

NOTICE AND AGENDA

GRAFTON TOWNSHIP REGULAR BOARD MEETING

Graton Township, McHenry County, Illinois
Grafton Township Office, 10109 Vine Street, Huntley, IL
MONDAY, September 17, 2018

NOTICE IS HEREBY GIVEN that the Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois will be held on Monday, September 17, 2018 @ 7:30 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Regular Business
 - A. Approval of Minutes Township Regular Board Meeting, August 20, 2018
 - 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. Old Business
 - A. Discussion and possible action Assessor's Fire Wall
7. New Business
 - A. Discussion and possible action Town Fund Levy
 - B. Discussion and possible action Assessor Office Lighting
 - C. Discussion and possible action regarding Battery Backup Surge Protection for Township Phones and Internet
8. Public Comment
9. Board Members Response to Public comment
10. 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.
11. Discussion and potential action of items as discussed during Executive Session
12. Committee and Officer Reports
 - Supervisor
 - Trustee
 - Facilities Update Committee
 - Assessor
 - Road District
 - Clerk
13. Adjournment

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

DRAFT MINUTES

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

MONDAY, August 20, 2018

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, August 20, 2018 at the Township Offices.

1. **Call to Order** -7:30 p.m.
2. **Roll Call** – Board Present: Trustee: Cratty, Cooper, Welch and Ziller; Supervisor Ruth; Assessor Zielinski, Road Commissioner Tom Poznanski, Attorney Gottemoller, and Clerk Watson.
3. **Pledge of Allegiance** was said.
4. **Approval of Agenda**
A motion was made by Trustee Cooper, 2nd by Trustee Welch , 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 Ziller, 2nd by Supervisor Ruth to approve the July 16, 2018 Meeting Minutes as presented. Roll call vote taken, all ayes noted, motion carried.
 - B. Audit of unpaid bills/Warrant check list for the Town Fund
Supervisor Ruth gave details regarding the Cutting Edge PO and also Schock's Towing PO. Schock's will be reimbursed by TOIMA.

A discussion ensued regarding travel PO 20417 (\$255.36) and PO 20403 (\$255.36). Grafton Township's policy, as well as State Policy, is the hotel per diem for overnight training is \$70 per night.

A discussion ensued regarding PO 20438 for Entre Computer (\$5,710). The Board asked Assessor Zielinski to check on labor costs with another company for the installation of a fire wall. The do not oppose the fire wall, just concerned about the increased in labor costs quoted from the original estimate.

A motion was made by Trustee Cratty, 2nd by Supervisor Ruth to approved the audit and payment of unpaid bills/Warrant check detail for the Town Fund revising PO 20417 from \$255.36 to \$140.00, revising PO 20403 from \$255.36 to \$140.00, table PO 20403 Entre Computer (\$5710). Roll call vote taken: Trustee Cratty-Yes; Supervisor Ruth-Yes; Trustee Cooper-Yes, Trustee Welch-No; Trustee Ziller-Yes. Motion carried.

- C. Audit and payment of unpaid bills/Warrant check detail for Road District
A discussion ensued regarding PO 12167 Corrective Asphalt Materials, and PO 12168 Engineering Services. A motion was made by Supervisor Ruth, 2nd by Trustee Cratty to approve the unpaid bills/Warrant check details for the Road District. Roll call vote taken: Supervisor Ruth-Yes; Trustee Cratty-Yes; Trustee Cooper-Yes, Trustee Welch-Yes; Ziller-No. Motion carried.

6. Public Comment - None

7. Board Members Response to Public Comment - None

8. Executive Session per State Statute 5 ILCS 120/2 (c)

A motion was made by Supervisor Ruth, 2nd by Trustee Cooper, to go into Executive Session pursuant to 5 ILCS 120/2(c) 21 Executive Meeting Minutes, 5ILCS 120/2 (c) 1 Employment and 5 ILCS 120/2(c) 11, Pending Litigation. Roll call vote taken, all ayes noted, motion carried. The Regular Meeting was closed @ 8:36 p.m.

A motion was made by Supervisor Ruth, 2nd by Trustee Cratty to reconvene the Regular Board Meeting. Roll call vote taken, all ayes noted, motion carried. The Regular Board Meeting was reconvened at 8: 49 p.m.

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

10. Old Business - None

11. New Business - None

12. Committee and Officer Reports

SUPERVISOR REPORT

- A. Levy due December 1; may start discussion on agenda next month
- B. Annual Treasurer's Report has been filed with County.
- C. There is broken glass in parking lot; Road Commissioner to take care of it.
- D. Will continue to search for a way to reimburse Assessor Zielinski's for charges on personal credit card.

