

**GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES  
December 13, 2012**

**1. Call to Order**

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

**2. Roll Call**

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

**3. Pledge of Allegiance**

The Pledge of Allegiance was said.

**4. Approval of Agenda**

As posted.

**5. Regular Business**

**A. Audit and Payment of Bills**

**Motion by Trustee LaPorta, seconded by Trustee Zirk, to review the Town Fund bills.**

**All present voted AYE. MOTION PASSED.**

**Discussion:**

Supervisor Moore referenced a letter dated November 14, 2012, from BMO Harris Bank regarding payment for the outstanding balance on the Business Mastercards for Grafton Township. (EXHIBIT I) Supervisor Moore said she did not understand why this occurred, but there are no fees associated with the payment, but the Township still owes the money. Trustee LaPorta stated that more information is needed. Road Commissioner Freund stated that his Mastercard bill has now been paid twice and there is a credit. Assessor Ottley stated that the Brown & Co. bill has already been paid. Trustee LaPorta stated that the "Keyboard Repair" charge should be taken out of contractual services and placed in Office Supplies. Supervisor Moore said that the IL Township Attorney Association is on there by mistake. Trustee Murphy asked where the charge for the Hilton Springfield that was not approved last month has gone? There was a lengthy discussion by the Trustees on postage charges by the Supervisor. Assessor Ottley and Road commissioner Freund stated that they are providing the postage to the Supervisor for their bills. Trustee Murphy stated that there has been \$2100.00 in postage over the past few months and that the Supervisor has been told repeatedly to stop stockpiling postage or sending out redundant mailings regarding Bingo. Supervisor Moore said she needs the postage to mail bills. Trustee Murphy responded that those numbers just do not add up. Trustee Zirk stated that Jack Freund is owed \$4348.40, not \$310.60 for spouse insurance.

**Motion by Trustee LaPorta, seconded by Trustee Zirk, to amend the motion to pay the Town Fund bills, but to exclude Kujovich Consulting \$600.00; Grafton Road District \$300,000.00; Ottosen, Britz, Kelly, Cooper, Gilbert & DiNiff \$37,448.43; Evans, Marshall & Pease, P.C. \$7545.00; IL Township Attorneys Assoc. \$150.00; Printing and Then Some \$295.60 (2 charges @ \$147.80 each); Supervisor's MasterCard charges \$2,675.89; Grafton Township GA Fund \$462.04/Annual Meeting mischarge; American Legion \$25.00; Postage \$90.00; J.A. Ketchmark \$824.60; to specifically pay Jack Freund/Health Insurance in the amount of \$4348.40.**

**Roll Call**

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

**NAYS: Supervisor Moore**

**ABSENT: None**

**MOTION PASSED.**

**Motion by Trustee LaPorta, seconded by Trustee Zirk, to amend the motion to pay the \$90.00 Postage, and direct the Supervisor to make a Line Item adjustment transfer of no more than the 10% allowed and report the details of the transfer at the next Regular Meeting.**

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

**NAYS: Trustees Murphy, McMahon**

**ABSENT: None**

**MOTION PASSED.**

Supervisor Moore refused to sign the Assessor's Warrant List. (EXHIBIT II)

Trustee Zirk explained a number of major errors and discrepancies in the Profit and Loss statements/documents.

**Motion by Trustee LaPorta, seconded by Trustee Murphy, to review the Road and Bridge bills.**

**All present voted AYE. MOTION PASSED**

Discussion: General discussion on the bills that the Road Commissioner Freund did not approve payment.

**Motion by Trustee LaPorta, seconded by Trustee Murphy, to amend the motion to pay the Road District bills with the exception of Grafton Township Town Fund \$2448.00; J.A. Ketchmark \$535.00; Bank of New York Mellon \$270,000 and to include the Unapproved Debit Transactions of AT&T/6831 \$75.00; Brickhouse Grill/6562 \$53.49; Bennigan's/ 6562 \$12.40; Abraham Lincoln Hotel/ 6562 \$503.44.**

**Roll Call**

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

**NAYS: Supervisor Moore**

**MOTION PASSED.**

Supervisor Moore refused to sign the approved list of bills from the Road District. (EXHIBIT III)

**B. Approval of Minutes**

**1. Minutes of November 8, 2012 Regular Township Board Meeting.**

**Motion by Trustee Murphy, seconded by Trustee Zirk, to approve the Minutes of November 8, 2012 Regular Township Meeting.**

Discussion: Clerk Ford reported that the Supervisor did not include the Exhibits that were submitted as part of the official Minutes. The Supervisor said she was saving paper.

**Motion by Trustee Murphy, seconded by Trustee Zirk, to not approve the Minutes until they are presented in their entirety.**

**Voice Vote.**

**MOTION PASSED.**

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

Donna McMahon -FOIAs to Supervisor (EXHIBIT IV)

Dennis Wagner

**7. Old Business**

A. Discussion and potential action on 1) forensic audit; 2) 2010-2011 audit; 3) 2011-2012 audit.

**Motion by Trustee LaPorta, seconded by Trustee Zirk, to discuss this Agenda item. All present voted AYE. MOTION PASSED.**

Trustee LaPorta reported that the Township was in court again today with no results, but a cost of \$4000.00 to the taxpayers.

B. Discussion and potential action to reimburse Trustee Zirk for mileage for the 2011 TOI Training class and to reimbursement of \$19.42 FOIA charges as a response to review the budget.

Motion by Trustee Murphy, seconded by Trustee LaPorta, to pay these previously approved reimbursements to Trustee Zirk by transferring \$100.00 from Line Item 1573 to Line Item 1562, resulting in a balance of \$27,900 in Line Item 1573 and a balance of \$400.00 in Line Item 1562.

Roll Call

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

NAYS: None

MOTION PASSED.

C. Discussion and potential action regarding an accounting of Supervisor's use of funds allocated for postage.

No discussion.

**8. New Business**

A. Discussion and potential action on approval of a **TAX LEVY ORDINANCE 121213-1, AN ORDINANCE LEVYING TAXES FOR GRAFTON TOWNSHIP FOR TAX YEAR 2012, COLLECTIBLE IN 2013.**

Supervisor Moore stated that Trustee Zirk recommended a 4% levy. Supervisor Moore does not agree. In reviewing the document the Supervisor presented, Trustee LaPorta lead a discussion with the other Trustees and concluded the calculations on this document were incorrect. (EXHIBIT V)

**Motion by Trustee LaPorta, seconded by Supervisor Moore, to recess the meeting. All present voted AYE. MOTION PASSED. Meeting recessed at 9 p.m.**

**Motion by Supervisor Moore, seconded by Trustee Zirk, to reconvene the meeting at 9:18 p.m. All present voted AYE. MOTION PASSED.**

**Motion by Trustee LaPorta, seconded by Trustee Murphy, to approve TAX LEVY ORDINANCE 121213-1, AN ORDINANCE LEVYING TAXES FOR GRAFTON TOWNSHIP FOR TAX YEAR 2012, COLLECTIBLE IN 2013, as modified at this meeting and when final modifications are made by the Supervisor the document will be reviewed by Trustee Zirk prior to the Clerk submitting the document to the County Clerk.**

Roll Call

AYES: Trustees LaPorta, Murphy, Zirk

NAYS: Supervisor Moore, Trustee McMahon

MOTION PASSED.

