

GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES
Monday June 17, 2013

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

2. Roll Call

Present: Trustees Holtorf, Wagner, Zirk; Supervisor Kearns; Road Commissioner Poznanski; Assessor Ottley; Clerk Francis. Absent: Trustee Ziller

3. Pledge of Allegiance

Pledge of allegiance was said.

Trustee Ziller entered the meeting at 7:32 p.m.

4. Approval of Agenda as posted

Motion by Trustee Zirk, second by Trustee Holtorf to approve Agenda as posted.
All Ayes, Motion Carries.

5. Regular Business

A) Approve Minutes from Special Meeting dated May 23, 2013-exhibit I

Motion by Trustee Zirk, second by Trustee Ziller to approve minutes with correction noted on item 6.

All Ayes. Motion Carries.

B) Audit and Payment of bills

- 1) Discussion and potential action to pay bills as submitted. Board signs warrant list-Exhibit II.
- 2) Discussion and potential action to pay some or all legal bills from past litigation
- 3) Discussion and potential action to pay some or all bills previously rejected by previous board administration

The board reviewed all of the bills on the Warrant List item by item.

Motion by Trustee Wagner, second by Trustee Holtorf to approve bills with the exception of those determined to be pulled out for individual vote.

Roll Call:

Ayes: Trustees Wagner, Holtorf, Ziller, Zirk, Supervisor Kearns.

Nays: None.

Motion Carries.

Individual bills vote:

Discussion about BMO Harris Bank.

Motion by Trustee Wagner second by Trustee Holtorf to pay BMO Harris.

Roll Call:

Ayes: Trustees Wagner, Holtorf, Ziller; Supervisor Kearns

Nays: Zirk

Motion Carries.

Discussion about Kujovich Consulting. Decision pending more information.

Discussion about Printing & Then Some
Motion by Trustee Ziller, second by Trustee Wagner to pay Printing & Then Some.

Roll Call:

Ayes: Trustees Ziller, Wagner, Holtorf

Nays: Trustee Zirk; Supervisor Kearns

Motion Carries.

Motion by Trustee Holtorf, second by Trustee Zirk to pay Case-Ellis.

Roll Call:

Ayes: Trustees Holtorf, Zirk, Ziller, Kearns

Nays: None

Abstention: Trustee Wagner

Motion Carries.

Discussion about Ancel, Glink, Diamond, Buch, DiCanni & Rolek.

Decision pending billing detail.

Discussion about John M. Nelson & Associates.

Motion by Trustee Wagner, second by Trustee Holtorf to pay John M. Nelson & Associates.

Roll Call:

Ayes: Trustees Wagner, Holtorf, Ziller, Zirk; Supervisor Kearns

Nays: None

Motion Carries.

Discussion about Ottosen Britz Kelly Cooper Gilbert & DiNilf.

Decision pending further discussions with Ottosen Britz Kelly Cooper Gilbert & DiNilf.

Discussion about Michael C. Poper, P.C.

Motion by Trustee Wagner, second by Trustee Holtorf to pay Michael C. Poper, P.C.

Roll Call:

Ayes: Trustees Wagner, Holtorf, Ziller; Supervisor Kearns

Nays: Trustee Zirk

Motion Carries

6. Old Business

- A) Motion for approval of the Road Budget and Appropriation Ordinance of 2013-2014—Exhibit III

Motion by Trustee Holtorf second by Trustee Zirk to approve Road Budget with noted corrections.

Roll Call:

Ayes: Trustees Holtorf, Zirk, Wagner, Ziller; Supervisor Kearns

Nays: None

Motion Carries.

- B) Discussion and potential action of the final Audit ending March 31, 2012
- 1) Presentation by George Roach
George Roach walked the board through his report – posted to website June 21st, 2013.
 - 2) Motion to Approve Audit ending March 31, 2012
Motion by Trustee Zirk second by Trustee Holtorf to approve Grafton Township Audit ending March 31, 2013.
Roll Call:
Ayes: Trustees Zirk, Holtorf, Wagner, Ziller; Supervisor Kearns
Nays: None
Motion Carries.

