

**TOWNSHIP REPORT FOR COMPLIANCE WITH DECENNIAL COMMITTEES ON  
LOCAL GOVERNMENT EFFICIENCY ACT**

I. Unit of government submitting this report:

NAME OF TOWNSHIP: Frankfort Township

Note: Any local government that levies a tax, other than a municipality or county must file this report. For Road Districts in counties with populations of less than 400,000 the highway commissioner may form a joint committee to prepare one combined report. See 50 ILCS 70/10(b-5).

TOI has a separate recommended report form for a consolidated report, so do not use this form for a combined report of a township and road district. TOI also has a separate recommended report form for road districts and multi-township assessment districts.

II. Information about our Township

- A. We are located in Will County. There are 24 townships in our county.
- B. The population of our Township is 59631, as of the 2020 census.
- C. We have 23 employees of the Township (not including elected officials).
- D. We have 10 employees in our Road District (not including elected officials).
- E. Our annual budget for 2023 is: \$ 2,961,658.
- F. Our Township's equalized assessed valuation for 2023 is \$ 3,127,336,719.

III. Information about Our Committee

A. Committee Members:

Township Supervisor: Nick George

Township Trustee: Thomas Kennedy

Township Trustee: Jessica Kot

Township Trustee: David Smith

Township Trustee: Hillary Kurzawa

Township Resident: Joseph Kral

Township Resident: Elizabeth Burghard

Note: Per 50 ILCS 70/10(b), the committee membership must include all the elected or appointed members of the township board (Supervisor and Trustees) and two residents appointed by the Supervisor. The residents can be the Assessor, Highway Commissioner, Clerk or Collector, if you

have one, or other residents of the Township, but these officials are not required to be on this Committee. The Supervisor may appoint more than two residents if deemed appropriate.

B. Dates that our Committee Met (50 ILCS 70/20)

First (Organizational) Meeting  
(must occur prior to June 10, 2023): May 08, 2023

Second Meeting: August 14, 2023

Third Meeting: September 11, 2023

Additional Meetings (List All): None

IV. Programs Offered by our Township.

A. Our Township offers the following services and programs:  
General Assistance, FISH/Emergency Assistance, FTC/Emergency Assistance, Youth Employment (Seasonal), Transportation Services, Senior Housing, Mosquito Abatement, Handicap Placards, Voter Registration, Notary Services, Nurse's Closet Loan Program, Meals-on-Wheels Partnership, Senior Programming/Nutrition, Senior Enrichment Programming, Food Pantry Services, Cemetery Services.

B. Other services/programs we could possibly provide: In partnership with the Frankfort Township Road District, unincorporated residents have access to the seasonal Leaf and Branch pickup programs.

Frankfort Township is exploring the possibility of partnering with the Will County Health Department to provide mental health counselling services to our local community.

V. Social Service Agreements

A. We partner with the following not for profits to offer social services (list all):

**Entity:**

**Services Provided:**

1. Marley F.I.S.H.

Administer emergency assistance to residents based on referral system from Township.

2. Meals-On-Wheels

Provide meals to homebound seniors & disabled.  
Provide café space for senior congregate dining.

3. Will County Mobility

Provide transportation services for seniors and disabled residents.

4. Will County Circuit Court

The Old Town Hall is utilized by the Will County Circuit Court system as a satellite location providing additional services to area residents within the community and Will County.

5. Various Civic/Community Organizations

The Frankfort Township has a space available to community residents and organizations needing a low cost meeting space.

- Alcoholics Anonymous
- Local Art group
- Local Homeowners and Town Homeowners groups
- Local Civic groups

B. Our residents have benefitted from these agreements in the following ways:

- Township residents experiencing financial hardship have received “cash” assistance referrals for utility services; gas, electric or water, that have been scheduled for shut-off due to non-payment.
- Township residents experiencing food scarcity have the resource available to register with the MOW home delivery program and/or engage with other independent seniors at the congregate dining café located on property.
- Transportation services are registered through Will County Mobility Program for Frankfort Township senior and disabled residents. This service enables residents to remain autonomous when navigating appointments.

C. We have considered a potential partnership with the Will County Health Department, possibly offering a Youth Mental Health Counselling resource to the local community.

VI. Awards and Recognitions

Our Township has the distinctions of utilizing green alternatives in the construction of the Administrative Complex, including a green space roof.

VII. Intergovernmental Agreements

A. We partner with, or have Intergovernmental Agreements, with the following other Governments (List all):

Entity:	Services Offered:
1. CNNSSA/ILDOA	Meals-on-Wheels services to seniors and disabled residents experiencing food scarcity or hardship. Both home delivery and congregate café dining is available.
2. Frankfort Township Road District	Combine resources to assist with routine maintenance

services allowing a reduction in outside vendor engagements and expenses and saving taxpayer funds as a result.

3. Will County Mobility

Transportation services are registered through Will County Mobility Program for Frankfort Township senior and disabled residents. This service enables residents to retain autonomy when navigating appointments.

4. Will County Circuit Court

The Old Town Hall is utilized by the Will County Circuit Court system as a satellite location providing additional services to area residents within the community and Will County.

B. Our Township's efficiency has increased through intergovernmental cooperation in the following way:

- The Frankfort Township has seen a cost savings while partnering with the Road District, avoiding duplicate services.
- The Frankfort Township has eliminated its inhouse Transportation Department thereby reducing its personnel costs and equipment costs while maintaining the transportation availability for residents.

