

## NOTICE AND AGENDA

### GRAFTON TOWNSHIP REGULAR BOARD MEETING

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

*MONDAY, November 19, 2018*

NOTICE IS HEREBY GIVEN that the Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois will be held on Monday, November 19, 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, October 15, 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. Public Comment
7. Board Members Response to Public comment
8. Old Business
  - A. Discussion and possible action 2019/2020 Town Fund Levy
  - B. Discussion and possible action 2019/2020 Road District Fund Levy
9. New Business
  - A. Discussion and possible action regarding 2019 McRide I.G.A.
  - B. Discussion and possible action regarding IMRF Resolution Form 6.72
  - C. Discussion and possible action regarding IMRF Resolution Form 6.64T
  - D. Discussion and possible action Transfer of Appropriation Assessor Software
  - E. Discussion and possible action Assessor Web Site/Pending Corrections
10. 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

Dated and Posted by Township Clerk Kathleen Watson  
Posted November 15, 2018

# **DRAFT MINUTES**

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

*MONDAY, October 15, 2018*

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

1. **Call to Order** -7:30 p.m.
2. **Roll Call** – Board Present: Trustee: Cooper, Cratty, Welch and Ziller; Supervisor Ruth; Assessor Zielinski, Road Commissioner Tom Poznanski, Attorney Gottemoller, and Clerk Watson. These minutes were recorded.
3. **Pledge of Allegiance** was said.
4. **Approval of Agenda**  
A motion was made by Trustee Welch, 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 Ziller, 2<sup>nd</sup> by Trustee Cooper to approve the September 17, 2018 meeting minutes as presented. Roll call vote taken: Trustee Ziller-Yes; Trustee Cooper-Yes; Trustee Cratty-Abstain, Trustee Welch-Yes; Supervisor Ruth-Yes; Trustee Welch-Yes. Motion carried.
  - B. Transfer of Appropriation Town Fund. Supervisor Ruth explained that this transfer was necessary to make utility payment for 3 families that were facing utility shut off. A motion was made by Trustee Welch, 2<sup>nd</sup> by Trustee Cooper to transfer \$5,000 from Account 5887 Shelter to Account 5888 Utilities. Roll call vote taken, all ayes noted, motion carried.
  - C. Transfer of Appropriation Assessor Software. Assessor Zielinski explained the history/necessity of the \$4,000 request transfer to Account 1756. A discussion ensued. A motion was made by Trustee Cooper, 2<sup>nd</sup> by Trustee Ziller to table this Transfer of Appropriation. Roll call vote taken, all ayes noted, motion passed. Transfer of Appropriation Assessor Software tabled. A copy of Assessor Zielinski's request is included as part of these original minutes, labeled "Assessor Exhibit 1-10152015" and is made a part of the original minutes.
  - D. A motion was made by Trustee Cratty, 2<sup>nd</sup> by Trustee Cooper to approve the audit and payment of unpaid bills/warrant check detail for the Town Fund. Roll call vote taken, all ayes noted, motion carried.
  - E. A discussion ensued regarding the Road District PO #12219 payable to HR Green for the engineering of the Linden Lane Project. A motion was made by Trustee Cooper, 2<sup>nd</sup>



by Supervisor Ruth to approve the audit and payment of unpaid bills/warrant check detail for Road District as presented. Roll call vote taken. Trustee Cooper-Yes; Supervisor Ruth-Yes; Trustee Cratty-Yes, Trustee Welch-Yes, Trustee Ziller-No. Motion carried.

**6. Public Comment – A list of Residents registered to speak at this meeting are attached as Exhibit I, and are a part of the original Meeting Minutes.**

- A. Former Township Employee M. Kinsel asked for Board to help him receive unpaid vacation time he feels is due. He would like to settle this matter amicably. Board Members responded that they do not have any authority to approved/disapprove the Assessor's employees. Assessor Zielinski responded that he feels that there is no additional vacation pay due to this former employee. The Board asked Assessor Zielinski to provide data to substantiate his not paying the employee. Mr. Kinsel's documentation is included as part of these original minutes, labeled "Grafton Public Comment 1 -10152018" and is made a part of the original minutes.
- B. Resident J. Mueller addressed the Board in the matter of the Assessor's declared address and its recent drop in assessment. Mr. Mueller questions the ethics of the Assessor in this process of reduction for his personal gain. .

Mr. Mueller also discussed information still not received regarding his original FOIA (requesting information in a readable format). Supervisor Ruth asked Assessor Zielinski why he continues to withhold the requested information; to which Assessor Zielinski responded "to not set an unnecessary precedent". The Board expressed that they do not stand behind the decision of the Assessor and would like this matter resolved.

A full account of resident Mueller's Comment is included as part of these original minutes, labeled "Grafton Public Comment 2-10152018" and is made a part of the original minutes.

- C. Resident D. Gladen stated that the "tax ratios are absurd" in his neighborhood versus the 25% reduction Assessor Zielinski received on his home of residence.

**7. Board Members Response to Public Comment -** The Board individually and collectively thanked the residents for their comments and for coming.

**8. Old Business – 2019/2020 Town Fund Levy**

A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cratty to determine a 10% reduction in the 2019/2020 Town Fund Levy in the amount of Eight Hundred Fifty Eight Thousand, Six Hundred Ninety One Dollars and 50/100 (\$858,691.50). Roll call vote taken, all ayes noted, motion passed.

**9. New Business:**

- A. **Discussion and Possible Action Road District Levy:** Road Commissioner Poznanski discussed a reduction of 5% in the Road District Levy in the amount of Eight Hundred



Thirteen Thousand, Six Hundred Thirty Four Dollars (\$813,634). A discussed ensued. The Board suggested a further reduction. He will take a look at the numbers and come back next meeting for further discussion.