New Business

- A) Motion to Approve the Intergovernmental agreement dated July 1, 2013 between Grafton Township and the Village of Huntley for Senior Transportation Service. Exhibit IV

Motion by Trustee Holtorf second by Trustee Wagner to approve the Intergovernmental Agreement allowing Township Town Fund to purchase gasoline and diesel from Road District fuel tanks for Supervisor's Town Fund Vehicles at a rate per gallon to coincide with the rate paid by Road District for the fuel.

Roll Call:

Ayes: Trustees Holtorf, Wagner, Ziller, Zirk; Supervisor Kearns

Nays: None

Motion Carries

- B) Motion to Approve Grafton Township Supervisor to apply for the McHenry County Senior Services Grant.

Supervisor Kearns discusses possible grant, which could award up to \$10,000.

Motion by Trustee Ziller second by Trustee Holtorf to complete application process for grant.

All Ayes, Motion Carries.

- C) Motion to preapprove payment of reoccurring monthly bill for the Road District, Town Fund and Assessor.

Discussion that the timing of the regular meetings in which bills are approved does not always coincide with the date payment is due. In the past, this has resulted in service charges or late fees. Allowing approval in advance of these bills will prevent these unnecessary fees.

Motion by Trustee Holtorf second by Trustee Zirk to approve recurring monthly bills for insurance, electric, phone, gas, cable (Assessor's office bundled phone and internet), copier lease and trash removal for the Town Fund and the Assessor's Office.

Roll Call:

Ayes: Trustees Holtorf, Zirk, Wagner, Ziller; Supervisor Kearns

Nays: None

Motion Carries.

- D) Motion to Attend July 19, 2013 newly elected official training Boot Camp for All elected Officials and pay \$425.00 registration fee and expenses.
Motion by Trustee Zirk second by Trustee Holtorf to pay registration fee and expenses for trustees to attend newly elected official Boot Camp on either July 19, 2013 or July 26, 2013.

Roll Call:

Ayes: Trustees Zirk, Holtorf, Wagner, Ziller; Supervisor Kearns

Nays: None

Motion Carries

- E) Motion to Approve Intergovernmental Agreement between the Grafton Township Highway Commissioner and Supervisor. Two Intergovernmental Agreements were discussed. Exhibit V

Motion by Trustee Wagner second by Trustee Holtorf to have Town Fund Supervisor vehicles and Assessors Office vehicles mechanics and maintenance serviced by the Road District as possible, subject to clarification on a concern about liability.

Roll Call:

Ayes: Trustees Wagner, Holtorf, Zirk, Ziller; Supervisor Kearns

Nays: None

Motion Carries.

Motion by Trustee Zirk second by Trustee Wagner to lower the rent the Grafton Town Fund pays the Road District from \$1,850 per month to \$1,050 per month.

Roll Call:

Ayes: Trustees Zirk, Wagner, Holtorf; Supervisor Kearns

Nays: Trustee Ziller

Motion Carries.

- F) Motion to charge Grafton Township non-elected employees to pay \$90.00/month for those participating in Health Insurance Plan.
No motion.

7. Public Comment:

Jean Siegel would like to know if the Township bus can go to Spring Hill Mall. Trustees explained that at this time the bus boundaries must be Randall Road.

8. Reports

- A) Supervisor: Supervisor Kearns announced there will be a special meeting June 26, 2013 following the Town Fund Budget Hearing for the purpose of discussion on the Prevailing Wage Ordinance and a possible audit committee. Supervisor thanks and compliments the Township Board and the Township employees on a job well done.
B) Trustees: Exhibit VI—Trustee Holtorf discussed the various wiring, IT and other projects he feels would benefit the Township in the Township building.
C) Clerk – FOIA Reports: Will be discussed at a later date

- D) Assessor: Assessor Ottley explained that there was an emergency and a meeting needed to be held on March 6, 2013 to get the phone bill paid so that the Assessor's Office phone service would not be disconnected.
- E) Road Commissioner: Has a full staff now that he hired a new employee. The Road District has started mowing. Coyne Station road repairs will be completed this year.
- F) Legal: None

9. Motion to convene an executive session to discuss pending litigation and personnel involving the Township pursuant to 5ILCS 120/2(c) (11).

Motion by Trustee Wagner second by Trustee Ziller to convene an executive session to discuss personnel and pending litigation involving the Township at 9:35 P.M.

All Ayes. Motion Carries.