B. Discussion and potential action on approval for a **TAX LEVY ORDINANCE 121213-2, AN ORDINANCE LEVYING TAXES FOR GRAFTON TOWNSHIP ROAD DISTRICT FOR TAX YEAR 2012, COLLECTIBLE IN 2013.**

**Motion by Trustee Murphy, seconded by Trustee LaPorta, to approve TAX LEVY ORDINANCE 121213-2, AN ORDINANCE LEVYING TAXES FOR GRAFTON TOWNSHIP ROAD DISTRICT FOR TAX YEAR 2012, COLLECTIBLE IN 2013.**

Roll Call

AYES: Trustees Murphy, LaPorta, Zirk, McMahon

NAYS: Supervisor Moore

MOTION PASSED.

C. Discussion and potential action on purchase or lease of a new copy machine for the Assessor's Office.

Discussion: Assessor Ottley presented bids from three companies regarding a lease for a new copy machine. The current one is in very poor condition.

**Motion by Trustee LaPorta, seconded by Trustee Zirk, to approve the Assessor signing a contract/agreement with Stan's Office Technologies for leasing a new copy machine.**

Discussion: Supervisor Moore stated she will vote "no" since the Assessor does not have the authority to sign agreements/contracts.

**Roll Call**

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

**NAYS: Supervisor Moore**

**MOTION PASSED.**

D. Discussion and potential action regarding contracting with a new phone company for the Assessor's Office.

Discussion: Assessor Ottley presented a proposed contract with Comcast (EXHIBIT VI) that would provide faster Internet service and result in a savings to taxpayers.

**Motion by Trustee LaPorta, seconded by Trustee Murphy, a approve the Assessor signing a contract/agreement with Comcast resulting in a savings to taxpayers.**

**Roll Call**

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

**NAYS: Supervisor Moore**

**MOTION PASSED.**

E. Establishment of agenda items for next meeting.

Supervisor's use and accounting of postage; complete packet of November 8, 2012 Regular Board Meeting Minutes; forensic audit update; potential Line Item transfers for Assessor; consideration of Direct Energy.

**9. Reports**

A. Supervisor

In packet

B. Trustees

Trustee Zirk reported that the cost of Senior Bingo is not really the \$25.00 additional funds offered by a county board member, but is much greater since the Supervisor often closes her office and has the entire Supervisor's office staff present at Senior Bingo.

C. Clerk

Clerk Ford reminded all elected officials about completing the OMA on-line test and that the certificate of completion is required to be filed with the Clerk. The Clerk reported that her mail had been opened by the Supervisor. (EXHIBIT VII); she has been informed that staff has been instructed that they are not to take messages for the Clerk and that they cannot respond directly to any inquiries from the Clerk. She presented her phone number and e-mail address to the public so they may contact her directly. She also stated that she is not permitted to use the copier in the main office, so she thanked the Assessor for permitting her to use their copier since the Clerk's copier only makes one copy at a time. An election filing update was presented. She advised anyone that received an election packet from the Supervisor's office, rather than the Clerk's office that they should download the forms from the State Board of Elections snf verify the required documents by using the Candidate's Guide.

D. Assessor

He would like to join C-Star at a rate of \$300 per month. He has the funds in his budget. He believes it would be advantageous. He would like to join by January 1, 2013.

E. Road Commissioner

Commissioner Freund referenced his report. (EXHIBIT VIII)

**10. Executive Session**

None

**11. Discussion and potential action of items as discussed at Executive Session.**

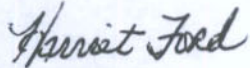
None

**12. Adjournment**

**Motion 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 10:05 p.m.**

Submitted,

A handwritten signature in cursive script that reads "Harriet Ford".

Harriet Ford  
Grafton Township Clerk

EXHIBIT I

BMO  Bank of Montreal

Account Management Centre  
Harris Bank Business MasterCard

GRAFTON TOWNSHIP  
PO BOX37  
HUNTLEY ILLINOIS  
60142

November 14, 2012

Account Number: [REDACTED] 8165 Jack Freund  
[REDACTED] 2951 Linda Moore

Dear < GRAFTON TOWNSHIP >

This is confirmation that the Harris Bank Business MasterCard for  
Grafton Township were paid out in Full from the Harris Bank  
Guarantee BUC# 04662.

Yours truly,

< Diane Newsom >  
Customer Accounts Department  
1-800-735-0909 Ext 5357

## 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 DECEMBER 2012, 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.

[illegible]

In Witness Whereof, the members of said Board of Town Trustees have hereunto set their hand this 13 day of DECEMBER 2012.

Supervisor

Trustee

Trustee

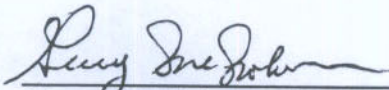
Trustee

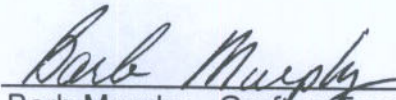
Trustee

GRAFTON TOWNSHIP ROAD DISTRICT  
VOUCHER LIST FOR DECEMBER 13, 2012 MEETING

With my signature below, I hereby approve of the invoices listed on the following pages being submitted for payment.

