



MILTON TOWNSHIP

EFFECTIVE LOCAL GOVERNMENT SINCE 1850

Elizabeth Higgins-Beard, Supervisor
Chris LeVan, Assessor
Michael H. Drew, Highway Commissioner
Dan Bailey, Town Clerk

Jacqueline McGrath, Trustee
Paula McGowen, Trustee
Larry L. Pitts, Trustee
Stephen Siemer, Trustee

(630) 668-1616 | 1492 N. Main St. Wheaton, IL 60187 | www.miltontownship.net

Thursday June 18th, 2026

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 by Supervisor Higgins-Beard at 6 pm.
 - A. Mission Moment – Declaration Of Independence read aloud by officials and attendees
 - B. Pledge of Allegiance led by Clerk Bailey.
 - C. Attendance Roll Call: Supervisor Elizabeth Buffy Higgins-Beard, here; Trustee Paula McGowen, here; Trustee Jaqueline McGrath, unable to attend; Trustee Stephen Siemer, here; Trustee Larry Pitts, here; Clerk Dan Bailey, here.
 - D. Approval of Agenda. Motion, Trustee Siemer; Second, Trustee McGowen. Motion passed.
 - E. Approval of Minutes of May 21, 2026, Regular Meeting Motion, Trustee Pitts; Second, Trustee Siemer. Motion passed.
 - F. Approval of Minutes of May 11, 2026, Special Meeting. Motion, Trustee Siemer; Second, Trustee Pitts. Motion passed.
 - G. Approval of Claims in the amount \$1,108,583.99. The Supervisor explains that this was higher than usual due to it including 3 pay periods and some annual bills. Motion, Trustee Siemer; Second, McGowen. Roll Call: Trustee McGowen, yes; Trustee Siemer, yes; Trustee Pitts, yes; Supervisor Higgins-Beard, yes. Motion passed.
- 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) None was offered.
- III. Chair's Report
 - A. Chair's Report Lots going on. CERT active at numerous events. CERT helped in getting huge steam locomotive Big Boy to be on display in West Chicago as a part of America's 250 celebrations. Thanks given for officials and staff working at Cream of Wheaton Milton Township booth. Mosquitoes tested 0.1% have the virus and Personal Protection Index from DuPage County at Level 1. Financial integrity is important to this board; Financial Policy improvements are underway to implement the auditor's recommendations. There were 36 suggestions from the forensic audit; 18 already

accomplished. There will be an update every 3 months. IGA with PACE to restart Ride DuPage was delayed as their name was changed to NITA (North Illinois Transportation Authority) requiring re-executing the agreement. Expect Ride DuPage to come into effect again August 1, 2026.

- B. General Assistance is busy. Need is increasing. Our Milton Township team is pulling together to meet it.
- C. Services and Space Requirements Analysis is underway with a survey of and meetings with staff next week regarding Township Hall and its services. Architect says he can see already that we have 4,000 less square feet than needed to do current levels of service, without increasing or growing our services. Expecting an initial report next meeting from the architects and full presentation in August.

IV. Reports

- A. Town Clerk Report/Comments (Clerk Bailey) Along with Supervisor Higgins- Beard went to 1st meeting of the steering committee for NITA's on demand transit study for DuPage County. Also had a productive meeting with Senator Ellman on showing what we do in Milton and connect our concerns. Working to review our Executive session minutes on biannual schedule. Also went to Cream of Wheaton
- B. Trustees Report/Comments (Trustees McGowen related the DuPage County Time capsule and the DuPage County Recorder's Flag Day event, Trustee McGrath was quite busy: attending seminar on how communities can finance solar. She reports Community Mental Health Board receiving grant applications at next meeting Aug 6 and much more. Trustee Pitts reported he was at Cream of Wheaton too, attended SALT meeting and next SALT meeting is July 13 Monday. No SALT meeting in August. There is a rare Prairie remnant at St Stephens Cemetery. Volunteers are welcome to join workdays pulling invasive plant species. Trustee Siemer is working with Clerk and Trustee Pitts to implement a system to review executive minutes. He is additionally offering his CPA experience to establish improved financial policies per the auditor suggestions for Milton Township.
- C. Milton Township Highway Department (Commissioner Drew) Storm had impacts and crews are cleaning fallen branches, replacing rotted culverts, and scarification of road surfaces to extend life of pavement for years will start July 6. Barry Ave drainage project is the 1st of 2 bids to replace all aprons on Barry Ave. Bid #2 is being conducted by DuPage County on Thursday. A 42" culvert is rotted out and being replaced by 2 separate culverts. DuPage County is contributing a \$30,000 grant and a crew. Aug 3 removing and replacing old underground fuel storage tanks including cleanup for environmental benefits. Work with the Arboretum to replace trees in parkways while looking for grants to reduce costs for homeowners. Building Milton Township's 4th of July parade float.
- D. Milton Township Cemetery Commission (Chair Ellis) June 27 Patriotic Concert and picnic 11 am at Pleasant Hill Cemetery will celebrate America's 250th. Aug 29 11 am optional Mass required by landowner Diocese of Joliet and celebration with picnic at St Stephen Cemetery. Pruned trees at Jewell Grove Cemetery. \$5 k grant has been