The Township Regular Meeting reconvened at 9:57.

10. Adjournment

Motion by Trustee Zirk second by Trustee Holtorf to adjourn the meeting at 9:57 p.m.

All Ayes. Meeting Adjourned.

Submitted,

Kathryn Francis
Grafton Township Clerk

GRAFTON TOWNSHIP SPECIAL BOARD MEETING MINUTES
May 23, 2013

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

1. Roll Call

Present: Trustees Holtorf, Wagner, Ziller, Zirk; Supervisor Kearns; Road Commissioner Poznanski; Clerk Francis. Absent: Assessor Ottley

2. Pledge of Allegiance

3. Public Comment

Joseph Vakaty asked that we hire an attorney to provide written opinion on whether or not to adopt Roberts Rules for Meetings.

Pete Gonigan commented that the board does not have to go into closed meetings and that nothing prohibits public discussion of what went on in the closed meeting.

4. Approval of Minutes Dated May 9, 2013

Motion by Trustee Zirk, seconded by Trustee Holtorf to approve Minutes of Township Meeting Dated May 9th, 2013

Aye: Trustees Zirk, Holtorf, Wagner, Ziller; Supervisor Kearns

Nay: None

MOTION PASSED

5. Adoption of Roberts Rules of Order for Township Meetings

Motion by Trustee Wagner, seconded by Trustee Ziller to adopt Roberts Rules of Order for Township Meetings.

Aye: Trustees Wagner, Ziller, Zirk, Holtorf; Supervisor Kearns

Nay: None

MOTION PASSED

Assessor Ottley joined meeting at 7:39 pm

6. Review Township Budgets and take possible action.

Motion by Trustee Holtorf, seconded by Trustee Wagner, to adopt township budget with corrections as noted during discussion. (Exhibits I, II & III)

AYE: Trustees Holtorf, Wagner, Ziller, Zirk; Supervisor Kearns

NAY: None

MOTION PASSED

7. Review Road District Budgets and take possible action.

Motion by Trustee Ziller, seconded by Trustee Holtorf to table approval and action on Road District Budget. (Exhibits IV & V)

Aye: Trustees Ziller, Holtorf, Ziller, Zirk; Supervisor Kearns

Nay: None

MOTION PASSED

8. Amend and set meeting schedule for regular monthly meetings.

Motion by Trustee Wagner, seconded by Trustee Holtorf that the Grafton Township Regular Meetings will be scheduled on the 3rd Monday of each month at 7:30 pm to be held in the Grafton Township Meeting Hall.

Aye: Trustees Wagner, Holtorf, Ziller, Zirk; Supervisor Kearns

Nay: None

MOTION PASSED

9. Employment of a township accountant to work with the Supervisor for the following items:

- a.) to perform an analysis of unpaid bills and propose / work out a plan to pay debts to creditors.
- b.) to develop a cash flow analysis of monthly township income and expenses.
- c.) to develop a system of monthly reports to the board that are in compliance with generally accepted township, accounting and auditing procedures.

Motion by Trustee Wagner, seconded by Trustee Zirk to approve hiring of Township Accountant as stated above.

Aye: Trustees Wagner, Zirk, Holtorf, Ziller; Supervisor Kearns

Nay: None

MOTION PASSED

10. Discussion and possible action to hire a new Township Attorney

Motion by Trustee Holtorf, seconded by Trustee Ziller to hire Joseph Gottemoller as Township Attorney.

Aye: Trustees Holtorf, Ziller, Wagner, Zirk; Supervisor Kearns

Nay: None

MOTION PASSED

11. Executive Meeting

Motion by Trustee Ziller, seconded by Trustee Zirk to convene an executive session at 8:35 pm. for the purpose of discussing pending litigation and personnel.

Aye: Trustees Ziller, Zirk, Holtorf, Wagner; Supervisor Kearns

Nay: None

MOTION PASSED

Supervisor Kearns called regular meeting to order at 9:45 pm.

12. Suspend, go forward or modify forensic audit until the Township Board can assess and weigh the cost and justification for the audit.

Supervisor Kearns and Trustee Ziller announce there will be no motion.

Motion by Trustee Wagner, seconded by Trustee Ziller, to adjourn the meeting.

