

**NOTICE AND AGENDA  
ANNUAL TOWN MEETING  
GRAFTON TOWNSHIP**

10109 Vine Street, Huntley, Illinois 60142

*Tuesday, April 9, 2024*

APPROVED AGENDA

NOTICE IS HEREBY GIVEN to the legal voters, residents of Grafton Township the County of McHenry and State of Illinois, that the Annual Township Board Meeting of Grafton Township, McHenry County, Illinois will take place on **Tuesday, April 09, 2024**, at the hour of **7:00 PM at: Grafton Township Board Room, 10109 Vine Street, Huntley IL**, for the transaction of the miscellaneous business of the said Township. After a Moderator having been elected, will proceed to hear and consider reports of officers, and decide on such measures as may, in pursuance of law, come before the meeting; and to consider and decide the following:

1. Call to Order
2. Pledge of Allegiance
3. Explanation of Procedures
4.
  - A. Nominations for Moderator
  - B. Close of Nominations for Moderator
  - C. Election of Moderator
  - D. Moderator's Oath of Office
5. Adoption of Rule of Order
6. Approval of the Minutes of the April 12, 2023 Annual Town Meeting.
7. Presentation of Annual Township Financial Reports
  - A. Presentation of Supervisor's Annual Financial Report: Discussion and potential action to waive the reading.
  - B. Presentation of Highway Commissioner's Annual Financial Report: Discussion and potential action to waive the reading.
8. Old Business
9. New Business
  - A. Motion to sell surplus Township equipment valued at \$100 or more.
  - B. Motion to purchase equipment in compliance with Illinois State Statute
  - C. Motion to set Annual Town Meeting for Tuesday, April 8, 2025 at 7:00 p.m.
10. Public Comment
11. Adjournment

Dated and Posted by Township Clerk Kathleen Watson

Posted March 21, 2024

This agenda was prepared by Township Clerk in accordance with the direction of the Township Board Rules.

**APPROVED AS PRESENTED - GRAFTON TOWNSHIP ANNUAL TOWN MEETING**

Grafton Township, McHenry County, Illinois

*TUESDAY, April 11, 2023*

The Annual Town Meeting of the Grafton Township was held on **Tuesday, April 11, 2023**, being the second Tuesday of said month, at the hour of **7:00 PM at the offices of Grafton Township, 10109 Vine Street, Huntley IL**, for the transaction of the miscellaneous business of the said Township; and after a Moderator having been elected, proceeded to hear and consider reports of officers, and decide on such measures as may, in pursuance of law, come before the meeting; and consider and decided the following:

**1. Call to Order**

Clerk Watson called the meeting to order @ 7:00 p.m. Electors signed in prior to the meeting and confirmed to be Grafton Township electors.

**2. Pledge of Allegiance**

Clerk Watson led the constituents in the Pledge of Allegiance.

**3. Explanation of Procedures**

Clerk Watson explained the rules of the meeting.

**A. Only registered voters of Grafton Township will be able to vote;**

**B. All residents in attendance, either elected or not, have the same vote as electors in each matter voted upon.**

**4. Selection/Oath of Moderator**

**A. Nominations for Moderator**

i. **Matt Cooper made a motion, 2<sup>nd</sup> by Dan Ziller Jr. to nominate Timothy Hoeft for moderator of the meeting.** Voice vote taken, all ayes noted, motion carried.

ii. **Dan Ziller Jr. made a motion, 2<sup>nd</sup> by Eric Ruth to close the nominations.** Voice vote taken, all ayes noted, motion carried.

**B. Election of Moderator**

i. **Dan Ziller Jr. made a motion, 2<sup>nd</sup> by Eric Ruth to elect Timothy Hoeft as Moderator of the 2023 Grafton Township Annual Meeting.** Voice vote taken, only nay voice vote was Timothy Hoeft. All remaining participants aye votes noted, motion carried.

**C. Moderator's Oath of Office**

Clerk Watson administered the Moderator's Oath of Office to Timothy Hoeft.

**D. Signing of Moderator's Oath**

A signed copy of the Moderator's Oath will be made part of these original minutes.

**5. Adoption of Rules -**

**Eric Ruth made a motion, 2<sup>nd</sup> by Matt Cooper to adopt the Roberts Rules of Order.** Voice vote taken, all ayes noted, motion carried.

**6. Approval of the Minutes of the April 12, 2022 Annual Town Meeting**

**Frank Kearns made a motion, 2<sup>nd</sup> by Tammy Lueth to accept the minutes of the April 12, 2022 Annual Meeting as presented.** Voice vote taken, all ayes noted, motion carried.

7. **Presentation of Annual Township Financial Reports**

A. Presentation of Supervisor's Annual Financial Report: Discussion and potential action to waive the reading of the Reports:

**A motion was made by Matt Cooper, 2<sup>nd</sup> by Frank Kearns to Approve and Waive the Reading of the Supervisor's Annual Financial Report.** Voice vote taken, all ayes noted, motion carried.

