

**NOTICE AND AGENDA  
ANNUAL TOWN MEETING**

**GRAFTON TOWNSHIP REGULAR BOARD MEETING**  
Grafton Township, McHenry County, Illinois

*Tuesday, April 11, 2023*

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 the Grafton Township Board, McHenry County, Illinois will take place on **Tuesday, April 11, 2023**, 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
  - C. Close of Nominations for Moderator
  - D. Election of Moderator
  - E. Moderator's Oath of Office
5. Adoption of Rules
  - A. Adoption of rules of order for the Grafton Township 2023 Annual Town Meeting.
6.
  - A. Approval of the Minutes of the April 12, 2022 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 sell surplus Road District equipment valued at \$100 or more and purchase equipment in compliance with Illinois State Statute
  - C. Motion to set Annual Town Meeting for Tuesday, April 9, 2024 at 7:00 p.m.
10. Public Comment
11. Adjournment

Dated and Posted by Township Clerk Kathleen Watson

Posted March 28, 2023

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



**GRAFTON TOWNSHIP ANNUAL TOWN MEETING**  
Graton Township, McHenry County, Illinois  
TUESDAY, April 12, 2022

The Annual Town Meeting of the Grafton Township was held on Tuesday, April 12, 2022, being the second Tuesday of said month, at the hour of 7:00 PM at the offices of Grafton Township, 10109 Vine Street, Bentley 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 the resolution, 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. Daniel Ziller Jr. made a motion, 2<sup>nd</sup> by Sean Cratty to nominate Timothy Hoeft for moderator of the meeting. Voice vote taken, all ayes noted, motion carried.**

**ii. Daniel 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. Matt Cooper made a motion, 2<sup>nd</sup> by Eric Ruth to elect Timothy Hoeft as Moderator of the 2022 Grafton Township Annual Meeting. Voice vote taken, all ayes 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.

**Adoption of Rules -**

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

**Approval of the Minutes of the April 13, 2021 Annual Town Meeting**

**Daniel Ziller Jr. made a motion, 2<sup>nd</sup> by Matt Cooper to accept the minutes of the April 13, 2021 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 Daniel Ziller Jr. 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 Sean Cratty, 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 Eric Ruth, 2<sup>nd</sup> by Leslie Melendi 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 Daniel Ziller Jr., 2<sup>nd</sup> by Sean Cratty 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 Eric Ruth, 2<sup>nd</sup> by Matt Cooper 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 Daniel Ziller Jr. to adjourn the meeting.** Voice vote taken, all ayes noted, motion carried. Meeting adjourned @ 7:03 p.m.

Respectfully submitted,

Kathleen Watson, Grafton Township Clerk

Timothy Hoeft, Elected Moderator

Prepared by Kathleen Watson



DCEO #6 (Revised 11/13)

**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, 2022 and ending

March 31, 2023

<b>BEGINNING BALANCE</b>	April 1, 2022	1,634,241
<b><u>REVENUES</u></b>		
Property Tax		707,478
Replacement Tax		93,592
IGA Road Commissioner Salary		0
Interest Income		19,959
Miscellaneous Income		2,821
<b>TOTAL REVENUES:</b>		823,851
<b><u>EXPENDITURES</u></b>		
Administration		424,237
Assessor		225,004
Home Relief		8,553
Insurance		14,688
Illinois Municipal Retirement		13,003
Social Security		21,231
<b>TOTAL EXPENDITURES:</b>		706,716
<b>ENDING BALANCE</b>	March 31, 2023	1,751,376

**SUPERVISOR'S STATEMENT OF FINANCIAL AFFAIRS**

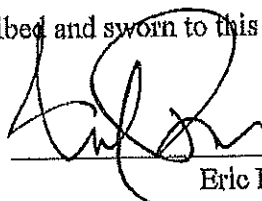
**TOWN FUND**

The amount of tax levied the preceding year:	2021	741,575
The amount of property tax collected:	2022	707,478

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 4<sup>TH</sup> day of April, 2023.

  
\_\_\_\_\_  
Eric Ruth  
Grafton Township Supervisor



**HIGHWAY COMMISSIONER'S ANNUAL REPORT**

**IMRF FUND**

To the Board of Trustees, Grafton Township McHenry County, Illinois.

I, Frank Kearns, Highway Commissioner of Grafton Township

Road District McHenry County, Illinois, being duly sworn, depose and say

that the following statement is a correct report for the fiscal year beginning April 1, 2022

and ending March 31, 2023.