All present voted AYE. MOTION PASSED. Meeting adjourned at 9:45 p.m.

Submitted,

Kathryn Francis
Grafton Township Clerk

WARRANT LIST


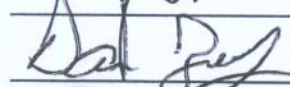
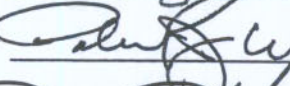
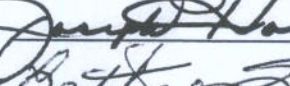

BOARD OF TOWN TRUSTEES

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 17 day of JUNE 20 13, 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
Comcast	1752	phone, internet	\$200.83
Cardinal Office Supply	1851	office supplies	\$35.89
CoStar	1762	commercial sales info	\$891.00
Hugo Roldan	1760	BOR hearing expenses	\$17.29
Blue Cross Blue Shield of Illinois	1243	health insurance	\$4,622.52
US Bank	1756	copier lease fee	\$96.61
Humana	1243	insurance	\$433.20
Cirone Computer Consulting, Inc.	1761	training for assessment program	\$330.00
Illinois Property Assessment Inst.	1761	class - R Alexander	\$340.00
Illinois Property Assessment Inst.	1761	class- J Collier	\$340.00
Illinois Property Assessment Inst.	1761	class - H Roldan	\$340.00
Minute Man Press	1758	purchase order forms	\$273.65
McHenry Co. Assessor's Assc.	1759	dues 2013-2014	\$40.00
Ice Mountain	1851	water	\$40.35
Illinois Property Assessment Inst.	1761	class- Dave Knutson	\$340.00
Conserv FS	1760	fuel	\$239.42
Hugo Roldan	1760	meals for training	\$19.46
Michael C. Poper	1753	legal services	\$5,250.00
Stan's Office Tech	1751	service agreement	\$231.25
Tiger Direct	1854	replace monitor	\$119.16
Illinois Property Assessment Inst.	1761	class- James Burke	\$340.00

In Witness Whereof, the members of said Board of Town Trustees have hereunto set their hand this 17 day of JUNE 20 13.


 Supervisor
 Trustee
 Trustee
 Trustee
 Trustee

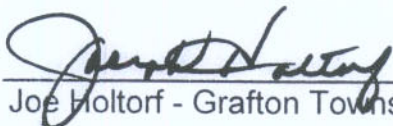
ASSESSOR'S BILLS

	Amount	17-JUNE-13	Category
131	\$200.83	Comcast	1752 phone, internet
127	\$35.89	Cardunal Office Supply	1851 office supplies
138	\$891.00	CoStar	1762 commercial sales info
139	\$17.29	Hugo Roldan	1760 BOR hearing expenses
128	\$4,622.52	Blue Cross Blue Shield of Illinois	1243 health insurance
136	\$96.61	US Bank	1756 copier lease fee
130	\$433.20	Humana	1243 insurance
132	\$330.00	Cirone Computer Consulting, Inc.	1761 training for assessment program
133	\$340.00	Illinois Property Assessment Inst.	1761 class - R Alexander
134	\$340.00	Illinois Property Assessment Inst.	1761 class - J Collier
135	\$340.00	Illinois Property Assessment Inst.	1761 class - H Roldan
129	\$273.65	Minute Man Press	1758 purchase order forms
140	\$40.00	McHenry Co. Assessor's Assc.	1759 dues 2013-2014
137	\$40.35	Ice Mountain	1851 water
147	\$340.00	Illinois Property Assessment Inst.	1761 class- Dave Knutson
143	\$239.42	Conserv FS	1760 fuel
144	\$19.46	Hugo Roldan	1760 meals for training
142	\$5,250.00	Michael C. Poper	1753 legal services
146	\$231.25	Stan's Office Tech	1751 service agreement
141	\$119.16	Tiger Direct	1854 replace monitor
145	\$340.00	Illinois Property Assessment Inst.	1761 class- James Burke


GRAFTON TOWNSHIP ROAD DISTRICT
VOUCHER LIST FOR JUNE 17, 2013 MEETING

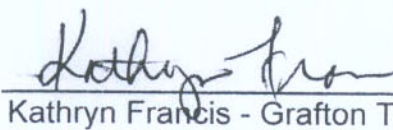
With my signature below, I hereby approve of the invoices listed on the following pages being submitted for payment.