**B. Discussion and Possible Action Public Comment Policy:** A discussion ensued regarding a draft of a Public Comment Policy for Grafton Township, prepared by Supervisor Ruth. By law, a Board cannot put a time limit on a Public Comment unless there is a policy in place. Trustee Cratty would not like to limit the time a resident has to speak. Trustee Cooper expressed that smaller groups of government should be heard. There was no motion on this policy.

**C. Public Act 100-0972.** Supervisor Ruth brought to the attention of the Board that effective January 1, 2019, the Township Clerk will be required to "Attest" to the signature of the Supervisor on all written checks.

**D. Assessor Web Site.** Assessor Zielinski asked about updating the Assessor Website. Supervisor Ruth confirmed that the Township maintains the website. If Assessor Zielinski is not interested in helping the residents (J. Mueller and others) he does not have interest in updating the website. There was no motion on this matter.

**10. Executive Session:**

Supervisor Ruth made a motion, 2<sup>nd</sup> by Trustee Cooper, to hold an Executive Session pursuant to 5 IL-CS 120/2(c) 1 Employment; 5IL-CS 120/2(c) 11 Litigation, and 5 IL-CS 21 Executive Meeting Minutes. A Roll Call vote taken, all ayes noted, motion carried. The Regular Board Meeting closed @ 9:01 p.m.

**11. Discussion and potential actions of items as discussed during Executive Session**

A motion was made Supervisor Ruth, 2<sup>nd</sup> by Trustee Ziller, to reconvene the Regular Board Meeting. A Roll Call vote was taken, all ayes noted, motion carried. The Regular Board Meeting was reconvened @ 10:00.

A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Ziller, to settle the labor disputes for two of Assessor's employees. A Roll Call vote was taken, all ayes noted. Motion carried.

Supervisor Ruth stated that the Assessor does not have a clear employee policy and the potential negative exposure is greater than the settlement.

**12. Committee and Officer Reports**

**SUPERVISOR REPORT -**

Supervisor is waiting on Grant approval for the Assessor's lighting.

Clerk Watson is looking into replacing laptop.

**TRUSTEE/FACILITY UPDATE -**

Trustee Ziller would like to establish a Planning Commmsion that began during the 80's, is currently inactive, and he would like it seated with voting members.

**ROAD DISTRICT - NONE**

ASSESSOR - NONE  
CLERK- NONE

**13. ADJOURMENT**

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. The Regular Board meeting adjourned @ 10:13 p.m.

Respectfully submitted,  
Kathleen M. Watson  
Grafton Township Clerk

# **TOWN FUND FINANCIALS**



8:21 AM

10/30/18

Cash Basis

**GRAFTON TOWNSHIP**  
**TF Warrant Detail Report**  
**October 29 - 30, 2018**

Date	Num	Name	Memo	Paid Amount
<b>101 · CHECKING -American Community</b>				
10/29/2018	24114	BLUECROSS BLUESHIELD ...	PO 3214, 20444	-5,226.76
10/29/2018	24115	Braden Business Systems, Inc.	PO 3225	-53.43
10/29/2018	24116	ComCast I	PO 3229, 20442	-300.26
10/29/2018	24117	Humana Dental Ins.Co.	PO 3219, 20445	-535.41
10/29/2018	24118	Leaf	PO 3217	-99.00
10/29/2018	24119	NICOR GAS	PO 3223	-38.96
Total 101 · CHECKING -American Community				-6,253.82

# GRAFTON TOWNSHIP

## Unpaid Bills Detail

### All Transactions

Date	Num	Memo	Split	Amount
<b>Cardmember Service</b>				
10/16/2018	QB yr.en...	PO 3213	1651 · OFFICE SUP...	87.98
10/30/2018	walmart	PO 3232	1905 · MISCELLANE...	67.34
10/30/2018	walmart	PO 3233	1651 · OFFICE SUP...	11.64
Total Cardmember Service				166.96
<b>CARDUNAL OFFICE SUPPLY</b>				
10/26/2018	606169-0	PO 3192	1651 · OFFICE SUP...	62.70
Total CARDUNAL OFFICE SUPPLY				62.70
<b>Cash</b>				
10/30/2018		PO 3231	1905 · MISCELLANE...	31.20
10/30/2018	postage	PO 3230	1551 · POSTAGE	101.17
Total Cash				132.37
<b>COM ED</b>				
10/31/2018		PO 3237	1571 · UTILITIES	160.84
10/31/2018		PO 3236	5571 · UTILITIES	53.62
Total COM ED				214.46
<b>Entre Computer Solution</b>				
09/29/2018		PO 3220	1512 · MAINTENANC...	135.00
10/15/2018	00117895	PO 20436	1835 · CAPITAL EQ...	5,710.00
Total Entre Computer Solution				5,845.00
<b>Gottmoller &amp; Associates</b>				
11/01/2018	2237	PO 3238	1533 · LEGAL SERVI...	1,092.00
Total Gottmoller & Associates				1,092.00
<b>Grafton Township Road District</b>				
10/30/2018		PO 3242	1831 · CAPITAL IMP...	2,959.65
Total Grafton Township Road District				2,959.65
<b>Jameson's Charhouse</b>				
10/30/2018		PO 3234	959 · COMMUNITY S...	200.00
Total Jameson's Charhouse				200.00
<b>Leading IT</b>				
10/15/2018	24664	PO 3222	1512 · MAINTENANC...	62.50
11/01/2018	24732WB	PO 3221	1512 · MAINTENANC...	400.00
11/14/2018	24864	PO 3243	1512 · MAINTENANC...	156.25
Total Leading IT				618.75
<b>McHenry County Division of Transportation</b>				
11/01/2018	7-36	PO 3239	972 · McRIDE	600.00
Total McHenry County Division of Transportation				600.00
<b>MDC Environmental Services, Inc.</b>				
11/01/2018	18725105	PO 3241	1511 · MAINTENANC...	51.10
Total MDC Environmental Services, Inc.				51.10
<b>Mike Crouse</b>				
10/05/2018	100	PO 20449	1240 · SALARIES	2,170.00
Total Mike Crouse				2,170.00
<b>PetroChoice LLC</b>				
10/22/2018	10728556	PO 20446	1760 · TRAVEL EXP...	171.72
10/22/2018	10728556	PO 3240	1572 · FUEL	24.21
Total PetroChoice LLC				195.93

