

# DECENNIAL COMMITTEE REPORT

[www.troytownship.com](http://www.troytownship.com)



February 26, 2024

**TROY**  
**TOWNSHIP**  
Established 1850 Will County - Illinois

# Table of Contents

<b>Cover Letter .....</b>	<b>3</b>
<b>Decennial Committee Explanation .....</b>	<b>4</b>
<b>Meeting Dates, Topics, and Objectives .....</b>	<b>5</b>
<b>Troy Township Decennial Committee Members .....</b>	<b>6</b>
<b>Overview of Township Governing Statutes and Powers .....</b>	<b>7</b>
<b>The Illinois Township Code, Corporate Powers, and Services.....</b>	<b>8</b>
<b>Troy Township Boundaries and Population .....</b>	<b>9</b>
<b>Current Services.....</b>	<b>11</b>
<b>Existing IGAs, MOUs, Ordinances, Resolutions, and Policies &amp; Procedures.....</b>	<b>14</b>
<b>Township Website .....</b>	<b>15</b>
<b>Committee Recommendations .....</b>	<b>16</b>

## Cover Letter

February 26, 2024

Will County Board  
302 N. Chicago St.  
Joliet, IL 60432

Dear County Board Members,

I am pleased to present you with the Decennial Committee Report of Troy Township. Throughout this process our goal has been to use this exercise as a learning tool, a way to highlight the services offered by Troy Township, and as an opportunity to identify areas of improvement.

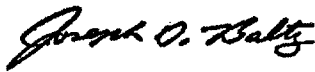
On the following pages we will explain what the Decennial Committee is, when our committee met, what the committee reviewed, and the recommendations for improvements offered by the Committee.

We at Troy Township have a long-standing history of partnering with our fellow units of local government including Will County to provide the best possible resources and services for our residents.

If you wish to discuss this report, any of the services offered by Troy Township, or any possible areas of partnership, please feel free to contact me at 815-744-1968 or [Jbaltz@troytownshp.com](mailto:Jbaltz@troytownshp.com).

Lastly, I would like to give a special thank you to all that served on the Troy Township Decennial Committee. Their time, efforts, and input are greatly appreciated.

Sincerely,



Joseph D. Baltz  
Supervisor

For Distribution:

<b>District 1</b> Katie Deane-Schlottman, Joliet Joe VanDuyne, Wilmington	<b>District 2</b> Judy Ogalla, County Board Chair, Monee Frankie Pretzel, New Lenox	<b>District 3</b> Daniel J. Butler, Frankfort Sherry Newquist, Steger
<b>District 4</b> Steve Balich, Republican Leader, Orland Park Jim Richmond, Mokena	<b>District 5</b> Annette Parker, Republican Whip, Crest Hill Sherry Williams, Democratic Whip, Crest Hill	<b>District 6</b> Janet Diaz, Joliet Denise Winfrey, Joliet
<b>District 7</b> Natalie Coleman, Plainfield Vince Logan, Joliet	<b>District 8</b> Mica Freeman, Plainfield Mark V. Revis, Plainfield	<b>District 9</b> Raquel Mitchell, Bolingbrook Destinee Ortiz, Romeoville
<b>District 10</b> Julie Berkowicz, Naperville Meta Mueller, Aurora	<b>District 11</b> Elnalyn Costa, Bolingbrook Jacqueline Traynere, Democratic Leader, Bolingbrook	

## Decennial Committee Explanation

The Decennial Committees on Local Government Efficiency Act (50 ILCS 70) was created by P.A. 102-1088 and was effective June 10, 2022.

Committee Requirements/Duties (50 ILCS 70) Include:

- Separate notice must be given for all committee meetings. The committee must meet a minimum of three times and after the meeting must survey all residents in attendance for input on matters discussed at the meeting. This requirement can be satisfied by emailing the survey to all residents present who provided a valid email address.
  - **All attendees were surveyed after each meeting. General feedback reported that the meeting content was very organized, informative, and easy to follow.**
- The duties of a committee include, but are not limited to, the study of the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State. The committee shall also collect data, research, and analysis as necessary to prepare the report described below.
- Each committee shall summarize its work and findings within a written report, which shall include recommendations in respect to increased accountability and efficiency and shall provide the report to the administrative office of each county board in which the governmental unit is located no later than 18 months after the formation of the committee. The report shall be made available to the public.