TRUSTEE/FACILITY UPDATE

- A. Possible Planning Commission - would like to start discussion regarding forming this committee.

ROAD DISTRICT - None

ASSESSOR

Purchased light bulbs as instructed, but lights still do not work. Will need the assistance of an electrician or if Com Ed still has LED Light program, see if we can add his office to it.

CLERK- NONE

ADJOURMENT

Being no further business, a motion was made by Trustee Ziller, , 2nd by Trustee Cratty to adjourn the Regular Board Meeting. Voice vote taken, all ayes noted, motion carried. The Regular Board meeting adjourned @ 8:58 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
Cardmember Service				
09/10/2018		PO 20417	1760 · TRAVEL EXP...	145.66
Total Cardmember Service				145.66
CARDUNAL OFFICE SUPPLY				
09/10/2018		PO 20433	1851 · OFFICE SUP...	202.71
09/10/2018		PO 3160	1651 · OFFICE SUP...	99.51
Total CARDUNAL OFFICE SUPPLY				302.22
Carmichael Construction				
09/10/2018		PO 3170	1511 · MAINTENANC...	2,520.00
Total Carmichael Construction				2,520.00
COM ED				
09/10/2018		PO 3180	1571 · UTILITIES	223.08
09/10/2018		PO 3179	5571 · UTILITIES	74.36
Total COM ED				297.44
CoStar Realty Information, Inc.				
09/10/2018		PO 20432	1756 · SOFTWARE	1,062.54
Total CoStar Realty Information, Inc.				1,062.54
Entre Computer Solution				
09/10/2018		PO 3162	1512 · MAINTENANC...	135.00
Total Entre Computer Solution				135.00
Gottemoller & Associates				
09/10/2018		PO 3172	1533 · LEGAL SERVI...	210.00
Total Gottemoller & Associates				210.00
ILLPS Labor Law Poster Service				
09/10/2018		PO 3183	1553 · PUBLISHING	79.50
Total ILLPS Labor Law Poster Service				79.50
Leading IT				
09/10/2018		PO 3159	1512 · MAINTENANC...	400.00
Total Leading IT				400.00
McHenry County Division of Transportation				
09/10/2018		PO 3175	972 · McRIDE	600.00
Total McHenry County Division of Transportation				600.00
MDC Environmental Services, Inc.				
09/10/2018		PO 3173	1511 · MAINTENANC...	50.60
Total MDC Environmental Services, Inc.				50.60
NJS Enterprises, Inc				
09/10/2018		PO 3182	5512 · MAINTENANC...	600.00
Total NJS Enterprises, Inc				600.00
Nunda Township				
09/10/2018		PO 3174	1553 · PUBLISHING	10.68
Total Nunda Township				10.68
Ready Refresh by Nestle				
09/10/2018		PO 20435	1751 · MAINTENANC...	86.29
Total Ready Refresh by Nestle				86.29
Stan's-LPS Midwest				

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GRAFTON TOWNSHIP
Unpaid Bills Detail
All Transactions

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
09/10/2018		PO 20434	1751 · MAINTENANC...	193.50
Total Stan's-LPS Midwest				193.50
ZIEGLER'S ACE HARDWARE				
09/10/2018		PO 3178	1512 · MAINTENANC...	6.42
Total ZIEGLER'S ACE HARDWARE				6.42
TOTAL				6,699.85

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Cash Basis

GRAFTON TOWNSHIP
TF Warrant Detail Report
August 22 through September 6, 2018

Date	Num	Name	Memo	Paid Amount
101 · CHECKING -American Community				
08/27/2018	24054	BLUECROSS BLUESHIELD...	PO 3156 20429	-7,957.44
08/27/2018	24055	Braden Business Systems, I...	PO 3163	-52.79
08/27/2018	24056	ComCast I	PO 3169 20431	-304.32
08/27/2018	24057	Humana Dental Ins.Co.	PO 3161 20430	-745.55
08/27/2018	24058	Leaf	PO 3158	-99.00
08/27/2018	24059	NICOR GAS	PO 3166	-22.22
08/29/2018			Service Charge	-15.00
Total 101 · CHECKING -American Community				-9,196.32

Grafton Township Assessor's Office Warrant List: September 2018

Pending Board approval

<u>Account</u>	<u>Amount</u>	<u>Vendor</u>	<u>P.O. #</u>	<u>For</u>
1851	\$202.71	Cardunal Office supply	20433	Office supplies
1751	\$193.50	Stan's - LPS Midwest	20434	Quarterly copier maintenance agreement
1751	\$86.29	Ready refresh	20435	Drinking water
1656	\$1,062.54	Costar	20432	Quarterly commercial sales database license
Subtotal	\$1,545.04			