2:13 PM

11/14/18

**GRAFTON TOWNSHIP**  
**Unpaid Bills Detail**  
All Transactions

Date	Num	Memo	Split	Amount
<b>Ready Refresh by Nestle</b>				
10/06/2018	0123155...	PO 20447	1751 · MAINTENANC...	59.79
10/26/2018	08j01229...	PO 3216	1651 · OFFICE SUP...	23.93
Total Ready Refresh by Nestle				83.72
<b>Shaw Suburban Media</b>				
11/01/2018		PO 3212	1553 · PUBLISHING	53.02
Total Shaw Suburban Media				53.02
<b>TOTAL</b>				<b>14,445.66</b>



11/14/18

**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>			
<b>CORPORATE FUND REVENUE</b>			
1000 · PROPERTY TAXES	890,327.20	897,435.00	99.2%
1010 · REPLACEMENT TAXES	18,003.33	20,000.00	90.0%
1020 · INTEREST INCOME	10,245.98	7,296.00	140.4%
1040 · IGA ROAD COM SALARY	15,625.00	15,625.00	100.0%
1055 · MISCELLANEOUS INCOME	7,033.19	500.00	1,406.6%
<b>Total CORPORATE FUND REVENUE</b>	<b>941,234.70</b>	<b>940,856.00</b>	<b>100.0%</b>
<b>CORPORATE INSURANCE FUND REV</b>			
2000 · PROPERTY TAXES	17,867.45	18,000.00	99.3%
2020 · INTEREST INCOME	0.00	0.67	0.0%
2050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
<b>Total CORPORATE INSURANCE FUND REV</b>	<b>17,867.45</b>	<b>18,000.67</b>	<b>99.3%</b>
<b>GENERAL ASSISTANCE FUND REVENUE</b>			
5000 · PROPERTY TAXES	32,742.75	33,000.00	99.2%
5020 · INTEREST INCOME	353.01	129.82	271.9%
5050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
<b>Total GENERAL ASSISTANCE FUND REVENUE</b>	<b>33,095.76</b>	<b>33,129.82</b>	<b>99.9%</b>
<b>Total Income</b>	<b>992,197.91</b>	<b>991,986.49</b>	<b>100.0%</b>
<b>Expense</b>			
<b>GENERAL ASSISTANCE FUND</b>			
<b>ADMINISTRATION</b>			
<b>CONTRACTUAL SERVICES</b>			
5512 · MAINTENANCE SERVICE - EQUIPMENT	947.79	2,000.00	47.4%
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	515.37	1,000.00	51.5%
5554 · PRINTING	91.95	1,000.00	9.2%
5556 · TRAINING	0.00	500.00	0.0%
5571 · UTILITIES	596.61	1,000.00	59.7%
<b>Total CONTRACTUAL SERVICES</b>	<b>5,151.72</b>	<b>9,750.00</b>	<b>52.8%</b>
<b>OPERATING EXPENSES</b>			
5611 · MAINTENANCE SUPPLIES - BUILDING	0.00	500.00	0.0%
5651 · OFFICE SUPPLIES	0.00	1,000.00	0.0%
<b>Total OPERATING EXPENSES</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.0%</b>
<b>PERSONNEL</b>			
5421 · SALARIES	1,278.00	20,000.00	6.4%
5451 · HEALTH INSURANCE	92.65	7,500.00	1.2%
<b>Total PERSONNEL</b>	<b>1,370.65</b>	<b>27,500.00</b>	<b>5.0%</b>
<b>Total ADMINISTRATION</b>	<b>6,522.37</b>	<b>38,750.00</b>	<b>16.8%</b>
<b>HOME RELIEF</b>			
<b>COMMODITIES</b>			
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%
<b>Total COMMODITIES</b>	<b>0.00</b>	<b>32,585.52</b>	<b>0.0%</b>

