



**Board Of Trustees  
Regular Meeting Minutes  
Held at Winfield Township Office  
130 Arbor Avenue  
West Chicago, IL 60185  
December 8, 2025**

1. **Call to Order** at 7PM by Supervisor Rutledge
2. Clerk Paulsen **called roll**. Trustee Holmes, Trustee Djonne, Trustee Brummel, Trustee Scarpace and Supervisor Rutledge were in attendance. Also present was Ross Secler, attorney for the Township, Highway Commissioner Dusza and Assessor Elect Hacker.
3. Assessor Elect Hacker lead us in the Pledge of Allegiance.
4. The Supervisor invited **public comment**, but there was none (5-minute limit per person).

**5. Supervisor's Report**

The levy is ready to submit to the County.

**Bus Report**

In November, there were 75 riders, 122 stops, 5 wheelchair lifts and 2 turnaways

**General Assistance Report**

There were 26 applications and 26 were denied but qualified for emergency assistance. 20 were for food assistance totaling \$6,000.00, six were for rent assistance, totaling \$4,800.00, and there were 18 client communications regarding LIHEAP. The total number of phone calls made and received was 397. For Thanksgiving, there were 40 families that received a gift card, turkeys and sides.

**6. Department Reports**

**a) Clerk**

The Clerk thanked the board for their support and for being good public servants in 2025. On the township website, the dropdown menu for "other services" has been updated to reflect the current services offered. Deenna is updating the spreadsheet for the Medical Lending Closet, which has seen 36 pieces of equipment go out to township residents. 4 residents have gone through the Benefit Access process and they, plus a

couple more, have purchased license plate stickers. Four drawers are left to organize in the Clerk's office, then I will organize the basement and call the records retention agent. Steve Colaizzi works with records and archives and has given me a list of the Clerk's records and when they were last gone through to see what needs to be retained and what may be destroyed. Anything that is on hand is subject to FOIA. Finally, I helped over 20 township members sign up for Medicare. Open enrollment is over.

**b) Highway Commissioner**

The next brush pickup is April 6<sup>th</sup>. DuPage County is working on a new mowing contract, which should culminate sometime in January. Leaf pick up was postponed due to snow. The Road district is down one truck, number 5, due to emissions filters. The parts came in today. It will be about \$11,000.00 to repair it. The Road District has plenty of salt and chemicals for the winter. They are doing routine maintenance and cleaning the shop. As soon as the weather permits, they will start cutting trees.

7. Review and **Approval of Minutes** of the Regular Board Meeting held November 10, 2025. Trustee Brummel moved to approve the minutes as amended. Trustee Holmes 2<sup>nd</sup>.  
Vote carried by acclamation. The spelling of Trustee Holmes will be corrected.

8. Review and Approval of **Board Audit Report** from 11/7/2025 to 12/4/2025 for \$243,400.79

WINFIELD TOWNSHIP  
BOARD AUDIT REPORT  
FROM: November 7, 2025    TO: December 4, 2025

Town Fund	\$ 104,289.02
General Assistance Fund	\$ 18,344.90
General Road Fund	\$ 33,394.12
Permanent Road Fund	\$ 66,876.65
Equipment & Building Fund	\$ 14,687.00
IMRF Road District Fund	\$ 2,235.11

Social Security Road Fund \$ 3,573.99

Liability Insurance Road Fund \$ .00

**Total All Funds \$ 243,400.79**

Trustee Holmes made a motion to accept the audit report. Trustee Brummel 2<sup>nd</sup>.  
Roll call

Trustee Holmes \_\_\_AYE\_\_\_ Trustee Brummel \_\_\_AYE\_\_\_

Trustee Djonne \_\_\_AYE\_\_\_ Trustee Scarpance \_\_\_AYE\_\_\_

Supervisor Rutledge \_\_\_AYE\_\_\_

Motion carries

### 9. Old Business

Executive session was mentioned by our attorney, Ross Secler.

### 10. New Business

#### a. Monthly Financial and Investment Reports (Information only)

#### b. Review and Approval of Ordinance #2025-08, Town Levy

Trustee Brummel made a motion to approve the Town Levy, Ordinance #2025-08.

Trustee Holmes 2<sup>nd</sup>.

Discussion was called for by Supervisor Rutledge, but there were no comments.

Roll Call

Trustee Holmes \_\_\_AYE\_\_\_ Trustee Brummel \_\_\_AYE\_\_\_

Trustee Djonne \_\_\_AYE\_\_\_ Trustee Scarpance \_\_\_AYE\_\_\_

Supervisor Rutledge \_\_\_AYE\_\_\_

Motion carries

#### c. Review and Approval of Ordinance #2025-09, Road District Levy

Trustee Holmes made a motion to accept the Road District Levy, Ordinance #2025-09. Trustee Djonne 2<sup>nd</sup>.

Supervisor Rutledge called for comment and Highway Commissioner asked if there were any questions. Hearing none, roll was called.

Trustee Holmes \_\_\_AYE\_\_\_ Trustee Brummel \_\_\_AYE\_\_\_

Trustee Djonne \_\_\_AYE\_\_\_ Trustee Scarpance \_\_\_AYE\_\_\_

Supervisor Rutledge \_\_\_AYE\_\_\_

Motion carries

**d. Review and Approval of Ordinance #2025-10, Social Media E-Comm Policy**

Trustee Scarpace made a motion to approve the Social Media E-Comm Policy, Ordinance #2025-10. Trustee Holmes 2<sup>nd</sup>.

Discussions on whether educating our township was included in the policy and if we were posting a link on our website to a disclaimer.

Roll Call

Trustee Holmes \_\_\_\_\_AYE\_\_\_\_\_ Trustee Brummel\_\_\_\_\_AYE\_\_\_\_\_

Trustee Djonne \_\_\_\_\_AYE\_\_\_\_\_ Trustee Scarpace\_\_\_\_\_AYE\_\_\_\_\_

Supervisor Rutledge \_\_AYE\_\_\_\_\_

Motion carries

**e. Review and Approval of Resolution #2025-3, IL America 250 Commemoration**

Trustee Holmes made a motion to pass Resolution #2025-3, IL America 250 Commemoration. Trustee Scarpace 2<sup>nd</sup>.

Discussion

Supervisor Rutledge stated that this is a good time for a service project. Out of the choices, Trustee Scarpace clearly prefers the “We The People” motto.

Roll Call

Trustee Holmes \_\_\_\_\_AYE\_\_\_\_\_ Trustee Brummel\_\_\_\_\_AYE\_\_\_\_\_

Trustee Djonne \_\_\_\_\_AYE\_\_\_\_\_ Trustee Scarpace\_\_\_\_\_AYE\_\_\_\_\_

Supervisor Rutledge \_\_AYE\_\_\_\_\_

Motion carries

**f. Review and update of IGA with County for ADA Doors**

The work on the doors is completed and the bill is paid. It now goes to the County for reimbursement.

**g. Proposed date for Board Policy Updates Meeting**

January, after the new assessor is in the office, appeared was an agreed upon time.

**11. Executive Session**

Supervisor Rutledge made a motion to move to executive session. Trustee Holmes 2<sup>nd</sup>.

Roll Call

Trustee Holmes \_\_\_\_\_AYE\_\_\_\_\_ Trustee Brummel\_\_\_\_\_AYE\_\_\_\_\_

Trustee Djonne \_\_\_\_\_AYE\_\_\_\_\_ Trustee Scarpace\_\_\_\_\_AYE\_\_\_\_\_

Supervisor Rutledge \_\_AYE\_\_

Motion carries

(Board may view Executive Session Minutes)



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Supervisor



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Township Clerk