Prior Board approval

1752	\$173.90	Comcast	20431	Telephone and Internet
1243	\$236.79	Humana	20430	Healthcare insurance
1243	\$2,730.70	BlueCross/BlueShield	20429	Healthcare insurance
Subtotal	\$3,141.39			
Total	\$4,686.43			

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

	Apr '18 - Mar 19	Budget	% of Budget
Ordinary Income/Expense			
Income			
CORPORATE FUND REVENUE			
1000 · PROPERTY TAXES	820,970.81	897,435.00	91.5%
1010 · REPLACEMENT TAXES	14,421.32	20,000.00	72.1%
1020 · INTEREST INCOME	7,141.64	7,296.00	97.9%
1040 · IGA ROAD COM SALARY	0.00	15,625.00	0.0%
1055 · MISCELLANEOUS INCOME	6,590.19	500.00	1,318.0%
Total CORPORATE FUND REVENUE	849,123.96	940,856.00	90.3%
CORPORATE INSURANCE FUND REV			
2000 · PROPERTY TAXES	16,475.58	18,000.00	91.5%
2020 · INTEREST INCOME	0.00	0.67	0.0%
2050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
Total CORPORATE INSURANCE FUND REV	16,475.58	18,000.67	91.5%
GENERAL ASSISTANCE FUND REVENUE			
5000 · PROPERTY TAXES	30,192.10	33,000.00	91.5%
5020 · INTEREST INCOME	217.98	129.82	167.9%
5050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
Total GENERAL ASSISTANCE FUND REVENUE	30,410.08	33,129.82	91.8%
Total Income	896,009.62	991,986.49	90.3%
Expense			
GENERAL ASSISTANCE FUND			
ADMINISTRATION			
CONTRACTUAL SERVICES			
5512 · MAINTENANCE SERVICE - EQUIPMENT	281.79	2,000.00	14.1%
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	442.21	1,000.00	44.2%
5554 · PRINTING	59.96	1,000.00	6.0%
5556 · TRAINING	0.00	500.00	0.0%
5571 · UTILITIES	425.08	1,000.00	42.5%
Total CONTRACTUAL SERVICES	4,209.04	9,750.00	43.2%
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	5,579.69	38,750.00	14.4%
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 · Catastrophic 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

	Apr '18 - Mar 19	Budget	% of Budget
CONTRACTUAL SERVICES			
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	1,200.00	20,000.00	6.0%
5888 · UTILITY PAYMENTS	4,255.79	5,000.00	85.1%
Total CONTRACTUAL SERVICES	8,105.79	30,000.00	27.0%
Total HOME RELIEF	8,105.79	62,585.52	13.0%
Total GENERAL ASSISTANCE FUND	13,685.48	101,335.52	13.5%
TOWN FUND EXPENDITURES			
ADMINISTRATION			
CAPITAL OUTLAY			
1831 · CAPITAL IMPROVEMENT RESERVE	0.00	500,000.00	0.0%
1835 · CAPITAL EQUIPMENT RESERVE	0.00	500,000.00	0.0%
Total CAPITAL OUTLAY	0.00	1,000,000.00	0.0%
COMMODITIES			
1651 · OFFICE SUPPLIES	252.76	5,009.51	5.0%
1652 · OPERATING SUPPLIES	19.99	3,000.00	0.7%
Total COMMODITIES	272.75	8,009.51	3.4%
CONTRACTUAL SERVICES			
1511 · MAINTENANCE SERVICE-BUILDING	252.82	150,000.00	0.2%
1512 · MAINTENANCE SERVICE - EQUIPMENT	16,706.01	75,000.00	22.3%
1531 · ACCOUNTING SERVICES	3,898.92	20,000.00	19.5%
1533 · LEGAL SERVICE	996.33	165,000.00	0.6%
1551 · POSTAGE	53.89	2,000.00	2.7%
1552 · TELEPHONE	1,514.16	3,000.00	50.5%
1553 · PUBLISHING	226.64	2,000.00	11.3%
1554 · PRINTING	213.95	3,000.00	7.1%
1561 · DUES	1,219.45	3,000.00	40.6%
1562 · TRAVEL EXPENSES	0.00	2,000.00	0.0%
1563 · TRAINING	0.00	5,000.00	0.0%
1565 · CLERK	12.94	5,000.00	0.3%
1571 · UTILITIES	1,297.32	5,000.00	25.9%
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%
Total CONTRACTUAL SERVICES	26,410.43	497,000.00	5.3%
OTHER EXPENDITURES			
1905 · MISCELLANEOUS EXPENSE	201.75	50,000.00	0.4%
1911 · CONTINGENCIES	0.00	50,000.00	0.0%
Total OTHER EXPENDITURES	201.75	100,000.00	0.2%
PERSONNEL			
1420 · OFFICE STAFF HOURLY	28,314.00	60,000.00	47.2%
1421 · ELECTED OFFICIALS SALARIES	69,509.80	165,000.00	42.1%
1451 · HEALTH INSURANCE	22,257.96	40,000.00	55.6%
Total PERSONNEL	120,081.76	265,000.00	45.3%