The law required the committee to be formed by June 10, 2023. Our committees were officially formed on March 20, 2023, which requires our report to be filed with the Will County Board on or before September 20, 2024.

## Meeting Dates, Topics, and Objectives

The Decennial Committees on Local Government Efficiency Act required the Decennial Committee to meet a minimum of three times. The Troy Township Decennial Committee met on the following dates and times for the purposes as listed below.

<b>Proposed Meeting Schedule – Township Decennial Committee</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Meeting Topics/Objectives</b>
#1	August 21, 2023	5:45 pm – 6:45 pm	Explanation of Committee, Introduction of Members, Assignment of Roles, Adopt Rules for Addressing the Committee, Set Meeting Schedule, Overview of Governing Statutes
#2	October 16, 2023	5:45 pm – 6:45 pm	Review of Current Services and Existing Ordinances, Resolutions, IGAs, & MOUs, Approval of Minutes from Meeting #1
#3	December 18, 2023	5:45 pm – 6:45 pm	Discussion of Recommendations for Improvements/Efficiencies, Review of Report Layout/Draft, Approval of Minutes from Meeting #2
#4	February 26, 2024	6:15 pm – 6:45 pm	Presentation and Acceptance of Final Report, Approval of Minutes from Meeting #3

## Troy Township Decennial Committee Members

### Committee Chairman:

- Joseph D. Baltz – Supervisor

### Governing Board Members:

- Johnnie Greenwood – Trustee
- Bryan W. Kopman – Trustee
- Jerry Nudera – Trustee
- Brett Wheeler – Trustee

### Other Officers:

- Kimberly Anderson – Assessor
- Dawn Damiani - Collector
- Larry Ryan – Clerk
- Jennifer Dylak – Administrator

### Two Township Residents:

- Paul Hertzmann
- Ron Farnaus

### Other Members:

- Annette Craven – Commercial Assistant

## Overview of Township Governing Statutes and Powers

On August 21, 2023, the Decennial Committee was presented with an overview of Township Governing Statutes and Powers.

Townships (and other units of local government) are regulated by Article VII, Section 8 of the 1970 Illinois Constitution which states, in part:

***these governments “shall have only powers granted by law.”***

This is commonly referred to as “Dillon’s Rule.” This must always be kept in mind and will drive all actions taken by, and all services provided by, a township.

### **Three basic functions of township government in Illinois include:**

- Provide General Assistance for the indigent.
- Assess real property for the basis of local taxation.
- Maintain all roads and bridges outside of federal, state, and other jurisdiction.

#### **General Assistance**

- General Assistance is administered by the township supervisor and provides financial assistance for the indigent. Assistance is typically for food, shelter, utilities, and emergency relief.
- Townships shall provide funds for and administer the program as provided in Article VI of the Public Aid Code.

#### **Assess Real Property**

- The township assessor shall assess all property not exempted from taxation.
  - 35 ILCS 200/9-70 Illinois Property Tax Code

#### **Maintenance of Roads**

- The township highway commissioner shall lay out, alter, widen, vacate, construct, maintain and repair township roads and bridges.
  - 605 ILCS 5 Section 6-201 Illinois Highway Code

## The Illinois Township Code, Corporate Powers, and Services

The Committee reviewed and discussed a high-level summary of the general township statutes as defined in the Township Code. The full code can be viewed at <https://www.ilga.gov/legislation/ilcs/ilcs5.asp?ActID=770&ChapterID=13>.

In addition to the Township Code, many other laws help to govern the way a township operates. The Committee reviewed the following:

[Open Meetings Act \(5 ILCS 120\)](#)

[Freedom of Information Act \(5 ILCS 140\)](#)

[State Officials and Employees Ethics Act \(5 ILCS 430\)](#)

[Public Funds Investment Act \(30 ILCS 235\)](#)

[Local Government Prompt Payment Act \(50 ILCS 505\)](#)

[Local Records Act \(50 ILCS 205\)](#)

[Illinois Library Act \(75 ILCS 5\)](#)

[Truth in Taxation Act \(35 ILCS 200\) & Property Tax Extension Limitation Law \(35 ILCS 200/18-185\)](#)

[Public Officers Prohibited Activities Act \(50 ILCS 105\)](#)

[Public Funds Statement Publication Act \(30 ILCS 15\)](#)

