

## NOTICE AND AGENDA

### GRAFTON TOWNSHIP REGULAR BOARD MEETING Grafton Township, McHenry County, Illinois Grafton Township Office, 10109 Vine Street, Huntley, IL 60142

*MONDAY, SEPTEMBER 18, 2017*

NOTICE IS HEREBY GIVEN that the Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois will be held on Monday, September 18, 2017 @ 7:30 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda as posted
5. Regular Business
  - A. Approval of Minutes, Township Regular Board Meeting, August 21, 2017
  - B. Audit and payment of unpaid bills/Warrant check detail for Town Fund
  - C. Audit and payment of unpaid bills/Warrant check detail for Road District
6. Public Comment
7. Board Members Response to Public comment
8. Executive Session if necessary
9. Discussion and potential action of items as discussed during Executive Session
10. Old Business
  - A. Assessor Office Reorganization
11. New Business
12. Committee and Officer Reports
  - Supervisor
  - Trustee
  - Facilities Update Committee
  - Assessor
  - Road District
    - A. Taking Bids on Seal Coating the Parking Lot
13. Adjournment

Dated and Posted by Township Clerk Kathleen Watson  
September 14, 2017

# **DRAFT MINUTES**

# GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES

Grafton Township, McHenry County, Illinois  
Grafton Township Office, 10109 Vine Street, Huntley, IL 60142

MONDAY, AUGUST 21, 2017

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, August 21, 2017 at the Township Offices.

1. **Call to Order** -7:30 p.m. Clerk Watson will be recording the meeting minutes.
2. **Roll Call** – Board Present: Trustee: Cratty, Cooper, Ziller, and Welch; Supervisor Ruth; Road Commissioner Poznanski; Assessor Zielinski; Clerk Watson.
3. **Pledge of Allegiance** was said.
4. **Approval of Agenda.** Supervisor Ruth requested the following changes to the Agenda:
  - A. Agenda Item 5. A: Discussion and potential action of Re-Appropriation of Funds be moved to New Business, Agenda Item 11.
  - B. Agenda Item 11. A. Discussion and possible action regarding 2016/2017 Annual Treasurer's Report was removed from the Agenda because it was not ready.
  - C. Executive Session, Agenda Item 8, moved to after New Business.A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cooper to accept the Agenda Items as corrected (noted above). Roll call vote taken, all ayes recorded, motion carried.
5. **Regular Business**
  - A. A motion was made by Trustee Ziller, 2<sup>nd</sup> by Supervisor Ruth to approve the Minutes of the Township Regular Board Meeting as presented, dated July 17, 2017. Roll call vote taken, all ayes recorded, motion carried.
  - B. A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cratty to approve the unpaid/warrant check detail as presented for the Town Fund. Roll call vote taken, all ayes noted, motion carried.
  - C. A discussion ensued regarding PO #11781. A motion was made by Trustee Cooper, 2<sup>nd</sup> by Trustee Cratty to approve the unpaid/warrant check detail as presented for the Road District. Roll call vote taken, Supervisor Ruth-Aye, Trustee Cratty-Aye, Trustee Cooper-Aye, Trustee Ziller-Nay, Trustee Welch-Aye. Motion carried.
6. **PUBLIC COMMENT**

Mr. and Mrs. Eugene Buss, 9209 Arthur Street, Crystal Lake, thanked Road Commissioner Poznanski and Grafton Township for their quick response, "excellent follow-thru" dedication and persistence with their mosquito problem. Resident Colleen Hund, 9410 Linder, Crystal Lake, also thanked the Township for their efforts.



**7. BOARD MEMBER RESPONSE TO PUBLIC COMMENT**

Road Commission Poznanski's responded that larvicide treatment will continue.

**8. NEW BUSINESS**

- A. There was no discussion or action regarding the 2016/2017 Annual Treasurer's Report. This report will not be ready until September 1, 2017.
- B. Assessor Zielinski announced to the Board that he has accepted a position with Boone County effective January 1, 2018. He distributed the following reports:
  - i. Items of Special Relevance to the Illinois Property Tax Code
  - ii. Strengths-Weaknesses-Opportunities-Threats (SWOT) AnalysisBoth reports are attached as Exhibit IV and made a part of these meeting minutes.
- C. Assessor Zielinski offered 3 options for his replacement:
  - i. Appointment of a qualified, same political party as Assessor;
  - ii. Contract with anyone
  - iii. Do nothing and have the County take over. Assessor Zielinski strongly recommended to not taking this option.
- D. Board discussion ensued regarding this situation.

**9. EXECUTIVE SESSION**

A motion was made by Trustee Cooper, 2<sup>nd</sup> by Supervisor Ruth to close the Grafton Township Board meeting to hold an Executive Session pursuant to State Statute 5 ILCS 120/2(c)(11) Open Meetings Act to discuss possible litigation and State Statute 5 IL CS 120/2(c)(3) Selection of a person to fill a public office. Roll call vote taken, all ayes noted, motion carried. Regular Board Meeting closed @ 7:58 p.m.

**10. DISCUSSION AND POTENTIAL ACTION OF ITEMS AS DISCUSSED DURING EXECUTIVE SESSION**

A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cratty to reconvene the Grafton Township Regular Board meeting. Roll call vote taken, all ayes noted, motion carried. The Regular Board Meeting reconvened @ 8:51 p.m.

- A. Supervisor Ruth noted the Board of Trustee's disappointment in the Assessor for taking on a new position with Boone County, and working both positions at the same time. They asked Assessor Zielinski for his resignation of his Grafton Township Assessor position.
- B. Assessor Zielinski noted that nothing precludes him from performing both positions.
- C. A Board discussion ensued regarding this situation.

**11. DISCUSSION AND POTENTIAL ACTION OF RE-APPROPRIATION OF FUNDS**

- A. Assessor Zielinski requested a re-appropriation of \$6,000. The full request is attached as Exhibit V and made a part of these meeting minutes.
- B. A Board discussion ensued.
- C. There was no action taken on this request.



## 12. COMMITTEE AND OFFICER REPORTS

A. SUPERVISOR REPORT: None.

B. FACILITY UPDATE COMMITTEE:

- i. Flooding in Assessor's Office / entry have been corrected.
- ii. Railings are up.

D. TRUSTEE REPORT: None.

E. ASSESSOR'S REPORT

- i. Working with Entre on back up. Back up started on 7.31.17 and still running.
- ii. Appeals will be closing 8.20.17.

F. ROAD DISTRICT REPORT:

- i. Drain issues resolved.
- ii. Considering parking lot resealing or new parking lot.
- iii. Considering building repairs.
- iv. Provided sandbags for Grafton resident during recent flooding.

G. CLERK REPORT: None

## 13. ADJOURNMENT

Being no further business, a motion was made by Trustee Welch, 2<sup>nd</sup> by Trustee Cooper to adjourn the Regular Board Meeting. Voice vote taken, all ayes noted, motion carried. Meeting adjourned @ 9:32 p.m.

Respectfully submitted,  
Kathleen M. Watson  
Grafton Township Clerk

Attachments: Exhibit IV, Assessor's Report on Office Realignment  
Exhibit V, Assessor's Request for Township Transfer of Appropriation

# **TOWN FUND FINANCIALS**

1:22 PM

09/11/17

Cash Basis

**GRAFTON TOWNSHIP**  
**TF Warrant Detail Report**  
**August 25 through September 11, 2017**

| <u>Date</u>                                     | <u>Num</u> | <u>Name</u>              | <u>Memo</u>        | <u>Paid Amount</u> |
|---|------------|--------------------------|--------------------|--------------------|
| <b>101 · CHECKING -American Community</b>       |            |                          |                    |                    |
| 08/28/2017                                      | 23749      | BLUECROSS BLUE...        | PO 2801,2802,20678 | -9,443.78          |
| 08/28/2017                                      | 23750      | ComCast I                | PO 2806,2807       | -140.97            |
| 08/28/2017                                      | 23751      | Humana Dental Ins. ...   | PO 2799,2800,20679 | -864.55            |
| 08/28/2017                                      | 23752      | Interact Business Pro... | PO 2810            | -40.09             |
| 08/28/2017                                      | 23753      | Leaf                     | PO 2804            | -97.68             |
| 08/28/2017                                      | 23754      | U.S. Bank Equipment...   | PO 20681           | -104.57            |
| 08/28/2017                                      | 23755      | ComCast I                | PO 20680           | -280.15            |
| <b>Total 101 · CHECKING -American Community</b> |            |                          |                    | <b>-10,971.79</b>  |



