



## Will County Office Closure Update

**Below is a list of Will County offices and how services are being provided during the Covid-19 pandemic.**

Since the situation with the pandemic is fluid and changing daily, always call first to make sure no additional changes have been made.

**Animal Control** – The Animal Control lobby is open to the public for rabies tag purchases and other fee payments that cannot be made over the phone. Call (815) 462-5633 with any questions. The facility is at 22452 Cherry Hill Road.

**Auditor** - the risk of fraud escalates in periods of disruption and significant change. To report any suspicious activity, contact the BKD Integra Fraud Hotline (855) 858-3344, 24 hours a day, 7 days a week, or visit [www.IntegraReport.com](http://www.IntegraReport.com). Subscriber code: WILL. Or visit the Auditor's website at [www.willcountyauditor.com](http://www.willcountyauditor.com) or call (815) 740-4609.

**Coroner** – Open to the public 8:30 a.m. to 4:30 p.m. Monday through Friday. Masks required.

**County Board** –All committee meetings and board meetings are available through the Webex platform. Meeting links are posted on the county board website at [www.willcountyboard.com/meetings](http://www.willcountyboard.com/meetings). Call the county board office at (815) 740-4602 or email [countyboard@willcountyillinois.com](mailto:countyboard@willcountyillinois.com) for additional information.

**County Clerk** – Open to the public for services, however, clients are strongly encouraged to conduct business online, over the telephone, or through the mail if possible. Visitors who arrive unannounced may be asked to wait briefly in the County Office Building lobby to avoid crowding inside the office. Marriage and civil union licenses must be issued in person, but by appointment only. All vital records – birth, marriage, and death certificates – may be obtained online, by phone, or through the mail. For more information on any services, call (815) 740-4615 or visit the website: [www.thewillcountyclerk.com](http://www.thewillcountyclerk.com).

**Court Services/Circuit Clerk's Office** — Circuit Clerk's office is open to the public. Court Services are limited per order of the Chief Judge. Visit the website for changes to court schedules: [www.circuitclerkofwillcounty.com](http://www.circuitclerkofwillcounty.com) or call (815) 727-8592.

**Executive Office** – closed to the public. Call (815) 774-7480 for assistance or information.

**Forest Preserve** - All visitor centers, dog parks, preserve parking lots and latrines are closed until further notice. Trails remain open and shoreline fishing is allowed for those who can walk or bike to a path close to their home while still adhering to all social distancing mandates. For more information, call (815) 727-8700 or fill out an online [Contact Us](#) request. Closure and cancellation updates will be posted at [ReconnectWithNature.org](http://ReconnectWithNature.org).



# Will County Office Closure Update

**Health Department** – The Will County Health Department has moved into its new main building at 501 Ella Ave., but staff members are not yet able to welcome the general public fully into the new building, as well as their Bolingbrook, 323 Quadrangle Drive, and Monee, 5601 W. Monee-Manhattan Road, locations.

While most of staff are back at work on site, Behavioral Health continues to see most of their clients via telehealth and telepsychiatry (815) 727-8521. WIC services are being conducted curbside; clients should call (815) 727-8524 ahead of time. Clients are also asked to call (815) 740-8143 for an immunizations appointment with adults coming alone and only one child being scheduled per visit. Other services being offered in the new building include Environmental Health (815) 727-8490, and birth and death records (815) 727-8639. All visitors who need to enter are screened at the door.

The Community Health Center locations at 1106 Neal Avenue in Joliet, and 323 Quadrangle Drive, Suite 335 in Bolingbrook, will continue to see patients. If patients do not have an appointment, they are asked to call (815) 727-8670 ahead of time. They will be screened at the door, and evaluated on whether or not an appointment is deemed necessary for that day.

Call the Will County Health Department COVID-19 Hotline, (815) 740-8977, for general information about Coronavirus. New information and guidance are added daily, so visit [www.willcountyhealth.org](http://www.willcountyhealth.org), [www.cdc.gov](http://www.cdc.gov), and [www.dph.illinois.gov](http://www.dph.illinois.gov).

**Jury Commission** – any questions about a jury summons should be directed to (815) 727-8930. Any resident who has a jury summons is encouraged to call this number as court schedules have changed. For all other inquiries, call (815) 727-8612 or visit the website: <http://www.willcountyjuror.com/main.asp?id=faq>.

**Land Use** - The Department is maintaining normal business hours of 8:30 a.m. to 4:30 p.m. Monday through Friday with reduced in-office staffing. Staff members not present in the office are working remotely. Customers are encouraged to use the online permitting portal, conduct business by mail, email, or telephone. You can access the portal at: <https://co-will-il.smartgovcommunity.com/Public/Home>

At this time, only certain types of inspections are being performed in accordance with office protocol which is posted on the portal. Inspection availability may also be limited. Those needing inspections can schedule them one of three ways. Use the portal, email inspection requests to [building@willcountylanduse.com](mailto:building@willcountylanduse.com), or call (815) 774-3321. Requests should include contact information, permit number, property address, the specific inspection(s) requested and a desired inspection date.

