



Thursday August 20th, 2026

5:45 p.m. – Audit of Township Bills/Claims
6:00 p.m. – Regular Monthly Business Meeting

Board Room, Milton Township Hall
1492 N. Main Street
Wheaton, Illinois, 60187

MINUTES

I. Call to Order at 6:00 pm

- A. Mission Moment—Supervisor Higgins-Beard highlighted an article that was recently published in The Daily Herald which publicized a \$20,000 grant that Milton Township received from the new Illinois Cemetery Relief Grant Program. The Township used the funds to clean, maintain and restore the Jewel Grove Cemetery in the Champion Forest neighborhood.
- B. Pledge of Allegiance led by Highway Department Commissioner Michael Drew.
- C. Attendance Roll Call: Trustee Pitts, here; Trustee Siemer, here; Trustee McGrath, here; Trustee McGowen, absent; Supervisor Higgins-Beard, here; Clerk Bailey, here;
- D. Approval of Agenda: Motion, Trustee Pitts; Second Trustee Siemer. Motion passed.
- E. Approval of Minutes of July 16, 2026—Regular Meeting Motion, Trustee McGrath; Second, Trustee Pitts. Motion passed.
- F. Approval of Claims of \$1,068,690.91. Motion, Trustee Pitts; Second, Trustee Siemer. Roll Call Vote: Trustee McGowen, absent; Trustee McGrath, 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)

- A. Supervisor Higgins-Beard reminded the guests that while the Board welcomes and appreciates comments from the guests, the Board cannot respond to them at the meeting.
- B. Kelly North, a long-time resident of Glen Ellyn, asked the Board to consider incorporating an exotic weed statute into the existing Weed Ordinance that will prohibit the growth of certain invasive and harmful

weeds like the Japanese Honeysuckle within the Township. Ms. North is continually trying to keep this weed from spreading across her property line but is having limited success.

- C. Linda Richmond, a 42-year resident of Glen Ellyn, requested that the food pantry consider adopting more accessible options for people of the township to get food. She suggested 1) Online ordering; 2) Home Delivery; and 3) Weekend hours.

III. Chair's Report

- A. Supervisor Higgins-Beard recognized Milton Township Sheriff's Deputy John Hodge for being awarded a proclamation from The DuPage County Sheriff's Office honoring him for his years of service to the Township.
- B. Supervisor Higgins-Beard welcomed new DuPage County Sheriff's Office Deputy, Michael Severino who has recently moved here from Southern Illinois.
- C. Chair's Report Outreach included we were at 4 National Night Out Events. The Township is still tracking 250 Acts of Service and residents are encouraged to notify the office when they perform any act of service. People can use the social media tag "**#Milton250acts.**" St Stephen's Cemetery Mass and picnic Event is scheduled for 11am Aug 29, September 28 Vaccine Clinic for all residents. We are starting to provide Emergency Assistance services for Milton Township residents.
- D. General Assistance need continues to be up. Our response is also up.

IV. Reports

- A. Town Clerk Report/Comments--Clerk Bailey thanked Supervisor Higgins-Beard for providing leadership in the successful search for a new Deputy Clerk. The Clerk's office is caught up with Exec Session Minutes Oversight, with much help from Trustees Siemer and Pitts.
- B. Trustees Report/Comments
 - 1. Trustee McGrath—708 Mental Health board will meet Sept 3; Grant Review.
 - 2. Trustee Pitts—St. Stephens Prairie—trying to get rid of invasive tree and buckthorn; dealing with over-flowing retention ponds around the Township due to all the rain.
 - 3. Trustee Siemer—Had a conversation with the auditors to clarify journal entries. They've assured us that the audit will be done on time, but we may need to request one extension.

- C. Highway Commissioner Report (Commissioner Drew)
 - 1. July 27th there were two tornados which knocked down enough trees for the Township to send 48 dump truck loads of wood chips to the Morton Arboretum and other locations.
 - 2. The Highway Department has lost four weeks out of the last six weeks to storm clean-up, which has put them behind in other projects.
 - 3. Barry Street job will start on Monday, 8/24. It should take about a month to complete.
 - 4. National Street drainage project is in process of getting wetland permits.
 - 5. The bid opening for Pleasant Hill Ribbon Curb installation project was held on August 20. The winning bid was for \$875k, which means the project can be completed within this year's budget.
 - 6. Touch-a-Truck is scheduled for Saturday August 22 from 8 am to 1 pm. Families are invited to come and see/touch trucks, fire engines, tractors and other big vehicles. Hot dogs and water will be available.
- D. Milton Township Food Pantry Report (Director Sezenov)—Director Sezenov thanked the Board for all its support and added a story that illustrated the impact the pantry has on many residents in the community.
- E. Milton Township Special Police Report—Officer John Hodge discussed the merits of having two deputies dedicated specifically to Milton Township. He listed five benefits in particular: 1) Quick arrival; 2) Familiarity; 3) Relationships; 4) Proctored Prevention; 5) Customized Enforcement
- F. CERT Report—Director Sezenov shared some of the many events helped by CERT and described the history of CERT. He pointed out that the next CERT training course will be starting in September and will last for four weeks. There is a brochure available through The Township that describes the content of the CERT training course.