# GRAFTON TOWNSHIP

## Unpaid Bills Detail

### All Transactions

| Date   | Num      | Memo     | Split                 | Amount |
|--|----------|----------|-----------------------|--------|
| <b>ACT Network Solutions</b>                     |          |          |                       |        |
| 09/11/2017                                       | 23261    | PO 2809  | 1512 · MAINTENANC...  | 56.50  |
| 09/11/2017                                       | 23283    | PO 2813  | 1512 · MAINTENANC...  | 90.24  |
| 09/11/2017                                       | 23283    | PO 2814  | 5512 · MAINTENANC...  | 31.71  |
| 09/11/2017                                       | 23342    | PO 2829  | 5512 · MAINTENANC...  | 70.92  |
| 09/11/2017                                       | 23342    | PO 2828  | 1512 · MAINTENANC...  | 201.83 |
| Total ACT Network Solutions                      |          |          |                       | 451.20 |
| <b>Alarm Detection Systems</b>                   |          |          |                       |        |
| 09/11/2017                                       | 1044     | PO 2827  | 1512 · MAINTENANC...  | 193.29 |
| Total Alarm Detection Systems                    |          |          |                       | 193.29 |
| <b>Blooming Color</b>                            |          |          |                       |        |
| 09/11/2017                                       | 229400   | PO 2820  | 1652 · OPERATING ...  | 219.25 |
| Total Blooming Color                             |          |          |                       | 219.25 |
| <b>Cardmember Service</b>                        |          |          |                       |        |
| 09/11/2017                                       | best buy | PO 2805  | 1565 · CLERK          | 264.72 |
| Total Cardmember Service                         |          |          |                       | 264.72 |
| <b>CARDUNAL OFFICE SUPPLY</b>                    |          |          |                       |        |
| 09/11/2017                                       | 594267-0 | PO 2794  | 1651 · OFFICE SUP...  | 34.17  |
| 09/11/2017                                       | 594267   | PO 2797  | 1565 · CLERK          | 15.38  |
| 09/11/2017                                       |          | PO 20684 | 1851 · OFFICE SUP...  | 70.15  |
| Total CARDUNAL OFFICE SUPPLY                     |          |          |                       | 119.70 |
| <b>Carmichael Construction</b>                   |          |          |                       |        |
| 09/11/2017                                       | 5657     | PO 2826  | 1511 · MAINTENANC...  | 852.00 |
| Total Carmichael Construction                    |          |          |                       | 852.00 |
| <b>COM ED</b>                                    |          |          |                       |        |
| 09/11/2017                                       |          | PO 2823  | 1571 · UTILITIES      | 202.52 |
| 09/11/2017                                       |          | PO 2822  | 5571 · UTILITIES      | 71.15  |
| Total COM ED                                     |          |          |                       | 273.67 |
| <b>Madsen, Sugden &amp; Gottemoller</b>          |          |          |                       |        |
| 09/11/2017                                       |          | PO 2818  | 1533 · LEGAL SERVI... | 968.33 |
| Total Madsen, Sugden & Gottemoller               |          |          |                       | 968.33 |
| <b>McHenry County Division of Transportation</b> |          |          |                       |        |
| 09/11/2017                                       | 7-22     | PO 2815  | 970 · MISCELLANEO...  | 500.00 |
| Total McHenry County Division of Transportation  |          |          |                       | 500.00 |
| <b>MDC Environmental Services, Inc.</b>          |          |          |                       |        |
| 09/11/2017                                       | 17819057 | PO 2821  | 1511 · MAINTENANC...  | 44.84  |
| Total MDC Environmental Services, Inc.           |          |          |                       | 44.84  |
| <b>NICOR GAS</b>                                 |          |          |                       |        |
| 09/11/2017                                       |          | PO 2825  | 1571 · UTILITIES      | 21.29  |
| 09/11/2017                                       |          | PO 2824  | 5571 · UTILITIES      | 7.48   |
| Total NICOR GAS                                  |          |          |                       | 28.77  |
| <b>NJS Enterprises, Inc</b>                      |          |          |                       |        |
| 09/11/2017                                       | 0170551  | PO 2817  | 5512 · MAINTENANC...  | 600.00 |
| Total NJS Enterprises, Inc                       |          |          |                       | 600.00 |
| <b>PetroChoice</b>                               |          |          |                       |        |
| 09/11/2017                                       |          | PO 2816  | 930 · FUEL            | 25.75  |
| 09/11/2017                                       | 10252470 | PO 20682 | 1760 · TRAVEL EXP...  | 24.72  |

9:07 AM  
09/12/17

GRAFTON TOWNSHIP  
Unpaid Bills Detail  
All Transactions

| Date                          | Num           | Memo     | Split                | Amount   |
|-------------------------------|---------------|----------|----------------------|----------|
| Total PetroChoice             |               |          |                      | 50.47    |
| Ready Refresh by Nestle       |               |          |                      |          |
| 09/11/2017                    | 07h0123155087 | PO 20683 | 1751 · MAINTENANC... | 98.92    |
| Total Ready Refresh by Nestle |               |          |                      | 98.92    |
| TOTAL                         |               |          |                      | 4,665.16 |

Grafton Township Assessor's Office Warrant List: September, 2017

Pending Board approval

| <u>Account</u>  | <u>Amount</u>   | <u>Vendor</u>          | <u>P.O. #</u> | <u>For</u>      |
|-----------------|-----------------|------------------------|---------------|-----------------|
| 1751            | \$98.92         | Ready Refresh          | 20683         | Potable water   |
| 1851            | \$70.15         | Cardinal Office Supply | 20684         | Office Supplies |
| 1760            | \$24.72         | Petro Choice           | 20682         | Gasoline        |
| <b>Subtotal</b> | <b>\$193.79</b> |                        |               |                 |

Prior Board approval

| <u>Account</u>  | <u>Amount</u>     | <u>Vendor</u>               | <u>P.O. #</u> | <u>For</u>             |
|-----------------|-------------------|-----------------------------|---------------|------------------------|
| 1751            | \$104.57          | U.S. Bank Equipment Finance | 20681         | Copier lease           |
| 1752            | \$280.15          | Comcast                     | 20680         | Telephone and Internet |
| 1243            | \$370.60          | Humana                      | 20679         | Healthcare insurance   |
| 1243            | \$3,384.10        | BlueCross/BlueShield        | 20678         | Healthcare insurance   |
| <b>Subtotal</b> | <b>\$4,139.42</b> |                             |               |                        |
| <b>Total</b>    | <b>\$4,333.21</b> |                             |               |                        |



09/13/17

**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
**April 2017 through March 2018**

|  | Apr '17 - Mar 18  | Budget              | % of Budget  |
|--|-------------------|---------------------|--------------|
| <b>Ordinary Income/Expense</b>               |                   |                     |              |
| <b>Income</b>                                |                   |                     |              |
| <b>CORPORATE FUND REVENUE</b>                |                   |                     |              |
| 1000 · PROPERTY TAXES                        | 808,819.46        | 997,161.00          | 81.1%        |
| 1010 · REPLACEMENT TAXES                     | 15,796.48         | 15,000.00           | 105.3%       |
| 1020 · INTEREST INCOME                       | 3,254.73          | 0.00                | 100.0%       |
| 1040 · IGA ROAD COM SALARY                   | 0.00              | 15,625.00           | 0.0%         |
| 1050 · TRANSPORTATION INCOME                 | 147.00            | 0.00                | 100.0%       |
| 1055 · MISCELLANEOUS INCOME                  | 197.25            | 50.00               | 394.5%       |
| <b>Total CORPORATE FUND REVENUE</b>          | <b>828,214.92</b> | <b>1,027,836.00</b> | <b>80.6%</b> |
| <b>CORPORATE INSURANCE FUND REV</b>          |                   |                     |              |
| 2000 · PROPERTY TAXES                        | 14,608.21         | 18,010.00           | 81.1%        |
| 2020 · INTEREST INCOME                       | 0.00              | 0.00                | 0.0%         |
| 2050 · MISCELLANEOUS INCOME                  | 0.00              | 0.00                | 0.0%         |
| <b>Total CORPORATE INSURANCE FUND REV</b>    | <b>14,608.21</b>  | <b>18,010.00</b>    | <b>81.1%</b> |
| <b>GENERAL ASSISTANCE FUND REVENUE</b>       |                   |                     |              |
| 5000 · PROPERTY TAXES                        | 26,776.35         | 33,011.00           | 81.1%        |
| 5020 · INTEREST INCOME                       | 75.48             | 150.00              | 50.3%        |
| 5050 · MISCELLANEOUS INCOME                  | 0.00              | 0.00                | 0.0%         |
| <b>Total GENERAL ASSISTANCE FUND REVENUE</b> | <b>26,851.83</b>  | <b>33,161.00</b>    | <b>81.0%</b> |
| <b>Total Income</b>                          | <b>869,674.96</b> | <b>1,079,007.00</b> | <b>80.6%</b> |
| <b>Expense</b>                               |                   |                     |              |
| <b>GENERAL ASSISTANCE FUND</b>               |                   |                     |              |
| <b>ADMINISTRATION</b>                        |                   |                     |              |
| <b>CONTRACTUAL SERVICES</b>                  |                   |                     |              |
| 5512 · MAINTENANCE SERVICE - EQUIPMENT       | 526.18            | 2,000.00            | 26.3%        |
| 5534 · ACCOUNTING SERVICES                   | 3,000.00          | 3,000.00            | 100.0%       |
| 5549 · OTHER PROFESSIONAL SERVICE            | 0.00              | 1,000.00            | 0.0%         |
| 5551 · POSTAGE                               | 0.00              | 90.00               | 0.0%         |
| 5552 · TELEPHONE                             | 257.36            | 1,000.00            | 25.7%        |
| 5556 · TRAINING                              | 90.00             | 600.00              | 15.0%        |
| 5571 · UTILITIES                             | 375.28            | 2,000.00            | 18.8%        |
| <b>Total CONTRACTUAL SERVICES</b>            | <b>4,248.82</b>   | <b>9,690.00</b>     | <b>43.8%</b> |
| <b>OPERATING EXPENSES</b>                    |                   |                     |              |
| 5611 · MAINTENANCE SUPPLIES - BUILDING       | 0.00              | 500.00              | 0.0%         |
| 5651 · OFFICE SUPPLIES                       | 144.57            | 500.00              | 28.9%        |
| <b>Total OPERATING EXPENSES</b>              | <b>144.57</b>     | <b>1,000.00</b>     | <b>14.5%</b> |
| <b>PERSONNEL</b>                             |                   |                     |              |
| 5421 · SALARIES                              | 8,400.00          | 15,000.00           | 56.0%        |
| 5451 · HEALTH INSURANCE                      | 3,089.87          | 4,000.00            | 77.2%        |
| <b>Total PERSONNEL</b>                       | <b>11,489.87</b>  | <b>19,000.00</b>    | <b>60.5%</b> |
| <b>Total ADMINISTRATION</b>                  | <b>15,883.26</b>  | <b>29,690.00</b>    | <b>53.5%</b> |
| <b>HOME RELIEF</b>                           |                   |                     |              |
| <b>COMMODITIES</b>                           |                   |                     |              |
| 5781 · FOOD                                  | 0.00              | 0.00                | 0.0%         |
| 5782 · PERSONAL INCIDENTALS                  | 0.00              | 500.00              | 0.0%         |
| 5783 · HOUSEHOLD INCIDENTALS                 | 118.36            | 1,000.00            | 11.8%        |
| 5784 · FLAT GRANT                            | 0.00              | 500.00              | 0.0%         |
| 5785 · DRUGS                                 | 0.00              | 250.00              | 0.0%         |
| 5786 · FUEL                                  | 0.00              | 250.00              | 0.0%         |
| 5790 · Catastastrophic Deduction             | 0.00              | 51,848.60           | 0.0%         |
| <b>Total COMMODITIES</b>                     | <b>118.36</b>     | <b>54,348.60</b>    | <b>0.2%</b>  |