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

	Apr '18 - Mar 19	Budget	% of Budget
<b>CONTRACTUAL SERVICES</b>			
5805 · TRANSPORTATION ASSISTANCE	400.00	1,000.00	40.0%
5885 · OTHER MEDICAL SERVICE INSURANCE	2,650.00	4,000.00	66.3%
5887 · SHELTER	1,800.00	15,000.00	12.0%
5888 · UTILITY PAYMENTS	6,712.41	10,000.00	67.1%
<b>Total CONTRACTUAL SERVICES</b>	<b>11,562.41</b>	<b>30,000.00</b>	<b>38.5%</b>
<b>Total HOME RELIEF</b>	<b>11,562.41</b>	<b>62,585.52</b>	<b>18.5%</b>
<b>Total GENERAL ASSISTANCE FUND</b>	<b>18,084.78</b>	<b>101,335.52</b>	<b>17.8%</b>
<b>TOWN FUND EXPENDITURES</b>			
<b>ADMINISTRATION</b>			
<b>CAPITAL OUTLAY</b>			
1831 · CAPITAL IMPROVEMENT RESERVE	319.66	500,000.00	0.1%
1835 · CAPITAL EQUIPMENT RESERVE	0.00	500,000.00	0.0%
<b>Total CAPITAL OUTLAY</b>	<b>319.66</b>	<b>1,000,000.00</b>	<b>0.0%</b>
<b>COMMODITIES</b>			
1651 · OFFICE SUPPLIES	366.00	5,009.51	7.3%
1652 · OPERATING SUPPLIES	19.99	3,000.00	0.7%
<b>Total COMMODITIES</b>	<b>385.99</b>	<b>8,009.51</b>	<b>4.8%</b>
<b>CONTRACTUAL SERVICES</b>			
1511 · MAINTENANCE SERVICE-BUILDING	2,874.20	150,000.00	1.9%
1512 · MAINTENANCE SERVICE - EQUIPMENT	19,251.13	75,000.00	25.7%
1531 · ACCOUNTING SERVICES	4,173.67	20,000.00	20.9%
1533 · LEGAL SERVICE	1,444.33	165,000.00	0.9%
1551 · POSTAGE	53.89	2,000.00	2.7%
1552 · TELEPHONE	1,733.63	3,000.00	57.8%
1553 · PUBLISHING	316.82	2,000.00	15.8%
1554 · PRINTING	309.91	3,000.00	10.3%
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	1,811.88	5,000.00	36.2%
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>	<b>33,219.85</b>	<b>497,000.00</b>	<b>6.7%</b>
<b>OTHER EXPENDITURES</b>			
1905 · MISCELLANEOUS EXPENSE	201.75	50,000.00	0.4%
1911 · CONTINGENCIES	0.00	50,000.00	0.0%
<b>Total OTHER EXPENDITURES</b>	<b>201.75</b>	<b>100,000.00</b>	<b>0.2%</b>
<b>PERSONNEL</b>			
1420 · OFFICE STAFF HOURLY	36,954.00	60,000.00	61.6%
1421 · ELECTED OFFICIALS SALARIES	92,846.40	165,000.00	56.3%
1451 · HEALTH INSURANCE	27,587.48	40,000.00	69.0%
<b>Total PERSONNEL</b>	<b>157,387.88</b>	<b>265,000.00</b>	<b>59.4%</b>

**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	13,788.00	25,000.00	55.2%
901 · PAYROLL TAXES	968.73	4,000.00	24.2%
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	333.31	10,000.00	3.3%
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	175.98	10,000.00	1.8%
971 · UTILITIES	0.00	2,000.00	0.0%
972 · McRIDE	4,200.00	15,000.00	28.0%
<b>Total SENIOR SERVICES</b>	<b>19,596.12</b>	<b>85,000.00</b>	<b>23.1%</b>
<b>Total ADMINISTRATION</b>	<b>211,111.25</b>	<b>1,955,009.51</b>	<b>10.8%</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	374.29	2,700.00	13.9%
<b>Total COMMODITIES</b>	<b>374.29</b>	<b>2,700.00</b>	<b>13.9%</b>
<b>CONTRACTUAL SERVICES</b>			
1751 · MAINTENANCE SERVICE	789.15	4,200.00	18.8%
1752 · TELEPHONE	1,642.44	6,300.00	26.1%
1755 · POSTAGE	0.00	250.00	0.0%
1756 · SOFTWARE	13,267.58	13,300.00	99.8%
1757 · PUBLISHING	0.00	600.00	0.0%
1758 · PRINTING	0.00	500.00	0.0%
1759 · DUES	50.00	1,000.00	5.0%
1760 · TRAVEL EXPENSE	741.13	1,200.00	61.8%
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>18,880.30</b>	<b>30,450.00</b>	<b>62.0%</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	129,387.75	222,000.00	58.3%
1241 · IMRF	10,983.38	23,000.00	47.8%
1242 · FICA/MEDICARE/TAXES	8,510.22	20,500.00	41.5%
1243 · HEALTH INSURANCE	28,760.40	62,000.00	46.4%
<b>Total PERSONNEL</b>	<b>177,641.75</b>	<b>327,500.00</b>	<b>54.2%</b>
<b>Total ASSESSOR</b>	<b>196,896.34</b>	<b>364,400.00</b>	<b>54.0%</b>
<b>Total TOWN FUND EXPENDITURES</b>	<b>408,007.59</b>	<b>2,319,409.51</b>	<b>17.6%</b>
<b>TOWN IMRF FUND EXPENDITURES</b>			
3262 · RETIREMENT CONTRIBUTION	6,160.09	28,000.00	22.0%
<b>Total TOWN IMRF FUND EXPENDITURES</b>	<b>6,160.09</b>	<b>28,000.00</b>	<b>22.0%</b>



11/14/18

**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>53.24</u>	<u>5,000.00</u>	<u>1.1%</u>
<b>Total PERSONNEL</b>	<u>53.24</u>	<u>5,000.00</u>	<u>1.1%</u>
<b>Total TOWN INSURANCE FUND EXPENDITURE</b>	<u>14,131.24</u>	<u>25,000.00</u>	<u>56.5%</u>
<b>TOWN SOCIAL SECURTY EXPENDITURE</b>			
3761 · SOCIAL SECURITY CONTRIBUTION	<u>9,009.48</u>	<u>20,000.00</u>	<u>45.0%</u>
3762 · MEDICARE CONTRIBUTION	<u>1,917.69</u>	<u>5,000.00</u>	<u>38.4%</u>
<b>Total TOWN SOCIAL SECURTY EXPENDITURE</b>	<u>10,927.17</u>	<u>25,000.00</u>	<u>43.7%</u>
<b>Total Expense</b>	<u>457,310.87</u>	<u>2,498,745.03</u>	<u>18.3%</u>
<b>Net Ordinary Income</b>	<u>534,887.04</u>	<u>-1,506,758.54</u>	<u>-35.5%</u>
<b>Net Income</b>	<u><u>534,887.04</u></u>	<u><u>-1,506,758.54</u></u>	<u><u>-35.5%</u></u>

