

## **GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES**

**November 10, 2011**

### **1. Call to Order**

Supervisor Moore called the meeting to order at 7:30 pm.

### **2. Roll Call**

Present: Supervisor Moore, Trustees LaPorta, McMahon, Murphy, Zirk, Clerk Ford, Assessor Ottley, Road District Commissioner Freund.

### **3. Pledge of Allegiance**

The Pledge of Allegiance was said.

### **4. Set Agenda for Meeting**

The Agenda prepared by the Clerk was the only agenda.

### **5. Regular Business**

#### **A. Audit and Payment of Bills**

##### **1. Discussion and potential action to pay bills as submitted**

Discussion: Assessor Ottley distributed his bills (EXHIBIT I). Assessor Ottley and Commissioner Freund requested monthly copies of their insurance and Mastercard bills. There was discussion regarding petty cash, AT&T bills and excessive printing expenses.

Assessor Ottley requested that it be noted in the record that Supervisor Moore refused to sign the Warrant of Assessor's Bills.

**Motion by Trustee Murphy seconded by Trustee Zirk, to approve the Town Fund bills.**

#### **Roll Call**

**AYES: Trustees Murphy, Zirk, LaPorta, Supervisor Moore**

**NAYS: Trustee McMahon**

**ABSTAIN: None**

**Motion Passed.**

Correspondence regarding the spouse insurance of Road Commissioner Freund was discussed. (EXHIBIT II) Supervisor Moore and the Trustees disagreed. On the policy.

**Motion by Trustee Zirk, seconded by Trustee LaPorta, to approve the Road District bills excluding the three bills in the Grafton Township Town Fund line item \$463.32.**

#### **Roll Call**

**AYES: Trustees Murphy, Zirk, LaPorta, McMahon**

**NAYS: Supervisor Moore**

**ABSTAIN: None**

**Motion Passed.**

Board signs Warrant Lists.

Assessor Ottley distributed a document and stated that he has no recourse but legal action against the Supervisor since her actions or lack of are adversely affecting the operations of his office and his ability to conduct his duties as Assessor. (EXHIBIT III)

Assessor Ottley left the meeting at 8:05 p.m.

#### **B. Approval of Minutes**

##### **1. Minutes of October 13, 2011 Regular Township Board Meeting**

**Motion by Trustee Murphy, seconded by Trustee Zirk, to approve the Minutes of the October 13, 2011 Regular Township Board Meeting.**

**Roll Call**

**AYES: Trustees Murphy, Zirk, LaPorta, McMahon**

**NAYS: Supervisor Moore**

**ABSTAIN: None**

**Motion Passed.**

**6. Public Comment/Board Member Response to Public Comment**

Al Jordi

Loretta Wiuch

**7. Old Business**

A. Discussion and potential action on updates of the 2010 and 2011 audits. Supervisor Moore stated there was no further information on completion.

B. Discussion and potential action on renovations to Assessor's Offices. Trustee LaPorta stated that in the documents presented by the Supervisor, Attorney Nelson misinformed Judge Caldwell on the cost of the Assessor's office project. Trustee Murphy stated that the proposed project is not a \$20,000. project; therefore, bids are not required as they were not required for the Supervisor's recent construction project of installing a customer service window.

**8. New Business**

A. Discussion and potential action on completion of levy planning (hearings/adoption).

Discussion: Trustee Zirk stated that she believes it is important to have a workshop/special meeting to discuss the levy. She continued to state that it is important to capture new growth and there has been \$5 million in new growth during the last year. Trustee Murphy agreed. Supervisor Moore stated that her unofficial poll resulted in most people wanting to decrease the levy. She stated that Richmond Township will have a zero levy.

A Special Workshop Meeting to discuss the levy is scheduled for Monday, November 21, 2011, 7:30 p.m. at the Huntley Park District. The Levy will be adopted at the Regular Township Board Meeting of December 8, 2011.

B. Discussion and potential action on monthly financial statement reporting and formatting change request.

No action.

C. Establishment of agenda items for next meeting.

Supervisor Moore requested a resolution regarding the IMRF benefits for the Clerk be discussed. Trustee LaPorta asked that the status of the 2010 and 2011 audits be placed on the agenda.

**9. Reports**

A. Supervisor

1. FOIA Report

She summarized the Information in the packet.

B. Trustees

C. Clerk

None.

D. Road District Commissioner

General report of activity. He reported a check being in the wrong account.

E. Assessor

Not present.

F. Committee Reports

Trustee Murphy stated that the Senior Transportation Committee Meeting was canceled due to unavailability of the members. She asked why Supervisor Moore contacted Mike Bissett, Chairman, to tell him that the meeting could not be held at the Township Offices if she was not present. Trustee Murphy stated that the Township building belongs to the public. The Supervisor did not respond.

**10. Executive Session**

None

**11. Adjournment**

**Motion was made by Trustee Murphy, seconded by Trustee Zirk, to adjourn the meeting.**

**Roll Call/Voice Vote/All present voted Aye.**

**Motion Passed/Meeting adjourned at 8:30 p.m.**

Submitted,

A handwritten signature in cursive script, appearing to read "Harriet Ford".