09/13/17

**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
**April 2017 through March 2018**

|   | <u>Apr '17 - Mar 18</u> | <u>Budget</u>     | <u>% of Budget</u> |
|---|-------------------------|-------------------|--------------------|
| <b>CONTRACTUAL SERVICES</b>             |                         |                   |                    |
| 5805 · TRANSPORTATION ASSISTANCE        | 500.00                  | 500.00            | 100.0%             |
| 5885 · OTHER MEDICAL SERVICE INSURANCE  | 2,650.00                | 4,000.00          | 66.3%              |
| 5887 · SHELTER                          | 5,244.00                | 19,000.00         | 27.6%              |
| 5888 · UTILITY PAYMENTS                 | 958.87                  | 16,000.00         | 6.0%               |
| <b>Total CONTRACTUAL SERVICES</b>       | <b>9,352.87</b>         | <b>39,500.00</b>  | <b>23.7%</b>       |
| <b>Total HOME RELIEF</b>                | <b>9,471.23</b>         | <b>93,848.60</b>  | <b>10.1%</b>       |
| <b>Total GENERAL ASSISTANCE FUND</b>    | <b>25,354.49</b>        | <b>123,538.60</b> | <b>20.5%</b>       |
| <b>TOWN FUND EXPENDITURES</b>           |                         |                   |                    |
| <b>ADMINISTRATION</b>                   |                         |                   |                    |
| <b>CAPITAL OUTLAY</b>                   |                         |                   |                    |
| 1831 · DEFERRED EQUIP. PURCHASE RESE... | 0.00                    | 250,000.00        | 0.0%               |
| 1835 · CAPITAL EQUIPMENT PURCHASE       | 0.00                    | 176,993.50        | 0.0%               |
| <b>Total CAPITAL OUTLAY</b>             | <b>0.00</b>             | <b>426,993.50</b> | <b>0.0%</b>        |
| <b>COMMODITIES</b>                      |                         |                   |                    |
| 1651 · OFFICE SUPPLIES                  | 352.16                  | 3,000.00          | 11.7%              |
| 1652 · OPERATING SUPPLIES               | 327.54                  | 3,000.00          | 10.9%              |
| <b>Total COMMODITIES</b>                | <b>679.70</b>           | <b>6,000.00</b>   | <b>11.3%</b>       |
| <b>CONTRACTUAL SERVICES</b>             |                         |                   |                    |
| 1511 · MAINTENANCE SERVICE-BUILDING     | 4,103.77                | 150,000.00        | 2.7%               |
| 1512 · MAINTENANCE SERVICE - EQUIPMENT  | 2,153.16                | 35,000.00         | 6.2%               |
| 1531 · ACCOUNTING SERVICES              | 3,826.25                | 18,000.00         | 21.3%              |
| 1533 · LEGAL SERVICE                    | 1,400.00                | 50,000.00         | 2.8%               |
| 1551 · POSTAGE                          | 106.84                  | 2,000.00          | 5.3%               |
| 1552 · TELEPHONE                        | 366.26                  | 2,000.00          | 18.3%              |
| 1553 · PUBLISHING                       | 212.00                  | 2,000.00          | 10.6%              |
| 1554 · PRINTING                         | 188.35                  | 2,000.00          | 9.4%               |
| 1561 · DUES                             | 1,255.55                | 2,000.00          | 62.8%              |
| 1562 · TRAVEL EXPENSES                  | 0.00                    | 2,000.00          | 0.0%               |
| 1563 · TRAINING                         | 441.50                  | 1,500.00          | 29.4%              |
| 1565 · CLERK                            | 113.86                  | 3,500.00          | 3.3%               |
| 1571 · UTILITIES                        | 1,139.56                | 5,000.00          | 22.8%              |
| 1572 · FUEL                             | 0.00                    | 2,000.00          | 0.0%               |
| 1573 · OTHER PROFESSIONAL SERVICES      | 0.00                    | 20,000.00         | 0.0%               |
| 1574 · ANNUAL MEETING                   | 0.00                    | 500.00            | 0.0%               |
| 1575 · ROOM RENTAL                      | 0.00                    | 1,000.00          | 0.0%               |
| <b>Total CONTRACTUAL SERVICES</b>       | <b>15,307.10</b>        | <b>298,500.00</b> | <b>5.1%</b>        |
| <b>OTHER EXPENDITURES</b>               |                         |                   |                    |
| 1905 · MISCELLANEOUS EXPENSE            | 181.92                  | 31,000.00         | 0.6%               |
| 1911 · CONTINGENCIES                    | 0.00                    | 25,000.00         | 0.0%               |
| <b>Total OTHER EXPENDITURES</b>         | <b>181.92</b>           | <b>56,000.00</b>  | <b>0.3%</b>        |
| <b>PERSONNEL</b>                        |                         |                   |                    |
| 1420 · OFFICE STAFF HOURLY              | 16,688.44               | 55,500.00         | 30.1%              |
| 1421 · ELECTED OFFICIALS SALARIES       | 89,028.55               | 186,000.00        | 47.9%              |
| 1451 · HEALTH INSURANCE                 | 17,166.27               | 50,000.00         | 34.3%              |
| <b>Total PERSONNEL</b>                  | <b>122,883.26</b>       | <b>291,500.00</b> | <b>42.2%</b>       |