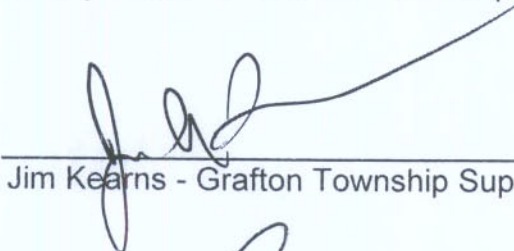

Betty Zirk - Grafton Township Trustee


Joe Holtorf - Grafton Township Trustee


Dan Ziller Jr. - Grafton Township Trustee


Bob Wagner - Grafton Township Trustee


Kathryn Francis - Grafton Township Clerk


Jim Kearns - Grafton Township Supervisor


Tom Poznanski
Grafton Township Highway Commissioner

Meeting Date 6/17/2013

Grafton Township Road District

Vouchers for May

Vendor	Budget Line Item	\$ Amount	Due Date
Ace Hardware / Ziegler's	6112 - R&B Maint Supply - Equipment	\$ 8.52	6/30/2013
AT&T	6552 - R&B Telephone	\$ 146.74	6/6/2013
Buck Brothers Inc.	6112 - R&B Maint Supply - Equipment	\$ 97.08	6/10/2013
Centegra Occupational Health	9929 - PHR Miscellaneous	\$ 90.00	7/3/2013
Com Ed	6371 - R&B Utilities	\$ 114.53	6/24/2013
Com Ed - Street Lights	9519 - PHR Street Lights	\$ 239.52	7/23/2013
Conserv FS	9655 - PHR Auto Fuel & Oil	\$ 2,132.05	6/30/2013
Grafton Township Town Fund-Pay Date 5/16/13	6952 - R&B Intergovernmental Agmt.	\$ 2,731.61	6/17/2013
Grafton Township Town Fund-Pay Date 5/30/13	6952 - R&B Intergovernmental Agmt.	\$ 1,365.78	6/17/2013
Hinckley Springs	6122 - R&B Operating Supplies	\$ 24.42	5/20/2013
McCann Industries Inc	6112 - R&B Maint Supply - Equipment	\$ 242.40	6/11/2013
MDC Environmental Services	6373 - R&B Garbage Disposal	\$ 148.77	5/20/2013
Michael Todd & Company, Inc.	6112 - R&B Maint Supply - Equipment	\$ 446.00	6/9/2013
Minuteman Press	6651 - R&B Office Supplies	\$ 273.65	6/25/2013
Nextel Communications	6552 - R&B Telephone	\$ 136.15	6/16/2013
Nicor Gas	6371 - R&B Utilities	\$ 96.91	6/21/2013
N. I. T. H. C. A.	6561 - R&B Dues & Subscriptions	\$ 50.00	6/18/2013
N. I. T. H. C. A.	6562 - R&B Travel & Meeting Expense	\$ 15.00	6/18/2013
North American Salt Co.	9656 - PHR Salt, Calcium, Ice Control	\$ 12,125.38	6/9/2013
O'Reilly Automoitive, Inc.	9655 - PHR Auto Fuel & Oil	\$ 38.98	6/17/2013
The Bank of New York Mellon	6840 - R&B Debt Service	\$ 5,900.00	6/24/2013
Trotter and Associates, Inc.	9532 - PHR Engineering Service	\$ 11,122.51	5/30/2013
United States Postal Service	6551 - R&B Postage	\$ 46.00	6/18/2013
Zanck, Coen, Wright & Saladin, P.C.	6533 - R&B Legal Service	\$ 790.00	5/30/2013
Total		\$38,382.00	
<u>Additional Vouchers added on 6/10/2013</u>			
Bakley Construction Corp	9614 - PHR Maint Supplies - Road	\$ 773.79	6/30/2013
MDC Environmental Services	6373 - R&B Garbage Disposal	\$ 149.16	6/20/2013
Nicor Gas	6371 - R&B Utilities	\$ 64.02	7/22/2013
Zanck, Coen, Wright & Saladin, P.C.	6533 - R&B Legal Service	\$ 566.50	6/30/2013
		\$ 1,553.47	
New Total		\$ 39,935.47	

BUDGET & APPROPRIATION ORDINANCE

ROAD DISTRICT

ORDINANCE No. 061713-4

Exhibit III

FILED
McHENRY COUNTY, IL

JUN 25 2013

Katherine R. Indelicato
COUNTY CLERK

An ordinance appropriating for all road purposes for Grafton Township
Road District, McHenry County, Illinois, for the fiscal year beginning
April 1, 2013 and ending March 31, 2014.