Harriet Ford  
Grafton Township Clerk



# EXHIBIT I

## ASSESSOR'S BILLS

Amount	November 10, 2011 - Meeting	Category
\$0.00	Wright Express Fleet Services	1760 Fuel
\$699.69	at&t	1752 phone & internet
\$0.00	Cardunal Office Supply	1851 office supplies
\$0.00	Conserv FS	1760 Fuel - 2 months
\$0.00	Brown & Company	1763 reimbursment letter
\$4,190.34	Blue Cross Blue Shield of Illinois	1243 health insurance
\$407.46	Humana	1243 insurance
\$0.00	Best Window Company	1299 windows
\$15.59	John Collier	1760 travel - hearings
\$26.95	Chad Schmidt	1760 travel - hearings plus schooling
\$8.71	Dave Knutson	1760 travel - hearings
\$10.48	Rich Kaszniak	1760 travel - hearings
\$0.00	Dundee Communicatios, Inc	1751 phone wiring
\$20.58	Ice Mountain	1851 water
\$31.88	James Burke	1760 travel - hearings
\$13.93	Rich Alexander	1760 travel - hearings
36.46 <del>\$45.45</del>	ACE hardware	1851 supplies
\$46.99	Cartridge World	1851 toner
\$50.00	Ebay - coalnine	1851 scanner part - Master Card
\$45.00	Ebay -scannersuppliesunlimited	1851 scanner part - Master Card

5604.06  
\$5,613.05

BILLS APPROVED BUT NOT PAID  
FROM OCTOBER 2011

BROWN & COMPANY WAS \$126.88 NOW \$128.78  
DCI WAS \$321.00 NOW \$323.09

AT&T NOT PAID CORRECTLY NOW \$699.69

BEST WINDOWS WAS \$3600.00 STILL \$3600.00

## WARRANT LIST

## OCTOBER WARRANT LIST

## BOARD OF TOWN TRUSTEES

McHenry County  
Township of Grafton

We, the undersigned comprising the Board of Town Trustees of said Town of Grafton Township having duly met at the Town Clerk's office or duly designated area, on the 13 day of OCTOBER 2011, for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were allowed at the said meeting.

TO WHOM ALLOWED		NATURE OF CLAIM	AMOUNT
Wright Express Fleet Services	1760	Fuel	<del>\$60.97</del>
at&t	1752	phone & internet	\$254.85
Cardinal Office Supply	1851	office supplies	\$418.44
Conserv FS	1760	Fuel - 2 months	\$312.80
Brown & Company	1763	reimbursement letter	\$126.88
Blue Cross Blue Shield of Illinois	1243	health insurance	\$4,190.34
Humana	1243	insurance + back payments	\$611.19
Best Window Company	1299	windows	\$3,600.00
The Farmside	1762	newspaper - 2 yrs.	\$25.00
TigerDirect	1854	battery backup	\$69.87
IPAI	1761	class fee	\$340.00
Queensboro	1940	shirts (MC)	\$64.06
Dundee Communicatios, Inc	1751	phone wiring	\$321.00
Ice Mountain	1851	water	\$21.94
			\$10,407.34


In Witness Whereof, the members of said Board of Town Trustees have hereunto set their hand this 13 day of OCTOBER 2011.

\_\_\_\_\_  
Supervisor

Rich Murphy  
Trustee

[Signature]  
Trustee

[Signature]  
Trustee

[Signature]  
Trustee



Dundee Communications INC  
1701 Forestview Dr  
Sycamore IL  
60178

Grafton Township Assessor  
10109 Vine  
Huntley, IL 60142-9528

STATEMENT

DATE
10/26/2011

AMOUNT REMITTED

\$

Page 1

Activity From: 8/1/2011

To: 10/26/2011

Balance Forward: \$0.00

DATE	REF. NO.	DESCRIPTION	CHARGES	PAYMENTS	BALANCE
9/13/2011	00003102	Sale; Grafton Township Assessor	\$321.00		\$321.00

PAST DUE  
OVER 30 DAYS

10/26/2011	Finance Charge		\$2.09	\$323.09
CURRENT	30 DAYS	60 DAYS	60+ DAYS	AMOUNT DUE
\$2.09	\$321.00			\$323.09

**BROWN & CO., LLP**  
**CERTIFIED PUBLIC ACCOUNTANTS**  
**AND CONSULTANTS**

REMIT TO:  
P.O. BOX 728  
WOODSTOCK, IL 60098-0728  
815-338-1200  
FAX 815-338-7648

William Ottley, Assessor  
Grafton Township  
10109 Vine Street  
Huntley, IL. 60142

STATEMENT DATE 10/31/11
ACCOUNT NUMBER G75

\*\*\* STATEMENT \*\*\*

INVOICES				PAYMENTS OR CREDITS				BALANCE
DATE	DESCRIPTION	OUR REF.NO.	AMOUNT	DATE	DESCRIPTION	YOUR REF.NO.	AMOUNT	
8/31/11	INVOICE	25657	\$ 125.00					\$ 125.00
9/30/11	FINANCE CHARGE	26051	1.88					1.88
10/31/11	FINANCE CHARGE	26389	1.90					1.90





## Grafton Township

McHenry County, IL

P.O. Box 37, Huntley, IL 60142

847-669-3328 • Fax: 847-669-9256 • www.graftontownship.net

Dear Highway Commissioner Freund,

Thank you for the letter dated October 6, 2011 from Raymond Miller, CPA. However, this information does not clear up this matter.

The township has paid you personally a total of \$3,125.70 in 2010, in excess of the \$63,138.09 salary that was set in the following resolution. Additional payments were made in 2009 and 2011. You are entitled to township insurance for your family. Please refer to Section 2 of Resolution 100908-01 Setting Compensation of Township Officials for the Four Year Term Beginning May 18, 2009. "The following township offices in addition to the compensation outlined in Section 1 will receive the following benefits: Supervisor, Highway Commissioner, Assessor, Clerk: Township health and life insurance plan for qualified elected officials and dependants."

