

## NOTICE AND AGENDA

### GRAFTON TOWNSHIP REGULAR BOARD MEETING

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

*MONDAY, July 16, 2018*

NOTICE IS HEREBY GIVEN that the Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois will be held on Monday, July 16, 2018 @ 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, June 18, 2018
  - D. Audit and payment of unpaid bills/Warrant check detail for Town Fund
  - E. 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 pursuant to 5 ILCS 120/2(c)(21) past executive session meeting minutes; Executive Session if necessary, pursuant to 5 IL CS 120/2(c), section to be cited.
9. Discussion and potential action of items as discussed during Executive Session
10. Old Business
  - A. Discussion and possible action regarding 2017-2018 Township Audit
11. New Business
  - A. Discussion and possible action regarding Assessor's Fire Wall
12. Committee and Officer Reports
  - Supervisor
  - Trustee
  - Facilities Update Committee
  - Assessor
  - Road District
  - Clerk
13. Adjournment

Dated and Posted by Township Clerk Kathleen Watson  
July 12, 2018

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

# **DRAFT MINUTES**

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

*MONDAY, June 18, 2018*

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, June 18, 2018 at the Township Offices.

1. **Call to Order** -7:35 p.m.
2. **Roll Call** – Board Present: Trustee: Cooper, Welch, and Ziller; Supervisor Ruth; Road Commissioner Poznanski; Assessor Zielinski, Clerk Watson. Trustee Cratty absent.
3. **Pledge of Allegiance** was said.
4. **Approval of Agenda**  
A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cooper, to approve the Agenda as prepared. Roll call vote taken, all ayes noted, motion carried.
5. **Regular Business**
  - A. A motion was made by Trustee Cooper, 2<sup>nd</sup> by Supervisor Ruth to approve the Road & Bridge Budget Appropriation Hearing minutes dated May 21, 2018 as presented. Roll call vote taken, all ayes noted, motion carried.
  - B. A motion was made by Trustee Welch, 2<sup>nd</sup> by Trustee Cooper to approve the Town Fund Budget Appropriation Hearing minutes dated May 21, 2018. Roll call vote taken, all ayes noted, motion carried.
  - C. A motion was made by Trustee Cooper, 2<sup>nd</sup> by Supervisor Ruth to approve the May 21, 2018 with the following correction:  
“Regular Business, B., iv. A motion was made by Trustee Cratty, 2<sup>nd</sup> by Supervisor Ruth to approve the unpaid bills/Warrant check detail for the Town Fund. ”  
Roll call vote taken, all ayes noted, motion carried.
  - D. During the audit of unpaid bills/Warrant check list for the Town Fund, a discussion ensued regarding the following PO’s presented by Assessor Zielinski.

#20390, Equipment (1854) in the amount of	\$1,689.57
#20396, Training (1761) in the amount of	179.99
#20391, Software (1756) in the amount of	45.32
#20397, Postage (1755) in the amount of	49.75

The above PO’s were presented as a repayment to the Assessor himself. The Board reminded Assessor Zielinski that a policy had been created by the past board that the use of a personal credit card for Township was not allowed. Supervisor Ruth informed the Board that Assessor Zielinski asked if he could use his personal credit



card, and Supervisor Ruth said "No not without Board approval." The Board expressed that these invoices could be paid if they are put through the proper channels.

A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cooper, to approved the unpaid bills/Warrant check list for the Town Fund excluding PO #20390, #20396, #20391, and #20397. Roll call vote taken, all ayes noted, motion carried.

E. A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Ruth to approve the audit and payment of unpaid bills/Warrant check detail for the Road District. Roll call vote taken, all ayes noted, motion carried.

6. Public Comment – None

7. Board Members Response to Public comment – None

8. A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cooper, to go into Executive Session pursuant to 5 ILCS 120/2(c) 21 Executive Meeting Minutes, and 5 ILCS 120/2(c) 11, Pending Litigation. Roll call vote taken, all ayes noted, motion carried. The Regular Meeting was closed @ 8:07 p.m.

A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cooper to reconvene the Regular Board Meeting. Roll call vote taken, all ayes noted, motion carried. The Regular Board Meeting was reconvened at 8:21 p.m.

9. Discussion and potential action of items as discussed during Executive Session- None

10. Old Business – None

11. New Business

A. Discussion ensued and possible action regarding 2017-2018 Township Audit was tabled until the next meeting.

12. Committee and Officer Reports

#### SUPERVISOR REPORT

A. He will bring the TOI bill in the amount of \$12,200 for consideration at the next meeting, asking the Board to consider the cost versus the benefits of TOI.

B. Wiring the office is in progress

C. Bank refunded the safe deposit fee discussed last month.

#### TRUSTEE/FACILITY UPDATE

Trustee Cooper would like the glass to be continually cleaned up in the recycling area, and have the area monitored for electronic, debris and other items that are being dropped off to be monitored to keep it looking clean.

#### ROAD DISTRICT

Road Commissioner Poznanski will be out of town next month.

#### ASSESSOR

Assessor Zielinski would like a fire wall for his office, and presented an estimate for the Board. A copy of that estimate is attached to the original meeting minutes. Estimate does not include a cabinet but only a patch panel.

CLERK – None

**13. ADJOURNMENT**

Being no further business, a motion was made by Trustee Ziller, 2<sup>nd</sup> by Supervisor Ruth to adjourn the Regular Board Meeting. Voice vote taken, all ayes noted, motion carried. The Regular Board meeting adjourned @ 8:55 p.m.

