins-Beard

ATTEST: \_\_\_\_\_  
Clerk, Daniel Bailey



**MILTON TOWNSHIP**

**RESOLUTION NO. 2025-R-12**

**A RESOLUTION AUTHORIZING A VEHICLE TITLE CORRECTION  
(FORD E-SERIES REFRIGERATED VEHICLE)**

**WHEREAS**, Milton Township (“Township”) is an Illinois Township existing and operating pursuant to the Illinois Township Code, 60 ILCS 1/1-1 *et seq.*; and

**WHEREAS**, the Trustees of the Township (hereinafter “Town Board”) constitute the governing authority for the Township and possess full power and authority to approve and pass all ordinances, resolutions, rules and regulations necessary for carrying into effect the objects for which the Township was formed, in accordance with the Illinois Township Code; and

**WHEREAS**, the Township Supervisor and the Town Board are committed to ensuring the effective administration of government and responsible management of taxpayer dollars; and

**WHEREAS**, the current Administration of the Township has conducted a review, assessment and audit of various aspects of the operations of the Township; and

**WHEREAS**, the Supervisor and Town Board reviewed the Township assets, as part of an overall assessment of existing Township assets; and

**WHEREAS**, during the course of said review, a determination was made that the previous Administration inadvertently Titled a certain 2024 Ford E-Series Refrigerated Vehicle incorrectly in the name of Milton Township, as the vehicle Owner; and

**WHEREAS**, said Vehicle, which was secured through Grant Funds, was intended for use in connection with operations of the Illinois not-for-profit Corporation, the *Milton Township Food Pantry, Inc.*; and

**WHEREAS**, the *Milton Township Food Pantry, Inc.*, is an Illinois Corporation, separate and apart from the Township and is the proper Owner of said vehicle; and

**WHEREAS**, the Vehicle has been, since its acquisition, used for *Milton Township Food Pantry, Inc.*, operations; and

**WHEREAS**, the Township seeks to correct the vehicle Title to reflect the proper legal Owner of the vehicle as the *Milton Township Food Pantry, Inc.*; and

**WHEREAS**, the Township will take all necessary steps to affect the correction and transfer of the Title of the 2024 Ford E-Series Refrigerated Vehicle to the *Milton Township Food Pantry, Inc.*

**NOW, THEREFORE, BE IT RESOLVED**, by the Supervisor and the Board of Trustees of Milton Township, DuPage County, Illinois as follows:

**Section I:** That the above recitals and legislative findings contained in the preamble to this Resolution are true and correct and are hereby incorporated into this Resolution as if fully set forth herein.

**Section II:** The Town Board hereby authorizes the correction and transfer of the Title to the 2024 Ford E-Series Refrigerated Pantry Vehicle, VIN 1FDWE3FN8RDD00824, to the Illinois not-for-profit Corporation, *Milton Township Food Pantry, Inc.*

**Section III:** The Township Staff shall take all steps necessary to have the Title of said Vehicle transferred to the *Milton Township Food Pantry, Inc.*, as the Vehicle Owner of Record.

**Section IV:** If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

**Section V:** All ordinances, resolutions, motions, or orders in conflict with this Resolution are hereby repealed, to the extent they are inconsistent with this Resolution.

**Section VI:** This Resolution shall be in full force and effect upon its passage and approval.

**ADOPTED AND APPROVED** by the Supervisor and the Board of Trustees of Milton Township, Illinois on this 16<sup>th</sup> day of October 2025.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstention: \_\_\_\_\_

SIGNED: \_\_\_\_\_  
Elizabeth Higgins-Beard, Supervisor

ATTEST: \_\_\_\_\_  
Dan Bailey, Township Clerk

**MILTON TOWNSHIP / MILTON TOWNSHIP FOOD PANTRY, INC.  
MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding ("MOU" ) is entered into on the 16th day of October, 2025, ("Effective Date"), by and between **MILTON TOWNSHIP**, an Illinois Township, organized and existing in accordance with the laws of the State of Illinois ("**Township**"), with its principal Office located at 1492 N. Main Street, Wheaton, IL 60187; and the **MILTON TOWNSHIP FOOD PANTRY, INC.**, an Illinois not-for-profit corporation, ("**Food Pantry**"), independent of the Township and located in a portion of 1492 N. Main Street, Wheaton, IL 60187. The Township and Food Pantry may be referred to individually as "Party" or collectively, "Parties".

**1. PURPOSE AND SCOPE**

The Parties hereby enter into this MOU to summarize their mutual agreements relating to the allocation of space and shared resources of the Township to assist the Food Pantry to service the needs of those qualified individuals residing within the boundaries of the Township.