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

	Apr '18 - Mar 19	Budget	% of Budget
SENIOR SERVICES			
900 · SALARIES	9,283.50	25,000.00	37.1%
901 · PAYROLL TAXES	654.42	4,000.00	16.4%
902 · HEALTH INSURANCE	92.65	7,500.00	1.2%
903 · IMRF	0.00	2,500.00	0.0%
930 · FUEL	25.48	4,000.00	0.6%
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	3,000.00	15,000.00	20.0%
Total SENIOR SERVICES	13,264.37	85,000.00	15.6%
Total ADMINISTRATION	160,231.06	1,955,009.51	8.2%
ASSESSOR			
CAPITAL OUTLAY			
1854 · EQUIPMENT	0.00	1,750.00	0.0%
Total CAPITAL OUTLAY	0.00	1,750.00	0.0%
COMMODITIES			
1851 · OFFICE SUPPLIES	171.58	2,700.00	6.4%
Total COMMODITIES	171.58	2,700.00	6.4%
CONTRACTUAL SERVICES			
1751 · MAINTENANCE SERVICE	411.78	4,200.00	9.8%
1752 · TELEPHONE	1,349.81	6,300.00	21.4%
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	527.75	1,200.00	44.0%
1761 · TRAINING	2,390.00	2,800.00	85.4%
1762 · PUBLICATIONS/SUBSCRIPTIONS	0.00	300.00	0.0%
Total CONTRACTUAL SERVICES	16,884.38	30,450.00	55.4%
OTHER EXPENDITURES			
1939 · MISCELLANEOUS	0.00	1,500.00	0.0%
1940 · UNIFORMS	0.00	500.00	0.0%
Total OTHER EXPENDITURES	0.00	2,000.00	0.0%
PERSONNEL			
1240 · SALARIES	95,327.19	222,000.00	42.9%
1241 · IMRF	8,272.19	23,000.00	36.0%
1242 · FICA/MEDICARE/TAXES	6,148.67	20,500.00	30.0%
1243 · HEALTH INSURANCE	22,825.42	62,000.00	36.8%
Total PERSONNEL	132,573.47	327,500.00	40.5%
Total ASSESSOR	149,629.43	364,400.00	41.1%
Total TOWN FUND EXPENDITURES	309,860.49	2,319,409.51	13.4%
TOWN IMRF FUND EXPENDITURES			
3262 · RETIREMENT CONTRIBUTION	4,607.87	28,000.00	16.5%
Total TOWN IMRF FUND EXPENDITURES	4,607.87	28,000.00	16.5%

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>
TOWN INSURANCE FUND EXPENDITURE			
CONTRACTED SERVICES			
2593 · RISK MANAGEMENT CONTRIBUTION	14,078.00	20,000.00	70.4%
Total CONTRACTED SERVICES	14,078.00	20,000.00	70.4%
PERSONNEL			
2453 · UNEMPLOYMENT INSURANCE	37.28	5,000.00	0.7%
Total PERSONNEL	37.28	5,000.00	0.7%
Total TOWN INSURANCE FUND EXPENDITURE	14,115.28	25,000.00	56.5%
TOWN SOCIAL SECURTY EXPENDITURE			
3761 · SOCIAL SECURITY CONTRIBUTION	6,820.66	20,000.00	34.1%
3762 · MEDICARE CONTRIBUTION	1,405.80	5,000.00	28.1%
Total TOWN SOCIAL SECURTY EXPENDITURE	8,226.46	25,000.00	32.9%
Total Expense	350,495.58	2,498,745.03	14.0%
Net Ordinary Income	545,514.04	-1,506,758.54	-36.2%
Net Income	<u>545,514.04</u>	<u>-1,506,758.54</u>	<u>-36.2%</u>

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GRAFTON TOWNSHIP
Reconciliation Summary