**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
**April 2017 through March 2018**

|  | <u>Apr '17 - Mar 18</u> | <u>Budget</u>       | <u>% of Budget</u> |
|--|-------------------------|---------------------|--------------------|
| <b>SENIOR SERVICES</b>                   |                         |                     |                    |
| 900 · SALARIES                           | 13,986.89               | 25,000.00           | 55.9%              |
| 901 · PAYROLL TAXES                      | 978.61                  | 3,600.00            | 27.2%              |
| 902 · HEALTH INSURANCE                   | 4,729.05                | 7,459.00            | 63.4%              |
| 903 · IMRF                               | 1,222.46                | 2,500.00            | 48.9%              |
| 930 · FUEL                               | 127.52                  | 5,000.00            | 2.6%               |
| 950 · OFFICE SUPPLIES                    | 0.00                    | 500.00              | 0.0%               |
| 959 · COMMUNITY SERVICE/SENIOR           | 0.00                    | 6,000.00            | 0.0%               |
| 960 · TELEPHONE                          | 366.24                  | 2,000.00            | 18.3%              |
| 967 · PRINTING                           | 26.95                   | 500.00              | 5.4%               |
| 968 · POSTAGE                            | 0.00                    | 500.00              | 0.0%               |
| 970 · MISCELLANEOUS                      | 2,506.00                | 16,500.00           | 15.2%              |
| <b>Total SENIOR SERVICES</b>             | <b>23,943.72</b>        | <b>69,559.00</b>    | <b>34.4%</b>       |
| <b>Total ADMINISTRATION</b>              | <b>162,995.70</b>       | <b>1,148,552.50</b> | <b>14.2%</b>       |
| <b>ASSESSOR</b>                          |                         |                     |                    |
| <b>COMMODITIES</b>                       |                         |                     |                    |
| 1851 · OFFICE SUPPLIES                   | 872.81                  | 2,100.00            | 41.6%              |
| <b>Total COMMODITIES</b>                 | <b>872.81</b>           | <b>2,100.00</b>     | <b>41.6%</b>       |
| <b>CONTRACTUAL SERVICES</b>              |                         |                     |                    |
| 1751 · MAINTENANCE SERVICE               | 2,352.78                | 4,200.00            | 56.0%              |
| 1752 · TELEPHONE                         | 1,399.23                | 4,500.00            | 31.1%              |
| 1753 · LEGAL FEES                        | 0.00                    | 0.00                | 0.0%               |
| 1755 · POSTAGE                           | 0.00                    | 250.00              | 0.0%               |
| 1756 · SOFTWARE                          | 11,025.08               | 13,400.00           | 82.3%              |
| 1757 · PUBLISHING                        | 0.00                    | 600.00              | 0.0%               |
| 1758 · PRINTING                          | 0.00                    | 500.00              | 0.0%               |
| 1759 · DUES                              | 40.00                   | 750.00              | 5.3%               |
| 1760 · TRAVEL EXPENSE                    | 874.29                  | 1,000.00            | 87.4%              |
| 1761 · TRAINING                          | 1,685.00                | 2,000.00            | 84.3%              |
| 1762 · PUBLICATIONS/SUBSCRIPTIONS        | 0.00                    | 300.00              | 0.0%               |
| <b>Total CONTRACTUAL SERVICES</b>        | <b>17,376.38</b>        | <b>27,500.00</b>    | <b>63.2%</b>       |
| <b>OTHER EXPENDITURES</b>                |                         |                     |                    |
| 1939 · MISCELLANEOUS                     | 15.99                   | 1,000.00            | 1.6%               |
| 1940 · UNIFORMS                          | 0.00                    | 500.00              | 0.0%               |
| <b>Total OTHER EXPENDITURES</b>          | <b>15.99</b>            | <b>1,500.00</b>     | <b>1.1%</b>        |
| <b>PERSONNEL</b>                         |                         |                     |                    |
| 1240 · SALARIES                          | 99,235.20               | 215,000.00          | 46.2%              |
| 1241 · IMRF                              | 8,673.12                | 18,791.00           | 46.2%              |
| 1242 · FICA/MEDICARE/TAXES               | 6,275.07                | 16,447.50           | 38.2%              |
| 1243 · HEALTH INSURANCE                  | 18,753.50               | 47,000.00           | 39.9%              |
| <b>Total PERSONNEL</b>                   | <b>132,936.89</b>       | <b>297,238.50</b>   | <b>44.7%</b>       |
| <b>Total ASSESSOR</b>                    | <b>151,202.07</b>       | <b>328,338.50</b>   | <b>46.1%</b>       |
| <b>Total TOWN FUND EXPENDITURES</b>      | <b>314,197.77</b>       | <b>1,476,891.00</b> | <b>21.3%</b>       |
| <b>TOWN IMRF FUND EXPENDITURES</b>       |                         |                     |                    |
| 3262 · RETIREMENT CONTRIBUTION           | 7,692.36                | 28,000.00           | 27.5%              |
| TOWN IMRF FUND EXPENDITURES - Other      | 27.72                   |                     |                    |
| <b>Total TOWN IMRF FUND EXPENDITURES</b> | <b>7,720.08</b>         | <b>28,000.00</b>    | <b>27.6%</b>       |
| <b>TOWN INSURANCE FUND EXPENDITURE</b>   |                         |                     |                    |
| <b>CONTRACTED SERVICES</b>               |                         |                     |                    |
| 2593 · RISK MANAGEMENT CONTRIBUTION      | 14,365.00               | 15,000.00           | 95.8%              |
| <b>Total CONTRACTED SERVICES</b>         | <b>14,365.00</b>        | <b>15,000.00</b>    | <b>95.8%</b>       |



09/13/17

**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
**April 2017 through March 2018**

|  | <u>Apr '17 - Mar 18</u> | <u>Budget</u>       | <u>% of Budget</u> |
|--|-------------------------|---------------------|--------------------|
| <b>PERSONNEL</b>                             |                         |                     |                    |
| 2453 · UNEMPLOYMENT INSURANCE                | <u>33.96</u>            | <u>4,576.00</u>     | <u>0.7%</u>        |
| <b>Total PERSONNEL</b>                       | <u>33.96</u>            | <u>4,576.00</u>     | <u>0.7%</u>        |
| <b>Total TOWN INSURANCE FUND EXPENDITURE</b> | <u>14,398.96</u>        | <u>19,576.00</u>    | <u>73.6%</u>       |
| <b>TOWN SOCIAL SECURTY EXPENDITURE</b>       |                         |                     |                    |
| 3761 · SOCIAL SECURITY CONTRIBUTION          | <u>7,662.02</u>         | <u>18,958.00</u>    | <u>40.4%</u>       |
| 3762 · MEDICARE CONTRIBUTION                 | <u>1,791.95</u>         | <u>4,400.00</u>     | <u>40.7%</u>       |
| <b>Total TOWN SOCIAL SECURTY EXPENDITURE</b> | <u>9,453.97</u>         | <u>23,358.00</u>    | <u>40.5%</u>       |
| <b>Total Expense</b>                         | <u>371,125.27</u>       | <u>1,671,363.60</u> | <u>22.2%</u>       |
| <b>Net Ordinary Income</b>                   | <u>498,549.69</u>       | <u>-592,356.60</u>  | <u>-84.2%</u>      |
| <b>Net Income</b>                            | <u>498,549.69</u>       | <u>-592,356.60</u>  | <u>-84.2%</u>      |

**American Community Bank  
Town Fund  
Bank Accounts**

|                                    |            |
|------------------------------------|------------|
| <b>Town Fund General Checking</b>  | <b>961</b> |
| <b>TF Money Market</b>             | <b>191</b> |
| <b>TF Reserved Money Market</b>    | <b>183</b> |
| <b>General Assistance Checking</b> | <b>754</b> |
| <b>GA Money Market</b>             | <b>987</b> |

10:11 AM

09/01/17

961

**GRAFTON TOWNSHIP**  
**Reconciliation Summary**  
**101 - CHECKING -American Community, Period Ending 08/31/2017**

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|                                   | Aug 31, 17 |
|-----------------------------------|------------|
| Beginning Balance                 | 155,851.51 |
| Cleared Transactions              |            |
| Checks and Payments - 31 items    | -72,651.00 |
| Deposits and Credits - 35 items   | 33,826.58  |
| Total Cleared Transactions        | -38,824.42 |
| Cleared Balance                   | 117,027.09 |
| Uncleared Transactions            |            |
| Checks and Payments - 10 items    | -12,762.23 |
| Total Uncleared Transactions      | -12,762.23 |
| Register Balance as of 08/31/2017 | 104,264.86 |
| New Transactions                  |            |
| Checks and Payments - 1 item      | -8,353.54  |
| Deposits and Credits - 1 item     | 278,533.31 |
| Total New Transactions            | 270,179.77 |
| Ending Balance                    | 374,444.63 |

10:22 AM

09/01/17

191 GRAFTON TOWNSHIP  
**Reconciliation Summary**  
 103 · TOWN FUND MONEY MARKET, Period Ending 08/31/2017

|                                   | Aug 31, 17 |
|-----------------------------------|------------|
| Beginning Balance                 | 10,126.31  |
| Cleared Transactions              |            |
| Deposits and Credits - 1 item     | 1.72       |
| Total Cleared Transactions        | 1.72       |
| Cleared Balance                   | 10,128.03  |
| Register Balance as of 08/31/2017 | 10,128.03  |
| Ending Balance                    | 10,128.03  |

10:34 AM

09/01/17

183 GRAFTON TOWNSHIP  
**Reconciliation Summary**  
 104 · TF RESERVED MONEY MARKET, Period Ending 08/31/2017

|                                   | Aug 31, 17 |
|-----------------------------------|------------|
| Beginning Balance                 | 956,372.35 |
| Cleared Transactions              |            |
| Deposits and Credits - 1 item     | 568.58     |
| Total Cleared Transactions        | 568.58     |
| Cleared Balance                   | 956,940.93 |
| Register Balance as of 08/31/2017 | 956,940.93 |
| Ending Balance                    | 956,940.93 |