**2. SHARED GOALS OF THE PARTIES**

While the Parties are independent of one another and are governed by their respective Boards, the Township and the Food Pantry desire to cooperate in a cost-effective manner to provide the necessary food and food related items to those qualified individuals in need within the Township by sharing space in the Township Administrative Office, located at 1492 N. Main Street, Wheaton, IL 60187, in order to avoid the Food Pantry incurring the cost of rented space in another facility. Further, the Parties recognize the benefit of sharing certain personnel of the Township with the Food Pantry to reduce the operating cost of the Food Pantry, thereby allowing the resources to be designated to the needs of the individuals served by the Food Pantry. Certain Township resources, such as accountancy, communications, and infrastructure, as set forth herein, will be provided to the Food Pantry to advance the shared goal of assisting those in need.

**3. RESPONSIBILITIES AND OBLIGATIONS OF THE TOWNSHIP**

- A. The Township agrees to allocate space in the Township Administration Building for non-exclusive use by the Food Pantry, which space shall be determined by the Township, in consultation with the Food Pantry. The specific allocated dates and times of such non-exclusive use by the Food Pantry shall be agreed upon between the Parties and memorialized into a joint Calendar, which may be altered from time to time by the Township.
- B. The Township agrees to allocate limited Township Employee time for use by the Food Pantry, which staffing allocation shall be determined by the Township, in consultation with the Food Pantry. The specific allocated time and dates for the joint use of certain Township Employees shall be determined by the Township, based on the needs of the Township.

C. The Township agrees to allocate limited communications and accountancy resources to the Food Pantry, as deemed necessary and appropriate by the Town Board This includes, but is not limited to, monthly accounting for the segregated funds, annual audit, Form 990 preparation, website presence, a page in biannual newsletters, occasional social media posts and the use of the existing Township phone line, to assist the Food Pantry to discharge the duties and responsibilities for which the not-for-profit Corporation was established.

#### **4. RESPONSIBILITIES AND OBLIGATIONS OF THE FOOD PANTRY**

- A. The Food Pantry agrees to compensate the Township for the space allocated in the Township Administration Building for non-exclusive use by the Food Pantry. The Food Pantry agrees to consult with the Township for the non-exclusive Pantry use, in order to avoid any Food Pantry operations from interfering with Township operations. The Food Pantry understands and agrees that any such space in the Township Building shall be determined by the Township. The Food Pantry agrees to provide the Township with requested dates and times of such non-exclusive use by the Food Pantry. The Food Pantry understands that said dates and/or times may be altered from time to time, by the Township.
- B. The Food Pantry agrees to utilize the allocated Township Employee time for use by the Food Pantry, exclusively for specific Food Pantry duties and tasks. The Food Pantry acknowledges that such staffing allocation shall be determined by the Township. The Food Pantry further understands that specific allocated time and dates for the shared use of certain Township Employees shall be determined by the Township, and may be altered from time to time, by the Township.

#### **5. TERMS OF UNDERSTANDING**

The term of this MOU shall be for a period of two (2) years from the Effective Date and may be extended upon written mutual agreement of both Parties. Upon execution hereof, the Parties will use diligent, good faith efforts to discharge their respective obligations hereunder.

#### **6. LEGAL COMPLIANCE**

The Parties acknowledge and understand that they must be able to fulfill their responsibilities under this MOU in accordance with the terms and conditions hereof and the provisions of the law and regulations that govern their activities. Nothing in the MOU is intended to establish a subsidiary relationship nor to negate or otherwise render ineffective any such provisions or operating procedures. The Parties assume full responsibility for their performance under the terms of this MOU.

If at any time either Party is unable to perform their duties or responsibilities under this MOU as required hereunder, the affected Party shall immediately provide written notice to the other Party to establish a date for resolution of the matter.

## 7. LIMITATION OF LIABILITY

No rights or limitation of rights shall arise or be assumed between the Parties as a result of the terms of this MOU.

## 8. NOTICES

Any notice or communication required or permitted under this MOU shall be sufficiently given if delivered in person, by email, or by certified mail, return receipt requested, to the address set forth below or to such address that has been furnished to the other in writing.

Milton Township  
Elizabeth Higgins-Beard  
Supervisor  
1492 N. Main Street  
Wheaton, IL 60187  
[B.higginsbeard@milton.org](mailto:B.higginsbeard@milton.org)

Milton Township Food Pantry, Inc.  
Dave Sezonov  
Executive Director  
1492 N. Main Street  
Wheaton, IL 60187

## 9. GOVERNING LAW

This MOU shall be governed by and construed in accordance with the laws of the State of Illinois.

This MOU shall be signed by Milton Township and the Milton Township Food Pantry, Inc., and shall be effective as of the date first written above.

### MILTON TOWNSHIP

By: \_\_\_\_\_  
Name: Elizabeth Higgins-Beard  
Title: Supervisor

**MILTON TOWNSHIP FOOD PANTRY INC.**

By: \_\_\_\_\_  
Name:  
Title: Milton Township Food Pantry, Board Chair