[Governmental Account Audit Act \(50 ILCS 310\)](#)

[Intergovernmental Cooperation Act \(5 ILCS 220\)](#)

[Prevailing Wage Act \(820 ILCS 130\)](#)

[Smoke Free Illinois Act \(410 ILCS 82/1\)](#)

[Public Graveyards Act \(50 ILCS 610\)](#)

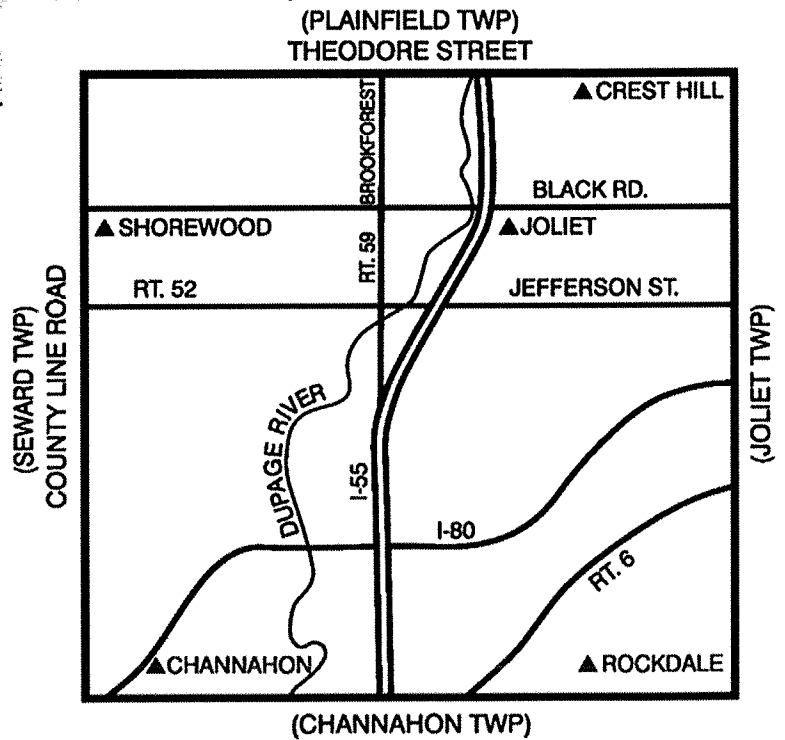
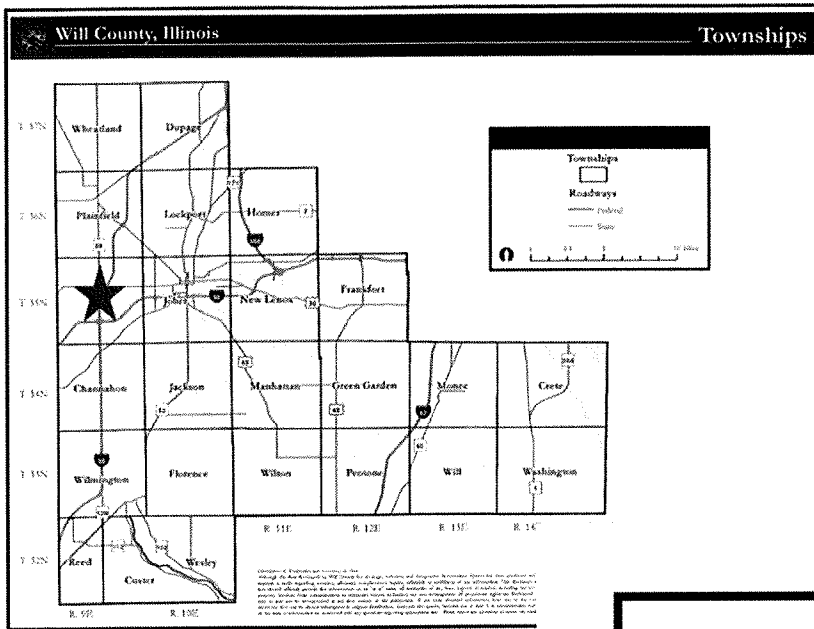
**Laws and Duties Handbook – Published by the Township Officials of Illinois as a guidebook for township elected officials and staff.**



# Troy Township Boundaries and Population

On October 16, 2023, the Committee met to review Troy Township’s boundaries, population, current services, existing Intergovernmental Agreements (IGA’s), Memoranda of Understandings (MOU’s), existing ordinances, resolutions, and polices & procedures.