In my letter dated October 5, 2010, I indicated that the township could pay a bill from an outside vendor for your spouses' insurance. It has come to my attention that I do not have the authority to offer this solution, you must use the township insurance plan.

It is unfortunate that your spouse came into my office today, quite upset and unable to calm herself so that I could explain the situation to her. She ordered me to give her a check immediately and told me that if I didn't, she would contact Channel 2 and 5 news and Pete Gonigam. Because she was unable to comport herself after numerous requests by myself, I ended the short impromptu meeting which she initiated. I would be happy to meet with the both of you at a mutually agreed upon time in the township conference room to discuss this matter calmly.

The Illinois Constitution prevents me from raising or lowering the salaries of elected officials during their term of office.

Illinois Constitution, Article 7 below:

### SECTION 9. SALARIES AND FEES

(a) Compensation of officers and employees and the office expenses of units of local government shall not be paid from fees collected. Fees may be collected as provided by law and by ordinance and shall be deposited upon receipt with the treasurer of the unit. Fees shall not be based upon funds disbursed or collected, nor upon the levy or extension of taxes.

(b) An increase or decrease in the salary of an elected officer of any unit of local government shall not take effect



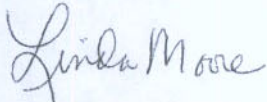


during the term for which that officer is elected.  
(Source: Illinois Constitution.)

In the meantime, please notify me if you would like to add your spouse to the township health insurance plan. This is the only option I have available to offer to you.

Mrs. Freund insisted that I am required to pay this bill because the trustees approved its payment. Unfortunately the trustees did not have the legal authority to approve this township payment. We can only provide elected officials and their dependants with township insurance. As Supervisor I have the authority to provide a check and balance for township bill payment. It is my opinion that the Highway Commissioner and his dependants are only entitled to township health insurance. Please accept my apology for not having this information earlier in my term of office. In the near future I hope to receive clarification regarding past improper earnings and if and how this should be corrected. Thank you for your cooperation in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Linda Moore".

Linda Moore, Grafton Township Supervisor





ZANCK, COEN & WRIGHT, P.C.  
ATTORNEYS AT LAW

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Thomas C. Zank\*  
Patrick D. Coen  
James L. Wright  
Mark S. Saladin  
James G. Militello III\*

40 Brink Street  
Crystal Lake, Illinois 60014  
815-459-8800  
Fax 815-459-8429

Catherine Keating Howard  
Jennifer L. Johnson  
Tamara A. Marshall  
John H. Boyd

\* Also licensed in Wisconsin

November 9, 2011

**VIA FACSIMILE & U.S. MAIL**

**FAX NO. (847) 669-9256**

Ms. Linda Moore  
Grafton Township Supervisor  
10109 Vine Street, Unit D  
Huntley, IL 60142

RE: Grafton Township Road District

Dear Supervisor Moore:

I have been forwarded your correspondence of October 31, 2011, addressed to the Highway Commissioner concerning payment of the health insurance premiums for the spouse and legal dependant of the Highway Commissioner as approved by the town board at its last meeting. If I understand your letter correctly, you are stating that you cannot pay the health insurance premiums of the Highway Commissioner's dependant since these sums were not authorized by resolution of the town board in setting compensation of the township officials and therefore are considered additional payments during the term of a township official which are prohibited by the State Constitution. Upon review of township minutes, it has come to the Highway Commissioner's attention that at the June 25, 2009 board meeting, after a presentation from Mr. Tom Niese explaining the health insurance coverage for the township and its employees and officials, you yourself made a motion to approve paying vouchers of officials' spouses if the amount of the voucher is less than the premium to cover the spouse through the township health provider. That motion was approved unanimously by a vote of 5 - 0 by the town board.

Therefore, your assertion that these health insurance payments for the Highway Commissioner's dependant are additional payments in violation of the township resolution concerning salary and benefits is clearly wrong as you yourself made the motion and voted for the payments of the health insurance premium for the Highway Commissioner's spouse in June of 2009 so long as it is less than the premium due on the township's plan. You have in fact made those payments since that date pursuant to the motion approved by the town board in 2009.

In addition, your correspondence indicates that you are not required to pay the insurance bill after it has been approved by the trustees for payment under your authority to provide a check and balance for township bill payment, as it is now your opinion that the Highway Commissioner's dependants



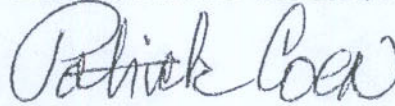


Ms. Linda Moore  
Page 2  
November 9, 2011

are only entitled to township health insurance. Firstly, I am unaware of your authority to issue legal opinions on behalf of the township without a license to practice law. Secondly, you provide no statutory cite for your alleged authority to refuse to pay bills that have been approved by the town board. I am unaware of any such veto authority under the Town Code or other provisions of the Illinois Revised Statutes or Illinois Constitution. Your attempt to create a veto power where none exists is disconcerting and without legal precedent. It further subjects you to a charge that your willful neglect of office in refusing to pay bills approved by the town board will require legal action including fines and disqualification from continuing to hold your office (60 ILCS 1/70-40). Your prompt payment of the authorized insurance premium is therefore demanded.

Yours very truly,

ZANCK, COEN & WRIGHT, P.C.

A handwritten signature in cursive script, appearing to read "Patrick Coen".

Patrick D. Coen

PDC/els

cc: Jack Freund, Grafton Township Road District





Vote taken:

Trustee Zirk	Yes
Trustee LaPorta	Yes
Trustee Murphy	Yes
Trustee McMahon	Yes
Supervisor Moore	Yes

Motion passed.