BE IT ORDAINED by the Board of Trustees of Grafton Township,
McHenry County, Illinois.

SECTION 1: That the amounts hereinafter set forth, or so much thereof as may be authorized
by law, and as may be needed or deemed necessary to defray all expenses and liabilities of
Grafton Township Road District, be and the same are hereby appropriated for
road purposes of Grafton Township Road District, McHenry
County, Illinois, as hereafter specified for the fiscal year beginning April 1, 2013
and ending March 31, 2014.

SECTION 2: That the following budget containing an estimate of revenues and expenditures
is hereby adopted for the following funds,

General Road Fund

Insurance Fund

Illinois Municipal Retirement Fund

Permanent Road Fund

2013-2014
Budgeted

ADMINISTRATION

CAPITAL OUTLAY

6831	Equipment	5,000	
			<hr/> 5,000

COMMODITIES

6651	Office Supplies	800	
			<hr/> 800

CONTRACTUAL SERVICES

6512	Maintenance Equipment	1,000	
6531	Accounting Service	27,000	
6533	Legal Service	60,000	
6551	Postage	300	
6552	Telephone	5,000	
6553	Publishing	1,500	
6554	Printing	200	
6561	Dues & Subscriptions	300	
6562	Travel & Meeting Expense	6,000	
6563	Education & Training	1,000	
			<hr/> 102,300

OTHER EXPENDITURES

6914	Municipal Replacement Tax	7,800	
6929	Miscellaneous Expense	8,000	
			<hr/> 15,800

PERSONNEL

6421	Salaries	8,000	
			<hr/> 8,000

TOTAL ADMINISTRATION:			<hr/> 131,900
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2013-2014
Budgeted

22 INSURANCE FUND

BEGINNING BALANCE April 1, 2013 19,587

REVENUES

7000	Property Tax	24,994
7020	Interest Income	20
7050	Miscellaneous Income	2,900

TOTAL REVENUES: 27,914

TOTAL FUNDS AVAILABLE: 47,501

EXPENDITURES

PERSONNEL

7453	Unemployment Insurance	6,000
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CONTRACTUAL SERVICES

7593	Risk Management Contribution	39,000
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TOTAL EXPEND/APPROPRIATION: 45,000

ENDING BALANCE March 31, 2014 2,501

25 PERMANENT ROAD FUND

BEGINNING BALANCE April 1, 2013 495,305

REVENUES

9000	Property Tax	500,484
9020	Interest Income	200
9040	Intergovernmental Agreement	500
9050	Miscellaneous Income	1,200
9060	Permits & Bonds	2,000
9080	Grant Income	100

TOTAL REVENUES: 504,484

TOTAL FUNDS AVAILABLE: 999,789

EXPENDITURES

COMMODITIES

9614	Maintenance Supplies-Road	45,000
9652	Operating Supplies	10,000
9655	Auto Fuel & Oil	45,000
9656	Salt, Calcium, Ice Control	100,000

200,000

CONTRACTUAL SERVICES

9514	Maintenance Service-Road	375,000
9518	Road Stripping	25,000
9519	Street Lights	6,000
9520	Road Signs & Materials	30,000
9532	Engineering Service	45,000
9594	Rentals	15,000

496,000

OTHER EXPENDITURES

9929	Miscellaneous Expense	10,000
9952	Intergovernmental Agreement	14,500

24,500

PERSONNEL

9421	Salaries	200,000
9451	Health / Life Insurance	40,000
9461	Social Security Contribution	15,000
9462	Medicare Contribution	4,000
9472	Uniforms	2,000

261,000

TOTAL EXPENDITURES: 981,500

9917	Contingencies	15,000
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TOTAL APPROPRIATIONS: 996,500

ENDING BALANCE March 31, 2014 3,289


SECTION 6: That section 3 shall be and is a summary of the annual Appropriation Ordinance of this Road District, passed by the Board of Trustees as required by law and shall be in full force and effect from and after this date.