  
Betty Zirk - Grafton Township Trustee

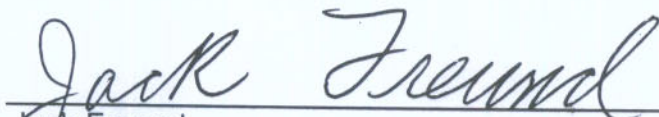
  
Gerry McMahon - Grafton Township Trustee

  
Barb Murphy - Grafton Township Trustee

  
Rob LaPorta - Grafton Township Trustee

  
Harriet Ford - Grafton Township Clerk

\_\_\_\_\_  
Linda Moore - Grafton Township Supervisor

  
Jack Freund  
Grafton Township Highway Commissioner

Meeting Date 12/13/2012

## Grafton Township Road District

Vouchers for November

Vendor	Budget Line Item	\$ Amount	Due Date
Abraham Lincoln Hotel	6562 - R&B Travel & Meeting Expense	\$503.44	11/13/2012
Ace Hardware / Ziegler's	6112 - R&B Maint Supply - Equipment	\$ 3.99	12/31/2012
Ace Hardware / Ziegler's	6113 - R&B Maint Supply - Vehicles	\$ 4.99	12/31/2012
AT&T	6831 - R&B Equipment	\$ 75.00	11/2/2012
AT&T	6552 - R&B Telephone	\$ 81.27	12/10/2012
Behm Pavement Maintenance Inc	9514 - PHR Maint Service - Road	\$ 19,950.00	12/14/2012
Bennigan's	6562 - R&B Travel & Meeting Expense	\$ 12.40	11/13/2012
BlueCross BlueShield of IL	9451 - PHR Health / Life Insurance	\$ 2,311.26	1/1/2013
Bott's Welding & Truck Service	6313 - R&B Maint Service - Vehicle	\$ 32.00	11/30/2012
Brickhouse Grill	6562 - R&B Travel & Meeting Expense	\$ 53.49	11/12/2013
Chicago International Trucks	6113 - R&B Maint Supply - Vehicles	\$ 50.52	12/10/2012
Com Ed	6371 - R&B Utilities	\$ 133.31	12/26/2012
Com Ed - Street Lights	9519 - PHR Street Lights	\$ 263.49	1/22/2013
GE Capital Retail Bank	6111 - R&B Maint Supply - Building	\$ 14.97	12/28/2012
GE Capital Retail Bank	6112 - R&B Maint Supply - Equipment	\$ 133.58	12/28/2012
GE Capital Retail Bank	6113 - R&B Maint Supply - Vehicles	\$ 83.20	12/28/2012
GE Capital Retail Bank	6122 - R&B Operating Supplies	\$ 105.85	12/28/2012
Grainger	6111 - R&B Maint Supply - Building	\$ 116.16	1/3/2013
Grainger	6112 - R&B Maint Supply - Equipment	\$ 89.96	1/3/2013
Hampshire Auto Parts	6113 - R&B Maint Supply - Vehicles	\$ 335.90	11/30/2012
Hampshire Auto Parts	6112 - R&B Maint Supply - Equipment	\$ 229.33	11/30/2012
Hinckley Springs	6122 - R&B Operating Supplies	\$ 9.23	12/3/2012
Humana Dental Insurance	9451 - PHR Health / Life Insurance	\$ 216.60	1/1/2013
Jack Freund	6562 - R&B Travel & Meeting Expense	\$ 249.75	12/14/2012
Jenny Moore	6562 - R&B Travel & Meeting Expense	\$ 23.25	12/14/2012
Ketone Automotive, Inc.	6113 - R&B Maint Supply - Vehicles	\$ 85.20	12/7/2012
Ketone Automotive, Inc.	6122 - R&B Operating Supplies	\$ 61.76	12/7/2012
Lee Brotcke	9929 - PHR Miscellaneous	\$ 500.00	12/14/2012
McHenry Cnty Twp Hwy Comm Assoc	6561 - R&B Dues & Subscription	\$ 100.00	12/26/2012
MDC Environmental Services	6373 - R&B Garbage Disposal	\$ 149.68	11/20/2012
Michael Todd & Company, Inc	9614 - PHR Maint Supply - Road	\$ 2,271.23	12/28/2012
Nextel Communications	6552 - R&B Telephone	\$ 121.60	1/22/2013
Nicor Gas	6371 - R&B Utilities	\$ 52.58	12/17/2012
The Bank of New York Mellon	6840 - R&B Debt Service	\$ 26,400.00	12/20/2012
The Encompass Gas Group, Inc	9652 - PHR Operating Supplies	\$ 85.61	12/15/2012
Trotter and Associates	9532 - PHR Engineering Service	\$ 262.50	12/1/2012
University of Illinois, PSEP	6563 - R&B Training & Education	\$ 40.00	12/28/2012
Vermeer Illinois, Inc.	6312 - R&B Maint Service - Equipment	\$ 35.00	12/1/2012
Woodstock Hicksgas, Inc	6112 - R&B Maint Supply - Equipment	\$ 20.56	12/28/2012
Zanck, Coen & Wright, P.C.	6533 - R&B Legal Service	\$ 1,305.00	11/30/2012
Total		\$56,573.66	

These bills have NOT been paid from last month that were approved on 11/8/12

Nextel Communications	6552 - R&B Telephone	\$ 220.48	12/22/2012
Township Highway Comm of IL***	6562 - R&B Travel & Meeting Expense	\$ 40.00	7/19/2012
		\$ 56,834.14	

Meeting Date 12/13/2012

Grafton Township Road District

Vouchers for November

\*\*\* This was approved to be paid by the Board of Trustees at the July 12<sup>th</sup>, 2012 regular monthly board meeting but the Supervisor refused to pay for this portion of the conference cost and sent the check in for \$170.00 instead of \$210.00.

EXHIBIT IV  
(6 pages)  
COPY

FOIA REQUEST/HAND DELIVERED TO SUPERVISOR MOORE  
AT THE GRAFTON TOWNSHIP BOARD MEETING OF DECEMBER 13, 2012

To: Linda Moore, Supervisor &  
Grafton Township FOIA Officer

Date: 12/13/2012

From: Donna McMahon

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Under the Freedom of Information Act, I am requesting that you provide a detailed description of the work you ordered performed on each of the township computers by the Township's computer tech, Will Hammerand, (including the date on which work was performed) for the months of September, October and November.

Please do not mail me your response or deliver to my home. I will pick up your response (in person) from the Grafton Township office on Friday, December 21, 2012.

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Donna M. McMahon Grafton Township Resident &  
Taxpayer

cc: Tola Sobitan  
Assistant Attorney General  
Public Access Bureau  
State of Illinois

COPY

FOIA REQUEST/HAND DELIVERED TO SUPERVISOR MOORE  
AT THE GRAFTON TOWNSHIP BOARD MEETING OF DECEMBER 13, 2012

To: Linda Moore, Supervisor &  
Grafton Township FOIA Officer

Date: 12/13/2012

From: Donna McMahon

---

*Under the Freedom of Information Act, I am requesting a copy of your detailed Hilton Springfield hotel bill where you stayed while attending the TOI Conference held November 11-13, 2012 in Springfield.*

Please do not mail me your response or deliver to my home. I will pick up your response (in person) from the Grafton Township office on Friday, December 21, 2012.

---

Donna M. McMahon Grafton Township Resident &  
Taxpayer

cc: Tola Sobitan  
Assistant Attorney General  
Public Access Bureau  
State of Illinois

COPY

FOIA REQUEST/HAND DELIVERED TO SUPERVISOR MOORE  
AT THE GRAFTON TOWNSHIP BOARD MEETING OF DECEMBER 13, 2012

To: Linda Moore, Supervisor &  
Grafton Township FOIA Officer

Date: 12/13/2012

From: Donna McMahon

---

Under the Freedom of Information Act, I am requesting a copy of the receipts for the 2 items purchased with Township Food Pantry checks. I am also requesting a copy of the Quick Books Food Pantry Check register for the months of September, October and November.

Please do not mail me your response or deliver to my home. I will pick up your response (in person) from the Grafton Township office on Friday, December 21, 2012.

---

Donna M. McMahon Grafton Township Resident &  
Taxpayer

cc: Tola Sobitan  
Assistant Attorney General  
Public Access Bureau  
State of Illinois

COPY

FOIA REQUEST/HAND DELIVERED TO SUPERVISOR MOORE  
AT THE GRAFTON TOWNSHIP BOARD MEETING OF DECEMBER 13, 2012

To: Linda Moore, Supervisor &  
Grafton Township FOIA Officer

Date: 12/13/2012

From: Donna McMahon

---

Under the Freedom of Information Act, I am requesting a copy Grafton Township General Assistance Quick Books check register for the month of November.

Please do not mail me your response or deliver to my home. I will pick up your response (in person) from the Grafton Township office on Friday, December 21, 2012.

---

Donna M. McMahon Grafton Township Resident &  
Taxpayer

cc: Tola Sobitan  
Assistant Attorney General  
Public Access Bureau  
State of Illinois

FOIA REQUEST/HAND DELIVERED TO SUPERVISOR MOORE  
AT THE GRAFTON TOWNSHIP BOARD MEETING OF DECEMBER 13, 2012

COPY

To: Linda Moore, Supervisor &  
Grafton Township FOIA Officer

Date: 12/13/2012

From: Donna McMahon

---

Under the Freedom of Information Act, I am requesting a copy of the Ottosen, Britz Kelly Cooper Gilbert & DiNolfo, Ltd. "representation letter" referred to in their Statement No. 57145 dated March 31, 2012.