Respectfully submitted,  
Kathleen M. Watson  
Grafton Township Clerk

# **TOWN FUND FINANCIALS**

# GRAFTON TOWNSHIP

## Unpaid Bills Detail

### All Transactions

Date	Num	Memo	Split	Amount
<b>CARDUNAL OFFICE SUPPLY</b>				
07/26/2018		PO 3094	1651 · OFFICE SUP...	54.59
Total CARDUNAL OFFICE SUPPLY				54.59
<b>COM ED</b>				
07/03/2018		PO 3126	1571 · UTILITIES	234.21
07/03/2018		PO 3127	5571 · UTILITIES	78.07
Total COM ED				312.28
<b>Cutting Edge Communications LLC</b>				
07/05/2018	5260	PO 3128	1512 · MAINTENANC...	10,117.00
Total Cutting Edge Communications LLC				10,117.00
<b>David Knutson</b>				
07/10/2018		PO 20400	1760 · TRAVEL EXP...	41.71
Total David Knutson				41.71
<b>Entre Computer Solution</b>				
06/29/2018	00115644	PO 3123	1512 · MAINTENANC...	135.00
Total Entre Computer Solution				135.00
<b>Gottmoller &amp; Associates</b>				
06/28/2018		PO 3124	1533 · LEGAL SERVI...	140.00
Total Gottmoller & Associates				140.00
<b>James Burke</b>				
07/10/2018		PO 20401	1760 · TRAVEL EXP...	25.35
Total James Burke				25.35
<b>Leading IT</b>				
07/01/2018	23988	PO 3121	1512 · MAINTENANC...	156.25
07/01/2018	23892WB	PO 3114	1512 · MAINTENANC...	400.00
Total Leading IT				556.25
<b>McHenry County Division of Transportation</b>				
07/03/2018	7-32	PO 3122	972 · McRIDE	600.00
Total McHenry County Division of Transportation				600.00
<b>MDC Environmental Services, Inc.</b>				
07/01/2018	18481470	PO 3125	1511 · MAINTENANC...	50.80
Total MDC Environmental Services, Inc.				50.80
<b>Township Officials of Illinois</b>				
07/01/2018	18/19 dues	PO 3104	1561 · DUES	1,219.45
Total Township Officials of Illinois				1,219.45
<b>TOTAL</b>				<b>13,252.43</b>

8:09 AM

07/12/18

Cash Basis

**GRAFTON TOWNSHIP**  
**TF Warrant Detail Report**  
June 20 through July 12, 2018

Date	Num	Name	Memo	Paid Amount
<b>101 · CHECKING -American Community</b>				
06/25/2018	24007	BLUECROSS BLUE...	PO 3111, 20419	-7,957.44
06/25/2018	24008	Braden Business Sys...	PO 3115, 3116	-45.62
06/25/2018	24009	ComCast I	PO 3117, 3118	-169.80
06/25/2018	24010	Humana Dental Ins.Co.	PO 3113, 20418	-759.05
06/25/2018	24011	Leaf	PO 31109, 3110	-99.00
06/25/2018	24012	NICOR GAS	PO 3119, 3120	-23.28
06/25/2018	24013	ComCast I	PO 20420	-291.41
06/29/2018			Service Charge	-12.00
<b>Total 101 · CHECKING -American Community</b>				<b>-9,357.60</b>



Grafton Township Assessor's Office Warrant List: July, 2018

Pending Board approval

<u>Account</u>	<u>Amount</u>	<u>Vendor</u>	<u>P.O. #</u>	<u>For</u>
1760	\$25.35	James Burke	20401	CE Meals
1760	\$41.71	David Knutson	20400	CE Meals
<b>Subtotal</b>	<b>\$67.06</b>			

Prior Board approval

1752	\$291.41	Comcast	20420	phone & Internet
1243	\$315.72	Humana	20418	Healthcare insurance
1243	\$3,865.73	BlueCross/BlueShield	20419	Healthcare insurance
<b>Subtotal</b>	<b>\$4,181.45</b>			

**Total**      **\$4,248.51**

07/12/18

**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
CORPORATE FUND REVENUE			
1000 · PROPERTY TAXES	479,062.41	897,435.00	53.4%
1010 · REPLACEMENT TAXES	14,021.28	20,000.00	70.1%
1020 · INTEREST INCOME	4,353.64	7,296.00	59.7%
1040 · IGA ROAD COM SALARY	0.00	15,625.00	0.0%
1055 · MISCELLANEOUS INCOME	607.95	500.00	121.6%
Total CORPORATE FUND REVENUE	498,045.28	940,856.00	52.9%
CORPORATE INSURANCE FUND REV			
2000 · PROPERTY TAXES	9,614.03	18,000.00	53.4%
2020 · INTEREST INCOME	0.00	0.67	0.0%
2050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
Total CORPORATE INSURANCE FUND REV	9,614.03	18,000.67	53.4%
GENERAL ASSISTANCE FUND REVENUE			
5000 · PROPERTY TAXES	17,618.04	33,000.00	53.4%
5020 · INTEREST INCOME	93.55	129.82	72.1%
5050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
Total GENERAL ASSISTANCE FUND REVENUE	17,711.59	33,129.82	53.5%
Total Income	525,370.90	991,986.49	53.0%
<b>Expense</b>			
GENERAL ASSISTANCE FUND			
ADMINISTRATION			
CONTRACTUAL SERVICES			
5512 · MAINTENANCE SERVICE - EQUIPMENT	215.79	2,000.00	10.8%
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	250.00	0.0%
5552 · TELEPHONE	398.74	1,000.00	39.9%
5554 · PRINTING	27.83	1,000.00	2.8%
5556 · TRAINING	0.00	500.00	0.0%
5571 · UTILITIES	242.07	1,000.00	24.2%
Total CONTRACTUAL SERVICES	3,884.43	9,750.00	39.8%
OPERATING EXPENSES			
5611 · MAINTENANCE SUPPLIES - BUILDING	0.00	500.00	0.0%
5651 · OFFICE SUPPLIES	0.00	1,000.00	0.0%
Total OPERATING EXPENSES	0.00	1,500.00	0.0%
PERSONNEL			
5421 · SALARIES	1,278.00	20,000.00	6.4%
5451 · HEALTH INSURANCE	92.65	7,500.00	1.2%
Total PERSONNEL	1,370.65	27,500.00	5.0%
Total ADMINISTRATION	5,255.08	38,750.00	13.6%
HOME RELIEF			
COMMODITIES			
5781 · FOOD	0.00	1,500.00	0.0%
5782 · PERSONAL INCIDENTALS	0.00	1,500.00	0.0%
5783 · HOUSEHOLD INCIDENTALS	0.00	1,500.00	0.0%
5784 · FLAT GRANT	0.00	1,000.00	0.0%
5785 · DRUGS	0.00	1,000.00	0.0%
5786 · FUEL	0.00	1,000.00	0.0%
5790 · Catastastrophic Deduction	0.00	25,085.52	0.0%
Total COMMODITIES	0.00	32,585.52	0.0%