12:03 PM

09/01/17

754

**GRAFTON TOWNSHIP  
Reconciliation Summary**

**151 · General Assistance - Amer Com, Period Ending 08/31/2017**

|                                   | Aug 31, 17 |
|-----------------------------------|------------|
| Beginning Balance                 | 5,272.73   |
| Cleared Transactions              |            |
| Checks and Payments - 13 items    | -19,546.47 |
| Deposits and Credits - 2 items    | 24,480.00  |
| Total Cleared Transactions        | 4,933.53   |
| Cleared Balance                   | 10,206.26  |
| Uncleared Transactions            |            |
| Checks and Payments - 7 items     | -1,021.50  |
| Total Uncleared Transactions      | -1,021.50  |
| Register Balance as of 08/31/2017 | 9,184.76   |
| Ending Balance                    | 9,184.76   |

10:04 AM

09/01/17

987

**GRAFTON TOWNSHIP  
Reconciliation Summary**

**150 · Gen Assistance MMF- Amer Com, Period Ending 08/31/2017**

|                                   | Aug 31, 17 |
|-----------------------------------|------------|
| Beginning Balance                 | 91,357.72  |
| Cleared Transactions              |            |
| Checks and Payments - 2 items     | -24,480.00 |
| Deposits and Credits - 3 items    | 635.87     |
| Total Cleared Transactions        | -23,844.13 |
| Cleared Balance                   | 67,513.59  |
| Register Balance as of 08/31/2017 | 67,513.59  |
| New Transactions                  |            |
| Deposits and Credits - 1 item     | 9,057.38   |
| Total New Transactions            | 9,057.38   |
| Ending Balance                    | 76,570.97  |

# **ROAD DISTRICT FUND FINANCIALS**

1:17 PM

09/05/17

Cash Basis

**Grafton Township RB**  
**WARRANT DETAIL REPORT**  
**August 23 through September 7, 2017**

---

| <u>Date</u>                                    | <u>Num</u> | <u>Name</u>                    | <u>Memo</u> | <u>Paid Amount</u> |
|--|------------|--------------------------------|-------------|--------------------|
| <b>103 · R&amp;B General Amer. Comm. (new)</b> |            |                                |             |                    |
| 08/28/2017                                     | 5460       | BLUECROSS BLUESHIELD OF ILL... | PO 11807    | -2,424.15          |
| 08/28/2017                                     | 5461       | Comcast                        | PO 11806    | -160.93            |
| 08/28/2017                                     | 5462       | Humana Dental                  | PO 11808    | -277.95            |
| 08/28/2017                                     | 5463       | Verizon Wireless               | PO 11805    | -113.98            |
| Total 103 · R&B General Amer. Comm. (new)      |            |                                |             | -2,977.01          |
| <b>TOTAL</b>                                   |            |                                |             | <b>-2,977.01</b>   |

8:51 AM

09/12/17

# Grafton Township RB

## Unpaid Bills Detail

### All Transactions

| Date  | Num        | Memo     | Split                                | Amount          |
|---|------------|----------|--------------------------------------|-----------------|
| <b>Blooming Color</b>                       |            |          |                                      |                 |
| 09/07/2017                                  | 229757     | PO 11830 | 6651 · OFFICE SUPPLIES               | 297.74          |
| Total Blooming Color                        |            |          |                                      | 297.74          |
| <b>Cardmember Service</b>                   |            |          |                                      |                 |
| 08/09/2017                                  |            | PO 11809 | 6562 · TRAVEL & MEETING EXPENSE      | 315.10          |
| 08/15/2017                                  |            | PO 11810 | 9614 · MAINTENANCE SUPPLIES - RO...  | 39.99           |
| 08/16/2017                                  |            | PO 11811 | 6112 · MAINTENANCE SUPPLY - EQUI...  | 0.79            |
| 08/16/2017                                  |            | PO 11812 | 6651 · OFFICE SUPPLIES               | 27.99           |
| 08/22/2017                                  |            | PO 11814 | 6113 · MAINTENANCE SUPPLY - VEHIC... | 71.98           |
| 08/25/2017                                  |            | PO 11817 | 6112 · MAINTENANCE SUPPLY - EQUI...  | 8.99            |
| 09/01/2017                                  |            | PO 11821 | 6122 · OPERATING SUPPLIES            | 29.87           |
| 09/06/2017                                  |            | PO 11826 | 6551 · POSTAGE                       | 147.00          |
| 09/06/2017                                  |            | PO 11827 | 6113 · MAINTENANCE SUPPLY - VEHIC... | 19.98           |
| Total Cardmember Service                    |            |          |                                      | 661.69          |
| <b>COM ED STREET LIGHTS</b>                 |            |          |                                      |                 |
| 08/23/2017                                  |            | PO 11816 | 9519 · Street Lights                 | 291.01          |
| Total COM ED STREET LIGHTS                  |            |          |                                      | 291.01          |
| <b>CONSERV FS INC</b>                       |            |          |                                      |                 |
| 08/28/2017                                  | 65039911   | PO 11820 | 9655 · AUTO FUEL & OIL               | 660.00          |
| Total CONSERV FS INC                        |            |          |                                      | 660.00          |
| <b>INTERSTATE BATTERY SYSTEMS</b>           |            |          |                                      |                 |
| 09/07/2017                                  | 50103043   | PO 11829 | 6113 · MAINTENANCE SUPPLY - VEHIC... | 221.90          |
| Total INTERSTATE BATTERY SYSTEMS            |            |          |                                      | 221.90          |
| <b>MDC Environmental Services Inc.</b>      |            |          |                                      |                 |
| 09/01/2017                                  | 17819057   | PO 11825 | 6373 · GARBAGE DISPOSAL              | 134.50          |
| Total MDC Environmental Services Inc.       |            |          |                                      | 134.50          |
| <b>NICOR GAS</b>                            |            |          |                                      |                 |
| 09/01/2017                                  |            | PO 11822 | 6371 · UTILITIES                     | 30.44           |
| Total NICOR GAS                             |            |          |                                      | 30.44           |
| <b>PetroChoice LLC</b>                      |            |          |                                      |                 |
| 08/22/2017                                  | 10252470   | PO 11815 | 9655 · AUTO FUEL & OIL               | 1,541.16        |
| Total PetroChoice LLC                       |            |          |                                      | 1,541.16        |
| <b>R.A. ADAMS ENTERPRISES, INC.</b>         |            |          |                                      |                 |
| 08/25/2017                                  | 807072     | PO 11819 | 6113 · MAINTENANCE SUPPLY - VEHIC... | 9.12            |
| Total R.A. ADAMS ENTERPRISES, INC.          |            |          |                                      | 9.12            |
| <b>Rush Truck Centers of Illinois, Inc.</b> |            |          |                                      |                 |
| 09/05/2017                                  | 3007668298 | PO 11824 | 6113 · MAINTENANCE SUPPLY - VEHIC... | 64.03           |
| 09/06/2017                                  | 3007692291 | PO 11828 | 6113 · MAINTENANCE SUPPLY - VEHIC... | 38.50           |
| 09/08/2017                                  | 3007712009 | PO 11831 | 6113 · MAINTENANCE SUPPLY - VEHIC... | 14.97           |
| Total Rush Truck Centers of Illinois, Inc.  |            |          |                                      | 117.50          |
| <b>WOODSTOCK HICKSGAS, LLC</b>              |            |          |                                      |                 |
| 09/05/2017                                  | 040590     | PO 11823 | 6112 · MAINTENANCE SUPPLY - EQUI...  | 21.03           |
| Total WOODSTOCK HICKSGAS, LLC               |            |          |                                      | 21.03           |
| <b>ZIEGLER'S ACE HARDWARE</b>               |            |          |                                      |                 |
| 08/17/2017                                  | 71615/b    | PO 11813 | 6111 · MAINTENANCE SUPPLY - BUILD... | 9.99            |
| 08/25/2017                                  | 71708/b    | PO 11818 | 6111 · MAINTENANCE SUPPLY - BUILD... | 2.89            |
| Total ZIEGLER'S ACE HARDWARE                |            |          |                                      | 12.88           |
| <b>TOTAL</b>                                |            |          |                                      | <b>3,998.97</b> |