So there is no confusion about what I am requesting, I have attached a copy their statement page with the item highlighted in yellow.

Please do not mail me your response or deliver to my home. I will pick up your response (in person) from the Grafton Township office on Friday, December 21, 2012.

---

Donna M. McMahon Grafton Township Resident &  
Taxpayer

cc: Tola Sobitan  
Assistant Attorney General  
Public Access Bureau  
State of Illinois

COPY

FOIA REQUEST/HAND DELIVERED TO SUPERVISOR MOORE  
AT THE GRAFTON TOWNSHIP BOARD MEETING OF DECEMBER 13, 2012

To: Linda Moore, Supervisor &  
Grafton Township FOIA Officer

Date: 12/13/2012

From: Donna McMahon

---

Under the *Freedom of Information Act*, I am requesting a copy of the John M. Nelson & Associates Law Office bill for legal service in the amount of \$13,150 that was presented for payment at the meeting of the Grafton Township board tonight. Please include all pages of this bill.

Please do not mail me your response or deliver to my home. I will pick up your response (in person) from the Grafton Township office on Friday, December 21, 2012.

---

Donna M. McMahon Grafton Township Resident &  
Taxpayer

cc: Tola Sobitan  
Assistant Attorney General

DCEO #3 (Revised 3/08)

**TAX LEVY ORDINANCE**

**TOWNSHIP**

**ORDINANCE No. ~~12142012~~**

Whereas, the Township Board of Grafton Township has the authority to pass a tax levy for the tax year 2012, collectible in 2013, and Whereas, the Township Board has determined that it is appropriate to levy the sums in the document attached hereto as Exhibit A upon all property subject to taxation within Grafton Township as that property is assessed and equalized, in order to meet and defray all the necessary expenses and liabilities of the Township as required by statute or voted by the people in accordance with law for the General Town Fund, Public assistance fund and Insurance fund for the year 2013. McHenry County, Illinois, for the tax year 2012, collectable in 2013.

BE IT ORDAINED by the Board of Trustees of Grafton Township, McHenry Co., Ill., as follows:

SECTION 1: That the sum of One Million Nine-Two Thousand, Four Hundred Fourty Six  
1,102,142  
Dollars (\$ ~~1,113,462.48~~) are hereby levied upon all

property subject to taxation within the Township as that property is assessed and equalized, in order to meet and defray all the necessary expenses and liabilities of the Township as required by statute or voted by the people in accordance with the law, for such purposes as:

General Town Fund  
Social Security Fund  
Insurance Fund  
Illinois Munical Retirement Fund

SECTION 2: That the amount levied for each object and purpose shall be as follows:

**GENERAL TOWN FUND**

**Amount  
Levied**

**TOTAL GENERAL TOWN FUND:**

REF: General Corporate Tax 60 ILCS 1/235-10 \$1,054,698.38

**INSURANCE FUND**

17,341

REF: Insurance Tax 745 ILCS 10/9-107

**Amount  
Levied**

**GENERAL ASSISTANCE FUND**

**TOTAL GENERAL ASSISTANCE FUND:** 20,461.47

REF: Public Assistance Tax 60 ILCS 1/235-20

CPI = 3.0% (2012) source McHenry Co. Clerk's Office 12/12/12

New growth= (2011) \$8,945,857 source McHenry Co. Clerk 12/12/12

**TAX LEVY SUMMARY**

	2010 Extension	2011 Extension	2012 Levy *	Increase	Total
				2013 Lev	2013 Total Lev
General Corporate Tax	\$ 909,919.40	\$ 941,613.98	\$ 1,033,637.00	\$ 41,345	\$ 1,074,982.48
Insurance Tax	\$ 14,947.72	\$ 16,716.42	\$ 17,000.00	\$ 680.00	\$ 17,680.00
Illinois Municipal Retirement Tax	\$ -			\$ -	
Social Security Tax	\$ -			\$ -	
Public Assistance Tax	\$ 79,617.44	\$ 78,668.82	\$ 20,000.00	\$ 800.00	\$ 20,800.00
<b>TOTAL TAXES LEVIED:</b>	\$1,004,484.56	\$ 1,036,999.22	\$ 1,050,427.40	\$ 42,825	\$ 1,113,462.48
Increase		\$ 32,514.66	\$ 12,428.18	22,753	
		4.999 % requested	1.51% requested	4% requested	
		3.1% received	1.3% received		

\*Final Settlement sheet not yet available from county

SECTION 3: That the Town Clerk shall make and file with the County Clerk of said County

of McHenry, on or before the last Tuesday of December, a duly certified copy of this ordinance.

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be

held invalid or be unconstitutional, such finding shall not effect the validity of the remaining portion of this ordinance.

SECTION 5: That this ordinance shall be in full force and effect after its adoption, as provided by law.

ADOPTED this fourteenth day of December, 2012, pursuant to a roll call vote by the Board of Trustees of Grafton Township, McHenry County, Illinois.

**BOARD OF TRUSTEES**

	<b><u>AYE</u></b>	<b><u>NAY</u></b>	<b><u>ABSENT</u></b>
Robert LaPorta	_____	_____	_____
Betty Zirk	_____	_____	_____
Gerald McMahon	_____	_____	_____
Barbara Murphy	_____	_____	_____
Supervisor Linda Moore	_____	_____	_____

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Chairman - Board of Trustees

## TOWNSHIP CERTIFICATION OF TAX LEVY ORDINANCE

The undersigned, duly elected, qualified and acting Clerk of Grafton Township, McHenry County, Illinois, does hereby certify that the attached hereto is a true and correct copy of the Tax Levy Ordinance, of said Township for the year 2012, as adopted this 14th day of December, 2012.

This certification is made and filed pursuant to the requirements of (60 ILCS 1/75-20) and on behalf of Grafton Township, McHenry County, Illinois.

This certification must be filed by the last Tuesday in December.

Date this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_

\_\_\_\_\_  
Town Clerk

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_

\_\_\_\_\_  
County Clerk

Tax Year: 2010

**Final Settlement Sheet**  
**McHenry County**  
**TTGF - GRAFTON TOWNSHIP**

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Current Year Taxes Due	
Original Amount Due	\$1,038,817.88
+ Supplements	\$0.00
- Cancellations	\$728.20
- Abatements/Refunds	\$404.99
+ Mobile Home	\$0.00
+/- Road & Bridge Transfer	\$0.00
+ Misc. Adjustments	\$0.00
<b>Adjusted Amount Due</b>	<b>\$1,037,684.69</b>
+ Prior Year Real Estate Tax	(\$317.29)
+ Prior Year Mobile Home Tax	\$0.00
+ Prior Year Misc. Adjustments	\$161.88
<b>Total Amount Due</b>	<b>\$1,037,529.28</b>

Current Year Taxes Paid	
Real Estate	\$1,037,339.24
Railroad	\$220.38
Mobile Home	\$0.00
Misc. Adjustments	\$0.00
Prior Year Real Estate	(\$317.29)
Prior Year Mobile Home	\$0.00
+ Prior Year Misc. Adjustments	\$161.88
- Abatements/Refunds	\$404.99
<b>Total Collected</b>	<b>\$1,036,999.22</b>
+ Hold Back	\$0.00
+ County Trustee	\$238.53
+ Forfeited Tax	\$291.53
<b>Total</b>	<b>\$1,037,529.28</b>