**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
**April 2018 through March 2019**

	<u>Apr '18 - Mar 19</u>	<u>Budget</u>	<u>% of Budget</u>
<b>CONTRACTUAL SERVICES</b>			
5805 · TRANSPORTATION ASSISTANCE	0.00	1,000.00	0.0%
5885 · OTHER MEDICAL SERVICE INSURANCE	2,650.00	4,000.00	66.3%
5887 · SHELTER	500.00	20,000.00	2.5%
5888 · UTILITY PAYMENTS	2,273.03	5,000.00	45.5%
<b>Total CONTRACTUAL SERVICES</b>	<u>5,423.03</u>	<u>30,000.00</u>	<u>18.1%</u>
<b>Total HOME RELIEF</b>	<u>5,423.03</u>	<u>62,585.52</u>	<u>8.7%</u>
<b>Total GENERAL ASSISTANCE FUND</b>	<u>10,678.11</u>	<u>101,335.52</u>	<u>10.5%</u>
<b>TOWN FUND EXPENDITURES</b>			
<b>ADMINISTRATION</b>			
<b>CAPITAL OUTLAY</b>			
1831 · CAPITAL IMPROVEMENT RESERVE	0.00	500,000.00	0.0%
1835 · CAPITAL EQUIPMENT RESERVE	0.00	500,000.00	0.0%
<b>Total CAPITAL OUTLAY</b>	<u>0.00</u>	<u>1,000,000.00</u>	<u>0.0%</u>
<b>COMMODITIES</b>			
1651 · OFFICE SUPPLIES	145.38	5,009.51	2.9%
1652 · OPERATING SUPPLIES	19.99	3,000.00	0.7%
<b>Total COMMODITIES</b>	<u>165.37</u>	<u>8,009.51</u>	<u>2.1%</u>
<b>CONTRACTUAL SERVICES</b>			
1511 · MAINTENANCE SERVICE-BUILDING	151.22	150,000.00	0.1%
1512 · MAINTENANCE SERVICE - EQUIPMENT	2,518.96	75,000.00	3.4%
1531 · ACCOUNTING SERVICES	3,599.42	20,000.00	18.0%
1533 · LEGAL SERVICE	688.33	165,000.00	0.4%
1551 · POSTAGE	53.89	2,000.00	2.7%
1552 · TELEPHONE	517.03	3,000.00	17.2%
1553 · PUBLISHING	226.64	2,000.00	11.3%
1554 · PRINTING	117.54	3,000.00	3.9%
1561 · DUES	0.00	3,000.00	0.0%
1562 · TRAVEL EXPENSES	0.00	2,000.00	0.0%
1563 · TRAINING	0.00	5,000.00	0.0%
1565 · CLERK	0.00	5,000.00	0.0%
1571 · UTILITIES	748.31	5,000.00	15.0%
1572 · FUEL	18.00	2,000.00	0.9%
1573 · OTHER PROFESSIONAL SERVICES	0.00	50,000.00	0.0%
1574 · ANNUAL MEETING	0.00	2,500.00	0.0%
1575 · ROOM RENTAL	0.00	2,500.00	0.0%
<b>Total CONTRACTUAL SERVICES</b>	<u>8,639.34</u>	<u>497,000.00</u>	<u>1.7%</u>
<b>OTHER EXPENDITURES</b>			
1905 · MISCELLANEOUS EXPENSE	174.75	50,000.00	0.3%
1911 · CONTINGENCIES	0.00	50,000.00	0.0%
<b>Total OTHER EXPENDITURES</b>	<u>174.75</u>	<u>100,000.00</u>	<u>0.2%</u>
<b>PERSONNEL</b>			
1420 · OFFICE STAFF HOURLY	17,514.00	60,000.00	29.2%
1421 · ELECTED OFFICIALS SALARIES	40,557.80	165,000.00	24.6%
1451 · HEALTH INSURANCE	11,915.00	40,000.00	29.8%
<b>Total PERSONNEL</b>	<u>69,986.80</u>	<u>265,000.00</u>	<u>26.4%</u>

