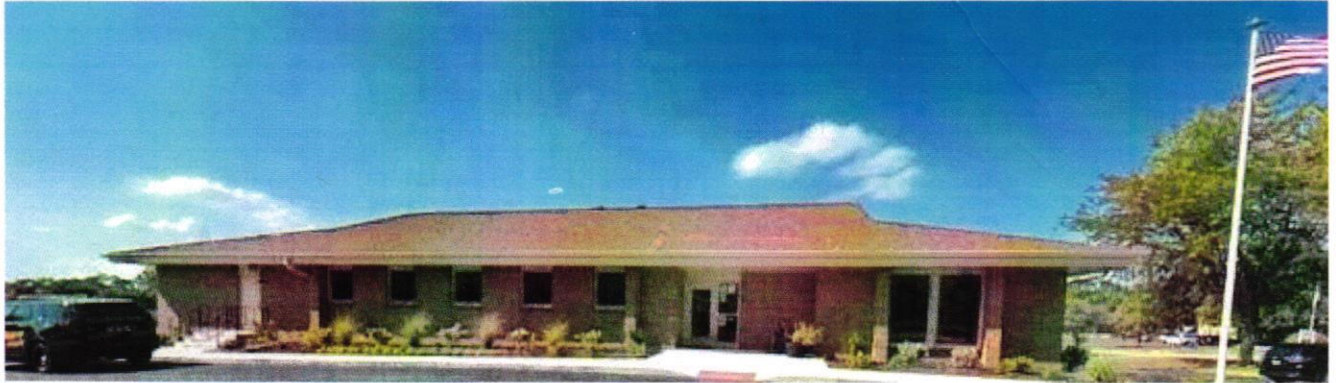




DECENNIAL COMMITTEE REPORT



OSWEGO TOWNSHIP & OSWEGO TOWNSHIP ROAD DISTRICT KENDALL COUNTY, ILLINOIS

NOVEMBER 19, 2024



STATE OF ILLINOIS
COUNTY OF KENDALL
- FILED -

NOV 27 2024

Debbie Heltz

COUNTY CLERK
KENDALL COUNTY

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LOCAL GOVERNMENT EFFICIENCY ACT

Decennial Committee on Local Government Efficiency Act, 50 ILCS 70/1 went into effect on June 10, 2022. This law requires Illinois townships, road districts and township multi-assessment districts to convene a committee to study and report on local government efficiency and that the committee must reconvene every ten (10) years.

This law applies to all township-related governing bodies (Townships, Road Districts, and Multi Township Assessment Districts). It also applies to all other units of local government that levy taxes but excludes municipalities and counties.

The committee must “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 county board in which the governmental unit is located no later than 18 months after the formation of the committee.” 50 ILCS 70/25.

The goal is for the Committee to study and report on local government efficiencies.

COMMITTEE REQUIREMENTS/DUTIES

- The Committee is required to meet at least three (3) times.
- Requirements of the Open Meetings Act apply to Decennial Committee Meetings.
- Separate notice must be given for all committee meetings
- At the end of each meeting, the committee must “conduct a survey of residents who attended asking for input on the matters discussed at the meeting.”
- The committee must study and include in its report, 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 must collect data, research, and analysis as necessary to prepare the report.

OSWEGO TOWNSHIP DECENNIAL COMMITTEE MEMBERS

Township Supervisor:	Joe West
Township Highway Commissioner:	Claude Ainsworth
Township Clerk:	Kenneth Holmstrom
Township Assessor:	Brian Hauser
Township Trustee:	Judy Bush
Township Trustee:	Bill Helgeson
Township Trustee:	Donna Sawicki
Township Trustee:	Diane Selmer
Township Administrator(s):	Donna Stanley/Lynn Cullick
Township Resident: <i>(Supervisor Appointment)</i>	Frank Carney
Township Resident: <i>(Supervisor Appointment)</i>	Virginia Lake
Township Resident: <i>(Highway Comm. Appointment)</i>	Jim Pignatello

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.

**The Decennial Committee was formed and approved at the May 9, 2023 Regular Township Meeting, setting the due date of November 9, 2024 for filing the report with the Kendall County Board.*

DECENNIAL COMMITTEE MEETING DATES AND OBJECTIVES

Meeting 1 – June 21, 2023

- Introduction of committee members
- Explanation of the Local Government Efficiency Act/Decennial Committee
- Set objectives for the committee
- Assign committee member roles and responsibilities
- Establish future meeting schedule
- Overview of Oswego Township
- Review Governing Statutes

Meeting 2 – July 9, 2024

- Approve minutes from the first meeting
- Restate committee purpose, guidelines, requirements, and objectives
- Committee member presentations on their individual research findings
- Group Discussion regarding committee members' research findings
- Review Governing Statutes and resource material
- Review of current services, ordinances, resolutions, policies, and procedures
- Craft a preliminary report
- Assign additional committee member tasks to aid in finalization of report

Meeting 3 – September 10, 2024

- Approve minutes from the second meeting
- Review draft report
- Edits and/or additions to the report
- Finalize report
- Presentation and acceptance of final report

Meeting 4 – November 19, 2024

- Approve minutes from the third meeting
- Public Comment
- Survey of residents in attendance
- Approve minutes from fourth and final meeting
- Supervisor thank you to committee members
- Conclude Decennial Committee Business



OSWEGO TOWNSHIP Decennial Committee MEETING AGENDA

June 21, 2023 – 10:00 am

99 Boulder Hill Pass, Montgomery, IL

- I. CALL TO ORDER- Decennial Commission MEETING
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. Introduction of Committee Members
 - a. Joe West- Supervisor
 - b. Ken Holmstrom- Clerk
 - c. Claude Ainsworth- Highway Commissioner
 - d. Judy Bush- Trustee
 - e. Bill Helgeson- Trustee
 - f. Donna Sawicki- Trustee
 - g. Diane Selmer- Trustee
 - h. Frank Carney- Citizen
 - i. Virginia Lake- Citizen
 - j. Jim Pignatello- Citizen
- V. APPROVAL OF MINUTES (None)
- VI. NEW BUSINESS
 - a. Review purpose and guidelines
 - b. Review report requirements/assign research duties
- VII. OLD BUSINESS
 - a. None
- VIII. PUBLIC COMMENT
- IX. Audience Survey
- X. ADJOURNMENT TIME: _____

Minutes of the Oswego Township

DECENNIAL COMMISSION MEETING

June 21, 2023

The meeting of the Oswego Township Decennial Commission was called to order at 10:00 am by Supervisor Joe West. The meeting was held at 99 Boulder Hill Pass, Montgomery, Illinois. The pledge of allegiance to the U.S flag was given by all in attendance.