Troy Township is located in the far west portion of Will County and encompasses the entire Village of Shorewood and parts of Channahon, Crest Hill, Joliet, and Rockdale. Troy Township covers 36 square miles.



# Troy Township Boundaries and Population

As of the 2020 Census, the population of Troy Township totaled 49,479 broken down as follows:

## Population by Municipality – 2020 Census Data

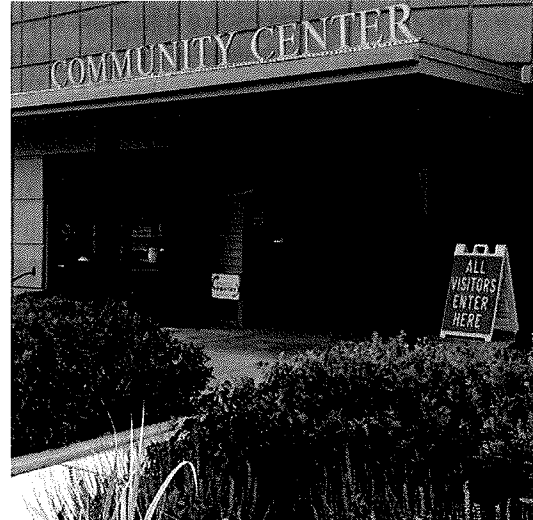
Channahon.....	1,589
Crest Hill.....	917
Joliet.....	25,203
Shorewood.....	18,186
Unincorporated Troy Township.....	3,584



## Current Services

Troy Township prides itself on the myriad of services that it provides for the residents. Below is a summary of these services which are also highlighted on our website at [www.troytownship.com](http://www.troytownship.com).

**Community Center** – The Troy Township Community Center is home to the Township’s regular groups such as the Quilters, TOPS, and Senior Group. The Center is also available for rental for private parties, business meetings, association meetings, etc. Renters must complete a rental application and dates must be arranged in advance. Completion of and submission of a rental agreement does not guarantee rental availability. Applications must be reviewed, room availability confirmed, staff availability confirmed, before an application can be approved.



**Community Garden** – The Township partners with the Village of Shorewood to offer a Community Garden to all Shorewood residents and residents of unincorporated Troy Township. The garden is managed and maintained by the Village of Shorewood.

**Election Services**– The Township is a site for early voting during election times, providing not only the space but also all necessary staff. Staff will also register voters throughout the year. The Community Center is home to two precincts on election day.

**Educational Seminars** – Troy Township regularly hosts programs like Medicare 101, AARP Safe Drivers, Rules of the Road, etc. Information can be found in our newsletter, on our [website calendar of events](#), and on the Township’s Facebook page.

**Financial Assistance Programs** - The Troy Township General Assistance Office is available for township residents in need. General Assistance is required by law. This locally administered welfare program has helped many residents throughout the years. In instances when the Township is unable to provide assistance, residents are counseled and **referred** to other local social service agencies.

**Nicor Sharing & Salvation Army** - The Troy Township General Assistance Office serves as a Service Extension site for the Salvation Army administering assistance via Salvation Army funds and Nicor Sharing. Residents who live in Channahon, Minooka, or Shorewood can be served in our office.



**Medical Equipment Exchange Closet** - The purpose of the Durable Medical Equipment Lending Closet is to allow individuals who reside in Troy Township with a temporary or permanent disability to borrow Durable Medical Equipment (DME) for a period not to exceed 90 days. Wheelchairs, walkers, canes, knee scooters, and crutches are available. DME is available at no cost to township residents.

## Current Services

**Shredding Event & Medication Disposal** – The Township hosts semi-annual shredding events and medication disposal program for all Township residents.

**Micro Pantry** – The Micro Pantry is located at the main entrance and is a “take what you need, leave what you can” pantry. Township staff manage the pantry supply, organizing and filling it when needed. When donations from the public are low, Shorewood Hugs sponsors the pantry and will supply extra food.

**Mosquito Abatement** - We at Troy Township understand and appreciate the concerns residents have about mosquitoes and the illnesses they can carry. That is why we have allocated funds for mosquito abatement services for the unincorporated areas of Troy Township and have contracted with Clarke Environmental Mosquito Management, Inc. to provide these services. The services provided by Clarke include surveillance, monitoring, and treatment. While treatments do not pose a risk to residents, those who are sensitive to odors or chemicals may wish to register with Clarke for advanced notice of spray treatment dates.