Supervisor Moore made a motion to pass the Town budget. Trustee Murphy made a second to the motion.

Vote taken:

Trustee Murphy	Yes
Trustee Zirk	Yes
Trustee LaPorta	Yes
Trustee McMahon	Yes
Supervisor Moore	Yes



Tom Neis addressed the Board and Staff and briefly explained insurance coverage. Supervisor Moore made a motion to approve paying voucher of officials spouse if amount of voucher less than premium to cover spouse through Township health provider. Trustee Murphy made a second to the motion.

Vote taken:

Trustee Zirk	Yes
Trustee LaPorta	Yes
Trustee McMahon	Yes
Trustee Murphy	Yes
Supervisor Moore	Yes

Motion passed.

Supervisor Moore called for a motion to approve Prevailing Wage Ordinance #062509-01 and #062509-02. Trustee Murphy made a second to the motion.







## Grafton Township

McHenry County, IL

P.O. Box 37, Huntley, IL 60142

847-669-3328 • Fax: 847-669-9256 • [www.graftontownship.net](http://www.graftontownship.net)

Dear Highway Commissioner Freund,

I am in receipt of a letter from the Road District Attorney dated November 9, 2011. He improperly addresses the letter to the Road District Treasurer regarding a matter that pertains to the Town Fund.

While I am not an attorney, I do have the statutory authority to determine if a town bill is "proper," before approving payment of a bill. The board acted without authority to change the payments made to the Highway Commissioner at an inappropriate time. I admit to making the same mistake, but I will not continue to act to approve an improper bill, now that the matter has been re-examined. Your spouse is entitled to township insurance and you have not notified me that you would like to enroll her.

If you feel it is necessary to attempt to remove me from office because you are no longer receiving improper checks paid to you personally, it is my understanding that you have such authority to file a motion in court. I have made myself available to you to set a mutually agreeable time to sit down and discuss this matter without running up legal bills, but as of this writing you have not contacted my office. This is most unfortunate for the taxpayers of the township.

Sincerely,

*Linda Moore*

Linda Moore

Grafton Township Supervisor

IN THE CIRCUIT COURT OF THE 22nd JUDICIAL CIRCUIT  
McHENRY COUNTY, ILLINOIS

WILLIAM T. OTTLEY, Individually and as )  
Grafton Township Assessor, )

Plaintiff, )

vs. )

LINDA MOORE, Individually and as Grafton )  
Township Supervisor, )  
Defendant. )

No. 11 \_\_\_\_\_

COMPLAINT AT LAW FOR MANDAMUS

NOW COMES Plaintiff herein, WILLIAM T. OTTLEY, individually and as Grafton Township Assessor, by and through his attorney, Michael C. Poper, P.C., complaining of LINDA MOORE, individually and as Grafton Township Supervisor, pursuant to 735 ILCS 5/14-101, et seq, as follows:

1. At all times mentioned in this complaint, Plaintiff was, and still is, a resident of Grafton Township, County of McHenry, State of Illinois.
2. At all times mentioned in this complaint, Plaintiff was, and still is, the duly elected, qualified and acting Grafton Township Assessor, County of McHenry, State of Illinois.
3. At all times mentioned in this complaint, Defendant was, and still is, the duly elected, qualified and acting Supervisor of Grafton Township, County of McHenry, State of Illinois.
4. By virtue of the provisions of 60 ILCS 1/70-15, it became and was the duty of Defendant as Supervisor of Grafton Township, County of McHenry, State of Illinois, to receive and pay out all monies raised in the township for defraying township charges.



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5. On or about October 7, 2011, Plaintiff submitted a Township charge for payment represented by the bill of Best Windows, Inc., for audit by the Grafton Township Board of Trustees on October 13, 2011, in the amount of \$3600.00, a copy of which is attached hereto and made a part hereof as Exhibit A.
6. On or about October 7, 2011, Plaintiff submitted a Township charge for payment represented by the bill of Dundee Communications, Inc., for audit by the Grafton Township Board of Trustees on October 13, 2011, in the amount of \$321.00, a copy of which is attached hereto and made a part hereof as Exhibit B.
7. On or about October 7, 2011, Plaintiff submitted a Township charge for payment represented by the bill of Brown & Co., LLP, for audit by the Grafton Township Board of Trustees on October 13, 2011, in the amount of \$126.88, a copy of which is attached hereto and made a part hereof as Exhibit C.
8. On or about October 7, 2011, Plaintiff submitted a Township charge for payment represented by the bill of AT&T for audit by the Grafton Township Board of Trustees on October 13, 2011, in the amount of \$254.85, a copy of which is attached hereto and made a part hereof as Exhibit D.
9. That the bills submitted on October 7, 2011, attached hereto as Exhibits A, B, C & D, were audited and approved by the Grafton Township Board of Trustees on October 13, 2011. Said approval is attached hereto and made a part hereof as Exhibit E.
10. Defendant, after the October 13, 2011, audit and approval, has failed to perform her legal duty to pay said bills attached hereto as Exhibits A, B, & C, and has only partially paid the AT&T bill attached as Exhibit D.
11. Defendant has refused, and still refuses, to perform that duty.

12. As a result of Defendant's failure to perform her duty, Plaintiff has been, and is, injured in that he has been forced to retain legal counsel to bring this action to force the Defendant to perform her legal duties.