<b>BEGINNING BALANCE</b>	1-Apr-22	32,041
<b><u>REVENUES</u></b>		
Property Tax	12,550	
Interest Income	278	
Miscellaneous Income	0	
<b>TOTAL REVENUES:</b>		12,828
<b><u>EXPENDITURES</u></b>		
Illinois Municipal Retirement	15,459	
<b>TOTAL EXPENDITURES:</b>		15,459
<b>ENDING BALANCE</b>	31-Mar-23	29,411

HIGHWAY COMMISSIONER'S ANNUAL REPORT

IMRF FUND

The amount of unpaid liabilities 1,401

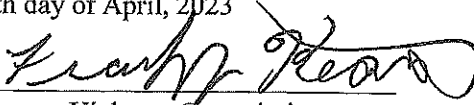
The estimate of undetermined liabilities: 0

An inventory of all tools with a present value in excess of \$200, equipment and vehicles owned and state of repair of these tools, equipment and vehicles.

Any additional matter concerning the roads.

The Highway Commissioner shall present this report to the Board of Trustees within 30 days before the Annual Town Meeting. This report is not required to be published in a newspaper. (605 ILCS 5/6-201.15)

Subscribed and sworn to this 4th day of April, 2023

  
Highway Commissioner

LIST OF CREDITORS

**DETERMINED  
OR  
ESTIMATED  
AMOUNT**

_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0
_____	0

**HIGHWAY COMMISSIONER'S ANNUAL REPORT**

**ROAD & BRIDGE FUND**

To the Board of Trustees, Grafton Township McHenry County, Illinois.

I, Frank Kearns, Highway Commissioner of Grafton Township

Road District McHenry County, Illinois, being duly sworn, depose and say

that the following statement is a correct report for the fiscal year beginning April 1, 2022

and ending March 31, 2023.

<b>BEGINNING BALANCE</b>	1-Apr-22	780,465
<b><u>REVENUES</u></b>		
Property Tax	115,719	
Replacement Tax	159,160	
Interest Income	4,174	
Rental Income	0	
Intergovernmental Agreement	1,407	
Miscellaneous Income	9,710	
Court Fines & Permits	100	
Grant Income	0	
<b>TOTAL REVENUES:</b>		290,270
<b><u>EXPENDITURES</u></b>		
Administration	51,226	
Maintenance	567,121	
<b>TOTAL EXPENDITURES:</b>		618,347
<b>ENDING BALANCE</b>	21-Mar-23	452,388



HIGHWAY COMMISSIONER'S ANNUAL REPORT

INSURANCE FUND

To the Board of Trustees, Grafton Township McHenry County, Illinois.  
I, Frank Kearns, Highway Commissioner of Grafton Township  
Road District McHenry County, Illinois, being duly sworn, depose and say  
that the following statement is a correct report for the fiscal year beginning April 1, 2022  
and ending March 31, 2023.

BEGINNING BALANCE	1-Apr-22	30,938
<u>REVENUES</u>		
Property Tax	10,466	
Interest Income	417	
Miscellaneous Income	3,096	
TOTAL REVENUES:		13,979
<u>EXPENDITURES</u>		
Insurance	20,056	
Unemployment Insurance	569	
TOTAL EXPENDITURES:		20,625
ENDING BALANCE	31-Mar-23	24,292

HIGHWAY COMMISSIONER'S ANNUAL REPORT

INSURANCE FUND

The amount of unpaid liabilities 0

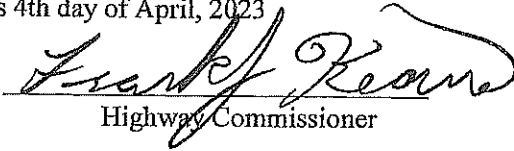
The estimate of undetermined liabilities: 0

An inventory of all tools with a present value in excess of \$200, equipment and vehicles owned and state of repair of these tools, equipment and vehicles.

Any additional matter concerning the roads.

The Highway Commissioner shall present this report to the Board of Trustees within 30 days before the Annual Town Meeting. This report is not required to be published in a newspaper. (605 ILCS 5/6-201.15)

Subscribed and sworn to this 4th day of April, 2023

  
Highway Commissioner

**DETERMINED  
OR  
ESTIMATED  
AMOUNT**

LIST OF CREDITORS

_____	0
_____	0
_____	0
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