Township Commission members in attendance were Supervisor West, Trustees Bush, Helgeson, and Selmer, Highway Commissioner Ainsworth, Virginia Lake, Jim Pignatiello, Frank Carney. Donna Stanley and Rob Delong were also present. Donna Sawicki was absent. Supervisor West stated that a quorum was present. No residents were present.

Being the first meeting of this Commission, no minutes were submitted for approval.

Old Business: None

New Business: Supervisor read the TOI handout stating the purpose of the commission and the goals of the first meeting.

Trustee Helgeson added clarification and outlined the mission to be one of collecting information, analyzing programs, identifying efficiencies and making recommendations on improvements.

Trustee Selmer reminded the group that we have to say within the Township laws for our recommendations.

Frank Carney questioned the overlap of Village and Township and the confusion to residents. Supervisor West explained that we service the unincorporated areas for Township Roads and the right of ways of those roads.

Jim Pignatiello asked who controls speed limits on Township Roads. Commissioner Ainsworth explained the process and the County's oversight.

Frank Carney would like to review ordinances for the Township.

Judy Bush will be collecting information on Senior issues and programs, Bill Helgeson will be handling Cemetery issues and information, Rob and Joe will work together on General Assistance information. Donna Stanley will provide information to the Commission to review the laws, policies, training materials etc. of the Township.

Diane Selmer will provide information to Judy Bush regarding the Senior Triad Organization and what services Triad provides and how the Township assists.

Supervisor asked for motion to adjourn @ 10:32 am. Virginia Lake made the motion, seconded by Judy Bush. All voted in favor.

Respectfully submitted by:
Donna Stanley,
Township Deputy Clerk



OSWEGO TOWNSHIP *DECENNIAL COMMITTEE* MEETING AGENDA

July 9, 2024 – 7:00 PM

99 Boulder Hill Pass, Montgomery, IL

- I. CALL TO ORDER- DECENNIAL COMMITTEE MEETING**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
 - Committee Members:
 - a. Joe West- Supervisor
 - b. Ken Holmstrom- Clerk
 - c. Claude Ainsworth- Highway Commissioner
 - d. Judy Bush- Trustee
 - e. Bill Helgeson- Trustee
 - f. Donna Sawicki- Trustee
 - g. Diane Selmer- Trustee
 - h. Frank Carney- Citizen
 - i. Virginia Lake- Citizen
 - j. Jim Pignatello- Citizen
- IV. APPROVAL OF DECENNIAL COMMITTEE MEETING MINUTES FROM 06/21/2023**
- V. OLD BUSINESS**
 - a. Review purpose, guidelines/requirements, and resources
 - b. Presentation of and discussion following committee member research findings
- VI. NEW BUSINESS**
 - a. Craft preliminary report
 - b. Future meeting schedule
- VII. PUBLIC COMMENT**
- VIII. SURVEY OF RESIDENTS IN ATTENDANCE**
- IX. ADJOURNMENT**

Minutes of the Oswego Township
DECENNIAL COMMITTEE MEETING

July 9, 2024

The meeting of the Oswego Township Decennial Committee was called to order at 7:00 P.M by Supervisor Joe West. The meeting was held at 99 Boulder Hill Pass, Montgomery, Illinois. The pledge of allegiance to the U.S flag was given by all in attendance.

Committee members in attendance were Supervisor West, Trustees Bush, Helgeson, Sawicki and Selmer. Also present were Clerk Holmstrom and Highway Commissioner Ainsworth. Attorney Kari Lyn, Lynn Cullick, Rob Delong, Frank Carney Jim Pignatello and Virginia Lake.

Supervisor West asked if there were any corrections or additions to the Minutes of the June 21, 2024 meeting. Trustee Helgeson motioned to approve the minutes from the June 21, 2024 meeting, second by Trustee Bush. Approved by all.

Attorney Kari Lyn reviewed with the committee the purpose, guidelines, requirements and resources necessary to complete the required report. Samples of other agency reports were presented. Discussion took place on what documents the Township already had in place that could be included in this report. Committee members added thoughts on what they felt should be included in the report.

A preliminary report with the reports and ideas presented today; will be completed by staff and presented at the next meeting.

There was no public comment.

Next meeting will be September 10, 2024.

The meeting adjourned at 7:45.

Respectfully submitted,

Ken Holmstrom
Township Clerk



OSWEGO TOWNSHIP *DECENNIAL COMMITTEE* MEETING AGENDA
SEPTEMBER 10, 2024 – 6:30 PM (IMMEDIATELY FOLLOWING THE TOWNSHIP MEETING)
99 Boulder Hill Pass, Montgomery, IL

XI. CALL TO ORDER- DECENNIAL COMMITTEE MEETING

XII. PLEDGE OF ALLEGIANCE

XIII. ROLL CALL

Committee Members:

- a. Joe West- Supervisor
- b. Ken Holmstrom- Clerk
- c. Claude Ainsworth- Highway Commissioner
- d. Judy Bush- Trustee
- e. Bill Helgeson- Trustee
- f. Donna Sawicki- Trustee
- g. Diane Selmer- Trustee
- h. Frank Carney- Citizen
- i. Virginia Lake- Citizen
- j. Jim Pignatiello- Citizen