**ROAD & BRIDGE WARRANT LIST - AUGUST 2017**

| <u>FUND</u>                             | <u>VENDOR</u>                            | <u>PO #</u> |                                  |                    | <u>DUE DATE</u> |
|---|--|-------------|----------------------------------|--------------------|-----------------|
| 6111                                    | ACE HARDWARE                             | 11813       | Y Hose - Shop sink               | \$ 9.99            | 9/30/2017       |
| 6111                                    | ACE HARDWARE                             | 11818       | Washers & ferrules - Mailboxes   | \$ 2.89            | 9/30/2017       |
| 6651                                    | BLOOMING COLOR                           | 11830       | 1000 Purchase Order forms        | \$ 297.74          | 10/6/2017       |
| 6562                                    | CARDMEMBER SERVICE / VISA (MARRIOTT)     | 11809       | Hotel - Summer seminar           | \$ 315.10          | 10/3/2017       |
| 9614                                    | CARDMEMBER SERVICE / VISA (MENARDS)      | 11810       | Plastic culvert - Arthur St      | \$ 39.99           | 10/3/2017       |
| 6112                                    | CARDMEMBER SERVICE / VISA (BATTERIES+)   | 11811       | Light bulb - Test light          | \$ 0.79            | 10/3/2017       |
| 6651                                    | CARDMEMBER SERVICE / VISA (OFFICE DEPOT) | 11812       | Copy paper - 1 case              | \$ 27.99           | 10/3/2017       |
| 6113                                    | CARDMEMBER SERVICE / VISA (F&F)          | 11814       | 1 New tire - White Ford          | \$ 71.98           | 10/3/2017       |
| 6112                                    | CARDMEMBER SERVICE / VISA (F&F)          | 11817       | Chain & bar oil                  | \$ 8.99            | 10/3/2017       |
| 6122                                    | CARDMEMBER SERVICE / VISA (F&F)          | 11821       | Toilet paper, AA batteries       | \$ 29.87           | 10/3/2017       |
| 6551                                    | CARDMEMBER SERVICE / VISA (USPS)         | 11826       | 300 Stamps                       | \$ 147.00          | 10/3/2017       |
| 6113                                    | CARDMEMBER SERVICE / VISA (F&F)          | 11827       | 2 Head lights - Dump Trucks      | \$ 19.98           | 10/3/2017       |
| 9519                                    | COM ED - STREET LIGHTS                   | 11816       |                                  | \$ 291.01          | 10/23/2017      |
| 9655                                    | CONSERV FS, INC.                         | 11820       | 55 Gal drum - 15W40 Oil          | \$ 660.00          | 9/25/2017       |
| 6113                                    | INTERSTATE BATTERY SYSTEMS               | 11829       | 2 Batteries - #2                 | \$ 221.90          | 10/6/2017       |
| 6373                                    | MDC ENVIRONMENTAL SERVICES               | 11825       | Garbage service                  | \$ 134.50          | 9/6/2017        |
| 6371                                    | NICOR GAS                                | 11822       |                                  | \$ 30.44           | 10/17/2017      |
| 9655                                    | PETROCHOICE LLC                          | 11815       | Fuel                             | \$ 1,541.16        | 9/11/2017       |
| 6113                                    | R.A. ADAMS ENTERPRISES, INC.             | 11819       | 2 Marker lights - White Ford     | \$ 9.12            | 9/24/2017       |
| 6113                                    | RUSH TRUCK CENTERS OF IL, INC.           | 11824       | Muffler bracket - #2             | \$ 64.03           | 10/10/2017      |
| 6113                                    | RUSH TRUCK CENTERS OF IL, INC.           | 11828       | 5 Red marker lights - #4 & spare | \$ 38.50           | 10/10/2017      |
| 6113                                    | RUSH TRUCK CENTERS OF IL, INC.           | 11831       | Wheel oil seal kit - #2          | \$ 14.97           | 10/10/2017      |
| 6112                                    | WOODSTOCK HICKSGAS, LLC                  | 11823       | Propane - Forklift               | \$ 21.03           | 10/4/2017       |
|   |  |             |                                  | <b>\$ 3,998.97</b> |                 |
| <b><u>BILLS PAID BEFORE MEETING</u></b> |  |             |                                  |                    |                 |
| 9451                                    | BLUECROSS BLUESHIELD OF IL               | 11807       | Health insurance - Sept.         | \$ 2,424.15        | 9/1/2017        |
| 6552                                    | COMCAST                                  | 11806       | Phone & Internet                 | \$ 160.93          | 9/19/2017       |
| 9451                                    | HUMANA DENTAL INSURANCE                  | 11808       | Health insurance - Sept.         | \$ 277.95          | 9/1/2017        |
| 6552                                    | VERIZON WIRELESS                         | 11805       | Cell phone service               | \$ 113.98          | 9/3/2017        |
|   |  |             |                                  | <b>\$ 2,977.01</b> |                 |
|   |  |             | Total                            | <b>\$ 6,975.98</b> |                 |

Road Commissioner:



## Actual vs Budget Year to Date

April 2017 through March 2018

09/12/17

Cash Basis

|  | Apr '17 - Mar 18  | Budget            | % of Budget  |
|--|-------------------|-------------------|--------------|
| <b>Ordinary Income/Expense</b>                   |                   |                   |              |
| <b>Income</b>                                    |                   |                   |              |
| <b>PERMANENT HARD ROAD FD REVENUES</b>           |                   |                   |              |
| 9000 · PROPERTY TAXES                            | 447,563.45        | 551,597.00        | 81.1%        |
| 9020 · INTEREST INCOME                           | 910.60            | 1,000.00          | 91.1%        |
| 9040 · Intergovernmental Agreement               | 1,800.00          | 500.00            | 360.0%       |
| 9050 · MISCELLANEOUS INCOME                      | 525.00            | 1,050.00          | 50.0%        |
| 9060 · Permits & Bonds                           | 3,759.00          | 2,000.00          | 188.0%       |
| 9080 · GRANT INCOME                              | 0.00              | 5.00              | 0.0%         |
| <b>Total PERMANENT HARD ROAD FD REVENUES</b>     | <b>454,558.05</b> | <b>556,152.00</b> | <b>81.7%</b> |
| <b>ROAD &amp; BRIDGE FUND REVENUES</b>           |                   |                   |              |
| 6000 · PROPERTY TAXES - ROAD & BRIDGE            | 109,523.78        | 261,289.00        | 41.9%        |
| 6002 · MUNICIPAL SHARE                           | 0.00              | -126,315.00       | 0.0%         |
| 6010 · REPLACEMENT TAXES-ROAD & BRIDGE           | 26,863.10         | 40,000.00         | 67.2%        |
| 6020 · INTEREST INCOME                           | 1,666.85          | 450.00            | 370.4%       |
| 6030 · RENTAL INCOME                             | 0.00              | 10.00             | 0.0%         |
| 6040 · INTERGOVERNMENT AGREEMENT                 | 0.00              | 10.00             | 0.0%         |
| 6050 · MISCELLANEOUS INCOME                      | 0.00              | 20.00             | 0.0%         |
| 6060 · COURT FINES & PERMITS                     | 404.20            | 800.00            | 50.5%        |
| 6080 · GRANT INCOME                              | 0.00              | 5.00              | 0.0%         |
| <b>Total ROAD &amp; BRIDGE FUND REVENUES</b>     | <b>138,457.93</b> | <b>176,269.00</b> | <b>78.5%</b> |
| <b>ROAD &amp; BRIDGE IMRF FUND REVENUE</b>       |                   |                   |              |
| 8000 · PROPERTY TAXES                            | 14,681.43         | 18,094.00         | 81.1%        |
| 8020 · INTEREST INCOME                           | 28.01             | 30.00             | 93.4%        |
| 8050 · MISCELLANEOUS INCOME                      | 0.00              | 10.00             | 0.0%         |
| <b>Total ROAD &amp; BRIDGE IMRF FUND REVENUE</b> | <b>14,709.44</b>  | <b>18,134.00</b>  | <b>81.1%</b> |
| <b>ROAD &amp; BRIDGE INSURANCE REVENUE</b>       |                   |                   |              |
| 7000 · PROPERTY TAXES                            | 19,050.64         | 23,478.00         | 81.1%        |
| 7020 · INTEREST INCOME                           | 42.04             | 45.00             | 93.4%        |
| 7050 · MISCELLANEOUS INCOME                      | 0.00              | 2,900.00          | 0.0%         |
| <b>Total ROAD &amp; BRIDGE INSURANCE REVENUE</b> | <b>19,092.68</b>  | <b>26,423.00</b>  | <b>72.3%</b> |
| <b>Total Income</b>                              | <b>626,818.10</b> | <b>776,978.00</b> | <b>80.7%</b> |
| <b>Expense</b>                                   |                   |                   |              |
| <b>PERMANENT HARD ROAD EXPENDITURE</b>           |                   |                   |              |
| <b>COMMODITIES</b>                               |                   |                   |              |
| 9614 · MAINTENANCE SUPPLIES - ROADS              | 4,398.21          | 65,000.00         | 6.8%         |
| 9652 · OPERATING SUPPLIES                        | 51.93             | 8,000.00          | 0.6%         |
| 9655 · AUTO FUEL & OIL                           | 3,444.55          | 45,000.00         | 7.7%         |
| 9656 · SALT, CALCIUM, ICE CONTROL                | 13,772.33         | 158,000.00        | 8.7%         |
| <b>Total COMMODITIES</b>                         | <b>21,667.02</b>  | <b>276,000.00</b> | <b>7.9%</b>  |
| <b>CONTRACT SERVICES</b>                         |                   |                   |              |
| 9514 · MAINTENANCE SERVICE ROAD                  | 8,137.50          | 410,000.00        | 2.0%         |
| 9518 · ROAD STRIPPING                            | 0.00              | 28,000.00         | 0.0%         |
| 9519 · Street Lights                             | 1,440.80          | 5,000.00          | 28.8%        |
| 9520 · ROAD SIGNS & MATERIALS                    | 256.64            | 30,000.00         | 0.9%         |
| 9532 · ENGINEERING SERVICE                       | 3,705.00          | 40,000.00         | 9.3%         |
| 9594 · RENTALS                                   | 0.00              | 10,000.00         | 0.0%         |
| <b>Total CONTRACT SERVICES</b>                   | <b>13,539.94</b>  | <b>523,000.00</b> | <b>2.6%</b>  |