**Notary Public Services** - Troy Township staff is available to assist Township residents with basic notary services, free of charge.

**Pace Dial-a-Ride** - The Central Will Dial-a-Ride program is operated by PACE Bus and coordinates the collaborative efforts of five townships (Homer Township, Jackson Township, Joliet Township, Lockport Township, Troy Township) and the City of Joliet to provide transportation service to residents who are 60 years of age and older and also to residents with a disability. The Pace Dial-a-Ride bus can transport eligible individuals from their home to and from work, grocery stores, local shopping centers, nursing homes, Village Hall, restaurants, hair appointments, medical appointments, to visit a friend or relative, and to any Township or Village sponsored event (services may vary by Township).

**Property Tax Information** – Our Township Assessor, Kimberly Anderson, and her staff provide a robust property record card database that is searchable on our website. In addition to assessing property and defending values, she and her staff assist hundreds of individuals throughout the year with assessment inquiries, exemption questions, and the completion of exemption paperwork.



## SENIOR ACTIVITIES

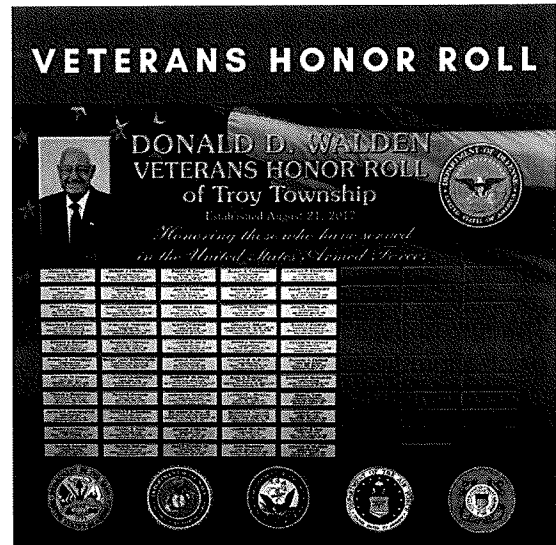
**Senior Activities** - Since 1986 the Troy Township Senior Center has been serving residents 60 years of age and older. The Troy Township Seniors is a great opportunity for our senior community to enjoy socialization, have a nutritious meal, play games, but mostly to have some fun. All participants enjoy a monthly birthday celebration including cupcakes, various theme parties, and the occasional outing. The group also enjoys a monthly lunch outing (at their own expense) with their “Troy Township Seniors” friends.

## Current Services

**Temporary Handicapped Parking Placards** - Troy Township issues temporary handicap parking placards to qualified individuals who submit an application signed by their physician stating the nature and duration of the applicant's disability. Troy Township can only issue Temporary Handicapped Parking Placards not to exceed a period of 90 days.

**Veterans Honor Roll** - Troy Township veterans may apply to be inducted into the veterans honor roll. Inductees are honored with a certificate and thanked for their service at a Troy Township Board meeting. Inductees also have their names and service dates memorialized on an engraved plaque on the Veterans Wall in the Troy Township Community Center.

The Veterans Honor Roll of Troy Township was established August 21, 2017, as a way to honor our local Troy Township veterans and former Troy Township Trustee Donald D. Walden. Don proudly served in the United States Navy from January 18, 1952, until December 21, 1955, when he was honorably discharged. Don was a local champion of veterans' causes and served for over 35 years as Troy Township Trustee until his passing on May 20, 2017.



Don was posthumously recognized as the inaugural inductee into the Veterans Honor Roll of Troy Township which is known as The Donald D. Walden Veterans Honor Roll of Troy Township. This is Troy Township's small way of making sure that Don's legacy and his never-ending support of our local veterans lives on.

**Warming & Cooling Center** - Troy Township Community Center is available to any township resident as a place to seek relief from the cold or heat during times of extreme temperatures. The Center is open during regular business hours of 8:00 a.m. to 4:00 p.m. Monday through Friday, closed on holidays. Holiday closings or any emergency closing due to weather conditions will be posted on the home page of the Troy Township website at [www.troytownship.com](http://www.troytownship.com). The Community Center is not a shelter and does not provide any shelter services (i.e., meals, beds, showers, etc.).