XIV. APPROVAL OF DECENNIAL COMMITTEE MEETING MINUTES FROM 07/09/2024

XV. OLD BUSINESS

A. REVIEW/DISCUSS/EDIT - DRAFT DECENNIAL COMMITTEE REPORTS-TOWNSHIP AND ROAD DISTRICT

XVI. NEW BUSINESS

A. ACTION: APPROVAL OF OSWEGO TOWNSHIP DECENNIAL COMMITTEE REPORT

B. ACTION: APPROVAL OF OSWEGO TOWNSHIP ROAD DISTRICT DECENNIAL COMMITTEE REPORT

XVII. PUBLIC COMMENT

XVIII. SURVEY OF RESIDENTS IN ATTENDANCE

XIX. ADJOURNMENT

TIME: _____

Minutes of the Oswego Township
DECENNIAL COMMITTEE MEETING

September 10, 2024

The meeting of the Oswego Township Decennial Committee was called to order at 6:30PM by Supervisor West. The meeting was held at 99 Boulder Hill Pass, Montgomery, Illinois. The pledge of allegiance to the U.S. Flag was given by all in attendance.

Committee members present:

Supervisor West, Highway Commissioner Ainsworth, Clerk Holmstrom, Trustee Bush, Trustee Helgeson, Trustee Sawicki, Trustee Selmer, Member Carney, Member Pignatello. Others Present; Rob DeLong, Lynn Cullick, and Attorney, Mark Heinle

Absent: Assessor Hauser and Member Lake

Supervisor West asked if there were any corrections or additions to the minutes of the July 9, 2024 meeting. A motion to approve meeting minutes of 07/09/24 was made by Bill Helgeson, seconded by Donna Sawicki; a voice vote was taken with all members in attendance voting aye.

Review of Decennial Committee Reports – Township and Road District. Additions were proposed by Trustee Selmer, she provided some history on Township initiatives and accomplishments. Additions of two government bodies; School District 308 and Oswegoland Park District as part of Governmental Entities to be included.

Attorney, Mark Heinle. informed the committee that the reports could be merged for efficiency. Trustee Sawicki volunteered to merge the reports and to make some improvements to the layout of the report. Once completed, she will send it to Lynn for distribution to the committee.

A motion was made by Highway Commissioner Ainsworth and seconded by Trustee Helgeson to approve the Decennial Committee Reports with addition of the two governmental bodies to the information presented and combining/merging of the Township and Road District reports into one report. All members in attendance voted in favor.

Public Comment:

Member Frank Carney noted the Community Walkable Report results for Oswego and suggested that the Township should provide more walking/biking paths to make getting around more convenient.

Highway Commissioner Ainsworth mentioned that there are some cooperative efforts in discussion.

No other public comment

Thank you to all who took time to serve on the committee and for all of the work done to create the reports.

Motion to adjourn by Helgeson, second by Sawicki.

Meeting adjourned at 7:02PM

Respectfully submitted,

Ken Holmstrom
Township Clerk



OSWEGO TOWNSHIP *DECENNIAL COMMITTEE* MEETING AGENDA

November 19, 2024 – 7:00pm (Immediately following the regular township meeting)

99 Boulder Hill Pass, Montgomery, IL

I. CALL TO ORDER- DECENNIAL COMMITTEE MEETING

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Committee Members:

- a. Joe West- Supervisor
- b. Ken Holmstrom- Clerk
- c. Claude Ainsworth- Highway Commissioner
- d. Judy Bush- Trustee
- e. Bill Helgeson- Trustee
- f. Donna Sawicki- Trustee
- g. Diane Selmer- Trustee
- h. Frank Carney- Citizen
- i. Virginia Lake- Citizen
- j. Jim Pignatiello- Citizen

IV. APPROVAL OF DECENNIAL COMMITTEE MEETING MINUTES FROM 09/10/2024

V. OLD BUSINESS

VI. NEW BUSINESS

VII. PUBLIC COMMENT

VIII. SURVEY OF RESIDENTS IN ATTENDANCE

IX. APPROVAL OF DECENNIAL COMMITTEE MEETING MINUTES FROM 11/19/2024

X. ADJOURNMENT

TIME: _____

Minutes of the Oswego Township
DECENNIAL COMMITTEE MEETING

November 19, 2024

The meeting of the Oswego Township Decennial Committee was called to order at 7:01 PM by Supervisor West. The meeting was held at 99 Boulder Hill Pass, Montgomery, Illinois. The pledge of allegiance to the U.S. Flag was given by all in attendance.

Committee members present:

Supervisor West, Highway Commissioner Ainsworth, Clerk Holmstrom, Trustee Bush, Trustee Helgeson, Trustee Sawicki, Member Carney, Member Lake, Member Pignatello. Others Present; Lynn Cullick, and Attorney, Mark Heinle, Jim Zimmerman, Todd Milliron

Absent: Assessor Hauser, Trustee Selmer

Supervisor West asked if there were any corrections or additions to the minutes of the September 10, 2024 meeting. A motion to approve meeting minutes of 09/10/24 was made by Trustee Helgeson, seconded by Trustee Bush; a roll call vote was taken:

Supervisor West-aye, Clerk Holmstrom-aye, Commissioner Ainsworth-aye, Trustee Bush-aye, Trustee Helgeson-aye, Trustee Sawicki-aye, Member Carney-aye, Member Lake-aye, Member Pignatiello-aye. Motion passed 9-0.

Public Comment:

No public comment

Survey of Residents Present:

No comment provided by residents in attendance for the survey

Supervisor West: Thank you to all who took time to serve on the committee and for all of the hard work done to create the reports. This will conclude this Decennial Committee's work.

Supervisor West asked if there were any corrections or additions to the minutes of the November 19, 2024 meeting. A motion to approve meeting minutes of 11/19/2024 was made by Trustee Sawicki, seconded by Member Pignatiello; a voice vote was taken:

Supervisor West-aye, Clerk Holmstrom-aye, Commissioner Ainsworth-aye, Trustee Bush-aye, Trustee Helgeson-aye, Trustee Sawicki-aye, Member Carney-aye, Member Lake-aye, Member Pignatiello-aye. Motion passed 9-0.