Grafton Township RB  
**Actual vs Budget Year to Date**  
April 2017 through March 2018

|   | <u>Apr '17 - Mar 18</u> | <u>Budget</u>       | <u>% of Budget</u> |
|---|-------------------------|---------------------|--------------------|
| <b>OTHER EXPENDITURES</b>                       |                         |                     |                    |
| 9929 · MISCELLANEOUS                            | 2,470.00                | 3,000.00            | 82.3%              |
| 9952 · Intergovernmental Agreement              | 0.00                    | 15,625.00           | 0.0%               |
| <b>Total OTHER EXPENDITURES</b>                 | <b>2,470.00</b>         | <b>18,625.00</b>    | <b>13.3%</b>       |
| <b>PERSONNEL</b>                                |                         |                     |                    |
| 9421 · SALARIES                                 | 55,858.01               | 182,000.00          | 30.7%              |
| 9451 · Health / Life Insurance                  | 13,495.50               | 55,000.00           | 24.5%              |
| 9461 · Social Security Contribution             | 4,158.10                | 16,000.00           | 26.0%              |
| 9462 · Medicare Contribution                    | 972.46                  | 6,000.00            | 16.2%              |
| 9472 · Uniforms                                 | 0.00                    | 2,000.00            | 0.0%               |
| 9475 · Payroll Expense                          | 531.00                  | 1,400.00            | 37.9%              |
| <b>Total PERSONNEL</b>                          | <b>75,015.07</b>        | <b>262,400.00</b>   | <b>28.6%</b>       |
| <b>Total PERMANENT HARD ROAD EXPENDITURE</b>    | <b>112,692.03</b>       | <b>1,080,025.00</b> | <b>10.4%</b>       |
| <b>ROAD &amp; BRIDGE-IMRF-EXPENDITURE</b>       |                         |                     |                    |
| <b>PERSONNEL</b>                                |                         |                     |                    |
| 8463 · RETIREMENT CONTRIBUTION                  | 5,861.54                | 46,000.00           | 12.7%              |
| <b>Total PERSONNEL</b>                          | <b>5,861.54</b>         | <b>46,000.00</b>    | <b>12.7%</b>       |
| <b>Total ROAD &amp; BRIDGE-IMRF-EXPENDITURE</b> | <b>5,861.54</b>         | <b>46,000.00</b>    | <b>12.7%</b>       |
| <b>ROAD &amp; BRIDGE-INS-EXPENDITURE</b>        |                         |                     |                    |
| <b>CONTRACT SERVICE</b>                         |                         |                     |                    |
| 7593 · RISK MANAGEMENT CONTRIBUTION             | 20,672.00               | 60,000.00           | 34.5%              |
| <b>Total CONTRACT SERVICE</b>                   | <b>20,672.00</b>        | <b>60,000.00</b>    | <b>34.5%</b>       |
| <b>PERSONNEL</b>                                |                         |                     |                    |
| 7453 · UNEMPLOYMENT INSURANCE                   | 15.34                   | 10,000.00           | 0.2%               |
| <b>Total PERSONNEL</b>                          | <b>15.34</b>            | <b>10,000.00</b>    | <b>0.2%</b>        |
| <b>Total ROAD &amp; BRIDGE-INS-EXPENDITURE</b>  | <b>20,687.34</b>        | <b>70,000.00</b>    | <b>29.6%</b>       |
| <b>ROAD &amp; BRIDGE FUND EXPENDITURES</b>      |                         |                     |                    |
| <b>ADMINISTRATION</b>                           |                         |                     |                    |
| <b>CAPITAL OUTLAY</b>                           |                         |                     |                    |
| 6831 · EQUIPMENT                                | 0.00                    | 5,000.00            | 0.0%               |
| <b>Total CAPITAL OUTLAY</b>                     | <b>0.00</b>             | <b>5,000.00</b>     | <b>0.0%</b>        |
| <b>COMMODITIES</b>                              |                         |                     |                    |
| 6651 · OFFICE SUPPLIES                          | 35.79                   | 800.00              | 4.5%               |
| <b>Total COMMODITIES</b>                        | <b>35.79</b>            | <b>800.00</b>       | <b>4.5%</b>        |



09/12/17  
Cash Basis

Grafton Township RB  
**Actual vs Budget Year to Date**  
April 2017 through March 2018

|  | <u>Apr '17 - Mar 18</u> | <u>Budget</u>     | <u>% of Budget</u> |
|--|-------------------------|-------------------|--------------------|
| <b>CONTRACTED SERVICES</b>             |                         |                   |                    |
| 6512 · MAINTENANCE EQUIPMENT           | 180.00                  | 1,000.00          | 18.0%              |
| 6531 · ACCOUNTING SERVICE              | 3,000.00                | 14,000.00         | 21.4%              |
| 6533 · LEGAL SERVICE                   | 790.50                  | 30,000.00         | 2.6%               |
| 6551 · POSTAGE                         | 0.00                    | 400.00            | 0.0%               |
| 6552 · TELEPHONE                       | 1,372.89                | 5,000.00          | 27.5%              |
| 6553 · PUBLISHING                      | 59.20                   | 1,500.00          | 3.9%               |
| 6554 · PRINTINING                      | 0.00                    | 200.00            | 0.0%               |
| 6561 · DUES AND SUBSCRIPTIONS          | 75.00                   | 300.00            | 25.0%              |
| 6562 · TRAVEL & MEETING EXPENSE        | 170.00                  | 6,000.00          | 2.8%               |
| 6563 · EDUCATION & TRAINING            | 0.00                    | 1,000.00          | 0.0%               |
| <b>Total CONTRACTED SERVICES</b>       | <b>5,647.59</b>         | <b>59,400.00</b>  | <b>9.5%</b>        |
| <b>OTHER EXPENDITURES</b>              |                         |                   |                    |
| 6914 · MUNICIPAL REPLACEMENT           | 0.00                    | 8,500.00          | 0.0%               |
| 6929 · MISCELLANEOUS                   | 0.00                    | 8,000.00          | 0.0%               |
| <b>Total OTHER EXPENDITURES</b>        | <b>0.00</b>             | <b>16,500.00</b>  | <b>0.0%</b>        |
| <b>PERSONNEL</b>                       |                         |                   |                    |
| 6421 · SALARIES                        | 11,208.00               | 27,000.00         | 41.5%              |
| <b>Total PERSONNEL</b>                 | <b>11,208.00</b>        | <b>27,000.00</b>  | <b>41.5%</b>       |
| <b>Total ADMINISTRATION</b>            | <b>16,891.38</b>        | <b>108,700.00</b> | <b>15.5%</b>       |
| <b>MAINTENANCE</b>                     |                         |                   |                    |
| <b>CAPITAL OUTLAY</b>                  |                         |                   |                    |
| 6820 · CAPITAL ASSET OUTLAY            | 1,100.00                | 100,000.00        | 1.1%               |
| 6833 · OTHER IMPROVEMENTS              | 0.00                    | 160,000.00        | 0.0%               |
| <b>Total CAPITAL OUTLAY</b>            | <b>1,100.00</b>         | <b>260,000.00</b> | <b>0.4%</b>        |
| <b>COMMODITIES</b>                     |                         |                   |                    |
| 6111 · MAINTENANCE SUPPLY - BUILDING   | 152.09                  | 12,000.00         | 1.3%               |
| 6112 · MAINTENANCE SUPPLY - EQUIPM...  | 2,916.97                | 14,000.00         | 20.8%              |
| 6113 · MAINTENANCE SUPPLY - VEHICL...  | 3,015.16                | 14,000.00         | 21.5%              |
| 6114 · MAINTENANCE SUPPLY - ROAD       | 0.00                    | 100.00            | 0.0%               |
| 6116 · MAINTENANCE - SNOW REMOVAL      | 0.00                    | 100.00            | 0.0%               |
| 6118 · MAINTENANCE SUPPLY - BRIDGE     | 0.00                    | 5,000.00          | 0.0%               |
| 6122 · OPERATING SUPPLIES              | 447.99                  | 4,000.00          | 11.2%              |
| 6123 · SMALL TOOLS                     | 153.40                  | 6,000.00          | 2.6%               |
| <b>Total COMMODITIES</b>               | <b>6,685.61</b>         | <b>55,200.00</b>  | <b>12.1%</b>       |
| <b>CONTRACT SERVICES</b>               |                         |                   |                    |
| 6311 · MAINTENANCE SERVICE - BUILDI... | 0.00                    | 10,000.00         | 0.0%               |
| 6312 · MAINTENANCE SERVICE - EQUIP...  | 0.00                    | 15,000.00         | 0.0%               |
| 6313 · MAINTENANCE SERVICE - VEHIC...  | 11,760.40               | 15,000.00         | 78.4%              |
| 6314 · MAINTENANCE SERVICE ROADS       | 0.00                    | 100.00            | 0.0%               |
| 6316 · MAINTENANCE - SNOW REMOVAL      | 0.00                    | 100.00            | 0.0%               |
| 6318 · MAINTENANCE SERVICE BRIDGE      | 0.00                    | 15,000.00         | 0.0%               |
| 6332 · ENGINEERING SERVICE             | 0.00                    | 10,000.00         | 0.0%               |
| 6371 · UTILITIES                       | 768.63                  | 9,000.00          | 8.5%               |
| 6373 · GARBAGE DISPOSAL                | 669.28                  | 6,000.00          | 11.2%              |
| 6394 · RENTALS                         | 0.00                    | 500.00            | 0.0%               |
| <b>Total CONTRACT SERVICES</b>         | <b>13,198.31</b>        | <b>80,700.00</b>  | <b>16.4%</b>       |