**Interest Distribution**

County Interest	\$8.48
Township Interest	\$0.00
<b>Total Interest</b>	<b>\$8.48</b>

**Distribution Summary**

Tax Distribution Date	Amount
06/02/2011	\$80,006.18
06/13/2011	\$248,799.01
06/27/2011	\$181,327.05
07/11/2011	\$7,371.35
07/25/2011	\$5,794.67
08/08/2011	\$3,886.92
08/22/2011	\$55,378.86
09/06/2011	\$83,745.59
09/19/2011	\$220,510.98
10/03/2011	\$119,634.81
10/17/2011	\$9,883.23
10/31/2011	\$4,837.91
11/14/2011	\$4,668.06
12/09/2011	\$11,154.60

**Totals: 14 Distributions \$1,036,999.22**

Interest Distribution Date	Amount
12/09/2011	\$8.48

**Totals: 1 Distributions \$8.48****Grand Totals: 15 Distributions \$1,037,007.70****Fund Summary**

Fund	Amount Collected	Previously Distributed	Current Distribution	Amount Available	Interest	PY Over Distrib
001 - CORPORATE	\$941,813.98	\$931,485.37	\$10,128.81	\$0.00	\$7.70	\$0.00
005 - I.M.R.F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
011 - PUBLIC ASSISTANCE	\$78,668.82	\$77,822.63	\$846.19	\$0.00	\$0.64	\$0.00
035 - LIABILITY INSURANCE	\$16,716.42	\$16,536.62	\$179.80	\$0.00	\$0.14	\$0.00
047 - SOCIAL SECURITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$1,036,999.22</b>	<b>\$1,025,844.62</b>	<b>\$11,154.60</b>	<b>\$0.00</b>	<b>\$8.48</b>	<b>\$0.00</b>

**Miscellaneous Adjustment Detail**

Year	Source	Account Type	Amount	Adjustment Description
2009	RE - Real Estate	Payment in Lieu of Tax	\$127.36	PILOT by TBA

Tax Year: 2010

## Final Settlement Sheet

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## McHenry County

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## Miscellaneous Adjustment Detail

<u>Year</u>	<u>Source</u>	<u>Account Type</u>	<u>Amount</u>	<u>Adjustment Description</u>
2009	RE - Real Estate	Back Tax Collected	\$0.10	18-14-426-001 trustee redemption by TBA
2009	RE - Real Estate	Back Tax Collected	\$0.10	18-14-427-005 trustee redemption by TBA
2009	RE - Real Estate	Back Tax Collected	\$7.16	18-01-204-013 trustee redemption by TBA
2009	RE - Real Estate	Back Tax Collected	\$1.83	18-15-400-024 trustee redemption by TBA
2009	RE - Real Estate	Back Tax Collected	\$5.30	18-01-102-021 trustee redemption by TBA
2009	RE - Real Estate	Back Tax Collected	\$3.58	18-01-204-026 trustee redemption by TBA
2009	RE - Real Estate	Back Tax Collected	\$15.71	18-01-308-002 trustee redemption by TBA
2009	RE - Real Estate	Back Tax Collected	\$0.13	18-23-301-042 trustee sale by TBA
2009	RE - Real Estate	Back Tax Collected	\$0.14	18-23-301-041 trustee sale by TBA
2009	RE - Real Estate	Back Tax Collected	\$0.47	18-01-201-015 trustee sale by TBA
Totals 11 entries			\$161.88	

## Abatement Detail

<u>Year</u>	<u>Source</u>	<u>Account Type</u>	<u>Amount</u>	<u>Adjustment Description</u>
2010	RE - Real Estate	Real Estate Abatement	\$404.99	Reversal of Trustee sale 18-01-308-002 by TBA
Totals 1 entries			\$404.99	

Tax Year: 2009

**Final Settlement Sheet**  
**McHenry County**  
**TTGF - GRAFTON TOWNSHIP**

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Current Year Taxes Due	
Original Amount Due	\$1,005,337.49
+ Supplements	\$0.00
- Cancellations	\$501.70
- Abatements/Refunds	\$0.00
+ Mobile Home	\$0.00
+/- Road & Bridge Transfer	\$0.00
+ Misc. Adjustments	\$0.00
<b>Adjusted Amount Due</b>	<b>\$1,004,835.79</b>
+ Prior Year Real Estate Tax	\$81.16
+ Prior Year Mobile Home Tax	\$0.00
+ Prior Year Misc. Adjustments	\$200.59
<b>Total Amount Due</b>	<b>\$1,005,117.54</b>

Current Year Taxes Paid	
Real Estate	\$1,004,058.17
Railroad	\$144.64
Mobile Home	\$0.00
Misc. Adjustments	\$0.00
Prior Year Real Estate	\$81.16
Prior Year Mobile Home	\$0.00
+ Prior Year Misc. Adjustments	\$200.59
- Abatements/Refunds	\$0.00
<b>Total Collected</b>	<b>\$1,004,484.56</b>
+ Hold Back	\$0.00
+ County Trustee	\$271.41
+ Forfeited Tax	\$361.57
<b>Total</b>	<b>\$1,005,117.54</b>

**Interest Distribution**

County Interest	\$10.71
Township Interest	\$0.00
<b>Total Interest</b>	<b>\$10.71</b>

**Distribution Summary**

Tax Distribution Date	Amount
05/24/2010	\$29,084.41
06/07/2010	\$173,718.88
06/21/2010	\$282,118.12
07/06/2010	\$11,114.42
07/19/2010	\$5,245.21
08/02/2010	\$4,311.37
08/18/2010	\$8,907.54
08/30/2010	\$65,382.98
09/13/2010	\$253,245.06
09/27/2010	\$132,284.65
10/12/2010	\$10,076.82
10/25/2010	\$13,959.42
12/10/2010	\$15,035.68

**Totals: 13 Distributions \$1,004,484.56**

Interest Distribution Date	Amount
12/10/2010	\$10.71

**Totals: 1 Distributions \$10.71****Grand Totals: 14 Distributions \$1,004,495.27****Fund Summary**

Fund	Amount Collected	Previously Distributed	Current Distribution	Amount Available	Interest	PY Over Distrib
001 - CORPORATE	\$909,919.40	\$896,299.23	\$13,620.17	\$0.00	\$9.70	\$0.00
005 - I.M.R.F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
011 - PUBLIC ASSISTANCE	\$79,817.44	\$78,425.69	\$1,191.75	\$0.00	\$0.85	\$0.00
035 - LIABILITY INSURANCE	\$14,947.72	\$14,723.96	\$223.76	\$0.00	\$0.16	\$0.00
047 - SOCIAL SECURITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$1,004,484.56</b>	<b>\$989,448.88</b>	<b>\$15,035.68</b>	<b>\$0.00</b>	<b>\$10.71</b>	<b>\$0.00</b>

**Miscellaneous Adjustment Detail**

Year	Source	Account Type	Amount	Adjustment Description
2008	RE - Real Estate	Back Tax Collected	\$0.38	18-03-400-014 trustee redemption by TBA
2008	RE - Real Estate	Back Tax Collected	\$0.10	16-11-104-014 trustee redemption by TBA