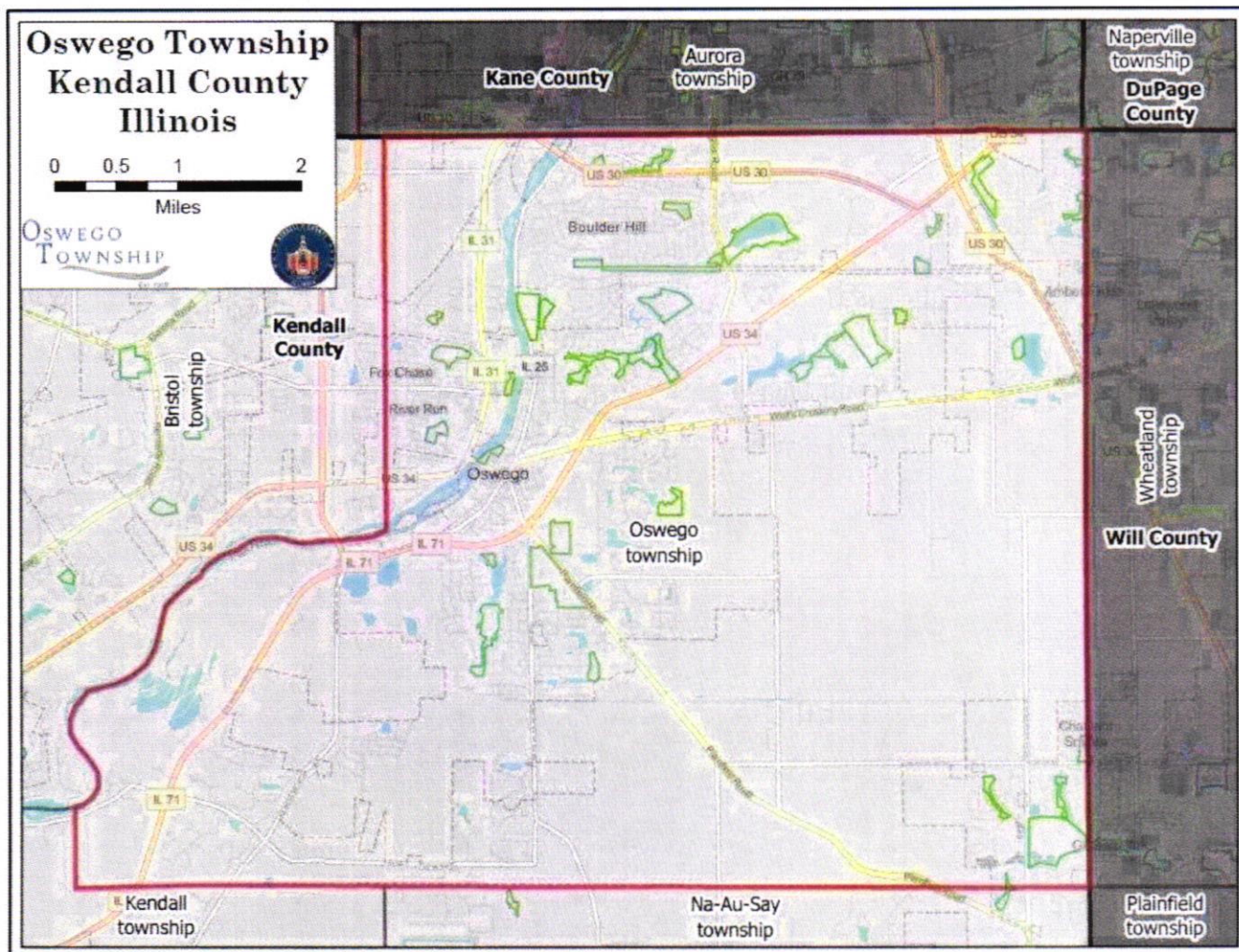
Motion to adjourn by Trustee Sawicki, second by Commissioner Ainsworth; a voice vote was taken with all members present voting aye.

Meeting adjourned at 7:05PM

Respectfully submitted,

Ken Holmstrom, Township Clerk

TOWNSHIP MAP



OSWEGO TOWNSHIP/ROAD DISTRICT LOCATIONS, BOUNDARIES, AND SERVICE AREAS

Township Office Locations:

Name	Address
Oswego Township Supervisor	99 Boulder Hill Pass, Montgomery
Oswego Township Highway	1150 State Route 25, Oswego

Cemetery Locations:

Name	Address
Oswego Township Cemetery	503 S Main St, Oswego
Pearce Cemetery	106 Pfund Ct, Oswego
Cowdrey Cemetery	State Route 71 West of 7475, Yorkville
Minkler (Doud) Cemetery	Minkler Rd 1000 feet South of State Route 71, Oswego
Roth (Evergreen) Cemetery	Roth Rd North of 3101, Oswego
Wormley Cemetery	State Route 31 Southwest corner of Fox Metro, Montgomery

Oswego Township occupies a 6-mile square plus additional land to the south of the Fox River in the northeast corner of Kendall County, Illinois. It was established in 1849. It is located at 41.693N. – 88.335 W. and consists of 39.9 square miles of which 0.7 square miles is covered by water. The lands of the Township are drained by the Fox River and its subsidiaries.