B. Presentation of Highway Commissioner's Annual Financial Report: Discussion and potential action to waive the reading.

**A motion was made by Tammy Lueth, 2<sup>nd</sup> by Matt Cooper to Approve and Waive the Reading of the Highway Commissioner's Annual Financial Report.** Voice vote noted, all ayes noted, motion carried.

8. **Old Business – None**

9. **New Business**

A. Motion to sell surplus Township equipment valued at \$100 or more.

**A motion was made by Frank Kearns, 2<sup>nd</sup> by Dan Ziller Jr. i to sell surplus equipment valued at \$100 or more in compliance with Illinois State Statute.** A voice vote taken, all ayes noted, motion carried.

B. Motion to sell surplus Road District equipment valued at \$100 or more and purchase equipment in compliance with Illinois State Statute

**A motion was made by Eric Ruth, 2<sup>nd</sup> by Matt Cooper to sell surplus Road District equipment valued at \$100 or more and purchase equipment in compliance with Illinois State Statute.** Voice vote taken, all ayes noted, motion carried.

C. Motion to set Annual Town Meeting for Tuesday, April 11, 2023 at 7:00 p.m.

**A motion was made by Tammy Lueth, 2<sup>nd</sup> by Dan Ziller Jr. to set the Annual Town Meeting for Tuesday, April 11, 2023 at a location to be decided by the Board.** A voice vote taken, all ayes noted, motion carried.

10. **Public Comment - None**

11. **Adjournment**

**Frank Kearns made a motion, 2<sup>nd</sup> by Matt Cooper to adjourn the meeting.** Voice vote taken, all ayes noted, motion carried. Meeting adjourned @ 7:05 p.m.

Respectfully submitted,

Kathleen Watson, Grafton Township Clerk

Timothy Hoeft, Elected Moderator

Prepared by Kathleen Watson

**SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS**

**TOWN FUND**

I, Eric Ruth Supervisor of Grafton Township,

McHenry County, Illinois, being duly sworn, depose and say that the following

statement is a correct report for the fiscal year beginning April 1, 2023 and ending

March 31, 2024

<b>BEGINNING BALANCE</b>	April 1, 2023	1,751,376
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**REVENUES**

Property Tax	650,707
Replacement Tax	71,384
Interest Income	52,133
Miscellaneous Income	2,438

<b>TOTAL REVENUES:</b>	776,662
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**EXPENDITURES**

Administration	479,001
Assessor	254,837
Home Relief	10,420
Insurance	15,669
Illinois Municipal Retirement	10,031
Social Security	19,571

<b>TOTAL EXPENDITURES:</b>	789,529
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<b>ENDING BALANCE</b>	March 31, 2024	1,738,509
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**SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS**

**TOWN FUND**

The amount of tax levied the preceding year: (2022) 651,520

The amount of property tax collected: (2023) 650,707

The Supervisor shall, within 30 days before the annual town meeting, prepare and file this report with the Township Clerk. This report is not required to be published in a newspaper.

(60 ILCS 1/70-15 & 1/70-30)

Subscribed and sworn to this \_\_\_\_\_ day of April, 2024.

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Eric Ruth  
Grafton Township Supervisor

**SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS**

**ROAD & BRIDGE FUND**

I, Eric Ruth Supervisor of Grafton Township,

McHenry County, Illinois, being duly sworn, depose and say that the following

statement is a correct report for the fiscal year beginning April 1, 2023 and ending

March 31, 2024.

<b>BEGINNING BALANCE</b>	April 1, 2023	\$816,456
<b><u>REVENUES</u></b>		
Property Tax		749,591
Replacement Tax		121,394
Interest Income		29,418
IGA		3,300
Permits & Bonds		7,209
Court Fines & Permits		475
Miscellaneous Income		75,284
<b>TOTAL REVENUES:</b>		986,671
<b><u>EXPENDITURES</u></b>		
Administration		305,330
Maintenance		601,958
Insurance		22,678
Illinois Municipal Retirement		10,593
Social Security		15,250
<b>TOTAL EXPENDITURES:</b>		\$955,809
<b>ENDING BALANCE</b>	March 31, 2024	\$847,318

**SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS**

**ROAD & BRIDGE FUND**

The amount of tax levied the preceding year: (2022) 857,409

The amount of property tax collected: (2023) 749,591

The Supervisor shall, within 30 days before the annual town meeting, prepare and file this report with the Township Clerk. This report is not required to be published in a newspaper. (60 ILCS 1/70-15 & 1/70-30)

Subscribed and sworn to this \_\_\_\_\_ day of April, 2024.

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Eric Ruth  
Grafton Township Supervisor