Tax Year: 2009

**Final Settlement Sheet**  
**McHenry County**  
**Miscellaneous Adjustment Detail**

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<u>Year</u>	<u>Source</u>	<u>Account Type</u>	<u>Amount</u>	<u>Adjustment Description</u>
2008	RE - Real Estate	Back Tax Collected	\$0.14	18-11-128-014 trustee redemption by TBA
2008	RE - Real Estate	Back Tax Collected	\$0.37	18-11-153-003 trustee redemption by TBA
2008	RE - Real Estate	Back Tax Collected	\$24.75	18-32-100-020 trustee redemption by TBA
2008	RE - Real Estate	Back Tax Collected	\$0.74	18-25-378-015 trustee redemption by TBA
2008	RE - Real Estate	Back Tax Collected	\$0.14	18-33-351-001 by TBA
2008	RE - Real Estate	Back Tax Collected	\$21.84	18-01-358-010 trustee redemption by TBA
2008	RE - Real Estate	Back Tax Collected	\$152.13	18-28-477-008 trustee redemption by TBA
<b>Totals 9 entries</b>			<b>\$200.59</b>	

Tax Year: 2008

**Final Settlement Sheet**  
**McHenry County**  
**TTGF - GRAFTON TOWNSHIP**

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**Current Year Taxes Due**

	Original Amount Due	\$989,561.01
+	Supplements	\$0.00
-	Cancellations	\$824.05
-	Abatements/Refunds	\$0.00
+	Mobile Home	\$0.00
+/-	Road & Bridge Transfer	\$0.00
+	Misc. Adjustments	\$121.10
	<b>Adjusted Amount Due</b>	<b>\$988,858.06</b>
+	Prior Year Real Estate Tax	\$342.81
+	Prior Year Mobile Home Tax	\$0.00
+	Prior Year Misc. Adjustments	\$651.39
	<b>Total Amount Due</b>	<b>\$989,852.26</b>

**Current Year Taxes Paid**

+	Real Estate	\$987,951.43
+	Railroad	\$118.78
+	Mobile Home	\$0.00
+	Misc. Adjustments	\$121.10
+	Prior Year Real Estate	\$342.81
+	Prior Year Mobile Home	\$0.00
+	Prior Year Misc. Adjustments	\$651.39
-	Abatements/Refunds	\$0.00
	<b>Total Collected</b>	<b>\$989,185.51</b>
+	Hold Back	\$0.00
+	County Trustee	\$395.75
+	Forfeited Tax	\$271.00
	<b>Total</b>	<b>\$989,852.26</b>

**Interest Distribution**

County Interest	\$16.15
Township Interest	\$0.00
<b>Total Interest</b>	<b>\$16.15</b>

**Distribution Summary**

Tax Distribution Date	Amount
05/26/2009	\$27,317.37
06/08/2009	\$296,903.98
06/22/2009	\$159,193.92
07/06/2009	\$2,517.54
07/20/2009	\$4,422.93
08/03/2009	\$5,339.76
08/17/2009	\$6,920.90
08/31/2009	\$68,232.17
09/14/2009	\$304,829.99
09/28/2009	\$68,466.13
10/13/2009	\$10,127.49
10/28/2009	\$6,323.48
11/09/2009	\$4,997.63
11/23/2009	\$3,257.87
12/07/2009	\$7,597.03
01/22/2010	\$12,737.32

**Totals: 16 Distributions** **\$989,185.51**

Interest Distribution Date	Amount
01/22/2010	\$16.15

**Totals: 1 Distributions** **\$16.15**

**Grand Totals: 17 Distributions** **\$989,201.66**

**Fund Summary**

Fund	Amount Collected	Previously Distributed	Current Distribution	Amount Available	Interest	PY Over Distrib
001 - CORPORATE	\$894,820.15	\$883,297.95	\$11,522.20	\$0.00	\$14.81	\$0.00
005 - I.M.R.F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
011 - PUBLIC ASSISTANCE	\$79,470.17	\$78,448.87	\$1,023.30	\$0.00	\$1.30	\$0.00
035 - LIABILITY INSURANCE	\$14,895.19	\$14,703.37	\$191.82	\$0.00	\$0.24	\$0.00
047 - SOCIAL SECURITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$989,185.51</b>	<b>\$976,448.19</b>	<b>\$12,737.32</b>	<b>\$0.00</b>	<b>\$16.15</b>	<b>\$0.00</b>

Tax Year: 2008

## Final Settlement Sheet

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## McHenry County

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## Miscellaneous Adjustment Detail

<u>Year</u>	<u>Source</u>	<u>Account Type</u>	<u>Amount</u>	<u>Adjustment Description</u>
2007	RE - Real Estate	Back Tax Collected	\$6.77	trustee redemption 18-01-205-008 by TBA
2007	RE - Real Estate	Back Tax Collected	\$6.77	trustee redemption 18-01-205-009 by TBA
2007	RE - Real Estate	Back Tax Collected	\$158.65	18-33-400-004 trustee sale proceeds by TBA
2007	RE - Real Estate	Back Tax Collected	\$1.12	18-33-106-006 trustee redemption by TBA
2007	RE - Real Estate	Back Tax Collected	\$0.01	46-33-177-001 trustee redemption by TBA
2007	RE - Real Estate	Back Tax Collected	\$8.83	18-02-276-049 trustee redemption by TBA
2007	RE - Real Estate	Back Tax Collected	\$8.77	18-01-205-010 trustee redemption by TBA
2007	RE - Real Estate	Back Tax Collected	\$4.33	18-02-276-013 trustee redemption by TBA
2007	RE - Real Estate	Back Tax Collected	\$4.33	18-02-276-016 trustee redemption by TBA
2007	RE - Real Estate	Back Tax Collected	\$2.96	18-12-129-004 trustee redemption by TBA
2007	RE - Real Estate	Back Tax Collected	\$2.96	18-12-129-006 trustee redemption by TBA
2007	RE - Real Estate	Back Tax Collected	\$44.90	18-10-427-003 trustee redemption by TBA
2007	RE - Real Estate	Back Tax Collected	\$404.99	18-01-308-002 trustee sale by TBA
2008	RE - Real Estate	Payment In Lieu of Tax	\$121.10	PILOT by TBA
Totals 14 entries			\$772.49	

Business Phone (847) 669-3383

County

Cell Phone

Email Address assessor@graftontownship.us

Pager Number

Primary Fax Number

Technical Contact Name

Tech Contact On-Site? No

Technical Contact Business Phone

Technical Contact Email

Property Manager Contact Name

Property Mgr. Phone

## COMCAST BUSINESS CLASS SERVICES

## Selection (X)

Business Class Voice	X
Business Class Internet	X
Business Class TV	X

Service Term (Months)

36

## COMCAST BUSINESS CLASS SERVICES DETAILS

## Business Class Voice\*

VOICE SELECTIONS	Quantity	Unit Cost	Total Cost
Full Feature Voice Lines	3	\$39.95	\$119.85
Adtl. F.F. Voice Lines w/ pkg.			
4+ Lines	1	\$24.95	\$24.95
Basic Lines	0	\$24.95	\$0.00
Fax Lines	0	\$24.95	\$0.00
Toll Free Numbers			
Equipment Fee	1	N/A	\$7.00
VOICE OPTIONS	Selection(X)	Total Cost	
Voicemail	1	\$0.00	
Directory Listing Suppression Fee			
Auto-Attendant			

\* Voice offers &amp; options not available in all markets.