9:06 AM

11/02/18

**GRAFTON TOWNSHIP**  
**Reconciliation Summary**  
**101 · CHECKING -American Community, Period Ending 10/31/2018**

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	<u>Oct 31, 18</u>
Beginning Balance	2,010,193.58
Cleared Transactions	
Checks and Payments - 35 items	-47,680.48
Deposits and Credits - 25 items	30,101.07
	<u>                    </u>
Total Cleared Transactions	-17,579.41
	<u>                    </u>
Cleared Balance	<u><u>1,992,614.17</u></u>
Uncleared Transactions	
Checks and Payments - 12 items	-12,797.58
	<u>                    </u>
Total Uncleared Transactions	-12,797.58
	<u>                    </u>
Register Balance as of 10/31/2018	<u><u>1,979,816.59</u></u>
New Transactions	
Checks and Payments - 1 item	-5,081.60
	<u>                    </u>
Total New Transactions	-5,081.60
	<u>                    </u>
Ending Balance	<u><u>1,974,734.99</u></u>

9:00 AM

11/02/18

**GRAFTON TOWNSHIP**  
**Reconciliation Summary**  
**151 · General Assistance - Amer Com, Period Ending 10/31/2018**

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	Oct 31, 18
Beginning Balance	87,094.81
Cleared Transactions	
Checks and Payments - 8 items	-1,724.73
Deposits and Credits - 3 items	401.10
Total Cleared Transactions	-1,323.63
Cleared Balance	85,771.18
Uncleared Transactions	
Checks and Payments - 4 items	-106.70
Total Uncleared Transactions	-106.70
Register Balance as of 10/31/2018	85,664.48
New Transactions	
Checks and Payments - 1 item	-400.00
Total New Transactions	-400.00
Ending Balance	85,264.48



# **ROAD DISTRICT FUND FINANCIALS**

8:23 AM

10/30/18

Cash Basis

**Grafton Township RB**  
**WARRANT DETAIL REPORT**  
**October 28 - 30, 2018**

Date	Num	Name	Memo	Paid Amount
<b>103 · R&amp;B General Amer. Comm.</b>				
10/29/2018	5751	BLUECROSS BLUESHIELD OF ILL...	PO 12229	-2,807.55
10/29/2018	5752	Comcast	PO 12231	-171.58
10/29/2018	5753	Humana Dental	PO 12230	-236.79
10/29/2018	5754	NICOR GAS	PO 12227	-19.72
10/29/2018	5755	Verizon Wireless	PO 12228	-117.08
Total 103 · R&B General Amer. Comm.				-3,352.72
<b>TOTAL</b>				<b>-3,352.72</b>

9:22 AM

11/14/18

# Grafton Township RB

## Unpaid Bills Detail

### All Transactions

Date	Num	Memo	Split	Amount
<b>Airgas USA, LLC</b>				
10/22/2018	9081615390	PO 12251	9652 · OPERATING SUPPLIES	124.96
Total Airgas USA, LLC				124.96
<b>ALLIED ASPHALT PAVING COMPANY</b>				
10/09/2018	219442	PO 12238	9514 · MAINTENANCE SERVICE ROAD	106.00
10/22/2018	219909	PO 12247	6111 · MAINTENANCE SUPPLY - BUILD...	205.20
Total ALLIED ASPHALT PAVING COMPANY				311.20
<b>AutoZone, Inc.</b>				
10/26/2018	4427150835	PO 12250	6113 · MAINTENANCE SUPPLY - VEHIC...	35.80
Total AutoZone, Inc.				35.80
<b>BONNELL INDUSTRIES INC</b>				
11/06/2018	0182537-in	PO 12260	6113 · MAINTENANCE SUPPLY - VEHIC...	28.63
Total BONNELL INDUSTRIES INC				28.63
<b>BUCK BROS., INC.</b>				
10/08/2018	194483	PO 12234	6112 · MAINTENANCE SUPPLY - EQUI...	78.92
11/13/2018	198755	PO 12261	6112 · MAINTENANCE SUPPLY - EQUI...	41.58
Total BUCK BROS., INC.				120.50
<b>Cardmember Service</b>				
10/11/2018	f&f	PO 12235	6112 · MAINTENANCE SUPPLY - EQUI...	17.93
10/11/2018	f&f	PO 12236	6122 · OPERATING SUPPLIES	22.86
10/19/2018	f&f	PO 12245	9472 · Uniforms	147.94
10/20/2018		PO 12246	6551 · POSTAGE	150.00
Total Cardmember Service				338.73
<b>COM ED</b>				
10/31/2018		PO 12256	6371 · UTILITIES	120.58
Total COM ED				120.58
<b>COM ED STREET LIGHTS</b>				
10/22/2018		PO 12249	9519 · Street Lights	300.99
Total COM ED STREET LIGHTS				300.99
<b>Conserv FS, Inc.</b>				
10/09/2018	115006094	PO 12237	9655 · AUTO FUEL & OIL	660.00
Total Conserv FS, Inc.				660.00
<b>CURRAN CONTRACTING CO</b>				
10/12/2018	2018road proj.	PO 12242	9514 · MAINTENANCE SERVICE ROAD	161,050.52
Total CURRAN CONTRACTING CO				161,050.52
<b>HAMPSHIRE AUTO PARTS</b>				
10/16/2018	503452	PO 12240	6113 · MAINTENANCE SUPPLY - VEHIC...	52.77
Total HAMPSHIRE AUTO PARTS				52.77
<b>HINCKLEY SPRINGS WATER CO</b>				
10/07/2018	10164181 100718	PO 12233	6122 · OPERATING SUPPLIES	19.12
11/04/2018	10164181110418	PO 12257	6122 · OPERATING SUPPLIES	12.23
Total HINCKLEY SPRINGS WATER CO				31.35
<b>MDC Environmental Services Inc.</b>				
11/01/2018	18725105	PO 12255	6373 · GARBAGE DISPOSAL	153.29
Total MDC Environmental Services Inc.				153.29
<b>PETER BAKER &amp; SON CO.</b>				