09/12/17  
Cash Basis

Grafton Township RB  
**Actual vs Budget Year to Date**  
April 2017 through March 2018

|                                       | <u>Apr '17 - Mar 18</u>  | <u>Budget</u>               | <u>% of Budget</u>   |
|---------------------------------------|--------------------------|-----------------------------|----------------------|
| OTHER EXPENDITURES                    |                          |                             |                      |
| 6919 · MISCELLANEOUS                  | <u>0.00</u>              | <u>5,000.00</u>             | <u>0.0%</u>          |
| Total OTHER EXPENDITURES              | 0.00                     | 5,000.00                    | 0.0%                 |
| PERSONNEL                             |                          |                             |                      |
| 6221 · SALARIES                       | <u>0.00</u>              | <u>10,500.00</u>            | <u>0.0%</u>          |
| Total PERSONNEL                       | 0.00                     | 10,500.00                   | 0.0%                 |
| Total MAINTENANCE                     | <u>20,983.92</u>         | <u>411,400.00</u>           | <u>5.1%</u>          |
| Total ROAD & BRIDGE FUND EXPENDITURES | 37,875.30                | 520,100.00                  | 7.3%                 |
| 6391 · R&B - CONTINGENCIES            | 0.00                     | 23,000.00                   | 0.0%                 |
| 9917 · PHR - CONTINGENCIES            | <u>0.00</u>              | <u>53,000.00</u>            | <u>0.0%</u>          |
| Total Expense                         | <u>177,116.21</u>        | <u>1,792,125.00</u>         | <u>9.9%</u>          |
| Net Ordinary Income                   | <u>449,701.89</u>        | <u>-1,015,147.00</u>        | <u>-44.3%</u>        |
| Net Income                            | <u><u>449,701.89</u></u> | <u><u>-1,015,147.00</u></u> | <u><u>-44.3%</u></u> |

**American Community Bank  
Road District  
Bank Accounts**

|                            |            |
|----------------------------|------------|
| <b>RB General Checking</b> | <b>159</b> |
| <b>Money Market</b>        | <b>001</b> |

9:31 AM

09/01/17

159

# Grafton Township RB Reconciliation Summary

103 · R&amp;B General Amer. Comm. (new), Period Ending 08/31/2017

|                                   | Aug 31, 17 |
|-----------------------------------|------------|
| Beginning Balance                 | 499,297.33 |
| Cleared Transactions              |            |
| Checks and Payments - 28 items    | -38,275.40 |
| Deposits and Credits - 14 items   | 15,739.74  |
| Total Cleared Transactions        | -22,535.66 |
| Cleared Balance                   | 476,761.67 |
| Uncleared Transactions            |            |
| Checks and Payments - 6 items     | -3,128.25  |
| Total Uncleared Transactions      | -3,128.25  |
| Register Balance as of 08/31/2017 | 473,633.42 |
| New Transactions                  |            |
| Checks and Payments - 1 item      | -2,227.87  |
| Deposits and Credits - 1 item     | 199,789.14 |
| Total New Transactions            | 197,561.27 |
| Ending Balance                    | 671,194.69 |

9:24 AM

09/01/17

001

# Grafton Township RB Reconciliation Summary

501 · R &amp; B Money Market - Amer Com, Period Ending 08/31/2017

|                                   | Aug 31, 17 |
|-----------------------------------|------------|
| Beginning Balance                 | 548,862.93 |
| Cleared Transactions              |            |
| Deposits and Credits - 1 item     | 326.31     |
| Total Cleared Transactions        | 326.31     |
| Cleared Balance                   | 549,189.24 |
| Register Balance as of 08/31/2017 | 549,189.24 |
| Ending Balance                    | 549,189.24 |

# **SUPERVISOR'S REPORT**



# System Activity Report

[8/1/2017 - 8/31/2017] Report Date: 8/31/2017

## General Assistance

|                             |       |          |
|-----------------------------|-------|----------|
| Grants (New Clients) :      | 1     | \$345.00 |
| Grants (Previous Clients) : | 0     |          |
| In-Process :                | 1     |          |
| Denials :                   | 2     |          |
| Sanctions :                 | 0     |          |
| Terminations :              | 1     |          |
|                             | <hr/> |          |
|                             | 5     | \$345.00 |

## General Assistance - Medical

|                 |       |        |
|-----------------|-------|--------|
| Referrals :     | 0     |        |
| Disbursements : | 0     |        |
|                 | <hr/> |        |
|                 | 0     | \$0.00 |

## General Assistance - Work Program Assignments

|                |       |  |
|----------------|-------|--|
| Job Training : | 0     |  |
| Workfare :     | 0     |  |
|                | <hr/> |  |
|                | 0     |  |

## Emergency Assistance

|               |       |            |
|---------------|-------|------------|
| Grants :      | 2     | \$829.00   |
| In-Process :  | 1     |            |
| Denials :     | 1     |            |
|               | <hr/> |            |
|               | 4     | \$829.00   |
| Grand Totals: | 9     | \$1,174.00 |

[illegible]

| GRAFTON TOWNSHIP         |       |        |           |   |                  |         |           |          |        |       |
|--------------------------|-------|--------|-----------|---|------------------|---------|-----------|----------|--------|-------|
| BUS SERVICE FOR THE YEAR |       |        |           |   |                  |         |           |          |        |       |
|                          |       | 2017   |           |   |                  |         |           |          |        |       |
|                          |       |        |           |   |                  |         |           |          |        |       |
| DATE                     | Rides | Riders | No Charge |   | Township Revenue | Medical | Nutrition | Shopping | Social | Other |
| August 1, 2017           |       |        |           |   |                  |         |           |          |        |       |
| August 2, 2017           | 3     | 1      |           | 0 | \$7.00           | 2       |           |          |        | 1     |
| August 3, 2017           |       |        |           |   |                  |         |           |          |        |       |
| August 4, 2017           |       |        |           |   |                  |         |           |          |        |       |
|                          |       |        |           |   |                  |         |           |          |        |       |
| August 7, 2017           |       |        |           |   |                  |         |           |          |        |       |
| August 8, 2017           |       |        |           |   |                  |         |           |          |        |       |
| August 9, 2017           |       |        |           |   |                  |         |           |          |        |       |
| August 10, 2017          | 2     | 1      |           | 0 | \$6.00           | 2       |           |          |        |       |
| August 11, 2017          |       |        |           |   |                  |         |           |          |        |       |
|                          |       |        |           |   |                  |         |           |          |        |       |
| August 14, 2017          | 3     | 1      |           |   | \$7.00           | 2       |           |          |        | 1     |
| August 15, 2017          |       |        |           |   |                  |         |           |          |        |       |
| August 16, 2017          |       |        |           |   |                  |         |           |          |        |       |
| August 17, 2017          | 2     | 1      |           | 0 | \$6.00           | 2       |           |          |        |       |
| August 18, 2017          |       |        |           |   |                  |         |           |          |        |       |
|                          |       |        |           |   |                  |         |           |          |        |       |
| August 21, 2017          |       |        |           |   |                  |         |           |          |        |       |
| August 22, 2017          |       |        |           |   |                  |         |           |          |        |       |
| August 23, 2017          | 3     | 1      |           |   | \$7.00           | 2       |           |          |        | 1     |
| August 24, 2017          |       |        |           |   |                  |         |           |          |        |       |
| August 25, 2017          |       |        |           |   |                  |         |           |          |        |       |
|                          |       |        |           |   |                  |         |           |          |        |       |
| August 28, 2017          |       |        |           |   |                  |         |           |          |        |       |
| August 29, 2017          |       |        |           |   |                  |         |           |          |        |       |
| August 30, 2017          |       |        |           |   |                  |         |           |          |        |       |
| August 31, 2017          | 2     | 1      |           | 0 | \$6.00           | 2       |           |          |        |       |
|                          |       |        |           |   |                  |         |           |          |        |       |
| August Total             | 15    | 6      |           | 0 | \$39.00          | 12      | 0         | 0        | 0      | 3     |