



Board Of Trustees
Regular Meeting Minutes
Held at Winfield Township Office
130 Arbor Avenue
West Chicago, IL 60185
October 13, 2025

1) Call to order at 7PM by Supervisor Rutledge.

2) Clerk Paulsen called roll. Trustee Brummel, Trustee Djonne, Trustee Holmes, Trustee Scarpace and Supervisor Rutledge were in attendance. Also present was Assessor Elect, Shawn Hacker.

3) Trustee Scarpace led the **Pledge of Allegiance**.

4) Public Comment - No public comment

5) Supervisors' Report

The ADA door compliance project has been submitted. The Supervisor fully expects to be reimbursed by the County Board and the estimated cost will be about \$15,000. The newsletter mentioned a "Helping Hands" group that Supervisor Rutledge would like to move forward. We discussed how to facilitate getting information out and attracting community members to step up and offer services. The letter that was sent out to community organizations could be linked to the Township website and the Facebook page to garner more volunteers.

- 5 General Assistance Requests (denied)
- The 5 requests qualified for emergency assistance
- Food assistance, 2 requests which totaled \$600
- Rent assistance, 1 request for \$900
- Rent assistance to complete payment totaled \$100.
- Client Communication, 228 calls (made or received)

The income guidelines will be raised for assistance. Effective October 1, it will match the state LIHEAP allotment of 60% of the median state income. This should qualify more people for assistance. In September, there were 104 township bus riders with 157 stops, 15 wheelchair lifts and 3 turn aways.

6) Department Reports

Highway Commissioner Report The Road Commissioner is ill and not present, but he gave the Supervisor notes from the Highway Commissioner Board meeting. The next brush pick up date is April 6th. The recycling event on September 27th was a huge success with 574 cars attending. Work now consists of replacing culverts and clearing ditches, and mowing. The paving project was completed and landscaping is ongoing. The #12



chipper truck has arrived, with #19 going to Ashkum Township, IL. Plows will go on trucks mid November and roads are currently being patched. The Road Levy presentation will be given in November.

Clerk's Report There weren't any FOIAs this month and the Clerk started appointments with community members to assist them with their Medicare Choices. The Clerk is also able to help Benefit Access clients enroll. When they qualify, their license plate sticker is much cheaper and they receive a Free Ride card for CTA, Metra and PACE. The Dental clinic on Roosevelt Road in Wheaton is staffed by volunteer board certified dentists. They currently have a lot of open appointments for their free services. You must make under 200% of the poverty level (about \$67,000) to receive the free services.

7) Review and Approval of the Minutes of the Regular Board Meeting held September 8, 2025.

Motion to accept the minutes made by Trustee Holmes

2nd by Trustee Scarpace

No further discussion/additions/corrections/deletions

Motion passed by acclimation.

8) Review and Approval of Board Audit Report from 9/5/2025

Winfield Township

Board Audit Report

From: September 4,2025 To: OCTOBER 9,2025

Town Fund	\$95,794.25
General Assistance Fund	\$18,247.39
General Road Fund	\$23,871.08
Permanent Road Fund	\$154,706.15
Equipment and Building Fund	\$43,279.00
IMRF Road District Fund	\$1,881.62
Social Security Road Fund	\$ 3,802.38
Liability Insurance Road Fund	\$0.00
Total All Funds	\$341,581.83

Motion to accept the board audit report was made by Trustee Scarpace.

2nd by Trustee Djonne



No further discussion

Trustee Holmes - AYE

Trustee Djonne - AYE

Trustee Brummel - AYE

Trustee Scarpace – AYE

Supervisor Rutledge – AYE

Motion carried on roll call vote.

9) Old Business

None

10) New Business

a. monthly financial investment reports (information only)

b. Review and Approval of 2025-04, establishing the position of a Deputy Clerk for Winfield Township

Motion to approve Ordinance 2025 – 4, made by Trustee Holmes.

2nd by Trustee Scarpace

No Further discussion

Trustee Holmes - AYE

Trustee Djonne - AYE

Trustee Brummel - AYE

Trustee Scarpace – AYE

Supervisor Rutledge – AYE

Motion carried on roll call vote.

Motion to appoint Trustee Djonne as Deputy Clerk made by Trustee Brummel.

2nd by Trustee Holmes

No further discussion

Trustee Holmes - AYE

Trustee Djonne - abstain

Trustee Brummel - AYE

Trustee Scarpace – AYE

Supervisor Rutledge – AYE

Motion carried by roll call vote

c. Review and Approval of 2025 – 06, Amending Ordinance 2023-01, Appointing an Ethics Officer.

Discussion as to why the clerk should not be the Ethics officer, but rather someone from outside the board.

Motion to Approve Ordinance 2025 – 06 was made by Supervisor Rutledge.



2nd by Trustee Brummel

No further discussion

Trustee Holmes - AYE

Trustee Djonne - AYE

Trustee Brummel - AYE

Trustee Scarpace – AYE

Supervisor Rutledge – AYE

Motion carried on roll call vote.

Approval of Appointment of Barb Laimins as Ethics Officer.

Discussion about her qualifications.

Motion to approve Barb Laimins made by Trustee Brummel

2nd by Trustee Holmes

No further discussion

Trustee Holmes - AYE

Trustee Djonne - AYE

Trustee Brummel - AYE

Trustee Scarpace – AYE

Supervisor Rutledge – AYE

Motion carried on roll call vote.

11) Adjournment

The motion to adjourn was made by Trustee Brummel, 2nd by Trustee Scarpace.

Without objection and having completed the agenda items, Supervisor Rutledge adjourned the meeting at 7:19PM.



Supervisor



Township Clerk