WHEREFORE, Plaintiff, WILLIAM T. OTTLEY, individually and as Grafton Township Assessor, requests:

A. That this Court enter a judgment for Plaintiff, directing and commanding the Defendant, LINDA MOORE, individually and as Grafton Township Supervisor, to perform the duty mandated her by 60 ILCS 1/70-15;

B. That the Defendant be fined pursuant to the provisions of 60 ILCS 1/70-15(d);

C. That the Defendant forfeit her office and be disqualified from acting in the future as Grafton Township Supervisor; and

D. Any other and further, or different, relief as the Court may deem just and proper.

---

MICHAEL C. POPER, P.C.  
Attorney for Plaintiff

---

WILLIAM T. OTTLEY

This pleading prepared by the undersigned and executed in accordance with Illinois Supreme Court Rule 137.

Michael C. Poper (Atty. No. 2233010)  
Michael C. Poper, P.C.  
130 Cass Street  
Woodstock, IL 60098  
815-334-8294



- ☐ General Town Fund  
☐ General Assistance Fund  
☐ Assessor's Budget  
☐ Purchase Order

# Grafton Township

Certificate: General Town

STATE OF ILLINOIS  
County of McHenry } SS.  
Township of Grafton

Line item / account number: 1299

Amount: \$ 3600.00

Date: Oct 7, 20 11

THE TREASURER of said town will pay to Best Windows or order, the  
sum of three thousand six hundred and no/100 DOLLARS

on presentation of this certificate, being the amount audited and allowed by the Grafton Township Board of Trustees on

Oct 13, 20 11, for: Window replacement

Countersigned:

Check or Purchase Order #

William Doherty

Town Clerk

Date:

Supervisor

Date:

# Best Windows, Inc.

BEST QUALITY, WARRANTY & PRICE  
LICENSED - BONDED - INSURED

Member of the  
Better Business Bureau  
Complaint Free 2007-2010 A+ Rated



INVOICE #

CUSTOMER #

Name

Address

City

Area-Number

Area-Number

Source

APPROX. INSTALL DATE

Grafton Township Annex

10109 Vine St.

Huntley IL 60142

8476693383

Fax 847 669 8233

21 days

ATTN Mr. Bill Otterly

Page 9/22

12 casement S

Bronze ext white interior

5x9 model 501

Low E + Argon

Have all job debris

Additional Information:

Price: 7200

Tax: Nil

Total: 7200

Deposit: 3600

## WARRANTY:

Lifetime Parts and Labor on all Manufacturer Defects for Original Owners

\*TERMS: 50% Deposit - Balance Due Upon Delivery

Balance Due  
Upon Completion: 3600

6/23/11

Buyer

Buyer

Representative



1112 Cleveland • LaGrange Park, Illinois 60526  
Phone: 708.204.2446 • Fax: 708.482.3780  
www.BestWindows.net  
Residential & Commercial Windows



You have three business days to cancel this order



- ☐ General Town Fund  
☐ General Assistance Fund  
☐ Assessor's Budget  
☐ Purchase Order

# Grafton Township

Certificate: General Town

STATE OF ILLINOIS  
County of McHenry } SS.  
Township of Grafton

Line item / account number: 1751

Amount: \$ 321.00

Date: Oct 7, 20 11

THE TREASURER of said town will pay to Dundee Communications Inc or order, the  
sum of: Three hundred twenty-one and no/100 DOLLARS

on presentation of this certificate, being the amount audited and allowed by the Grafton Township Board of Trustees on  
Oct 13, 20 11, for: Phone Line Wiring

Countersigned:

Check or Purchase Order #  
William D. Kelly

Town Clerk \_\_\_\_\_  
Date: \_\_\_\_\_

Supervisor \_\_\_\_\_  
Date: \_\_\_\_\_





DUNDEE COMMUNICATIONS, INC.  
1701 FORESTVIEW DRIVE  
SYCAMORE, ILLINOIS 60178  
TEL: 800-247-9620 FAX: 815-899-6212

# INVOICE

INVOICE NO.

3102

9-6-2011

Bill To:

Curtis Township Assessor  
1019 Vine  
Huntley, IL

60142-9528

Ship To:

YOUR P.O. #	CONTACT	SALES REP	TERMS	TAX ID
	Bill Ottley	John	Net 30	

QTY	DESCRIPTION	UNIT PR	TOTAL
150	FT Cat 3 4 Pair POC	.19	28 <sup>50</sup>
4 1/2	HRS Labor	65	292 <sup>50</sup>
	* Add New Line To Prostor Switch		
	* Change Long Pairs		
	* Add New Feet To 2 1/2 Garage for New Line		

\*\* ALL BALANCES OVER 30 DAYS ARE SUBJECT TO 1.5% LATE FEE (\$5.00 MINIMUM PER MONTH)

SUBTOTAL

321<sup>-</sup>

TAX

FREIGHT

BAL DUE

321<sup>00/100</sup>

- ☐ General Town Fund  
☐ General Assistance Fund  
☐ Assessor's Budget  
☐ Purchase Order

# Grafton Township

Certificate: General Town

STATE OF ILLINOIS  
County of McHenry } SS.  
Township of Grafton

Line item / account number: 1763

Amount: \$ 126.88

Date: Oct 7, 20 11

THE TREASURER of said town will pay to Brown & Co. or order, the  
sum of One hundred twenty-six and 88/100 DOLLARS

on presentation of this certificate, being the amount audited and allowed by the Grafton Township Board of Trustees on  
Oct 13, 20 11, for: Expense Letter

Countersigned:

Check or Purchase Order #

Willie Donly

Town Clerk

Date:

Supervisor

Date:

**BROWN & CO., LLP**  
**CERTIFIED PUBLIC ACCOUNTANTS**  
**AND CONSULTANTS**

REMIT TO:  
P.O. BOX 728  
WOODSTOCK, IL 60098-0728  
815-338-1200  
FAX 815-338-7648

William Ottley, Assessor  
Grafton Township  
10109 Vine Street  
Huntley, IL. 60142

STATEMENT DATE 9/30/11
ACCOUNT NUMBER G75

\*\*\* STATEMENT \*\*\*

INVOICES				PAYMENTS OR CREDITS				BALANCE
DATE	DESCRIPTION	OUR REF.NO.	AMOUNT	DATE	DESCRIPTION	YOUR REF.NO.	AMOUNT	
8/31/11	INVOICE	25657	\$ 125.00					\$ 125.00
9/30/11	FINANCE CHARGE	26051	1.88					1.88

A FINANCE CHARGE OF 1 1/2% per month will be added to accounts over 30 days old. This is an ANNUAL PERCENTAGE RATE of 18%.



**BROWN & CO., LLP**  
CERTIFIED PUBLIC ACCOUNTANTS  
AND CONSULTANTS

REMIT TO:  
P.O. BOX 728  
WOODSTOCK, IL 60098-0728  
815-338-1200  
FAX 815-338-7648

William Ottley, Assessor  
Grafton Township  
10109 Vine Street  
Huntley, IL. 60142

INVOICE 25657H
DATE 8/31/11
ACCOUNT NUMBER G75

\*\*\*INVOICE\*\*\*

Consult and Prepare Out of Pocket Expense Letter

\$ 125.00  
=====

- ☐ General Town Fund  
☐ General Assistance Fund  
☐ Assessor's Budget  
☐ Purchase Order

# Grafton Township

Certificate: General Town

STATE OF ILLINOIS }  
County of McHenry } SS.  
Township of Grafton }

Line item / account number: 1752

Amount: \$ 254.85

Date: Oct 7, 20 11

THE TREASURER of said town will pay to A T T or order, the  
sum of Two hundred fifty four and 85/100 DOLLARS

on presentation of this certificate, being the amount audited and allowed by the Grafton Township Board of Trustees on  
Oct 13, 20 11, for: Phone & Internet

Countersigned:

Check or Purchase Order # Willie O'Neil

Town Clerk

Date:

Supervisor

Date:



at&t

GRAFTON TOWNSHIP ASSESSOR  
PO BOX 893  
HUNTLEY, IL 60142-0893

Page 1 of 4  
Account Number 847 669-3383 800 0  
Billing Date Sep 13, 2011

Web Site att.com

Invoice Number 847669338309

## Monthly Statement

Aug 14 - Sep 13, 2011

### Bill-At-A-Glance

Previous Bill	396.84
Payment	.00
Adjustments	.00
Past Due - Please Pay Immediately	396.84
Current Charges	254.85
<b>Total Amount Due</b>	<b>\$651.69</b>
Current Charges Due in Full by	Oct 7, 2011

### Billing Summary

Billing Questions? Visit [att.com/billing](http://att.com/billing)

Plans and Services	177.67
1-800-480-8088	
Repair Service:	
1-800-727-2273	
AT&T Long Distance	7.62
1-800-480-8088	
AT&T Internet Services	69.56
1-877-722-3755	
<b>Total of Current Charges</b>	<b>254.85</b>

### AT&T Benefits

• Total AT&T Savings 241.16

### Plans and Services

#### Monthly Service - Sep 13 thru Oct 12

Charges for 847 669-3383

Bus Local Calling Unlimited A	38.00
Business Usage Serv	
Line Charge	
Unlimited Local Usage	
Calling Name Display	
Caller Identification	
Three Way Calling	
Call Forwarding	
Automatic Callback	
Speed Calling - 30	
LINE-BACKER®	

By choosing Bus Local Calling Unlimited A, you are saving \$76.54 over the cost of the same services purchased separately.

Federal Access Charge 4.53

#### Charges for 847 669-0179

Bus Local Calling Measured	27.00
Business Usage Serv	
Line Charge	
Block of Time 30	
Calling Name Display	
Caller Identification	
LINE-BACKER®	

By choosing Bus Local Calling Measured, you are saving \$54.54 over the cost of the same services purchased separately.

Federal Access Charge 4.53

### News You Can Use Summary

- PREVENT DISCONNECT
  - CARRIER CHANGE
  - LATE PAYMENT CHARGE
  - CALL BEFORE YOU DIG!
- See "News You Can Use" for additional information.

Return bottom portion with your check in the enclosed envelope.

Local Services provided by AT&T Illinois, AT&T Indiana, AT&T Michigan, AT&T Ohio or AT&T Wisconsin based upon the service address location.

GO GREEN - Enroll in paperless billing.





GRAFTON TOWNSHIP ASSESSOR  
PO BOX 893  
HUNTLEY, IL 60142-0893

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Account Number 847 669-3383 800 0  
Billing Date Sep 13, 2011  
Invoice Number 847669338309

## Plans and Services

### Monthly Service - Continued

#### Charges for 847 669-8233

Bus Local Calling BOT 150	30.00
Business Usage Serv	
Line Charge	
Block of Time 150	
Calling Name Display	
Caller Identification	
LINE-BACKER®	

By choosing Bus Local Calling BOT 150,  
you are saving \$56.54 over the cost of the same  
services purchased separately.

Federal Access Charge	4.53
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#### Charges for 847 669-9553

Bus Local Calling Unlimited B	33.00
Business Usage Serv	
Line Charge	
Unlimited Local Usage	
Calling Name Display	
Caller Identification	
LINE-BACKER®	

By choosing Bus Local Calling Unlimited B,  
you are saving \$53.54 over the cost of the same  
services purchased separately.