**Weed Control** - The Township receives, investigates, and attempts to rectify/remediate any reports of tall grass or weeds in the residential areas of unincorporated Troy Township.

## Existing IGAs, MOUs, Ordinances, Resolutions, and Policies & Procedures

At the October 16, 2023, Decennial Committee meeting, the Committee reviewed and discussed existing Intergovernmental Agreements (IGAs), Memoranda of Understanding (MOUs), existing ordinances, existing resolutions, and current employee policy and procedures manual.

Currently, the Township has one IGA. The IGA is with the Shorewood-Troy Public Library for book drop to be located on Township property. Executed on October 16, 2023, the agreement has a three-year term.

The Supervisor's Office has an agreement with Community Nutrition Network & Senior Services Association (CNNSSA) that the Township will provide the facility, utilities, general cleaning services, and a properly licensed staff member(s) for the Meals on Wheels congregate meal site on Wednesdays and Fridays for area seniors who are 60 plus and area disabled persons. CNNSSA provides all necessary equipment and appliances needed for meal service along with providing the meal itself. This agreement can be cancelled at any time with 60 days' written notice.

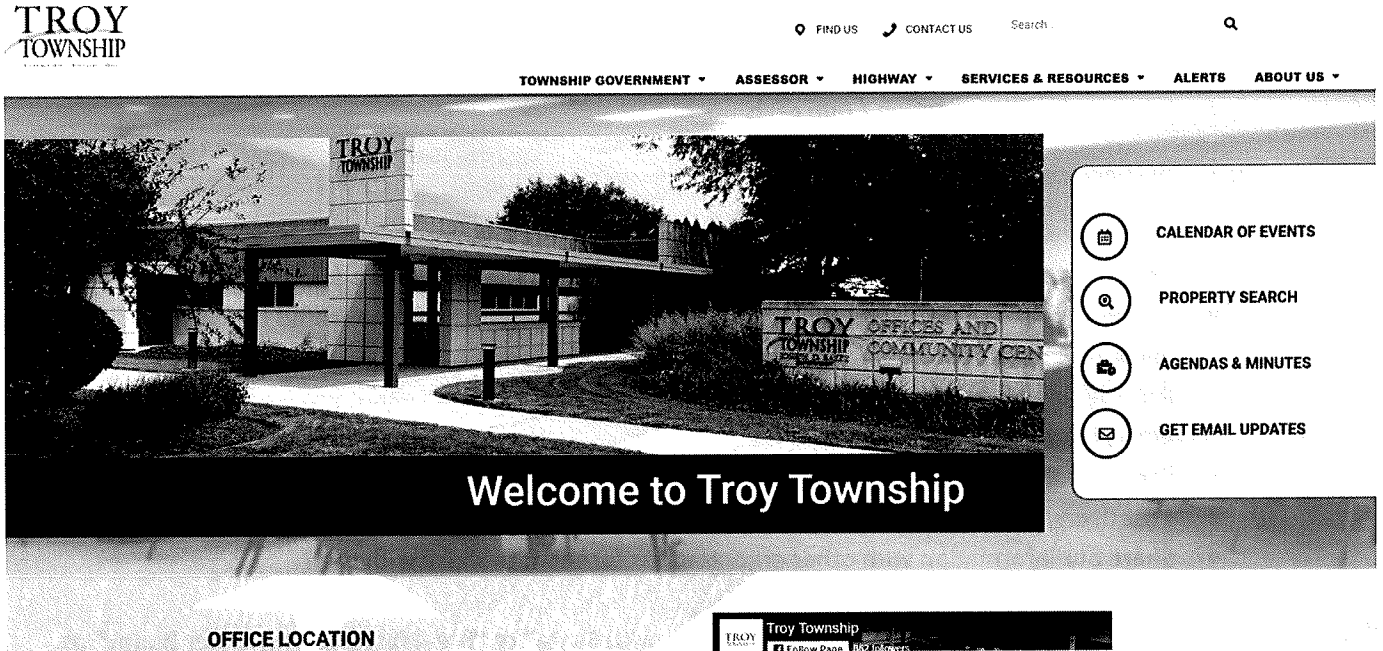
The Township has many ordinances and resolutions on file. The Committee reviewed the following more pertinent ordinances and resolutions:

- 23-24R-06 Depository Account Resolution
- 23-24R-05 Investment Policy Resolution
- 23-24R-04 Open Meetings Act Resolution
- 23-24R-03 Freedom of Information Act Resolution
- 23-24-02 Town Fund 2023-2024 Budget Ordinance
- 22-23R-20 Resolution Establishing Benefit Levels and 2023-2024 Budget Allocations for Emergency Assistance
- 22-23-12 Town Fund Levy Ordinance
- 22-23-08 Whistleblower Protection Ordinance and Policy
- 21-22R-05 TOIRMA Loss Control Policy
- 20-21R-09 Resolution Setting Compensation of Township Officials for the Terms Beginning May 17, 2021 and January 1, 2022
- 19-20R-15 Internet Auction Sales
- 19-20R-07 Capitalization Policy
- 18-19-22 Ordinance Setting the Maximum Allowable Costs of all Travel, Meal, and Lodging
- 18-19R-10 Resolution Adopting Rules for Electronic Participation
- 18-19R-09 Resolution Establishing Criteria for an Excused Absence of the Supervisor or a Trustee from a Regularly Scheduled Board Meeting

Troy Township maintains a Policy and Procedures Handbook that is provided to all employees at time of hire and redistributed to all employees if/when any changes are made to the manual. The manual is updated regularly and reviewed by the Township attorney.

# Township Website

The Township prides itself on a comprehensive and transparent website which can be found at [www.troytownship.com](http://www.troytownship.com). From Freedom of Information Act (FOIA) data to budget and levy ordinances, to property record card information, the website contains a wealth of knowledge and information for residents and the general public.



## Committee Recommendations

The Decennial Committees on Local Government Efficiency Act required each committee to make recommendations in respect to increased accountability and efficiency. On December 18, 2023, the Committee met for this purpose.

The recommendations of the Committee focused on the following areas:

- Surveying the needs of Township residents
- Strategic and future planning / new services
- Improved communication / outreach

The group suggested:

- Find a service or program to help identify the needs of residents.
- Perform a strategic plan with the Board and include public input on needs.
- As the Township grows, give consideration to hiring a staff member dedicated to social media and public relations.
- Provide text alerts – use this to push information out to residents about programs, events, emergency information, etc.
- Create brochures and/or flyers about Township services and events.
- Post flyers/information at public places like the library.
- Share our information with other organizations for them to share with their members/participants.
- Host holiday community events like “picture with Santa” or “breakfast with the Easter Bunny” as a way of drawing in individuals who might not otherwise be familiar with the Township’s services.
- Participate in community events like Movies in the Park and have a Township information booth.
- Consider using the vacant acre of land by the Township office for:
  - Food Pantry – create a foundation or not-for-profit, seek grant funds, etc.
  - Move the recycling center from the Highway Department to the Township.
- Move forward with the Single Waste Hauler initiative allowing the Township to bid out and contract for garbage disposal service for the residents of the unincorporated areas.
- Partner with other entities to offer more services at the Township:
  - Workforce Services Mobile Unit
  - Shorewood-Troy Library for technology programs for seniors.
- Use interns for projects like social media and public relations.



# Services

- Annual Spring Clean Up\*
- Community Center
- Community Garden\*
- Early & Absentee Voting
- Educational Seminars
- Emergency Preparedness
- Expos & Community Events
- General Assistance
- Leaf Pick Up\*
- Medical Equipment Exchange Closet
- Medication Disposal Events\*\*
- Micro Pantry
- Mosquito Abatement\*
- Notary Public Services
- Pace Dial-a-Ride
- Polling Place
- Property Tax Information
- Recycling Program
- Referral Services
- Road Maintenance\*
- Senior Activities
- Salvation Army Service Extension Office
- Shredding Events\*\*
- Snow Removal & Salting\*
- Temporary Handicapped Parking Placards
- Tree Branch Pick UP\*
- Veterans Honor Roll
- Voter Registration
- Warming & Cooling Center\*\*\*
- Weed Control\*

\*Unincorporated Areas Only

\*\*Event Offered Twice Per Year

\*\*\*When activated by Will County EMA

The Township provides a broad range of services to its residents. We take pride in this and are committed to the continued evaluation of such to identify areas of improvement.

This report including the Committee's recommendations will be placed on file with the Troy Township Board, posted to the Troy Township website, and filed with the Will County Board.