101 - CHECKING -American Community, Period Ending 08/31/2018

	<u>Aug 31, 18</u>
Beginning Balance	1,710,395.34
Cleared Transactions	
Checks and Payments - 28 items	-63,247.48
Deposits and Credits - 34 items	75,524.13
Total Cleared Transactions	<u>12,276.65</u>
Cleared Balance	<u><u>1,722,671.99</u></u>
Uncleared Transactions	
Checks and Payments - 9 items	<u>-4,147.81</u>
Total Uncleared Transactions	<u>-4,147.81</u>
Register Balance as of 08/31/2018	<u><u>1,718,524.18</u></u>
New Transactions	
Checks and Payments - 1 item	<u>-6,109.03</u>
Total New Transactions	<u>-6,109.03</u>
Ending Balance	<u><u>1,712,415.15</u></u>

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GRAFTON TOWNSHIP Reconciliation Summary

151 · General Assistance - Amer Com, Period Ending 08/31/2018

	Aug 31, 18
Beginning Balance	76,966.44
Cleared Transactions	
Checks and Payments - 10 items	-2,805.29
Deposits and Credits - 3 items	2,504.80
Total Cleared Transactions	-300.49
Cleared Balance	76,665.95
Uncleared Transactions	
Checks and Payments - 2 items	-76.47
Total Uncleared Transactions	-76.47
Register Balance as of 08/31/2018	76,589.48
Ending Balance	76,589.48

ROAD DISTRICT FUND FINANCIALS

Grafton Township RB

Unpaid Bills Detail

All Transactions

Date	Num	Memo	Split	Amount
Bakley Construction Corp.				
09/05/2018	23137	PO 12197	9614 · MAINTENANCE SUPPLIES - RO...	489.93
Total Bakley Construction Corp.				489.93
Cardmember Service				
08/15/2018	F&F	PO 12186	6123 · SMALL TOOLS	74.99
08/29/2018	office depot	PO 12195	6651 · OFFICE SUPPLIES	25.49
Total Cardmember Service				100.48
CARDUNAL OFFICE SUPPLY				
08/16/2018	604793-0	PO 12187	6651 · OFFICE SUPPLIES	75.99
Total CARDUNAL OFFICE SUPPLY				75.99
COM ED				
08/31/2018		PO 12198	6371 · UTILITIES	99.86
Total COM ED				99.86
COM ED STREET LIGHTS				
08/22/2018		PO 12190	9519 · Street Lights	308.56
Total COM ED STREET LIGHTS				308.56
HINCKLEY SPRINGS WATER CO				
09/09/2018	10164181090918	PO 12199	6122 · OPERATING SUPPLIES	33.10
Total HINCKLEY SPRINGS WATER CO				33.10
KETONE AUTOMOTIVE, INC.				
08/22/2018	000119303	PO 12189	6122 · OPERATING SUPPLIES	41.54
Total KETONE AUTOMOTIVE, INC.				41.54
Lowe Enterprises, Inc.				
08/25/2018	71121	PO 12194	9614 · MAINTENANCE SUPPLIES - RO...	513.98
Total Lowe Enterprises, Inc.				513.98
MDC Environmental Services Inc.				
09/01/2018	18588862	PO 12196	6373 · GARBAGE DISPOSAL	151.78
Total MDC Environmental Services Inc.				151.78
ZIEGLER'S ACE HARDWARE				
08/15/2018	75695/b	PO 12185	9652 · OPERATING SUPPLIES	13.37
08/21/2018	75777/b	PO 12188	9652 · OPERATING SUPPLIES	1.99
08/27/2018	75840/b	PO 12191	9652 · OPERATING SUPPLIES	3.99
08/27/2018	75840/b	PO 12192	9520 · ROAD SIGNS & MATERIALS	3.59
08/28/2018	75854/b	PO 12193	6111 · MAINTENANCE SUPPLY - BUILD...	1.56
Total ZIEGLER'S ACE HARDWARE				24.50
TOTAL				1,839.72

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09/05/18

Cash Basis

Grafton Township RB
WARRANT DETAIL REPORT
August 22 through September 6, 2018

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
103 · R&B General Amer. Comm.				
08/27/2018	5714	BLUECROSS BLUESHIELD OF ILL...	PO 12182	-2,807.55
08/27/2018	5715	Comcast	PO 12184	-173.90
08/27/2018	5716	Humana Dental	PO 12183	-236.79
08/27/2018	5717	NICOR GAS	PO 12181	-32.02
08/27/2018	5718	Verizon Wireless	PO 12180	-116.48
Total 103 · R&B General Amer. Comm.				-3,366.74
TOTAL				-3,366.74