Federal Access Charge	4.53
<b>Total Monthly Service</b>	<b>146.12</b>

### Additions and Changes to Service

This section of your bill reflects charges and credits resulting from  
account activity.

No.	Description	Quantity	Monthly Rate	Amount Billed
Date: Sep 2, 2011				
Order Number C1655318454				
Services Changed				
Charges for Services Added				
(Monthly Charges are Prorated from Sep 3, 2011 to Billing Date, Sep 13, 2011)				
1.	Bus Local Calling Unlimited B	1	33.00	11.00
2.	IL Telecom Relay Svc and Eqp	1	.08	.03
3.	Emer 911 Svc	1	.50	.17
4.	Federal USF - Multi - Line-BUS	1	.84	.28
5.	Federal Access Charge	1	4.53	1.51
Total Charges for Order Number C1655318454				12.99
<b>Total Additions and Changes to Service</b>				<b>12.99</b>

### Local Calls

#### Call(s) Charged to 847 669-3383

#### Unlimited Local Usage Plan Summary

27 Call(s) billed at no charge per call	.00
<b>Total Call(s) Charged to 847 669-3383</b>	<b>.00</b>

### Local Calls - Continued

#### Call(s) Charged to 847 669-8233

#### Block of Time 150 Plan Summary

150 Minute(s) Allowed	
148 Minute(s) Used	
148 Minute(s) billed at no charge per minute	.00
<b>Total Call(s) Charged to 847 669-8233</b>	<b>.00</b>

#### Call(s) Charged to 847 669-9553

#### Unlimited Local Usage Plan Summary

18 Call(s) billed at no charge per call	.00
<b>Total Call(s) Charged to 847 669-9553</b>	<b>.00</b>
<b>Total Local Calls</b>	<b>.00</b>

### Surcharges and Other Fees

9-1-1 Emergency System	
Billed for McHenry County	2.00
State Infrastructure Maintenance Fee	.81
State Additional Charges	.13
Federal Universal Service Fee	3.36
IL Universal Service Fee	.58
IL Telecom Relay Svc and Eqp	.32
<b>Total Surcharges and Other Fees</b>	<b>7.20</b>

### Taxes

Illinois at 7%	11.36
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<b>Total Plans and Services</b>	<b>177.67</b>
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## AT&T Long Distance

### Message Regarding Terms & Conditions:

To view your Terms & Conditions for AT&T Long  
Distance, access [www.att.com/servicepublications](http://www.att.com/servicepublications)  
or call 1-888-225-8530 to have a copy mailed.

### Invoice Summary

(as of September 01, 2011)

Current Charges	
Service Charges	.00
Credits and Adjustments	.00
Call Charges	6.59
Surcharges and Other Fees	.17
Taxes	.86
<b>Total Invoice Summary</b>	<b>7.62</b>

### Summary of Calling Plan

#### Calling Summary for BUS CLNG \$5.95 1 YR

Your contract term is from 03/24/2011 to  
03/23/2012.  
Monthly Commitment is 5.95  
You have met 6.59 of your Minimum  
Monthly Commitment.  
We have accumulated this amount from  
07/27/2011 to 08/26/2011.



# at&t

GRAFTON TOWNSHIP ASSESSOR  
PO BOX 893  
HUNTLEY, IL 60142-0893

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Account Number 847 669-3383 800 0  
Billing Date Sep 13, 2011  
Invoice Number 847669338309

## AT&T Long Distance

### Invoice Billing - Continued

Call Charges - Jul 27th thru Aug 26th  
Calls for 847-669-3383

#### Domestic

No.	Date	Time	Place Called	Number	Code	Min	Amount
1	7-27	914A	NORTHBROOK IL	847 274-4960	D	0:35	.05
2	7-27	956A	NORTHBROOK IL	708 204-2446	D	2:23	.21
3	7-27	301P	NORTHBROOK IL	847 274-4960	D	0:30	.04
4	7-28	254P	NORTHBROOK IL	847 417-8998	D	0:30	.04
5	7-29	321P	PHOENIX AZ	602 349-8600	D	5:59	.53
6	8-02	859A	NORTHBROOK IL	708 204-2446	D	1:00	.09
7	8-03	826A	RICHMOND IL	815 678-2014	D	0:36	.05
8	8-03	827A	WONDERLAKE IL	815 728-0700	D	0:30	.04
9	8-04	1100A	WONDERLAKE IL	815 653-8610	D	21:54	1.93
10	8-10	1023A	PHOENIX AZ	602 349-8600	D	1:23	.12
11	8-10	1032A	AURORA IL	630 851-9740	D	6:15	.55
12	8-16	1122A	LEMONT IL	630 739-1195	D	0:30	.04
13	8-17	804A	NORMAL IL	309 862-0300	D	1:01	.09
14	8-18	1112A	SPRINGFLD IL	217 782-2818	D	15:00	1.32
15	8-18	1133A	NORMAL IL	309 862-0300	D	2:37	.23
16	8-23	1150A	NORMAL IL	309 862-0300	D	0:32	.05
17	8-23	1249P	NORMAL IL	309 862-0300	D	1:47	.16