Oswego Township has the following state and national highways traveling through it:

- US Route 34
- US Route 30
- State Route 25
- State Route 31
- State Route 71

Kendall County Townships:

There are a total of nine (9) Townships in Kendall County:

- Big Grove
- Bristol
- Fox
- Kendall
- Lisbon
- Little Rock
- Na-Au-Say
- Oswego
- Seward

Local government within the Township:

The following additional units of Local Government overlap Oswego Township's area:

- Village of Oswego
- Village of Plainfield
- United City of Yorkville
- Kendall County
- Waubensee Community College
- Fox Metro Water Reclamation District
- Oswego Fire Protection District
- City of Aurora
- Village of Montgomery
- Oswego School District 308
- Oswegoland Park District

Oswego Township provides Services for the following municipalities:

Name	Population
Village of Oswego	36,000
Village of Yorkville	500
Village of Plainfield	1,000
City of Aurora	1,000
Village of Montgomery	500

OSWEGO TOWNSHIP OFFICIALS

Township Elected Officials

Supervisor	Joe West
Town Clerk	Kenneth Holmstrom
Assessor	Brian Hauser
Highway Commissioner	Claude Ainsworth
Trustee	Judy Bush
Trustee	Bill Helgeson
Trustee	Diane Selmer
Trustee	Donna Sawicki

Plan Commission

Cemetery Board

Jim Zimmerman – Commission Chair	Frank Carney – Board Chairman
Anthony Cooper - Commissioner	John Hodgson – Board Secretary
Gary Eagleton - Commissioner	Joyce Frankino – Board Member
Scott Gryder - Commissioner	
Katie Marter - Commissioner	

OSWEGO TOWNSHIP CENSUS - DEMOGRAPHICS DATA

Census Data:

Oswego Township's population in the 2021 census was 56,851 and it contains 16,388 housing units and 20,326 parcels of land.

Oswego Township includes the largest unincorporated community, Boulder Hill, In Illinois. It had a population in 2020 of 8,394 and consisted of 2,848 households. Oswego Township was named after the Village of Oswego which, in turn, was named after a city in New York. Oswego is an Iroquois Native American word meaning place of the flowing out or mouth of the stream. Oswego, New York sits at the mouth of the Oswego River while Oswego, Illinois sits at the mouth of Waubonsie Creek.

ELECTED OFFICIAL, BOARD/COMMITTEE APPOINTMENT, AND EMPLOYEE COUNTS

Employees, Elected Officials, and Committee/Board Appointments:

Entity	Full Time	Part Time	Elected
Township	2	1	6
Assessor	4	0	1
Highway	8	1	1
Appointed Committees	0	0	8

Employee Count for the Township, not including elected officials is two (2) full-time Supervisor's Office employees, four (4) full-time Assessor's Office employees, eight (8) full-time and one (1) part-time Road District employee.

Elected Official count for the township; one (1) Township Supervisor, one (1) Township Clerk, four (4) Township Trustees, one (1) Township Assessor, one (1) Highway Commissioner.

Committee and Board Appointment count totals eight (8); five (5) Plan Commission members and three (3) Cemetery Board members.

The elected officials and staff at Oswego Township are committed to providing the highest quality of service to our constituents.

TOWNSHIP GOVERNING STATUTES AND POWERS

Townships and all other units of 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.”

In the late 1800's, John F. Dillon a Supreme Court Justice in Iowa, developed this legal principle, which is known as Dillon's Rule. In plain English it means that if there is no statute permitting a township or road district (or official) to perform a function or service, the government or official may not carry out that function regardless of how much it's needed or wanted. If the statutes are silent (do not mention) regarding a particular power or function, it does not exist. If the power doesn't exist, the government (or official) may not perform the service.

Illinois Township Government is mandated by law to provide three basic services that are funded by local property taxes. These services 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/or other jurisdiction

General Assistance:

Financial assistance to qualified, low-income individuals for their basic needs. This program is administered through the Township Supervisor's office. Assistance is typically for food, shelter, utilities, and emergency relief.

Note: Townships 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/appraise all property, not exempted from taxation, within their jurisdiction as of January 1st of each tax year. Assessment of all property; residential, commercial, industrial, and agricultural to include land and any permanent structures attached to it.

Note: The Oswego Township Assessor and Deputy Assessors review and determine assessed value for over 20,300 residential, commercial, industrial, and farm parcels in Oswego Township.

Maintenance Of Roads:

The Township Highway Commissioner shall lay out, alter, widen, vacate construct, maintain, and repair all roads and bridges within the boundaries of the Township.

Note: The Oswego Township Highway Commissioner coordinates and supervises maintenance of over 70 miles of roads and bridges in the unincorporated area of Oswego Township including Boulder Hill and Marina Terrace.

REVIEW OF LAWS, TOWNSHIP POLICIES, TOWNSHIP RULES AND PROCEDURES, TOWNSHIP TRAINING MATERIALS, AND OTHER DOCUMENTS

The Decennial Committee 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)
- Illinois Open Meetings Act (5 ILCS 120)
- Policy on public comment
- Designation of OMA officer (5 ILCS 120/1.05(a))
- All of Elected Officials have completed OMA Training (5 ILCS 120/1.05(b))
- Schedule of All Township Regular Meetings for Calendar or Fiscal Year (5 LCS 120/2.03)
- Illinois Freedom of Information Act (5 ILCS 140)
- Designation of FOIA officer (5 ILCS 140/3.5(a))
- FOIA Officer Training (5 ILCS 140/3.5(b))
- Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a))
- Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b))
- List of Types or Categories of FOIA Records under Township's Control (5 ILCS 140/5)
- Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
- IMRF Total Compensation Postings (5 ILCS 120/7.3)
- Designation of Whistleblower Auditing Official (50 ILCS 105/4.1)
- All Township Elected Officials have filed statement of economic interests (ILCS420/4A-101; 5 ILCS 420/4A-101.5)
5 (ILCS420/4A-101; 5 ILCS 420/4A-101.5)
- Sexual harassment prevention training (775 ILCS 5/2-109(c))
- Intergovernmental Agreements
- Social Service Agreements or Contracts
- Budget and financial documents
- State Ethics Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1)
- Cemetery Protection Act (765 ILCS 835) and Public Graveyards Act (50 ILCS 610)
- Oswego Township Supervisor and Assessor Offices' Employee Handbooks.

In addition, the committee reviewed three (3) reports on government efficiency:

“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).

The committee noted that these studies show:

- 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. 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 a small staff or mostly part time employees.

Efficiencies Identified - What has the Township done well over the past decade?