ROAD & BRIDGE WARRANT LIST - AUGUST 2018

<u>FUND</u>	<u>VENDOR</u>	<u>PO #</u>			<u>DUE DATE</u>
9652	ACE	12185	Wasp spray, Fittings-Sump Pump	\$ 13.37	9/30/2018
9652	ACE	12188	PVC Fitting adapter-Sump Pump	\$ 1.99	9/30/2018
9652	ACE	12191	Wasp spray	\$ 3.99	9/30/2018
9520	ACE	12192	Aluminum tubing - Street signs	\$ 3.59	9/30/2018
6111	ACE	12193	Copper Couplers - Floor heat	\$ 1.56	9/30/2018
9614	BAKLEY CONSTRUCTION CORP	12197	Gravel - 46.66 tons - Conley Rd	\$ 489.93	10/5/2018
6123	CARDMEMBER SERVICE / VISA (F&F)	12186	Sump Pump	\$ 74.99	10/3/2018
6651	CARDMEMBER SERVICE/VISA (OFFICE DEPOT)	12195	Copy paper - 1 case	\$ 25.49	10/3/2018
6651	CARDUNAL OFFICE SUPPLY / IPO	12187	Toner cartridge	\$ 75.99	9/15/2018
6371	COM ED	12198		\$ 99.86	10/19/2018
9519	COM ED - STREET LIGHTS	12190		\$ 308.56	10/22/2018
6122	HINCKLEY SPRINGS	12199	Water	\$ 33.10	10/1/2018
6122	KETONE AUTOMOTIVE, INC.	12189	3M Grinding discs - Box of 25	\$ 41.54	9/21/2018
9614	LOWE ENTERPRISES, INC.	12194	Asphalt grindings-93.45 tns-Ballard Rd	\$ 513.98	9/4/2018
6373	MDC ENVIRONMENTAL SERVICES INC	12196	Garbage service	\$ 151.78	9/20/2018
				\$ 1,839.72	
<u>BILLS PAID BEFORE MEETING</u>					
9451	BLUECROSS BLUESHIELD OF IL	12182	Health insurance - September	\$ 2,807.55	9/1/2018
6552	COMCAST	12184	Phone & Internet	\$ 173.90	9/13/2018
9451	HUMANA DENTAL INSURANCE	12183	Health insurance - September	\$ 236.79	9/1/2018
6371	NICOR GAS	12181		\$ 32.02	10/5/2018
6552	VERIZON WIRELESS	12180	Cell phone service	\$ 116.48	8/31/2018
				\$ 3,366.74	
Total				\$ 5,206.46	

Road Commissioner:



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

	Apr '18 - Mar 19	Budget	% of Budget
Ordinary Income/Expense			
Income			
PERMANENT HARD ROAD FD REVENUES			
9000 · PROPERTY TAXES	507,852.49	555,153.00	91.5%
9020 · INTEREST INCOME	3,085.29	1,500.00	205.7%
9040 · Intergovernmental Agreement	0.00	500.00	0.0%
9050 · MISCELLANEOUS INCOME	250.00	500.00	50.0%
9060 · Permits & Bonds	1,152.00	2,000.00	57.6%
9080 · GRANT INCOME	0.00	5.00	0.0%
Total PERMANENT HARD ROAD FD REVENUES	512,339.78	559,658.00	91.5%
ROAD & BRIDGE FUND REVENUES			
6000 · PROPERTY TAXES - ROAD & BRIDGE	123,501.03	261,289.00	47.3%
6002 · MUNICIPAL SHARE	0.00	-126,289.00	0.0%
6010 · REPLACEMENT TAXES-ROAD & BRIDGE	24,524.53	40,000.00	61.3%
6020 · INTEREST INCOME	3,080.75	1,000.00	308.1%
6030 · RENTAL INCOME	0.00	5.00	0.0%
6040 · INTERGOVERNMENT AGREEMENT	0.00	5.00	0.0%
6050 · MISCELLANEOUS INCOME	186.44	10.00	1,864.4%
6060 · COURT FINES & PERMITS	535.40	800.00	66.9%
6080 · GRANT INCOME	0.00	5.00	0.0%
Total ROAD & BRIDGE FUND REVENUES	151,828.15	176,825.00	85.9%
ROAD & BRIDGE IMRF FUND REVENUE			
8000 · PROPERTY TAXES	16,475.71	18,011.00	91.5%
8020 · INTEREST INCOME	94.92	30.00	316.4%
8050 · MISCELLANEOUS INCOME	0.00	5.00	0.0%
Total ROAD & BRIDGE IMRF FUND REVENUE	16,570.63	18,046.00	91.8%
ROAD & BRIDGE INSURANCE REVENUE			
7000 · PROPERTY TAXES	18,297.72	20,002.00	91.5%
7020 · INTEREST INCOME	142.40	45.00	316.4%
7050 · MISCELLANEOUS INCOME	0.00	2,900.00	0.0%
Total ROAD & BRIDGE INSURANCE REVENUE	18,440.12	22,947.00	80.4%
Total Income	699,178.68	777,476.00	89.9%
Expense			
PERMANENT HARD ROAD EXPENDITURE			
COMMODITIES			
9614 · MAINTENANCE SUPPLIES - ROADS	4,524.43	65,000.00	7.0%
9652 · OPERATING SUPPLIES	15.96	8,000.00	0.2%
9655 · AUTO FUEL & OIL	3,578.11	45,000.00	8.0%
9656 · SALT, CALCIUM, ICE CONTROL	4,791.58	158,000.00	3.0%
Total COMMODITIES	12,910.08	276,000.00	4.7%
CONTRACT SERVICES			
9514 · MAINTENANCE SERVICE ROAD	27,626.00	440,000.00	6.3%
9518 · ROAD STRIPPING	0.00	28,000.00	0.0%
9519 · Street Lights	1,535.56	5,000.00	30.7%
9520 · ROAD SIGNS & MATERIALS	1,444.94	30,000.00	4.8%
9532 · ENGINEERING SERVICE	5,360.00	40,000.00	13.4%
9594 · RENTALS	0.00	10,000.00	0.0%
Total CONTRACT SERVICES	35,966.50	553,000.00	6.5%