9:22 AM

11/14/18

# Grafton Township RB

## Unpaid Bills Detail

### All Transactions

Date	Num	Memo	Split	Amount
10/03/2018	18351.01F	PO 12241	9514 · MAINTENANCE SERVICE ROAD	71,712.57
Total PETER BAKER & SON CO.				71,712.57
<b>PetroChoice LLC</b>				
10/22/2018	10728556	PO 12248	9655 · AUTO FUEL & OIL	1,845.09
Total PetroChoice LLC				1,845.09
<b>Rush Truck Centers of Illinois, Inc.</b>				
10/16/2018	3012420318	PO 12239	6113 · MAINTENANCE SUPPLY - VEHIC...	141.80
10/19/2018	3012462576	PO 12243	6113 · MAINTENANCE SUPPLY - VEHIC...	19.45
10/19/2018	3012463161	PO 12244	6113 · MAINTENANCE SUPPLY - VEHIC...	6.99
10/31/2018	3012605420	PO 12252	6113 · MAINTENANCE SUPPLY - VEHIC...	40.90
10/31/2018	3012606337	PO 12253	6113 · MAINTENANCE SUPPLY - VEHIC...	3.74
11/08/2018	3012709399	PO 12258	6113 · MAINTENANCE SUPPLY - VEHIC...	13.98
Total Rush Truck Centers of Illinois, Inc.				226.86
<b>TOWNSHIP OFFICIALS OF ILLINOIS</b>				
11/02/2018	2019 drug testing	PO 12254	9929 · MISCELLANEOUS	270.00
Total TOWNSHIP OFFICIALS OF ILLINOIS				270.00
<b>ZIEGLER'S ACE HARDWARE</b>				
10/05/2018	76309/b	PO 12232	6112 · MAINTENANCE SUPPLY - EQUI...	35.44
11/08/2018	76684/b	PO 12259	6122 · OPERATING SUPPLIES	9.95
Total ZIEGLER'S ACE HARDWARE				45.39
<b>TOTAL</b>				<b>237,429.23</b>

# ROAD & BRIDGE WARRANT LIST - OCTOBER 2018

FUND	VENDOR	PO #			DUE DATE
6112	ACE	12232	Fuel hose- 5220, Power cord end	\$ 35.44	11/30/2018
6122	ACE	12259	Brake cleaner, Fittings-Super mix tanks	\$ 9.95	11/30/2018
9652	AIRGAS USA, LLC	12251	Acetylene tank filled	\$ 124.96	11/21/2018
9514	ALLIED ASPHALT PAVING COMPANY	12238	Blacktop - Rowland Rd culvert	\$ 106.00	11/8/2018
6111	ALLIED ASPHALT PAVING COMPANY	12247	Blacktop - Manhole/Parking Lot	\$ 205.20	11/21/2018
6113	AUTO ZONE INC.	12250	Heater hose - #1	\$ 35.80	11/25/2018
6113	BONNELL INDUSTRIES INC.	12260	Mud Flap - #3	\$ 28.63	12/6/2018
6112	BUCK BROS., INC.	12234	Clutch cable - 5220	\$ 78.92	11/25/2018
6112	BUCK BROS., INC.	12261	Fuel Injector clamp & tubes - Loader	\$ 41.58	12/13/2018
6112	CARDMEMBER SERVICE / VISA (F&F)	12235	Bar & Chain oil, 2 Cycle oil	\$ 17.93	12/3/2018
6122	CARDMEMBER SERVICE / VISA (F&F)	12236	Toilet paper, Small brushes	\$ 22.86	12/3/2018
9472	CARDMEMBER SERVICE / VISA (F&F)	12245	Jeans - 2 pair each	\$ 147.94	12/3/2018
6551	CARDMEMBER SERVICE / VISA (MEIJER)	12246	300 Postage Stamps	\$ 150.00	12/3/2018
6371	COM ED	12256		\$ 120.58	12/17/2018
9519	COM ED - STREET LIGHTS	12249		\$ 300.99	12/26/2018
9655	CONSERV FS INC.	12237	15W40 Oil - 55 Gallon drum	\$ 660.00	11/8/2018
9514	CURRAN CONTRACTING COMPANY	12242	2018 Road Proj. - Conley & Ballard	\$ 161,050.52	11/11/2018
6113	HAMPSHIRE AUTO PARTS	12240	Coolant filter - #5	\$ 52.77	11/15/2018
6122	HINCKLEY SPRINGS	12233		\$ 19.12	10/30/2018
6122	HINCKLEY SPRINGS	12257		\$ 12.23	11/27/2018
6373	MDC ENVIRONMENTAL SERVICES INC	12255	Garbage service	\$ 153.29	11/20/2018
9514	PETER BAKER & SON CO.	12241	2018 Road Proj. - Linden Ln	\$ 71,712.57	11/16/2018
9655	PETROCHOICE LLC	12248	Fuel	\$ 1,845.09	11/11/2018
6113	RUSH TRUCK CENTERS OF IL, INC.	12239	2 Rear Brake Chambers - #5	\$ 141.80	11/10/2018
6113	RUSH TRUCK CENTERS OF IL, INC.	12243	1 Front Brake Chamber - #2	\$ 19.45	11/10/2018
6113	RUSH TRUCK CENTERS OF IL, INC.	12244	Yoke assembly - #2	\$ 6.99	11/10/2018
6113	RUSH TRUCK CENTERS OF IL, INC.	12252	Trans fluid fill tube - #1	\$ 40.90	11/10/2018
6113	RUSH TRUCK CENTERS OF IL, INC.	12253	Fill tube seal - #1	\$ 3.74	11/10/2018
6113	RUSH TRUCK CENTERS OF IL, INC.	12258	PTO Cover & gasket - #1	\$ 13.98	12/10/2018
9929	TOWNSHIP OFFICIALS OF IL	12254	2019 Drug Testing	\$ 270.00	12/6/2018
				<b>\$ 237,429.23</b>	
<b>BILLS PAID BEFORE MEETING</b>					
9451	BLUECROSS BLUESHIELD OF IL	12229	Health insurance - November	\$ 2,807.55	11/1/2018
6552	COMCAST	12231	Phone & Internet	\$ 171.58	11/13/2018
9451	HUMANA DENTAL INSURANCE	12230	Health insurance - October	\$ 236.79	11/1/2018
6371	NICOR GAS	12227		\$ 19.72	12/4/2018
6552	VERIZON WIRELESS	12228	Cell phone service	\$ 117.08	10/31/2018
				<b>\$ 3,352.72</b>	
Total				<b>\$ 240,781.95</b>	