**Recorder of Deeds** – The Will County Recorder's Office, 158 N. Scott St., and its Bolingbrook Satellite office, 241 Canterbury Lane, are open. There will no longer be a public search station available at the Bolingbrook office due to limited office space.

Only one person per transaction will be allowed in the lobby at a time due to space constraints and the need to safely social distance. The public is urged to send in documents for recording via USPS, UPS or Fed-Ex. Electronic recording may also be utilized.



## Will County Office Closure Update

For people needing to obtain copies or search the record books, whenever possible, access this information online, by mail, email or by contacting the office at (815) 740-4637 in Joliet or (630) 759-5780 in Bolingbrook.

The archives area will be by appointment only and be scheduled in two-hour increments to use the office's public access computers, microfilm viewers or the record books. Those working in the area will be required to wear gloves. Contact Janice Kay at [jkay@willcountyillinois.com](mailto:jkay@willcountyillinois.com) or Amy Chavez at [achavez@willcountyillinois.com](mailto:achavez@willcountyillinois.com) to set up an appointment.

**Sheriff's Office** – For all emergencies call 911. The Sheriff's Office is now open to the public during normal business hours. To assist with safety precautions between the public and deputies, residents with a minor crime to report are asked to visit the website at [www.willcosheriff.org](http://www.willcosheriff.org) and fill out an online police report. The Adult Detention Facility, Video Visitation Center, is now open with strict Covid precautions required. Any visitors should call for an appointment at (815) 774-7950. If you have a general question for the Sheriff's Office visit the website for information or again, you may submit a General Question form.

**State's Attorney** - closed to in-person visitors until further notice. For assistance, call (815) 727-8453 or visit the website: <https://willcountysao.com>.

**Sunny Hill Nursing Home** – Indoor visits are not permitted. Outdoor in-person visitation is permitted following state and facility guidelines. The *At a Glance...* guidelines are posted on the website: <https://www.willcountyillinois.com/County-Offices/Special-Services/Sunny-Hill-Nursing-Home>.

**Sunny Hill/TB Clinic** - The clinic is seeing clients for TB testing (PPD), IGRS's (blood test), and chest x-rays. Walk-ins are acceptable, but appointments are preferred. The clinic is open from 8 a.m. to noon, and from 1 to 4 p.m. Monday through Friday. Call (815) 740-4420.

**Supervisor of Assessments** – Is operating by phone, email and scheduled in-person appointments only. Taxpayers should call for an appointment so staff can explain what documents are necessary to complete their business during the visit. Call the office at (815) 740-4648 or go to the website, [willcountysoa.com](http://willcountysoa.com), and utilize the *Contact Us* button on the left-hand side of the home menu with questions, concerns or appointment requests.

Taxpayers who received annual exemptions – disabled, disabled veteran and senior citizen assessment freeze – do not have to reapply in 2020. Legislation allows all of those exemptions to automatically roll over this year.

**Treasurer**- Open 8:30 a.m. to 4:30 p.m. Monday through Friday for walk-ups at cashier windows. No appointments necessary. Only county employees are allowed inside the office. Call (815) 740-4675 or email [Treasurer@willcountyillinois.com](mailto:Treasurer@willcountyillinois.com) for additional information.

**Veterans Assistance Commission** - Office hours at the Orland Park Vet Center, the Peotone American Legion, Joliet Junior College and Governors State University are suspended until Aug. 30. The main office, located at 2400 Glenwood Ave., is seeing veterans by appointment only. VAC also offers phone/zoom appointments to veterans as well. All necessary paperwork will be processed in a timely fashion and directed to the appropriate



## Will County Office Closure Update

agencies. Veterans are urged to call the office at (815) 740-8389 or visit the website: <https://www.willcountyllinois.com/County-Offices/Special-Services/Veterans-Assistance-Commission> for additional information.

**Workforce Center of Will County** - The Workforce Center of Will County is closed to the public until further notice. Services are available via technology to assist with ongoing job searches – this includes phone calls to do resume reviews and career plans, Skype/FaceTime calls/Zoom for those who would like to speak with staff face to face, and access to a variety of workshops that are archived on the department's Facebook page at Workforce Center of Will County. Updated opening information will be posted on the websites [www.jobs4people.org](http://www.jobs4people.org) and [www.will.works](http://www.will.works). Customers can also call (815) 774-6354 for updated information. The number will also accept messages for Workforce Center staff; calls will be returned within one business day.