V. Unfinished Business

- A. Weed ordinance update O-26-04—Request to approve new weed ordinance. Motion, Trustee Siemer; Second, Trustee Pitts. Roll Call Vote: Trustee McGowen, absent; Trustee McGrath, yes; Trustee Siemer, yes; Trustee Pitts, yes; Supervisor Higgins-Beard, yes. Motion passed.
- B. Organizational Chart—Request to approve Milton Township organizational chart. Motion, Trustee Siemer; Second, Trustee Pitts. Roll Call Vote: Supervisor Higgins-Beard, yes; Trustee Pitts, yes; Trustee McGrath, yes; Trustee McGowen, absent; Trustee Siemer, yes. Motion passed.
- C. Job Description updates—Request to approve the Programs

Coordinator Job Description. Motion, Trustee Pitts; Second, Trustee McGrath. Roll Call Vote: Trustee Siemer, yes; Trustee McGowen, absent; Trustee McGrath, yes; Supervisor Higgins-Beard, yes; Trustee Pitts, yes. Motion passed.

- D. Service and Space Requirements Analysis: Patrick Brosnan AIA NCARB, Lopez & Brosnan presented the results of the Fit Assessment and Gap Analysis stages of the project. He indicated that currently the Milton Township offices utilize 7,700 sq ft of space. Based on the Fit Assessment, he estimates the offices would need to have approximately 16,830 sq ft of space. He also discussed some specific requirements including a loading dock, multiple secure entrances, and shared collaborative spaces. Final report anticipated by October.
- E. Declassification of minutes from executive sessions of April 18, 2023 and October 8, 2024—Motion, Trustee McGrath; Second, Trustee Siemer. Roll Call Vote: Trustee Pitts, yes; Trustee McGrath, yes; Trustee Siemer, yes; Trustee McGowen, absent; Supervisor Higgins-Beard, yes. Motion passed.

VI. New Business

- A. Township Response to DuPage County concerning Gaming—Supervisor Higgins-Beard reported that residents are requesting the Township take a stance regarding gaming locations that establish themselves within 1000 feet of Wheaton North High School, Wheaton Montessori School & Gospel Life Church. Motion by Trustee Pitts to authorize Supervisor Higgins-Beard to write a letter against allowing establishments that violate the existing ordinance which prohibits gaming establishments to be located within 1000 feet of a place of assembly, school, or daycare. Second, Trustee Siemer. Motion passed.
- B. Milton Township Financial Policies and Procedures—Vote to adopt. Motion, Trustee McGrath; Second, Trustee Siemer. Roll Call Vote: Trustee Pitts, Yes; Trustee McGrath, Yes; Trustee Siemer, Yes; Trustee McGowen, absent; Supervisor Higgins-Beard, Yes. Motion Passed.

VII. Executive Session 7:30 pm.

- A. Discussion of acquisition and disposition of property pursuant to 5 ILCS 120/2(c)(5) and (6)
- B. Personnel, pursuant to 5 ILCS 120/2(c)(1)
- C. Motion to go into executive session to consider above 2 items by Trustee McGrath; Second, Trustee Siemer. Motion carried. Adjourned to executive session at 7:30 pm.

VIII. Matters Referred from Executive Session—Reopened at 7:47 pm by Supervisor Higgins-Beard.

Motion to enable Supervisor Higgins Beard to enter into an agreement for Realtors Lance Kammes and Son to represent Milton Township in acquiring or leasing real estate as needed. Motion, Trustee Siemer; Second, Trustee McGrath. Roll Call: Trustee McGrath, yes; Trustee Pitts, yes; Supervisor Higgins-Beard, yes; Trustee Siemer, yes; Trustee McGowen, absent. Motion Passed.

IX. Adjournment

Motion to adjourn, Trustee McGrath; Second, Trustee Pitts. Motion carried. Adjourned at 7:49 pm,

Signed: Dan Bailey

Date: 8/20/2026

Dan Bailey, Town Clerk