Road Commissioner:





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	550,758.01	555,153.00	99.2%
9020 · INTEREST INCOME	4,829.83	1,500.00	322.0%
9040 · Intergovernmental Agreement	0.00	500.00	0.0%
9050 · MISCELLANEOUS INCOME	250.00	500.00	50.0%
9060 · Permits & Bonds	1,260.00	2,000.00	63.0%
9080 · GRANT INCOME	0.00	5.00	0.0%
<b>Total PERMANENT HARD ROAD FD REVENUES</b>	<b>557,097.84</b>	<b>559,658.00</b>	<b>99.5%</b>
<b>ROAD &amp; BRIDGE FUND REVENUES</b>			
6000 · PROPERTY TAXES - ROAD & BRIDGE	133,932.04	261,289.00	51.3%
6002 · MUNICIPAL SHARE	0.00	-126,289.00	0.0%
6010 · REPLACEMENT TAXES-ROAD & BRIDGE	30,616.00	40,000.00	76.5%
6020 · INTEREST INCOME	3,885.92	1,000.00	388.6%
6030 · RENTAL INCOME	0.00	5.00	0.0%
6040 · INTERGOVERNMENT AGREEMENT	0.00	5.00	0.0%
6050 · MISCELLANEOUS INCOME	206.44	10.00	2,064.4%
6060 · COURT FINES & PERMITS	577.68	800.00	72.2%
6080 · GRANT INCOME	0.00	5.00	0.0%
<b>Total ROAD &amp; BRIDGE FUND REVENUES</b>	<b>169,218.08</b>	<b>176,825.00</b>	<b>95.7%</b>
<b>ROAD &amp; BRIDGE IMRF FUND REVENUE</b>			
8000 · PROPERTY TAXES	17,867.62	18,011.00	99.2%
8020 · INTEREST INCOME	148.60	30.00	495.3%
8050 · MISCELLANEOUS INCOME	0.00	5.00	0.0%
<b>Total ROAD &amp; BRIDGE IMRF FUND REVENUE</b>	<b>18,016.22</b>	<b>18,046.00</b>	<b>99.8%</b>
<b>ROAD &amp; BRIDGE INSURANCE REVENUE</b>			
7000 · PROPERTY TAXES	19,843.59	20,002.00	99.2%
7020 · INTEREST INCOME	222.92	45.00	495.4%
7050 · MISCELLANEOUS INCOME	0.00	2,900.00	0.0%
<b>Total ROAD &amp; BRIDGE INSURANCE REVENUE</b>	<b>20,066.51</b>	<b>22,947.00</b>	<b>87.4%</b>
<b>Total Income</b>	<b>764,398.65</b>	<b>777,476.00</b>	<b>98.3%</b>
<b>Expense</b>			
<b>PERMANENT HARD ROAD EXPENDITURE</b>			
<b>COMMODITIES</b>			
9614 · MAINTENANCE SUPPLIES - ROADS	5,883.32	65,000.00	9.1%
9652 · OPERATING SUPPLIES	35.31	8,000.00	0.4%
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%
<b>Total COMMODITIES</b>	<b>14,288.32</b>	<b>276,000.00</b>	<b>5.2%</b>
<b>CONTRACT SERVICES</b>			
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	2,148.33	5,000.00	43.0%
9520 · ROAD SIGNS & MATERIALS	1,448.53	30,000.00	4.8%
9532 · ENGINEERING SERVICE	9,360.00	40,000.00	23.4%
9594 · RENTALS	0.00	10,000.00	0.0%
<b>Total CONTRACT SERVICES</b>	<b>40,582.86</b>	<b>553,000.00</b>	<b>7.3%</b>