## Business Class Internet\*

INTERNET SELECTIONS	Selection(X)	Total Cost
Starter		
Preferred		
Other Premium	X	\$99.95
Equipment Fee		
INTERNET OPTIONS	Selection(X)	Total Cost
Microsoft Outlook Office Email	X	Included
Web Hosting - Starter	X	Included
Web Hosting - Business		
Web Hosting - Commerce		
Web Hosting - Professional		
Static IP - 1		
Static IP - 5		
Static IP - 13		
Xfinity Wifi		

\* Internet selections &amp; options not available in all markets.

## Business Class Packages

Package Name:

## PACKAGE DESCRIPTION

## Business Class TV\*

TV SELECTIONS		Selection(X)	Total Cost	
Basic		X	\$4.95	
Information & Entertainment				
Standard				
Preferred				
Music Choice Standalone				
TV OPTIONS		Selection	Total Cost	
Sports Pack**				
Music Choice W/Business Class				
Canales Selecto				
Other Programming				
Other Programming				
Other Programming				
TV OUTLETS		Quantity	Unit Cost	Total Cost
Additional Outlets		0	\$9.95	\$0.00
HD TV Box Charges		0	\$5.00	\$0.00
mini mDTA/mDTA Type		# of Outlets	NRC	MRC

\* Not available in home offices or public view establishments. TV selections &amp; options not available in all markets.

\*\* Available for Information &amp; Entertainment, Standard &amp; Preferred TV offers only.

## COMCAST BUSINESS CLASS TOTAL SERVICE CHARGES

Business Class	Selection(X)	Unit Cost	Total Cost
Installation Fee	X	\$0.00	\$0.00
Voice Activation Fee*	X	\$24.95/Line	\$99.80
Auto-Attendant Setup Fee			
Voice Jack Fee			
Toll Free Activation Fee			

\* Per line activation fee, up to four (4) line maximum charge.

Total Installation Charges:\* \$99.80

\* Does not include Custom Installation Fees referenced below.

Total Monthly Service Charge

\$256.70

Promotional Code (if applicable) 29.95BCV\_Lines1-3\_WV13

Less Discount (if applicable) \$30.00

Total Recurring Monthly Bill:\*

\$226.70

\* Applicable federal, state, and local taxes and fees may apply.

## GENERAL SPECIAL INSTRUCTIONS

Promotion Code 29.95BCV\_Lines1-3\_WV13 - Business Class Voice-Full Featured w Voicemail lines (BCV) at a discounted price of \$29.95 for life of contract, lines 1-3. Requires minimum purchase of BCI Starter or higher or BCTV Private View C1 or higher or BCTV Public View. BCTV of any level can be added to the BCV and BCI Starter or higher combination. Standard installation charges waived. 3 year term required. Taxes, usage and fees are extra.

Business Class Internet: Starter	2 Full Access	Transfer Existing Comcast.net Email	No
Business Class Internet: Preferred	4 Full Access	Number of Static IPs*	
Other: Premium	8 Email boxes included	* If 5 or 13 Static IPs are requested a STATIC IP JUSTIFICATION FORM is required.	

### COMCAST BUSINESS CLASS TV CONFIGURATION DETAILS

Outlet Details	Location	Outlet Type	Additional Comments:
Outlet 1 - Primary	Outlet - 1	Analog	
Outlet 2 - Additional			
Outlet 3 - Additional			
Outlet 4 - Additional			
Outlet 5 - Additional			
Outlet 6 - Additional			
Outlet 7 - Additional			
Outlet 8 - Additional			

OUTLETS 9 & UP	QUANTITY
Analog	
Digital	
HDTV	
DTA	

### COMCAST BUSINESS CLASS VOICE CONFIGURATION DETAILS

Phone #	Type	Voicemail	Customer Equipment
8476693383	Full Featured, Unltd LD Voice Line	Yes	Phone System Type ( Key System, PBX, Other)
8476690179	Full Featured, Unltd LD Voice Line	No	
8476699553	Full Featured, Unltd LD Voice Line	No	Phone System Manufacturer
8476698233	4+ Line	No	
			Fax Machine Manufacturer
			Alarm System Vendor
			Point of Sale Device
			Telco Closet Location
			Hunt Group Configuration Details
			Hunt Group Features Requested (Yes/No)
			Yes
			Hunt Group Configuration Type
			Sequential
			Hunt Group Pilot Number
			8476693383

Toll Free #	Calling Origination Area	Associated TN

#### Directory Listing Details

Directory (Published, Non-Published, Unlisted)	Published
Directory Listing Phone Number	8476693383
Directory Listing Display Name	GRAFTON TOWNSHIP ASSESSOR
DADL Header Text Information	POLITICAL ORGANIZATIONS

#### Additional Voice Details

Caller ID (Yes/No)	Yes
Caller ID Display Name (max 15 char.)	GRAFTON TWP

Billing Name (3rd Party Accounts)

State ILAddress 1 10109 VINE STZIP Code 60142Address 2 UNIT CBilling Contact Email assessor@graftontownship.usBilling Contact Name BILL OTTLEYBilling Contact Phone (847) 669-3383Tax Exempt?\* No

Billing Fax Number \_\_\_\_\_

*\* If yes, please provide and attach tax exemption certificate.*

## AGREEMENT

1. This Comcast Business Class Service Order Agreement sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to Customer. This Comcast Business Class Service Order Agreement consists of this document ("SOA"), the standard Comcast Business Class Terms and Conditions ("Terms and Conditions"), and any jointly executed amendments ("Amendments"), collectively referred to as the "Agreement". In the event of inconsistency among these documents, precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions (<http://business.comcast.com/terms-conditions/index.aspx>). All capitalized terms not defined in this SOA shall reflect the definitions given to them in the Terms and Conditions. Use of the Services is also subject to the then current High-Speed Internet for Business Acceptable Use Policy located at <http://business.comcast.com/terms-conditions/index.aspx> (or any successor URL), and the then current High-Speed Internet for Business Privacy Policy located at <http://business.comcast.com/terms-conditions/index.aspx> (or any successor URL), both of which Comcast may update from time to time.

2. Each Comcast Business Class Service ("Service") carries a 30 day money back guarantee. If within the first thirty days following Service activation Customer is not completely satisfied, Customer may cancel Service and Comcast will issue a refund for Service charges actually paid by Customer, custom installation, voice usage charges, and optional service fees excluded. In order to be eligible for the refund, Customer must cancel Service within thirty days of activation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00.

3. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS CLASS VOICE SERVICE, I ACKNOWLEDGE RECEIPT AND UNDERSTANDING OF THE E911 NOTICE:

### E911 NOTICE

Comcast Business Class Voice service ("Voice") may have the E911 limitations specified below:

⌘ In order for 911 calls to be properly directed to emergency services using Voice, Comcast must have the correct service address for the Voice Customer. If Voice is moved to a different location without Comcast's approval, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or Voice (including 911) may fail altogether.

⌘ Voice uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if the battery back-up in the associated multimedia terminal adapter is not installed, fails, or is exhausted after several hours.

⌘ Voice calls, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network/equipment/power failure, or another technical problem.

⌘ Comcast will need several business days to update a Customer service address in the E911 system. All change requests and questions should be directed to 1-800-391-3000. USE OF VOICE AFTER DELIVERY OF THIS DOCUMENT CONSTITUTES CUSTOMER ACKNOWLEDGEMENT OF THE E911 NOTICE ABOVE.