**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
**April 2018 through March 2019**

	Apr '18 - Mar 19	Budget	% of Budget
<b>SENIOR SERVICES</b>			
900 · SALARIES	4,603.50	25,000.00	18.4%
901 · PAYROLL TAXES	262.32	4,000.00	6.6%
902 · HEALTH INSURANCE	92.65	7,500.00	1.2%
903 · IMRF	0.00	2,500.00	0.0%
930 · FUEL	0.00	4,000.00	0.0%
950 · OFFICE SUPPLIES	0.00	1,000.00	0.0%
959 · COMMUNITY SERVICE/SENIOR	108.36	10,000.00	1.1%
960 · TELEPHONE	0.00	2,000.00	0.0%
967 · PRINTING	11.97	1,000.00	1.2%
968 · POSTAGE	0.00	1,000.00	0.0%
970 · MISCELLANEOUS	87.99	10,000.00	0.9%
971 · UTILITIES	0.00	2,000.00	0.0%
972 · McRIDE	1,800.00	15,000.00	12.0%
<b>Total SENIOR SERVICES</b>	<b>6,966.79</b>	<b>85,000.00</b>	<b>8.2%</b>
<b>Total ADMINISTRATION</b>	<b>85,933.05</b>	<b>1,955,009.51</b>	<b>4.4%</b>
<b>ASSESSOR</b>			
<b>CAPITAL OUTLAY</b>			
1854 · EQUIPMENT	0.00	1,750.00	0.0%
<b>Total CAPITAL OUTLAY</b>	<b>0.00</b>	<b>1,750.00</b>	<b>0.0%</b>
<b>COMMODITIES</b>			
1851 · OFFICE SUPPLIES	74.92	2,700.00	2.8%
<b>Total COMMODITIES</b>	<b>74.92</b>	<b>2,700.00</b>	<b>2.8%</b>
<b>CONTRACTUAL SERVICES</b>			
1751 · MAINTENANCE SERVICE	311.63	4,200.00	7.4%
1752 · TELEPHONE	1,175.91	6,300.00	18.7%
1755 · POSTAGE	0.00	250.00	0.0%
1756 · SOFTWARE	12,205.04	13,300.00	91.8%
1757 · PUBLISHING	0.00	600.00	0.0%
1758 · PRINTING	0.00	500.00	0.0%
1759 · DUES	0.00	1,000.00	0.0%
1760 · TRAVEL EXPENSE	313.06	1,200.00	26.1%
1761 · TRAINING	2,390.00	2,800.00	85.4%
1762 · PUBLICATIONS/SUBSCRIPTIONS	0.00	300.00	0.0%
<b>Total CONTRACTUAL SERVICES</b>	<b>16,395.64</b>	<b>30,450.00</b>	<b>53.8%</b>
<b>OTHER EXPENDITURES</b>			
1939 · MISCELLANEOUS	0.00	1,500.00	0.0%
1940 · UNIFORMS	0.00	500.00	0.0%
<b>Total OTHER EXPENDITURES</b>	<b>0.00</b>	<b>2,000.00</b>	<b>0.0%</b>
<b>PERSONNEL</b>			
1240 · SALARIES	60,054.59	222,000.00	27.1%
1241 · IMRF	5,248.79	23,000.00	22.8%
1242 · FICA/MEDICARE/TAXES	3,553.95	20,500.00	17.3%
1243 · HEALTH INSURANCE	16,890.44	62,000.00	27.2%
<b>Total PERSONNEL</b>	<b>85,747.77</b>	<b>327,500.00</b>	<b>26.2%</b>
<b>Total ASSESSOR</b>	<b>102,218.33</b>	<b>364,400.00</b>	<b>28.1%</b>
<b>Total TOWN FUND EXPENDITURES</b>	<b>188,151.38</b>	<b>2,319,409.51</b>	<b>8.1%</b>
<b>TOWN IMRF FUND EXPENDITURES</b>			
3262 · RETIREMENT CONTRIBUTION	2,750.69	28,000.00	9.8%
<b>Total TOWN IMRF FUND EXPENDITURES</b>	<b>2,750.69</b>	<b>28,000.00</b>	<b>9.8%</b>



**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
**April 2018 through March 2019**

	<u>Apr '18 - Mar 19</u>	<u>Budget</u>	<u>% of Budget</u>
<b>TOWN INSURANCE FUND EXPENDITURE</b>			
<b>CONTRACTED SERVICES</b>			
2593 · RISK MANAGEMENT CONTRIBUTION	<u>14,078.00</u>	<u>20,000.00</u>	<u>70.4%</u>
<b>Total CONTRACTED SERVICES</b>	<u>14,078.00</u>	<u>20,000.00</u>	<u>70.4%</u>
<b>PERSONNEL</b>			
2453 · UNEMPLOYMENT INSURANCE	<u>33.71</u>	<u>5,000.00</u>	<u>0.7%</u>
<b>Total PERSONNEL</b>	<u>33.71</u>	<u>5,000.00</u>	<u>0.7%</u>
<b>Total TOWN INSURANCE FUND EXPENDITURE</b>	<u>14,111.71</u>	<u>25,000.00</u>	<u>56.4%</u>
<b>TOWN SOCIAL SECURTY EXPENDITURE</b>			
3761 · SOCIAL SECURITY CONTRIBUTION	<u>4,216.14</u>	<u>20,000.00</u>	<u>21.1%</u>
3762 · MEDICARE CONTRIBUTION	<u>986.03</u>	<u>5,000.00</u>	<u>19.7%</u>
<b>Total TOWN SOCIAL SECURTY EXPENDITURE</b>	<u>5,202.17</u>	<u>25,000.00</u>	<u>20.8%</u>
<b>Total Expense</b>	<u>220,894.06</u>	<u>2,498,745.03</u>	<u>8.8%</u>
<b>Net Ordinary Income</b>	<u>304,476.84</u>	<u>-1,506,758.54</u>	<u>-20.2%</u>
<b>Net Income</b>	<u><u>304,476.84</u></u>	<u><u>-1,506,758.54</u></u>	<u><u>-20.2%</u></u>



2:15 PM

07/09/18

961

# GRAFTON TOWNSHIP Reconciliation Summary

101 · CHECKING -American Community, Period Ending 07/31/2018

	Jul 31, 18
Beginning Balance	70,993.76
Cleared Transactions	
Checks and Payments - 34 items	-54,301.38
Deposits and Credits - 39 items	1,745,613.62
Total Cleared Transactions	1,691,312.24
Cleared Balance	1,762,306.00
Uncleared Transactions	
Checks and Payments - 14 items	-29,148.16
Total Uncleared Transactions	-29,148.16
Register Balance as of 07/31/2018	1,733,157.84
Ending Balance	1,733,157.84

12:06 PM

07/03/18

183

# GRAFTON TOWNSHIP Reconciliation Summary

104 · TF RESERVED MONEY MARKET, Period Ending 06/30/2018

	Jun 30, 18
Beginning Balance	1,073,855.83
Cleared Transactions	
Checks and Payments - 1 item	-1,073,855.83
Total Cleared Transactions	-1,073,855.83
Cleared Balance	0.00
Register Balance as of 06/30/2018	0.00
Ending Balance	0.00