increased to \$20 K which will now pay for this tree work. Deborah Mrozinski, staff Grant Writer, was applauded for her success on this grant.

- E. Partner - Milton Township Food Pantry (Director Sezonov) Setting up Food drives for this year. Working with Wheaton Parks so that the revenue from a Wheaton Park District Concert concession will go to the pantry. They are now open Monday evenings from 4 to 6 pm so more working people can access food. Garden Works is now a regular weekly donor for veggies to the pantry. Deborah Mrozinski has planted veggies around the Township. The food pantry is finally going to receive a \$50K grant from the State of Illinois that was applied for in 2022 for freezer and fridge installation already completed.

V. Unfinished Business

- A. Financial Policy & Procedure Improvement Tracking - Report June 2026 covered in Chair report. 50% of all procedure and policy improvements conveyed in April 2026 have been implemented. Reporting will continue quarterly.
- B. Ethics Commission Appointments 2026-2028 – (Advice & Consent of Trustees) Filling vacancies in an ethics commission authorized by Ordinance 2004 – 3 as proposed by Supervisor Higgins-Beard. Motion to approve and appoint Ethics Commission members by Trustee Siemer, Second by Trustee McGowen. Motion passed. Ethics advisor 2026 – 2028 is Vicki Voukidis, Ethics Commission Members for 2026 – 2027/2028 are Marty Keller, Sandy Korrupt and Bob Orr
- C. America's 250th events continue. Join us at the 4th of July parade, Pleasant Hill Cemetery event, & St. Stephen event.

VI. New Business

- A. Township Job Descriptions Presentation/Approval. Supervisor explained new Job descriptions pay scales and increasing hours. Moving part time communications role to full time 80% 32 hours with benefits. Will hire a part time Deputy Clerk. Part time bookkeeper to become full time 40 hours with benefits.
- B. Township Organizational Chart Presentation/Approval tabled
- C. Milton Township Nuisance Weed and Brush Ordinance Process and Costs Report. Ordinance 2011 – 08 remains in costs. Board acknowledged and voted on fee schedule adjusting for current costs. Costs mirror local Township and landscaping rates and are enforced after ordinance steps to allow homeowners to correct weed and brush ordinance violations. Discussion held about residents without ability to maintain property and living with low income. Motion, Trustee Pitts, Second, Trustee Siemer. Motion passed.
- D. Approval of TOIRMA Settlement, *Mary Lopez v. Christopher LeVan et. al.* Report from Attorney Bond that original Suit from years ago was for \$2,359,155.95. Settled for \$80,000 with no admission of liability. No cost to Township for settlement as covered by Township of Illinois Risk Management Association. Motion, Trustee Siemer; Second, Trustee McGowen. Roll Call: Trustee McGowen, yes; Trustee Siemer, yes; Trustee Pitts, yes; Supervisor Higgins- Beard, yes. Motion passed.

VII. Executive Session

Supervisor Higgins-Beard asks for a motion to go into executive session to consider

- A. Review of Executive Session Meeting Minutes, pursuant to 5 ILCS 120/2(c)(21)
- B. Semi-Annual Review of Executive Session Meeting Minutes, pursuant to 5 ILCS 120/2(c)(21) and
- C. Personnel, pursuant to 5 ILCS 120/2(c)(1) Motion to go into executive session to consider all three, Trustee Siemer so moves; Trustee Pitts offers a second. Motion passed.

VIII. Reconvene to Open Session at 7:37pm

IX. Matters Referred from Executive Session

- A. Approval of Executive Session Meeting Minutes Motion, Trustee Siemer; Second, Trustee Pitts. Motion passed.
- B. No other matters were considered.

- X. Adjournment Motion by Trustee Pitts, Second by Trustee Siemer. Motion passed. Meeting adjourned at 7:39 pm.

Signed:

Dan Bailey

Date: 6/18/2026

Dan Bailey, Town Clerk