SECTION 7: That a certified copy of the Budget & Appropriation Ordinance must be filed with the County Clerk within 30 days after adoption.

ADOPTED this 17 day of June, 2013 pursuant to a roll call vote by the Board of Trustees of Grafton Township, McHenry County, Illinois.

BOARD OF TRUSTEES

	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Jim Kearns	<u>X</u>	_____	_____
Betty Zirk	<u>X</u>	_____	_____
Joe Holtorf	<u>X</u>	_____	_____
Dan Ziller Jr.	<u>X</u>	_____	_____
Bob Wagner	<u>X</u>	_____	_____



Town Clerk



Chairman

CERTIFIED ESTIMATE OF REVENUES BY SOURCE

ROAD DISTRICT

FILED
McHENRY COUNTY, IL

JUN 25 2013

Kathleen C. Schulz
COUNTY CLERK

The undersigned, Supervisor, Chief Fiscal Officer, of Grafton Township, McHenry County, Illinois, does hereby certify that the estimate of revenues, by source or anticipated to be received by said taxing district, is either set forth in said ordinance as "Revenues" or attached hereto by separate document, is a true statement of said estimate.

This certification is made and filed pursuant to the requirements of (35 ILCS 200/18-50) and on behalf of Grafton Township Road District, McHenry County, Illinois.

This certification must be filed within 30 days after the adoption of the Budget & Appropriation Ordinance.

Dated this 21 day of June, 2013

Jon A. 12

Chief Fiscal Officer

Filed this _____ day of _____, 2013

County Clerk

INTERGOVERNMENTAL AGREEMENT

GRAFTON TOWNSHIP HIGHWAY COMMISSIONER AND GRAFTON TOWNSHIP SUPERVISOR

May 23, 2013

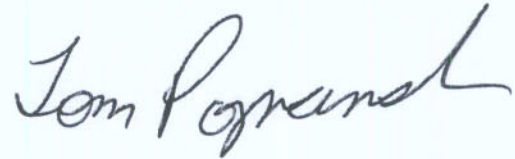
Re: Gasoline and Diesel sale from Road District to Town Fund (Supervisor's Office)

The Supervisor agrees to purchase, through the Permanent Hard Road Fund, gasoline and diesel from the fuel tanks of the Road District used by the Supervisor's Town Fund Vehicles. The rate per gallon will be determined by the Highway Commissioner's purchase price for the current gasoline in the storage tank.

This agreement will commence June 1, 2013, and will continue until either party wishes to withdraw. This statement will be furnished in writing.

The Supervisor will be billed monthly; this portion of the fuel bill will be paid directly to the vendor, which will be approved at the monthly regular board meeting. A copy of said transaction will be presented for approval and filed with the monthly bills.

Grafton Township Highway Commissioner:



Grafton Township Supervisor:



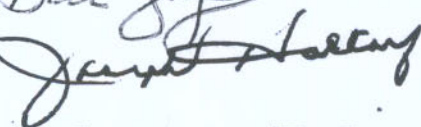
Trustee:



Trustee:



Trustee:



Trustee:



INTERGOVERNMENTAL AGREEMENT

GRAFTON TOWNSHIP HIGHWAY COMMISSIONER AND GRAFTON TOWNSHIP SUPERVISOR

May 23, 2013

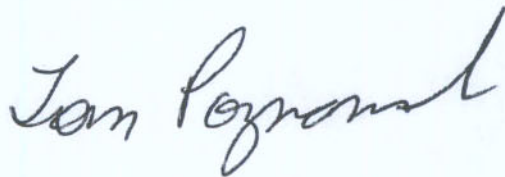
**Re: Repairs and Services on Township Vehicles from Road District to Town Fund
(Supervisor's Office)**

The Supervisor agrees to reimburse the Permanent Hard Road Fund for all repairs or services done on all Township vehicles by the Road District. The Supervisor will pay for all labor and all parts/maintenance supply bills. The labor rate will be \$30.00 an hour and will be negotiated yearly.

This agreement will commence June 1, 2013, and will continue until either party wishes to withdraw. This statement will be furnished in writing.