2:03 PM

07/09/18

754  
**GRAFTON TOWNSHIP**  
**Reconciliation Summary**  
**151 - General Assistance - Amer Com, Period Ending 06/30/2018**

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	Jun 30, 18
Beginning Balance	11,427.54
Cleared Transactions	
Checks and Payments - 7 items	-2,822.73
Deposits and Credits - 5 items	71,171.77
Total Cleared Transactions	68,349.04
Cleared Balance	79,776.58
Uncleared Transactions	
Checks and Payments - 3 items	-3,089.60
Total Uncleared Transactions	-3,089.60
Register Balance as of 06/30/2018	76,686.98
Ending Balance	76,686.98

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07/02/18

987  
**GRAFTON TOWNSHIP**  
**Reconciliation Summary**  
**150 - Gen Assistance MMF- Amer Com, Period Ending 06/30/2018**

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	Jun 30, 18
Beginning Balance	56,100.70
Cleared Transactions	
Checks and Payments - 1 item	-56,100.70
Total Cleared Transactions	-56,100.70
Cleared Balance	0.00
Register Balance as of 06/30/2018	0.00
Ending Balance	0.00

# **ROAD DISTRICT FUND FINANCIALS**

8:12 AM

07/12/18

# Grafton Township RB

## Unpaid Bills Detail

### All Transactions

Date	Num	Memo	Split	Amount
<b>ALLIED ASPHALT PAVING COMPANY</b>				
06/30/2018	216238	PO 12146	9614 · MAINTENANCE SUPPLIES - RO...	429.78
Total ALLIED ASPHALT PAVING COMPANY				429.78
<b>AutoZone, Inc.</b>				
07/10/2018	4427072029	PO 12151	6112 · MAINTENANCE SUPPLY - EQUI...	15.58
Total AutoZone, Inc.				15.58
<b>Cardmember Service</b>				
06/19/2018		PO 12134	6112 · MAINTENANCE SUPPLY - EQUI...	7.99
06/22/2018		PO 12137	6123 · SMALL TOOLS	17.99
Total Cardmember Service				25.98
<b>COM ED</b>				
07/03/2018		PO 12149	6371 · UTILITIES	99.05
Total COM ED				99.05
<b>COM ED STREET LIGHTS</b>				
06/22/2018		PO 12139	9519 · Street Lights	309.42
Total COM ED STREET LIGHTS				309.42
<b>HAMPSHIRE AUTO PARTS</b>				
06/12/2018		PO 12131	6112 · MAINTENANCE SUPPLY - EQUI...	17.55
Total HAMPSHIRE AUTO PARTS				17.55
<b>HINCKLEY SPRINGS WATER CO</b>				
06/17/2018	10164181061718	PO 12133	6122 · OPERATING SUPPLIES	32.50
Total HINCKLEY SPRINGS WATER CO				32.50
<b>INTERSTATE BATTERY SYSTEMS</b>				
06/26/2018	30109664	PO 12138	6113 · MAINTENANCE SUPPLY - VEHIC...	344.85
07/06/2018	897550	PO 12148	6112 · MAINTENANCE SUPPLY - EQUI...	110.95
Total INTERSTATE BATTERY SYSTEMS				455.80
<b>MARTIN IMPLEMENT SALES INC</b>				
07/02/2018	A63566	PO 12144	6112 · MAINTENANCE SUPPLY - EQUI...	284.90
Total MARTIN IMPLEMENT SALES INC				284.90
<b>MDC Environmental Services Inc.</b>				
07/01/2018	18481470	PO 12147	6373 · GARBAGE DISPOSAL	152.40
Total MDC Environmental Services Inc.				152.40
<b>Rush Truck Centers of Illinois, Inc.</b>				
06/28/2018	3011077165	PO 12140	6113 · MAINTENANCE SUPPLY - VEHIC...	41.88
06/28/2018	3011077132	PO 12141	6113 · MAINTENANCE SUPPLY - VEHIC...	43.38
Total Rush Truck Centers of Illinois, Inc.				85.26
<b>Shaw Suburban Media</b>				
06/29/2018	0618104576	PO 12150	6553 · PUBLISHING	95.90
Total Shaw Suburban Media				95.90
<b>ZIEGLER'S ACE HARDWARE</b>				
06/13/2018	74953/b	PO 12132	6111 · MAINTENANCE SUPPLY - BUILD...	11.97
06/21/2018	75041/b	PO 12135	6111 · MAINTENANCE SUPPLY - BUILD...	3.99
06/21/2018	75041/b	PO 12136	6112 · MAINTENANCE SUPPLY - EQUI...	1.50
06/28/2018	75116/b	PO 12142	6113 · MAINTENANCE SUPPLY - VEHIC...	9.99
06/28/2018	75117/b	PO 12143	6113 · MAINTENANCE SUPPLY - VEHIC...	3.98
07/03/2018	75188/b	PO 12145	6112 · MAINTENANCE SUPPLY - EQUI...	29.98
Total ZIEGLER'S ACE HARDWARE				61.41
<b>TOTAL</b>				<b>2,065.53</b>

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07/10/18

Cash Basis

**Grafton Township RB**  
**WARRANT DETAIL REPORT**  
**June 25 - 30, 2018**

Date	Num	Name	Memo	Paid Amount
<b>103 · R&amp;B General Amer. Comm.</b>				
06/25/2018	5672	BLUECROSS BLUESHIELD OF ILL...	PO 12128	-2,807.55
06/25/2018	5673	Comcast	PO 12130	-159.96
06/25/2018	5674	Humana Dental	PO 12129	-236.79
06/25/2018	5675	NICOR GAS	PO 12127	-48.66
06/25/2018	5676	Verizon Wireless	PO 12126	-116.78
Total 103 · R&B General Amer. Comm.				-3,369.74
<b>TOTAL</b>				<b>-3,369.74</b>