VIII. Review of Laws, Township Policies, Township Rules and Procedures, Township Training Materials, and other Documents

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the Township to evaluate our compliance and to determine if any of the foregoing should be amended.

- ✓ State laws applicable to Townships, including, but not limited to the Township Code (60 ILCS) – Comply with State statutes.
- ✓ Illinois Open Meetings Act (5 ILCS 120) – Comply with State statutes.
- ✓ Frankfort Township has adopted the Robert's Rules of Order.
- ✓ Designation of OMA officer: Town Clerk (5 ILCS 120/1.05(a))
- ✓ All of Elected Officials have completed OMA Training (5 ILCS 120/1.05(b)) – Comply with State statutes.
- ✓ Schedule of All Township Regular Meetings for Calendar or Fiscal Year (5 ILCS 120/2.03)  
Schedule posted on website and in Supervisor's Office

- ✓ Illinois Freedom of Information Act (5 ILCS 140) – Request form available on website.
- ✓ Designation of FOIA officer (5 ILCS 140/3.5(a))
  - Supervisor: Lucy, Nick
  - Assessor: Dan, Joe
  - Highway: Kim, Bill
- ✓ FOIA Officer Training (5 ILCS 140/3.5(b)) – Supervisor (Lucy) attended Will County training 2020
- ✓ Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a)) FOIA requests are retained electronically.
- ✓ Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b)) Legal poster is posted in Supervisor’s Office vestibule.
- ✓ List of Types or Categories of FOIA Records under Township’s Control (5 ILCS 140/5)
  - HR/Employment records
  - Financial records
  - Project/Vendor records
- ✓ Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d)) Reviewed on annual basis.
- ✓ IMRF Total Compensation Postings (5 ILCS 120/7.3) Comply with State statute. IMRF total Compensation is reported in the audit.
- ✓ Designation of Whistleblower Auditing Official (50 ILCS 105/4.1) Town Clerk
- ✓ All of our Elected Officials have filed statement of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5) Town Clerk – maintains annually
- ✓ Sexual harassment prevention training (775 ILCS 5/2-109(c)) Training conducted on an annual basis: employees and elected officials.
- ✓ Our Intergovernmental Agreements Listed above

- ✓ Our Social Service Agreements or Contracts  
Listed above
- ✓ Our budget and financial documents  
Reviewed with auditing agency on an annual basis. Financial documents provided as part of Board Reporting. Comply with required publishing and posting of information.
- ✓ State Ethics Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1)  
Training conducted on an annual basis: employees and elected officials.
- ✓ Reports on government efficiency, including “Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments” by Wendell Cox (2016); “Local Democracy and Townships in the Chicagoland Area,” by Wendell Cox, (January 2012).  
Copies of these reports provided to Elected Officials 8/14/23

- IX. What Have We Done Well? (List any budget/levy freezes or reductions in the past decade; list new programs or services offered to residents over the past decade;
- The Frankfort Township has not enacted levy increases for the past twelve years.
  - Frankfort Township continues to service the aged residents in our community with our two, independent living, affordable senior housing complexes.
  - The Frankfort Township Senior Center opened in June 2021, providing a safe environment for the aged residents to engage in social activities, educational and enrichment programming.
  - FOIA requests are satisfied within the allotted timeframe.
  - The Frankfort Township is reducing maintenance costs by partnering with the Frankfort Road District.
  - The Frankfort Township Food Pantry services over 450 individuals each month. Through partnerships with local businesses and collections and donations from the community at large, we provide food, non-food and personal items to approximately 185 families. We also assist with school supplies, winter coats and hats and Christmas Holiday gifts for those in the Township experiencing financial hardship.

- X. What Inefficiencies Did We Identify/What Are our Next Steps?  
Due to budgetary constraints, Senior Housing upgrades at both the Autumn Valley and Landings Pointe properties, have been delayed or postponed. Pending upgrade, and maintenance repair projects are being reviewed and evaluated for viability and reasonable completion. The Township Board continues to review and discuss property requirements.

Personnel inefficiencies are being reviewed, discussed and addressed. Human Resources is working with the Supervisor to conduct staff evaluations. Department(s) performance reviews and improvement plans have been discussed and are being implemented.

XI. What Can We Do Better or More Efficiently?

Frankfort Township continues to review and evaluate all departments for opportunities to improve. Regular performance assessments of staff, equipment and procedures enables the Township standards to be measured and achieved.

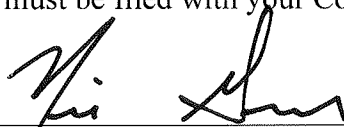
XII. Studies on Governmental Efficiencies

In preparing this report, we reviewed several studies on local government efficiency. These studies show that:

- The average local government in Illinois serves 1800 residents compared to the national median of 2850 individuals
- Most townships in Illinois have no bonded indebtedness. (Currently, the Township holds bonds for the Administration Building that will be satisfied Jan 2025.) Together, with road districts they are an integral element of local democracy. Township expenditures have grown at a lower rate than those of any other level of government since 1992.
- Townships have lower labor costs and employ mostly part time employees.

XIII. Our committee's recommendations regarding Increased Accountability and Efficiency:

Note: This Report must be filed with your County no later than 18 months after your first committee meeting.

Submitted by:   
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Nick George, Supervisor  
Chairman, Decennial Efficiency Committee of Frankfort Township

Date: September 11, 2023