- Oswego Township has grown in population and in services offered to residents
- The levy has remained level
- There has been a concentrated effort on transparency and compliance
- Website updated to make information more accessible to the public **TOI Award*
- Road District Informational Newsletter distributed to Township Residents **TOI Award*
- Emphasis on continuing education and training for Elected Officials and Township Staff
- Cross-training of staff to minimize “down time” when employees are out of the office
- Increased intergovernmental cooperation to maximize efficiency, saving time and money
- Social Service Agreements with local agencies/organizations to provide programs/services to residents Ongoing discussion and planning for future programming/services that will benefit Township residents
- Trustee appointments to serve as liaisons to our community partners
- Increased community engagement by Township Officials
- Employee Handbooks have been updated to comply with new/updated laws
- Regular review and evaluation of Township procedures to maintain maximum efficiency

Inefficiencies Identified -What could the Township do better or more efficiently?

- Continue review and evaluation of policies and procedures – update manuals
- Review and update training materials – create manuals/job aids
- Review, update/create job descriptions
- Search for grant funding opportunities and/or additional intergovernmental cooperative ventures
- Outreach to Township residents; provide education/information and solicit feedback

** Decennial Committee recommendations can be found on the last page of this document*

ORDINANCES AND RESOLUTIONS

Oswego Township Resolutions and Ordinances

Illinois Township Ordinances are laws enacted by the Township's legislative body and apply to Townships in the State. Ordinances are established by the Oswego Township Board of Trustees. A Resolution is an enactment by the Township Board of Trustees that is generally less permanent than an Ordinance. Each year the Township must enact ordinances for Budget and Appropriations and to establish a Tax Levy. A Resolution or an Ordinance for other purposes are enacted when necessary to create new methods of operation or to modify existing ones. Below is a list of Resolutions and Ordinances passed by the Oswego Township Trustees to improve or enhance services provided by or on behalf of the Township. Ordinances and Resolutions were reviewed and discussed by the committee:

- 1992 Resolution to Create a Plan Commission
- 1994 Resolution to Support the Tax Cap
- 1999 Investment Policy Ordinance
- 1999 Gift Ban Ordinance
- 2005 Resolution to adopt NIMS
- 2005 Kendall County Public Health Ordinance
- 2018 Winter Parking Restrictions Ordinance
- 2020 Ethics Ordinance
- 2022 Garbage Junk and Debris Ordinance
- 2022 Recreational Vehicle and Trailer Parking Ordinance
- 2024 Resolution-Adopt the 2024 Kendall County Multi-Jurisdictional Multi-Hazard Mitigation Plan.

INTERGOVERNMENTAL AGREEMENTS

Oswego Township maintains an excellent Intergovernmental cooperation and collaboration with Kendall County and many of the governmental agencies in the area. The Township regularly partners with other area agencies, combining resources and efforts within the Township boundaries.

Intergovernmental Agreements allow for the creation of a formal document to outline the sharing of resources by the Township and their partners, creating increased efficiency; as well as, enhanced services to the Township's residents.

Current Oswego Township/Oswego Township Road District Intergovernmental Agreements:

- **Village of Oswego-2014**
The Village and Road District agree to share snow and ice removal, mowing, pavement maintenance including pot hole patching and paving, and tree removal in areas in and around the boundary lines.
- **Fox Metro Water Reclamation District-2015**
Access to the Oswego Township Road District easement(s) for the purpose of installation and maintenance of the Waubensee Interceptor Junction Box and Interceptor Sewer.
- **Na-Au-Say Township- 2017**
Agreement is strictly for the removal of snow, not any other service or maintenance action that may be required outside of snow removal.
- **Fox Metro Water Reclamation District-2018**
Township Road District and Fox Metro agree to perform jointly the investigation and repair of the storm sewer systems. Fox Metro is the lead agency.
- **Bristol Township- 2019**
Oswego Township Road District agrees to perform snow/ice removal, mowing, pavement maintenance including pot hole patching and paving, and tree removal for the portions of South Commerce Court that extend beyond the western boundary of Oswego and into Bristol.
- **Village of Oswego, Kendall and Will Counties, Oswego Township, Oswego Library District, Oswego Fire Protection District, Oswego Community School District 308, and Oswegoland Park District-2019**
- All parties agree to share services, staff and equipment, knowledge and expertise, and execute joint purchasing agreements across governmental agencies.
- **Oswego Township Road District –2023**
Oswego Township agrees to donate a 2016 Ford Explorer to the Road District in exchange for services and use of equipment
- **Kendall County-2023**
Kendall County and Oswego Township agree to shared services relating to the use of TransUnion TLOXP Program for Ordinance Violation Investigation Searches and Reporting.
- **Kendall County-2024**
Kendall County to provide Oswego Township Road District law enforcement services to ensure the safety and welfare of the public within the project statement area, included as part of the agreement.
- **Bristol Township- 2024**
Oswego Township agrees to provide Administrative Services for Bristol Township's General Assistance and Emergency Assistance Programs.

TRANSPARENCY/COMPLIANCE

The Annual Schedule of Meetings is posted on the front door at the Oswego Township office and on the Oswego Township Website; www.oswegotownship.org

Board and Committee Meeting Agendas are posted on the front door and website (www.oswegotownship.org), at least 48 hours prior to every meeting.

A bulletin board in the lobby/foyer of the Township Office contains a comprehensive collection of documents for public review. These documents include but are not limited to; the Annual Audit Report, Financial and Treasurer's Reports, Budget and Levy Ordinances, Organizational Chart, as well as, FOIA Procedures and FOIA Officer Certification. (Many of these documents can be found on our website and all are available upon request by contacting the Township Supervisor's Office.)

TOWNSHIP WEBSITE AND ROAD DISTRICT NEWSLETTER



Oswego Township prides itself on a comprehensive and transparent website. Townships of Illinois awarded Oswego Township an award for the Township Website and Road District Newsletter.