**ROAD & BRIDGE WARRANT LIST - JUNE 2018**

<u>FUND</u>	<u>VENDOR</u>	<u>PO #</u>			<u>DUE DATE</u>
6111	ACE	12132	Pipe Insulation-Twp water line	\$ 11.97	7/31/2018
6111	ACE	12135	Pipe Insulation-Twp water line	\$ 3.99	7/31/2018
6112	ACE	12136	Threaded rod - #3 Saw	\$ 1.50	7/31/2018
6113	ACE	12142	Rust primer - #5	\$ 9.99	7/31/2018
6113	ACE	12143	Oil line fitting & clamps - #2	\$ 3.98	7/31/2018
6112	ACE	12145	2 V-Belts - Arm Mower	\$ 29.98	7/31/2018
9614	ALLIED ASPHALT PAVING COMPANY	12146	Blacktop - 7.54 tons - <i>Teresa Ave</i>	\$ 429.78	7/30/2018
6112	AUTO ZONE, INC.	12151	2 Bottles R134a - Mini Excavator	\$ 15.58	8/9/2018
6112	CARDMEMBER SERVICE / VISA (F&F)	12134	Tire Inner Tube-Cub Cadet Mower	\$ 7.99	8/3/2018
6123	CARDMEMBER SERVICE / VISA (F&F)	12137	24" Level	\$ 17.99	8/3/2018
6371	COM ED	12149		\$ 99.05	8/20/2018
9519	COM ED - STREET LIGHTS	12139		\$ 309.42	8/24/2018
6112	HAMPSHIRE AUTO PARTS	12131	Air Filter - Mini-Excavator	\$ 17.55	7/12/2018
6122	HINCKLEY SPRINGS	12133	Water	\$ 32.50	7/9/2018
6113	INTERSTATE BATTERY SYSTEMS	12138	3 Batteries - #5	\$ 344.85	7/26/2018
6112	INTERSTATE BATTERY SYSTEMS	12148	1 Battery - Roller	\$ 110.95	8/5/2018
6112	MARTIN IMPLEMENT SALES, INC.	12144	2 Sets wing blades-Batwing mower	\$ 284.90	8/2/2018
6373	MDC ENVIRONMENTAL SERVICES INC	12147	Garbage service	\$ 152.40	7/20/2018
6113	RUSH TRUCK CENTERS OF IL INC.	12140	3 Battery tie downs - #5	\$ 41.88	7/10/2018
6113	RUSH TRUCK CENTERS OF IL INC.	12141	Oil line & fitting - #2	\$ 43.38	7/10/2018
6553	SHAW MEDIA	12150	Bid Notice - Linden Ln Project	\$ 95.90	7/31/2018
				<b>\$ 2,065.53</b>	

**BILLS PAID BEFORE MEETING**

9451	BLUECROSS BLUESHIELD OF IL	12128	Health insurance - July	\$ 2,807.55	7/1/2018
6552	COMCAST	12130	Phone & Internet	\$ 159.96	7/20/2018
9451	HUMANA DENTAL INSURANCE	12129	Health insurance - July	\$ 236.79	7/1/2018
6371	NICOR GAS	12127		\$ 48.66	8/6/2018
6552	VERIZON WIRELESS	12126	Cell phone service	\$ 116.78	6/30/2018
				<b>\$ 3,369.74</b>	
				<b>Total \$ 5,435.27</b>	

Road Commissioner:



07/12/18  
Cash Basis

Grafton Township RB  
**Actual vs Budget Year to Date**  
April 2018 through March 2019

	Apr '18 - Mar 19	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>PERMANENT HARD ROAD FD REVENUES</b>			
9000 · PROPERTY TAXES	296,350.59	555,153.00	53.4%
9020 · INTEREST INCOME	1,520.09	1,500.00	101.3%
9040 · Intergovernmental Agreement	0.00	500.00	0.0%
9050 · MISCELLANEOUS INCOME	250.00	500.00	50.0%
9060 · Permits & Bonds	329.00	2,000.00	16.5%
9080 · GRANT INCOME	0.00	5.00	0.0%
<b>Total PERMANENT HARD ROAD FD REVENUES</b>	<b>298,449.68</b>	<b>559,658.00</b>	<b>53.3%</b>
<b>ROAD &amp; BRIDGE FUND REVENUES</b>			
6000 · PROPERTY TAXES - ROAD & BRIDGE	72,064.52	261,289.00	27.6%
6002 · MUNICIPAL SHARE	0.00	-126,289.00	0.0%
6010 · REPLACEMENT TAXES-ROAD & BRIDGE	23,844.23	40,000.00	59.6%
6020 · INTEREST INCOME	2,358.35	1,000.00	235.8%
6030 · RENTAL INCOME	0.00	5.00	0.0%
6040 · INTERGOVERNMENT AGREEMENT	0.00	5.00	0.0%
6050 · MISCELLANEOUS INCOME	0.00	10.00	0.0%
6060 · COURT FINES & PERMITS	438.12	800.00	54.8%
6080 · GRANT INCOME	0.00	5.00	0.0%
<b>Total ROAD &amp; BRIDGE FUND REVENUES</b>	<b>98,705.22</b>	<b>176,825.00</b>	<b>55.8%</b>
<b>ROAD &amp; BRIDGE IMRF FUND REVENUE</b>			
8000 · PROPERTY TAXES	9,614.19	18,011.00	53.4%
8020 · INTEREST INCOME	46.77	30.00	155.9%
8050 · MISCELLANEOUS INCOME	0.00	5.00	0.0%
<b>Total ROAD &amp; BRIDGE IMRF FUND REVENUE</b>	<b>9,660.96</b>	<b>18,046.00</b>	<b>53.5%</b>
<b>ROAD &amp; BRIDGE INSURANCE REVENUE</b>			
7000 · PROPERTY TAXES	10,677.39	20,002.00	53.4%
7020 · INTEREST INCOME	70.16	45.00	155.9%
7050 · MISCELLANEOUS INCOME	0.00	2,900.00	0.0%
<b>Total ROAD &amp; BRIDGE INSURANCE REVENUE</b>	<b>10,747.55</b>	<b>22,947.00</b>	<b>46.8%</b>
<b>Total Income</b>	<b>417,563.41</b>	<b>777,476.00</b>	<b>53.7%</b>
<b>Expense</b>			
<b>PERMANENT HARD ROAD EXPENDITURE</b>			
<b>COMMODITIES</b>			
9614 · MAINTENANCE SUPPLIES - ROADS	3,009.82	65,000.00	4.6%
9652 · OPERATING SUPPLIES	15.96	8,000.00	0.2%
9655 · AUTO FUEL & OIL	1,499.92	45,000.00	3.3%
9656 · SALT, CALCIUM, ICE CONTROL	4,791.58	158,000.00	3.0%
<b>Total COMMODITIES</b>	<b>9,317.28</b>	<b>276,000.00</b>	<b>3.4%</b>
<b>CONTRACT SERVICES</b>			
9514 · MAINTENANCE SERVICE ROAD	19,990.00	440,000.00	4.5%
9518 · ROAD STRIPPING	0.00	28,000.00	0.0%
9519 · Street Lights	920.10	5,000.00	18.4%
9520 · ROAD SIGNS & MATERIALS	0.00	30,000.00	0.0%
9532 · ENGINEERING SERVICE	0.00	40,000.00	0.0%
9594 · RENTALS	0.00	10,000.00	0.0%
<b>Total CONTRACT SERVICES</b>	<b>20,910.10</b>	<b>553,000.00</b>	<b>3.8%</b>