Subtotal Domestic Calls for 847-669-3383 5.54

Total Domestic Calls for 847-669-3383 5.54

Total Calls for 847-669-3383 5.54

#### Calls for 847-669-8233

#### Domestic

No.	Date	Time	Place Called	Number	Code	Min	Amount
18	7-26	1007A	CHICAGO IL	312 266-9027	D	1:10	.10
19	7-29	223P	TAYLOR IL	217 824-8994	D	9:03	.80
20	7-29	252P	HEBRON IL	815 648-2126	D	0:35	.05
21	8-05	138P	FARGO ND	701 232-3939	D	0:32	.05
22	8-18	135P	SPRINGFLD IL	217 782-9932	D	0:36	.05

Subtotal Domestic Calls for 847-669-8233 1.05

Total Domestic Calls for 847-669-8233 1.05

Total Calls for 847-669-8233 1.05

Total Call Charges 6.59

#### Surcharges and Other Fees

23. Fed Universal Service Fund	.10
24. Federal Regulatory Fee	.01
25. IL State Infrastructure Maintenance Fee Recov	.03
26. IL USF Surcharge	.03
Total Surcharges and Other Fees	.17

#### Taxes

27. Federal	.00
28. State	.46
29. Municipal	.40

### Invoice Billing - Continued

30. Non Home State	.00
Total Taxes	.86

Total Invoice Charges 7.62

#### Key for Calling Codes:

A Anytime	B Collect	C Calling Card
D Day	E Evening	F Call Forwarding
H Third Number	I Special Intrastate	L Late Night
M Multiple Rate Period	N Night/Weekend	
O Operator Completed - Dial Rates Apply		P Person to Person
R Standard Overseas	S Station to Station	T Discount Overseas
X Conference	Y Economy Overseas	3 Three Way

Total AT&T Long Distance 7.62

## AT&T Internet Services

#### For Billing Inquiries:

High Speed Internet (DSL): 1.800.660.3000

Web Hosting: 1.888.932.4678

Tech Support 360: 1.866.497.5073

AT&T Yahoo! Web Hosting: 1.866.722.9932

AT&T Wi-Fi contact information located at attwifi.com.

Notice: As of November 1, 2011, charges appearing in this section are for services that may be provided by AT&T Internet Services and/or by AT&T Illinois, AT&T Indiana, AT&T Michigan, AT&T Ohio, or AT&T Wisconsin, based upon your service address location.

#### Itemized Charges and Credits

No.	Date	Description	
<b>Services for WEB HOSTING</b>			
1	08-18	AT&T YAHOO! WEB HOSTING INTRO	9.56
<b>Services for 7959440</b>			
2	08-19	AT&T BUSINESS HSI ELITE-S	60.00
		Service Date: 08/18/11-09/17/11	
		GRAFTON TOWNSHIP ASSESS	
		HSI No. 847 669-0179	
		graftontwp@sbcglobal.net	
Total Itemized Charges and Credits			69.56
Total AT&T Internet Services			69.56





at&t

GRAFTON TOWNSHIP ASSESSOR  
PO BOX 993  
HUNTLEY, IL 60142-0993

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### News You Can Use

#### PREVENT DISCONNECT

Thank you for being a valued customer. It is important to inform you that all charges must be paid each month to keep your account current and prevent collection activities. In addition, please be aware that we are required to inform you of certain charges that **MUST** be paid in order to prevent interruption of basic local service. These charges are already included in the Total Amount Due and are \$324.02.

#### CARRIER CHANGE

Our records indicate that your primary local toll and long distance companies have changed. The new company is AT&T Long Distance or a company whose services are billed by this company. Your new company has agreed to pay the fee for changing long distance companies. Please contact us if this does not agree with your records.

#### LATE PAYMENT CHARGE

Effective 11/1/2011, the late payment charge for business customers will change from 1.5% or \$11.00 whichever is greater to 2.5% or \$15.00 whichever is greater. For more information, please visit us online at [att.com](http://att.com) or contact an AT&T Service Representative at the number listed on your bill.

#### CALL BEFORE YOU DIG!

Always call 811 before you begin an excavation project so all utilities can be identified and marked. Dig with care. Damages are avoided when safe digging procedures are followed. **CALL 811 BEFORE YOU DIG!**





## WARRANT LIST

## BOARD OF TOWN TRUSTEES

McHenry County  
Township of Grafton

We, the undersigned comprising the Board of Town Trustees of said Town of Grafton Township having duly met at the Town Clerk's office or duly designated area, on the 13 day of OCTOBER 2011, for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and being examined were allowed at the said meeting.

TO WHOM ALLOWED		NATURE OF CLAIM	AMOUNT
Wright Express Fleet Services	1760	Fuel	\$60.97
at&t	1752	phone & internet	\$254.85
Cardinal Office Supply	1851	office supplies	\$418.44
Conserv FS	1760	Fuel - 2 months	\$312.80
Brown & Company	1763	reimbursement letter	\$126.88
Blue Cross Blue Shield of Illinois	1243	health insurance	\$4,190.34
Humana	1243	insurance + back payments	\$611.19
Best Window Company	1299	windows	\$3,600.00
The Farmside	1762	newspaper - 2 yrs.	\$25.00
TigerDirect	1854	battery backup	\$69.87
IPAI	1761	class fee	\$340.00
Queensboro	1940	shirts (MC)	\$64.06
Dundee Communications, Inc	1751	phone wiring	\$321.00
Ice Mountain	1851	water	\$21.94
			\$10,407.34


In Witness Whereof, the members of said Board of Town Trustees have hereunto set their hand this 13 day of OCTOBER 2011.

\_\_\_\_\_  
Supervisor  
\_\_\_\_\_  
Trustee  
\_\_\_\_\_  
Trustee  
\_\_\_\_\_  
Trustee  
\_\_\_\_\_  
Trustee

EXHIBIT E