Visitors to the site will find a wealth of information about the township including; Board Meeting Minutes, Committee Meeting Minutes, Monthly Expense listings, FOIA Logs, (posted within 10 days of board approval, following next meeting) along with Annual Budgets and Audit/Treasurer Reports for both Highway and Township are posted on the website. Resolutions and Ordinances can also be found on the website along with upcoming events, contact information and general township information. A page dedicated to community information can be found on the website with links and contact information to various local agencies supporting the community.

CURRENT TOWNSHIP SERVICES

Oswego Township provides services to residents by direct delivery, as well as through Social Service Agreements with area organizations/agencies. The Township continues to search for opportunities to contribute to the safety and well-being of our residents. A listing of current services offered is listed below:

Property Tax Assessment

The Township Assessor's Office maintains a searchable data base, on the Township Website, to obtain information about individual parcels in Oswego Township. A Property Tax Bill Information link to the Kendall County Website and Property Tax Frequently Asked Questions can be found on the Assessor's Tab of the Website: www.oswegotownship.org

Ordinance Enforcement

The Township receives and monitors for potential hazards to residents in the unincorporated areas of Oswego Township. More information on Township Ordinances can be found on the Township Website: www.oswegotownship.org

General and Emergency Assistance

Oswego Township's General Assistance Officer administers applications for assistance for low-income Township residents in crisis, who may qualify for emergency (temporary) or monthly financial assistance. The program is required by law and has been able to assist many Township residents to date. If the applicant does not qualify for assistance through the Township, they are referred to other agencies who may have the programs available to assist the applicant(s) with their particular need(s).

Notary Public Services

Basic Notary Public Services are available, at no charge, to Township residents at our Supervisor's Office location during regular business hours.

Connection to Community

Oswego Township Supervisor's Office houses a Community Policing - Satellite Office of the Kendall County Sheriff. Sheriff's Deputies are assigned to this location and provide 24/7 community law enforcement services in the immediate area. It allows law enforcement to engage with and protect our residents as well as enhance Safe Schools' Initiative efforts across the County/School District.

The Board Meeting Room is open and available to community groups and organizations for meetings or activities. Boulder Hill Gardens Homeowner's Association and Boulder Hill Neighborhood Watch hold their regular meetings in the Township's Meeting Room. The Meeting Room has also been reserved for special meetings by various community groups.

Oswego Township staff are available to assist residents by connecting/referring them with local agencies for services outside the offerings of the Township.

The Township is engaged and involved with the Community. There is a concentrated effort by Township Officials to partner with local organizations, attend local government meetings, participate in Intergovernmental Meetings, and engage with community leaders as well as the community at large.

Note: The Township Supervisor appointed a Trustee to serve as liaison to the local chambers and business groups to support local business and encourage economic development. In addition, a Trustee was appointed to research and connect with local organizations to bring youth programming and services to the Township.

Mosquito Abatement

Oswego Township provides mosquito abatement through an annual contract with Clarke Environmental Mosquito Management, Inc. Clarke Environmental monitors the mosquito population and times the treatments accordingly. Kendall County Health Department – Environmental Health Division conducts surveillance and monitors for illness carried by mosquitos, particularly, West Nile Virus and reports out their findings on a regular basis throughout the season. Abatement is critical to decrease the risk of illness to our residents. Annual Reports can be found on the Township website: www.oswegotownship.org - Township Tab / Mosquito Info

Senior Programming and Services

Services and programming for our senior population are offered through area providers with funding and support from the Township. There has been a long-standing partnership with these agencies/ organizations and Oswego Township. The number of residents who benefit from the Social Service Contracts for senior programming and services continues to grow each year.

Note: Oswego Township is committed to services and programing for the senior population in the Township. The Township Supervisor appointed a Trustee as the Board Liaison to Oswegoland Seniors, Inc., Community Nutrition Network-Meals on Wheels, and Senior Services Associates. In addition, the Supervisor appointed a Trustee as the Board Liaison to Kendall County Triad. There is continual collaboration and communication between the Board and Senior Service Contractors/Providers through the hard work of the liaisons.

Oswego Township Social Service Contracts

1. Community Nutrition Network and Senior Services Associates

Community Nutrition Network agrees to prepare and provide Township residents daily hot and frozen meals delivered in-home, to low-income, frail or disabled senior citizens throughout Kendall County, specifically, Oswego Township, per the Social Service Contract. Community Nutrition Network reported that 48% of the meals delivered on a regular basis are to seniors residing in Oswego Township.

2. Oswegoland Seniors Inc. D/B/A Oswego Senior and Community Center

Oswegoland Seniors Inc./Oswego Senior and Community Center agrees to provide social and educational events/activities delivered via in-person and remote classes or events. Educational workshops and seminars addressing essential services such as health screenings, food delivery, tax preparation, Medicare assistance, and meals are offered. Fellowship through bingo, card-playing, luncheons, and exercise and hobby-related classes are available to area senior citizens, specifically those in Oswego Township, per the Social Service Contract. According to the most recent annual census data from Oswego Senior Center, 71% of their participants are Oswego Township Residents.

3. Kendall County Senior Services Associates

Senior Services Associates agrees to provide services to senior citizens in Kendall County, specifically Oswego Township per the Social Service Contract, services include; the provision of essential toiletries, groceries, cleaning supplies and daily meals at the Beecher Center and Oswego Senior Center. Seniors are also served through entertainment and health education programming, in-home and telephone assessments are conducted to determine critical needs, and education and assistance programs to help seniors with financial and health applications as well as to connect them with governmental and non-profit resources for which they may be eligible. The Senior Services Associates Caseworkers also investigate and assess reports of physical, sexual and emotional abuse, financial exploitation and neglect of seniors and the disabled. Senior Services Associates advocates for long-term care facility residents and provides transportation to seniors for daily essential activities. Advice, information and limited financial support are offered to primary caregivers. Community programming and volunteer programs are also administered by Senior Services Associates. In the most recent census data reported, 48.6% of the participants/clients served are Oswego Township residents.