## Actual vs Budget Year to Date

April 2018 through March 2019

07/12/18

Cash Basis

	Apr '18 - Mar 19	Budget	% of Budget
<b>OTHER EXPENDITURES</b>			
9929 · MISCELLANEOUS	1,000.00	14,000.00	7.1%
9952 · Intergovernmental Agreement	0.00	15,625.00	0.0%
<b>Total OTHER EXPENDITURES</b>	<b>1,000.00</b>	<b>29,625.00</b>	<b>3.4%</b>
<b>PERSONNEL</b>			
9421 · SALARIES	34,244.94	185,000.00	18.5%
9451 · Health / Life Insurance	9,215.34	65,000.00	14.2%
9461 · Social Security Contribution	2,528.54	16,000.00	15.8%
9462 · Medicare Contribution	591.35	6,000.00	9.9%
9472 · Uniforms	0.00	2,000.00	0.0%
9475 · Payroll Expense	344.25	1,400.00	24.6%
<b>Total PERSONNEL</b>	<b>46,924.42</b>	<b>275,400.00</b>	<b>17.0%</b>
<b>Total PERMANENT HARD ROAD EXPENDITURE</b>	<b>78,151.80</b>	<b>1,134,025.00</b>	<b>6.9%</b>
<b>ROAD &amp; BRIDGE-IMRF-EXPENDITURE</b>			
<b>PERSONNEL</b>			
8463 · RETIREMENT CONTRIBUTION	3,564.41	48,000.00	7.4%
<b>Total PERSONNEL</b>	<b>3,564.41</b>	<b>48,000.00</b>	<b>7.4%</b>
<b>Total ROAD &amp; BRIDGE-IMRF-EXPENDITURE</b>	<b>3,564.41</b>	<b>48,000.00</b>	<b>7.4%</b>
<b>ROAD &amp; BRIDGE-INS-EXPENDITURE</b>			
<b>CONTRACT SERVICE</b>			
7593 · RISK MANAGEMENT CONTRIBUTION	20,258.00	62,000.00	32.7%
<b>Total CONTRACT SERVICE</b>	<b>20,258.00</b>	<b>62,000.00</b>	<b>32.7%</b>
<b>PERSONNEL</b>			
7453 · UNEMPLOYMENT INSURANCE	3.10	10,000.00	0.0%
<b>Total PERSONNEL</b>	<b>3.10</b>	<b>10,000.00</b>	<b>0.0%</b>
<b>Total ROAD &amp; BRIDGE-INS-EXPENDITURE</b>	<b>20,261.10</b>	<b>72,000.00</b>	<b>28.1%</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	7.49	1,000.00	0.7%
<b>Total COMMODITIES</b>	<b>7.49</b>	<b>1,000.00</b>	<b>0.7%</b>