Actual vs Budget Year to Date

April 2018 through March 2019

09/11/18

Cash Basis

	<u>Apr '18 - Mar 19</u>	<u>Budget</u>	<u>% of Budget</u>
OTHER EXPENDITURES			
9929 · MISCELLANEOUS	1,700.00	14,000.00	12.1%
9952 · Intergovernmental Agreement	0.00	15,625.00	0.0%
Total OTHER EXPENDITURES	<u>1,700.00</u>	<u>29,625.00</u>	<u>5.7%</u>
PERSONNEL			
9421 · SALARIES	57,934.94	185,000.00	31.3%
9451 · Health / Life Insurance	15,304.02	65,000.00	23.5%
9461 · Social Security Contribution	4,286.86	16,000.00	26.8%
9462 · Medicare Contribution	1,002.57	6,000.00	16.7%
9472 · Uniforms	0.00	2,000.00	0.0%
9475 · Payroll Expense	531.00	1,400.00	37.9%
Total PERSONNEL	<u>79,059.39</u>	<u>275,400.00</u>	<u>28.7%</u>
Total PERMANENT HARD ROAD EXPENDITURE	<u>129,635.97</u>	<u>1,134,025.00</u>	<u>11.4%</u>
ROAD & BRIDGE-IMRF-EXPENDITURE			
PERSONNEL			
8463 · RETIREMENT CONTRIBUTION	6,043.06	48,000.00	12.6%
Total PERSONNEL	<u>6,043.06</u>	<u>48,000.00</u>	<u>12.6%</u>
Total ROAD & BRIDGE-IMRF-EXPENDITURE	<u>6,043.06</u>	<u>48,000.00</u>	<u>12.6%</u>
ROAD & BRIDGE-INS-EXPENDITURE			
CONTRACT SERVICE			
7593 · RISK MANAGEMENT CONTRIBUTION	20,258.00	62,000.00	32.7%
Total CONTRACT SERVICE	<u>20,258.00</u>	<u>62,000.00</u>	<u>32.7%</u>
PERSONNEL			
7453 · UNEMPLOYMENT INSURANCE	3.10	10,000.00	0.0%
Total PERSONNEL	<u>3.10</u>	<u>10,000.00</u>	<u>0.0%</u>
Total ROAD & BRIDGE-INS-EXPENDITURE	<u>20,261.10</u>	<u>72,000.00</u>	<u>28.1%</u>
ROAD & BRIDGE FUND EXPENDITURES			
ADMINISTRATION			
CAPITAL OUTLAY			
6831 · EQUIPMENT	0.00	5,000.00	0.0%
Total CAPITAL OUTLAY	<u>0.00</u>	<u>5,000.00</u>	<u>0.0%</u>
COMMODITIES			
6651 · OFFICE SUPPLIES	7.49	1,000.00	0.7%
Total COMMODITIES	<u>7.49</u>	<u>1,000.00</u>	<u>0.7%</u>