The Supervisor will be billed monthly for labor with a transfer of funds from the Town Fund to the Permanent Hard Road Fund and all parts/maintenance supply bills will be paid directly out of the town funds to the vendor, which will be approved at the monthly regular board meeting. All parts/maintenance supplies need to be provided and on hand before services are performed. A copy of said transactions will be presented for approval and filed with the monthly bills.

Grafton Township Highway Commissioner:



Grafton Township Supervisor:



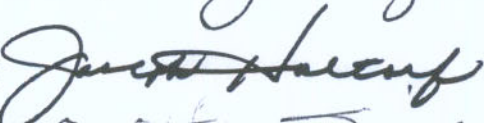
Trustee:



Trustee:



Trustee:



Trustee:

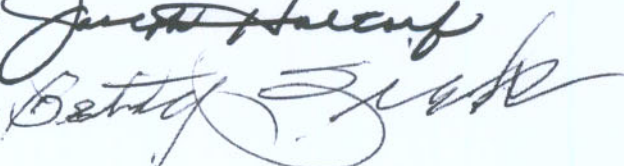


Exhibit IV

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

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June 11, 2013

VIA FACSIMILE & U.S. MAIL
FAX NO. (815) 459-0290

Mr. Joseph Gottemoller
Madsen, Sugden & Gottemoller
One N. Virginia St.
Crystal Lake, IL 60014

Re: Grafton Township Road District

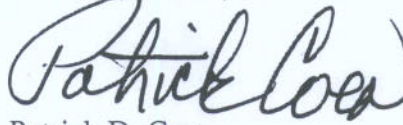
Dear Joe:

Enclosed is a copy of the Intergovernmental Agreement between the Road District and the Township with attached exhibits concerning the leases as entered on February 10, 2011 at a duly conducted board meeting. As discussed, the Township lease for the office building would be modified to \$1,050.00 per month instead of \$1,850.00 per month as by agreement with the Road District Commissioner and the Supervisor. My understanding is that the agreed amendment would be presented by you for vote at the June 17th board meeting.

If there are any questions about this material, please feel free to call.

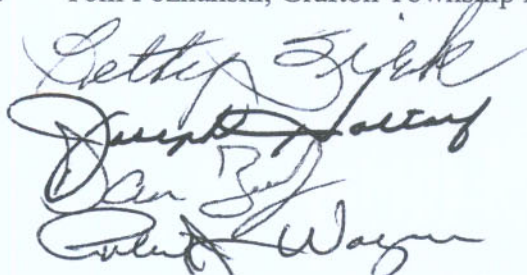
Yours very truly,

ZANCK, COEN, WRIGHT & SALADIN, P.C.


Patrick D. Coen

PDC/els
Encl.

cc: Tom Poznanski, Grafton Township Road Commissioner



Trustee Committee Report

Subject - Township Office Needs:

1. The Quickbook software has been updated from 2003 to Pro2013 version.
2. Computers have been checked for current version of MS Windows 7. Only one laptop needs updating.
3. Review of Data Base restore process has been corrected. Last update was 12/15/2012. System now updates every day at 3:00 pm.
4. We plan to consolidate our current set-up for the Township Supervisors website by getting rid of justhost.com as a domain and web host and changing our domain to GoDaddy from graftontownshipsupervisorl.us to graftonts.net
5. Building needs electrical updating. Too many power blocks being used off the same circuit. Both Township and Assessor offices need additional circuits. Need at least two estimates to address this issue.
6. Along with the electrical wiring, we need to run Cat5e computer wiring for each work station to the router cable box. This will insure we have every work station hard wired to the server.
7. We have a server that is already equipped with Raid file 3-500GB drivers. We need to add additional of 500 GB and update the server control program.
8. Along with the server, we need to add a NAS drive for back up. This would be a separate drive that would be stored in a safe area each night.

9. Additional equipment needed would be a cable modem, a new router, an additional switch and two UPS power packs with six ports to insure power in case of a power surge/outage.
10. The conversion of these changes needs to be planned in phases so as not to interrupt work.
11. We have set up a new purchase order system for the Township.
12. Have AT and T set up all phones so they are compatible and lines rollover correctly. Check Fax line routing.
13. The website needs a facelift. We need a committee to discuss the issue.