## Actual vs Budget Year to Date

April 2018 through March 2019

07/12/18

Cash Basis

	Apr '18 - Mar 19	Budget	% of Budget
<b>CONTRACTED SERVICES</b>			
6512 · MAINTENANCE EQUIPMENT	0.00	1,000.00	0.0%
6531 · ACCOUNTING SERVICE	3,033.33	14,000.00	21.7%
6533 · LEGAL SERVICE	0.00	30,000.00	0.0%
6551 · POSTAGE	0.00	500.00	0.0%
6552 · TELEPHONE	835.94	5,000.00	16.7%
6553 · PUBLISHING	53.02	1,500.00	3.5%
6554 · PRINTINING	0.00	200.00	0.0%
6561 · DUES AND SUBSCRIPTIONS	0.00	400.00	0.0%
6562 · TRAVEL & MEETING EXPENSE	0.00	6,000.00	0.0%
6563 · EDUCATION & TRAINING	0.00	1,000.00	0.0%
<b>Total CONTRACTED SERVICES</b>	<b>3,922.29</b>	<b>59,600.00</b>	<b>6.6%</b>
<b>OTHER EXPENDITURES</b>			
6914 · MUNICIPAL REPLACEMENT	0.00	8,900.00	0.0%
6929 · MISCELLANEOUS	246.94	8,000.00	3.1%
<b>Total OTHER EXPENDITURES</b>	<b>246.94</b>	<b>16,900.00</b>	<b>1.5%</b>
<b>PERSONNEL</b>			
6421 · SALARIES	6,538.00	30,000.00	21.8%
<b>Total PERSONNEL</b>	<b>6,538.00</b>	<b>30,000.00</b>	<b>21.8%</b>
<b>Total ADMINISTRATION</b>	<b>10,714.72</b>	<b>112,500.00</b>	<b>9.5%</b>
<b>MAINTENANCE</b>			
<b>CAPITAL OUTLAY</b>			
6820 · CAPITAL ASSET OUTLAY	0.00	100,000.00	0.0%
6833 · OTHER IMPROVEMENTS	0.00	185,000.00	0.0%
<b>Total CAPITAL OUTLAY</b>	<b>0.00</b>	<b>285,000.00</b>	<b>0.0%</b>
<b>COMMODITIES</b>			
6111 · MAINTENANCE SUPPLY - BUILDING	115.87	15,000.00	0.8%
6112 · MAINTENANCE SUPPLY - EQUIPM...	1,108.51	15,000.00	7.4%
6113 · MAINTENANCE SUPPLY - VEHICL...	475.28	15,000.00	3.2%
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	199.46	4,000.00	5.0%
6123 · SMALL TOOLS	4.76	6,000.00	0.1%
<b>Total COMMODITIES</b>	<b>1,903.88</b>	<b>60,200.00</b>	<b>3.2%</b>
<b>CONTRACT SERVICES</b>			
6311 · MAINTENANCE SERVICE - BUILDI...	0.00	15,000.00	0.0%
6312 · MAINTENANCE SERVICE - EQUIP...	35.77	30,000.00	0.1%
6313 · MAINTENANCE SERVICE - VEHIC...	86.00	30,000.00	0.3%
6314 · MAINTENANCE SERVICE ROADS	0.00	10,000.00	0.0%
6316 · MAINTENANCE - SNOW REMOVAL	0.00	100.00	0.0%
6318 · MAINTENANCE SERVICE BRIDGE	0.00	25,000.00	0.0%
6332 · ENGINEERING SERVICE	0.00	19,000.00	0.0%
6371 · UTILITIES	663.11	9,000.00	7.4%
6373 · GARBAGE DISPOSAL	453.64	6,000.00	7.6%
6394 · RENTALS	0.00	500.00	0.0%
<b>Total CONTRACT SERVICES</b>	<b>1,238.52</b>	<b>144,600.00</b>	<b>0.9%</b>

**Actual vs Budget Year to Date**

April 2018 through March 2019

07/12/18

Cash Basis

	<u>Apr '18 - Mar 19</u>	<u>Budget</u>	<u>% of Budget</u>
<b>OTHER EXPENDITURES</b>			
6919 - MISCELLANEOUS	<u>0.00</u>	<u>5,000.00</u>	<u>0.0%</u>
<b>Total OTHER EXPENDITURES</b>	<u>0.00</u>	<u>5,000.00</u>	<u>0.0%</u>
<b>PERSONNEL</b>			
6221 - SALARIES	<u>0.00</u>	<u>10,500.00</u>	<u>0.0%</u>
<b>Total PERSONNEL</b>	<u>0.00</u>	<u>10,500.00</u>	<u>0.0%</u>
<b>Total MAINTENANCE</b>	<u>3,142.40</u>	<u>505,300.00</u>	<u>0.6%</u>
<b>Total ROAD &amp; BRIDGE FUND EXPENDITURES</b>	<u>13,857.12</u>	<u>617,800.00</u>	<u>2.2%</u>
6391 - R&B - CONTINGENCIES	<u>0.00</u>	<u>30,000.00</u>	<u>0.0%</u>
9917 - PHR - CONTINGENCIES	<u>0.00</u>	<u>56,000.00</u>	<u>0.0%</u>
<b>Total Expense</b>	<u>115,834.43</u>	<u>1,957,825.00</u>	<u>5.9%</u>
<b>Net Ordinary Income</b>	<u>301,728.98</u>	<u>-1,180,349.00</u>	<u>-25.6%</u>
<b>Net Income</b>	<u><u>301,728.98</u></u>	<u><u>-1,180,349.00</u></u>	<u><u>-25.6%</u></u>



2:45 PM

07/09/18

159  
**Grafton Township RB**  
**Reconciliation Summary**  
 103 · R&B General Amer. Comm., Period Ending 06/30/2018

	Jun 30, 18
Beginning Balance	141,999.76
Cleared Transactions	
Checks and Payments - 26 items	-41,910.44
Deposits and Credits - 14 items	1,390,205.46
Total Cleared Transactions	1,348,295.02
Cleared Balance	1,490,294.78
Uncleared Transactions	
Checks and Payments - 4 items	-3,546.86
Total Uncleared Transactions	-3,546.86
Register Balance as of 06/30/2018	1,486,747.92
New Transactions	
Checks and Payments - 2 items	-7,677.85
Deposits and Credits - 4 items	263.56
Total New Transactions	-7,414.29
Ending Balance	1,479,333.63

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07/02/18

001  
**Grafton Township RB**  
**Reconciliation Summary**  
 501 · R & B Money Market - Amer Com, Period Ending 06/30/2018

	Jun 30, 18
Beginning Balance	803,234.45
Cleared Transactions	
Checks and Payments - 1 item	-803,234.45
Total Cleared Transactions	-803,234.45
Cleared Balance	0.00
Register Balance as of 06/30/2018	0.00
Ending Balance	0.00

# **SUPERVISOR'S REPORT**

# System Activity Report

[6/1/2018 - 6/30/2018] Report Date: 7/10/2018

## General Assistance

Grants (New Clients) :	0	
Grants (Previous Clients) :	0	
In-Process :	0	
Denials :	1	
Sanctions :	0	
Terminations :	0	
	<hr/>	
	1	\$0.00

## 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 :	0	
In-Process :	0	
Denials :	0	
	<hr/>	
	0	\$0.00

Grand Totals: 1