Grafton Township RB
Actual vs Budget Year to Date

April 2018 through March 2019

	Apr '18 - Mar 19	Budget	% of Budget
CONTRACTED SERVICES			
6512 · MAINTENANCE EQUIPMENT	0.00	1,000.00	0.0%
6531 · ACCOUNTING SERVICE	3,033.33	14,000.00	21.7%
6533 · LEGAL SERVICE	186.00	30,000.00	0.6%
6551 · POSTAGE	0.00	500.00	0.0%
6552 · TELEPHONE	1,257.99	5,000.00	25.2%
6553 · PUBLISHING	148.92	1,500.00	9.9%
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%
Total CONTRACTED SERVICES	4,626.24	59,600.00	7.8%
OTHER EXPENDITURES			
6914 · MUNICIPAL REPLACEMENT	0.00	8,900.00	0.0%
6929 · MISCELLANEOUS	273.94	8,000.00	3.4%
Total OTHER EXPENDITURES	273.94	16,900.00	1.6%
PERSONNEL			
6421 · SALARIES	11,208.00	30,000.00	37.4%
Total PERSONNEL	11,208.00	30,000.00	37.4%
Total ADMINISTRATION	16,115.67	112,500.00	14.3%
MAINTENANCE			
CAPITAL OUTLAY			
6820 · CAPITAL ASSET OUTLAY	3,001.00	100,000.00	3.0%
6833 · OTHER IMPROVEMENTS	0.00	185,000.00	0.0%
Total CAPITAL OUTLAY	3,001.00	285,000.00	1.1%
COMMODITIES			
6111 · MAINTENANCE SUPPLY - BUILDING	826.14	15,000.00	5.5%
6112 · MAINTENANCE SUPPLY - EQUIPM...	1,597.99	15,000.00	10.7%
6113 · MAINTENANCE SUPPLY - VEHICL...	946.30	15,000.00	6.3%
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	351.69	4,000.00	8.8%
6123 · SMALL TOOLS	22.75	6,000.00	0.4%
Total COMMODITIES	3,744.87	60,200.00	6.2%
CONTRACT SERVICES			
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...	118.00	30,000.00	0.4%
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	934.38	9,000.00	10.4%
6373 · GARBAGE DISPOSAL	758.44	6,000.00	12.6%
6394 · RENTALS	0.00	500.00	0.0%
Total CONTRACT SERVICES	1,846.59	144,600.00	1.3%

09/11/18
Cash Basis

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

	<u>Apr '18 - Mar 19</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	<u>0.00</u>	<u>5,000.00</u>	<u>0.0%</u>
PERSONNEL			
6221 · SALARIES	<u>0.00</u>	<u>10,500.00</u>	<u>0.0%</u>
Total PERSONNEL	<u>0.00</u>	<u>10,500.00</u>	<u>0.0%</u>
Total MAINTENANCE	<u>8,592.46</u>	<u>505,300.00</u>	<u>1.7%</u>
Total ROAD & BRIDGE FUND EXPENDITURES	<u>24,708.13</u>	<u>617,800.00</u>	<u>4.0%</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>
Total Expense	<u>180,648.26</u>	<u>1,957,825.00</u>	<u>9.2%</u>
Net Ordinary Income	<u>518,530.42</u>	<u>-1,180,349.00</u>	<u>-43.9%</u>
Net Income	<u>518,530.42</u>	<u>-1,180,349.00</u>	<u>-43.9%</u>

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09/04/18

Grafton Township RB
Reconciliation Summary
103 · R&B General Amer. Comm., Period Ending 08/31/2018

	<u>Aug 31, 18</u>
Beginning Balance	1,478,746.42
Cleared Transactions	
Checks and Payments - 25 items	-38,411.58
Deposits and Credits - 13 items	56,145.29
Total Cleared Transactions	<u>17,733.71</u>
Cleared Balance	<u><u>1,496,480.13</u></u>
Uncleared Transactions	
Checks and Payments - 4 items	<u>-1,160.61</u>
Total Uncleared Transactions	<u>-1,160.61</u>
Register Balance as of 08/31/2018	<u><u>1,495,319.52</u></u>
New Transactions	
Checks and Payments - 1 item	<u>-2,974.11</u>
Total New Transactions	<u>-2,974.11</u>
Ending Balance	<u><u>1,492,345.41</u></u>

SUPERVISOR'S REPORT

System Activity Report

[8/1/2018 - 8/31/2018] Report Date: 9/4/2018

General Assistance

Grants (New Clients) :	0	
Grants (Previous Clients) :	0	
In-Process :	0	
Denials :	8	
Sanctions :	0	
Terminations :	0	
	<hr/>	
	8	\$0.00

General Assistance - Medical

Referrals :	0	
Disbursements :	0	
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	0	\$0.00

General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	0	
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	0	

Emergency Assistance

Grants :	5	\$2,682.76
In-Process :	1	
Denials :	1	
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	7	\$2,682.76
Grand Totals:	15	\$2,682.76