4. Kendall County Triad

To empower senior citizens in Kendall County to become more involved in community programs such as; crime prevention programs, educational seminars and implementing means to make the community a safer place for senior citizens. The added goal and emphasis, per the contract, is to increase awareness of Oswego Township residents of crimes against seniors. TRIAD is a joint effort by seniors in the community, community resources/providers, fire districts/departments, and law enforcement agencies serving Kendall County. All programming and services are provided free of charge and are open to all. There is no official census data reported, but the programs are well attended and a significant number of Oswego Township residents are regularly participating in TRIAD events according to the Kendall County Sheriff's Office Senior Services Deputy.

CURRENT ROAD DISTRICT SERVICES

Note: The Township Highway Commissioner shall lay out, alter, widen, vacate construct, maintain, and repair all roads and bridges within the boundaries of the Township. (605 ILCS Section 6-201 Illinois Highway Code.)

The Oswego Township Highway Commissioner coordinates and supervises maintenance of over 70 miles of roads and bridges in the unincorporated area of Oswego Township including Boulder Hill and Marina Terrace.

A listing of current Road District services is listed below:

Brush Pick-up:

Brush pick-up is provided by the Township Road District one week of each month from April to October.

Leaf Pick-up:

Township Road District will provide leaf pick-up throughout the Township each spring.

Road Repair:

Township Road District maintains roads throughout the Township; repairing and patching of roads will be completed on an ongoing – as needed basis.

Sidewalk Repair:

The repair and replacement of sidewalks has been a major commitment by the Road District. Locations in need of sidewalk repair/replacement will be completed on an ongoing and as needed basis.

Snow and Ice Control:

Oswego Township will begin salting when the snow starts to accumulate resulting in decreased traffic safety. Rock salt treated with liquid calcium chloride will be spread, which will melt snow and ice when ambient temperatures are as low as zero degrees.

If snow accumulation reaches 1 to 2 inches, the crews will begin snow plow operations. Once plowing has been completed, the centerline of most streets will receive a reapplication of the salt and chloride mixture.

Snowbird Program:

For Township residents 65 years of age, or for those infirmed with a medical condition and unable to clear the bottom portion of their driveway may qualify for the Snowbird program. Residents may contact the Road District to join the Snowbird Program list. The Road District will make an additional trip to the address on the list with a small plow, to remove the excess snow from the bottom part of the driveway. (Road District is unable to clear snow from the entire driveway, but can help those in need by removing the excess snow that the plows deposit at the end of the driveway.)

Street Sweeping:

The Road District has a fall sweeping program. Beginning in September, or as the leaves begin to fall, drainage issues are created. The Highway Department will sweep the streets at the curb and gutter areas of the Township to clear the area of debris to alleviate drainage issues.

In the spring, the Township will again dispatch the sweeper to clear debris form the curb and gutter areas of the Township streets, again to alleviate drainage issues.

Tree Removal:

All tree trimming and removal is done at the discretion of the Road District/Highway Commissioner. Dead trees and storm damaged trees on the parkway are removed by the Township. If a tree is removed, the stump will also be removed. Trees that have been removed will not be replaced.

Special requests for tree trimming will be noted and added to the list for inspection/evaluation.

Storm Sewers:

Road District has been actively repairing and replacing storm sewer lines and catch basins for more than 20 years. A major accomplishment was the replacement of the storm sewer line that outfall from the Shore Heights retention pond. Additionally, over 200 catch basins were replaced, along with the installation of bicycle safe grates in the Boulder Hill Subdivision. This initiative has resulted in improved drainage, reduced downstream pollution and increased public safety.

DECENNIAL COMMITTEE TOWNSHIP RECOMMENDATIONS

The Decennial Committee is required, per the Local Government Efficiency Act, to make recommendations to promote greater efficiency and accountability, as part of this report.

*The recommendations of the committee are listed below and are listed in two categories:
Future Planning and Serving the Community*

FUTURE PLANNING:

- Conduct a survey of Township residents to identify needs
- Create a Strategic Plan for the Township
- Continue to partner with other Governmental entities to provide services and increase efficiencies

SERVING THE COMMUNITY:

- Host educational seminars/workshops for residents
- Provide Voter Registration Services
- Provide Passport Services
- Contract with Kendall Area Transit for enhanced transportation services in the Township
- Create a Community Garden
- Host a Medical Equipment Closet
- Provide activities/programs for seniors
- Partner with the Kendall County Food Pantry as a satellite pick-up location
- Provide an onsite Community Micro Pantry (take what you need – leave what you can cabinet)
- Host a Job Fair / Workforce Services Events
- Host recycling and shredding events
- Host community outreach events to connect and support residents, such as; holiday events, donations, coat/mittens/hats drive, school supply drive, toy drive or adopt a family for the holiday

DECENNIAL COMMITTEE ROAD DISTRICT RECOMMENDATIONS

Note: The Decennial Committee is required, per the Local Government Efficiency Act, to make recommendations to promote greater efficiency and accountability, as part of this report.

The Decennial Committee created a list of inefficiencies or things that could be done better after an extensive review of laws, Township Policies, Township Rules, and Procedures, Township Training Materials, and Other Documents/Resources provided. That list can be found on page 11 of this report and is not inclusive of the items listed below.

The committee offered recommendations for other programs/services that could be offered or enhanced:

- Start a community Recycling Program in the Township
- Expand portfolio of Intergovernmental Agreements for shared services
- Outreach efforts expanded to get messages out to those who do not have access to the electronic newsletter
- Pursue grant opportunities to fund road district initiatives/projects
- Implement additional continuing education/certification trainings for staff and supervisors
- Host Road safety workshops for community members
- Host senior driver training/education workshops for residents

Note: This Report must be filed with Kendall County no later than 18 months after the first committee meeting. The first Decennial Committee Meeting took place on June 21, 2023, setting the due date as December 21, 2024 for filing the report with the Kendall County Board.

Submitted by: Joseph West Date: 11/19/24
Joseph West, Oswego Township Supervisor,
Chairman - Oswego Township Decennial Committee