4. To complete a Voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

5. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

6. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Senior Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

### CUSTOMER SIGNATURE

By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at <http://business.comcast.com/terms-conditions/index.aspx>.

Signature: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

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

### FOR COMCAST USE ONLY

Sales Representative: Maleek Mills

Sales Representative Code: \_\_\_\_\_

Sales Manager/Director Karis Rouse

Sales Manager/Director \_\_\_\_\_

Division: CentralLead ID: 5329624

Billing Name ("Company"): GRAFTON TOWNSHIP ASSESSOR

Billing Address: 10109 VINE ST UNIT C

City: HUNTLEY State: IL Zip: 60142

If Company is switching its current phone number(s) to Comcast, please print the telephone number(s) and the name(s) of Company's current local and long distance phone service providers in the spaces below.

Area code(s) and telephone number(s) Company wants switched to Comcast (you may also insert a number range, e.g., 215-555-0000 thru 215-555-9999):

Telephone Number	Current Local Provider
8476693383	ATT
8476690179	ATT
8476699553	ATT
8476698233	ATT

Telephone Number	Current Local Provider

**Please read the following information:**

The undersigned is an authorized representative of the Company. Company chooses Comcast for all its landline calling needs across town, across the country, and worldwide for the telephone number(s) listed above (if applicable). Company understands that Comcast will take the place of its current landline phone service provider(s) for local, local toll, and long distance services. Company understands that, for each of these services, it may designate only one provider per service for any one telephone number. Company also understands that the service provided by Comcast includes all distances, which means that Company may only designate one provider for all of its calling needs for any one telephone number.

The undersigned signature on this form authorizes Comcast to act as Company's agent in making the changes from Company's current service provider(s), and to switch Company's telephone number(s), listed above (if applicable), to Comcast. Company understands that its current service provider(s) may charge a fee to switch its service to Comcast

**Please sign here:**

Authorized Representative's \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Representative's Name (Print): \_\_\_\_\_

Authorized Representative's Title (Print): \_\_\_\_\_

### Certificate of Completion

Envelope Number: 185B3ADF75D7433B867A87E5C6CB0A3B  
 Subject: Please DocuSign this document: GRAFTON TOWNSHIP ASSESSOR ID 5329624.pdf  
 Lead ID: 5329624  
 Division: Central  
 Region: Chicago  
 Customer Service Address:  
 Source Envelope:  
 Document Pages: 4  
 Certificate Pages: 1  
 AutoNav: Enabled  
 Envelope Stamping: Enabled

Status: Delivered

Signatures: 2  
 Initials: 1

Envelope Originator:  
 Maleek Mills  
 One Comcast Center  
 Philadelphia, PA 19103  
 maleek\_mills@cable.comcast.com  
 IP Address: 69.241.64.18

### Record Tracking

Status: Original  
 7/16/2012 1:21:33 PM PT

Holder: Maleek Mills  
 maleek\_mills@cable.comcast.com

Location: DocuSign

### Signer Events

#### Signature

#### Timestamp

BILL OTTLEY  
 assessor@graftontownship.us  
 Security Level: Email, Account Authentication  
 (None)  
 Consumer Disclosure:  
 Not Offered  
 ID:

Sent: 7/16/2012 1:29:09 PM PT  
 Delivered: 7/16/2012 1:32:15 PM PT

### In Person Signer Events

#### Signature

#### Timestamp

### Editor Delivery Events

#### Status

#### Timestamp

### Agent Delivery Events

#### Status

#### Timestamp

### Intermediary Delivery Events

#### Status

#### Timestamp

### Certified Delivery Events

#### Status

#### Timestamp

### Carbon Copy Events

#### Status

#### Timestamp

### Envelope Summary Events

#### Status

#### Timestamps

Envelope Sent  
 Certified Delivered

Hashed/Encrypted  
 Security Checked

7/16/2012 1:29:09 PM PT  
 7/16/2012 1:32:15 PM PT

### Certificate of Completion

Envelope Number: 185B3ADF75D7433B867A87E5C6CB0A3B  
 Subject: Please DocuSign this document: GRAFTON TOWNSHIP ASSESSOR ID 5329624.pdf  
 Lead ID: 5329624  
 Division: Central  
 Region: Chicago  
 Customer Service Address:  
 Source Envelope:  
 Document Pages: 4  
 Certificate Pages: 1  
 AutoNav: Enabled  
 Envelope Stamping: Enabled

Status: Delivered

Signatures: 2  
 Initials: 1

Envelope Originator:  
 Maleek Mills  
 One Comcast Center  
 Philadelphia, PA 19103  
 maleek\_mills@cable.comcast.com  
 IP Address: 69.241.64.18

### Record Tracking

Status: Original  
 7/16/2012 1:21:33 PM PT

Holder: Maleek Mills  
 maleek\_mills@cable.comcast.com

Location: DocuSign

### Signer Events

BILL OTTLEY  
 assessor@graftontownship.us  
 Security Level: Email, Account Authentication  
 (None)  
 Consumer Disclosure:  
 Not Offered  
 ID:

### Signature

### Timestamp

Sent: 7/16/2012 1:29:09 PM PT  
 Delivered: 7/16/2012 1:32:15 PM PT

### In Person Signer Events

### Signature

### Timestamp

### Editor Delivery Events

### Status

### Timestamp

### Agent Delivery Events

### Status

### Timestamp

### Intermediary Delivery Events

### Status

### Timestamp

### Certified Delivery Events

### Status

### Timestamp

### Carbon Copy Events

### Status

### Timestamp

### Envelope Summary Events

### Status

### Timestamps

Envelope Sent  
 Certified Delivered

Hashed/Encrypted  
 Security Checked

7/16/2012 1:29:09 PM PT  
 7/16/2012 1:32:15 PM PT

EXHIBIT VII

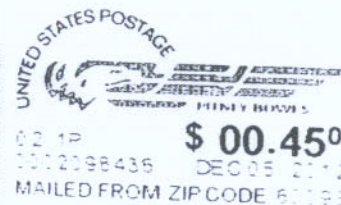
KATHERINE C. SCHULTZ  
McHENRY COUNTY CLERK  
McHENRY COUNTY GOVERNMENT CENTER  
2200 N. SEMINARY AVENUE  
WOODSTOCK, ILLINOIS 60098

**IMPORTANT**

Sorry, I opened this on accident.  
*2 more*

GRAFTON TOWNSHIP  
CLERK  
10109 VINE ST  
PO BOX 37  
HUNTLEY IL 60142

FIRST CLASS



60142\$0037 B001



## Road District of Grafton Township

Jack Freund, Highway Commissioner  
10109 Vine Street, Unit A  
Huntley, IL 60142  
Phone 847-669-5070  
Fax 847-659-1075

### HIGHWAY COMMISSIONER REPORT

November 2012

- There were 2 Special Moving permits totaling \$80.00.
  
- TOWNSHIP HIGHWAY COMM OF IL bill for \$40.00 was not paid that was approved to be paid the last 5 months.
  
- NEXTEL BILL from last month was not paid yet, this needs to be paid this month along with the current month.
  
- Reports – Still have not received any since August 2011.

If you have questions, please give me a call at the office and come in and see me.