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>
<b>OTHER EXPENDITURES</b>			
9929 · MISCELLANEOUS	2,400.00	14,000.00	17.1%
9952 · Intergovernmental Agreement	15,625.00	15,625.00	100.0%
<b>Total OTHER EXPENDITURES</b>	<b>18,025.00</b>	<b>29,625.00</b>	<b>60.8%</b>
<b>PERSONNEL</b>			
9421 · SALARIES	76,886.94	185,000.00	41.6%
9451 · Health / Life Insurance	21,392.70	65,000.00	32.9%
9461 · Social Security Contribution	5,693.52	16,000.00	35.6%
9462 · Medicare Contribution	1,331.55	6,000.00	22.2%
9472 · Uniforms	0.00	2,000.00	0.0%
9475 · Payroll Expense	708.00	1,400.00	50.6%
<b>Total PERSONNEL</b>	<b>106,012.71</b>	<b>275,400.00</b>	<b>38.5%</b>
<b>Total PERMANENT HARD ROAD EXPENDITURE</b>	<b>178,908.89</b>	<b>1,134,025.00</b>	<b>15.8%</b>
<b>ROAD &amp; BRIDGE-IMRF-EXPENDITURE</b>			
<b>PERSONNEL</b>			
8463 · RETIREMENT CONTRIBUTION	8,025.98	48,000.00	16.7%
<b>Total PERSONNEL</b>	<b>8,025.98</b>	<b>48,000.00</b>	<b>16.7%</b>
<b>Total ROAD &amp; BRIDGE-IMRF-EXPENDITURE</b>	<b>8,025.98</b>	<b>48,000.00</b>	<b>16.7%</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	108.97	1,000.00	10.9%
<b>Total COMMODITIES</b>	<b>108.97</b>	<b>1,000.00</b>	<b>10.9%</b>

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

	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	186.00	30,000.00	0.6%
6551 · POSTAGE	0.00	500.00	0.0%
6552 · TELEPHONE	1,784.17	5,000.00	35.7%
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%
<b>Total CONTRACTED SERVICES</b>	<b>5,152.42</b>	<b>59,600.00</b>	<b>8.6%</b>
<b>OTHER EXPENDITURES</b>			
6914 · MUNICIPAL REPLACEMENT	0.00	8,900.00	0.0%
6929 · MISCELLANEOUS	273.94	8,000.00	3.4%
<b>Total OTHER EXPENDITURES</b>	<b>273.94</b>	<b>16,900.00</b>	<b>1.6%</b>
<b>PERSONNEL</b>			
6421 · SALARIES	14,944.00	30,000.00	49.8%
<b>Total PERSONNEL</b>	<b>14,944.00</b>	<b>30,000.00</b>	<b>49.8%</b>
<b>Total ADMINISTRATION</b>	<b>20,479.33</b>	<b>112,500.00</b>	<b>18.2%</b>
<b>MAINTENANCE</b>			
<b>CAPITAL OUTLAY</b>			
6820 · CAPITAL ASSET OUTLAY	3,001.00	100,000.00	3.0%
6833 · OTHER IMPROVEMENTS	0.00	185,000.00	0.0%
<b>Total CAPITAL OUTLAY</b>	<b>3,001.00</b>	<b>285,000.00</b>	<b>1.1%</b>
<b>COMMODITIES</b>			
6111 · MAINTENANCE SUPPLY - BUILDING	839.68	15,000.00	5.6%
6112 · MAINTENANCE SUPPLY - EQUIPM...	1,816.93	15,000.00	12.1%
6113 · MAINTENANCE SUPPLY - VEHICL...	985.20	15,000.00	6.6%
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	441.10	4,000.00	11.0%
6123 · SMALL TOOLS	127.73	6,000.00	2.1%
<b>Total COMMODITIES</b>	<b>4,210.64</b>	<b>60,200.00</b>	<b>7.0%</b>
<b>CONTRACT SERVICES</b>			
6311 · MAINTENANCE SERVICE - BUILDI...	61.60	15,000.00	0.4%
6312 · MAINTENANCE SERVICE - EQUIP...	499.52	30,000.00	1.7%
6313 · MAINTENANCE SERVICE - VEHIC...	2,131.48	30,000.00	7.1%
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	1,182.53	9,000.00	13.1%
6373 · GARBAGE DISPOSAL	1,062.55	6,000.00	17.7%
6394 · RENTALS	0.00	500.00	0.0%
<b>Total CONTRACT SERVICES</b>	<b>4,937.68</b>	<b>144,600.00</b>	<b>3.4%</b>

11/14/18  
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	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	<u>0.00</u>	<u>10,500.00</u>	<u>0.0%</u>
Total MAINTENANCE	<u>12,149.32</u>	<u>505,300.00</u>	<u>2.4%</u>
Total ROAD & BRIDGE FUND EXPENDITURES	32,628.65	617,800.00	5.3%
6391 · R&B - CONTINGENCIES	0.00	30,000.00	0.0%
9917 · PHR - CONTINGENCIES	<u>0.00</u>	<u>56,000.00</u>	<u>0.0%</u>
Total Expense	<u>239,824.62</u>	<u>1,957,825.00</u>	<u>12.2%</u>
Net Ordinary Income	<u>524,574.03</u>	<u>-1,180,349.00</u>	<u>-44.4%</u>
Net Income	<u><b>524,574.03</b></u>	<u><b>-1,180,349.00</b></u>	<u><b>-44.4%</b></u>

3:13 PM

11/01/18

**Grafton Township RB**  
**Reconciliation Summary**  
**103 - R&B General Amer. Comm., Period Ending 10/31/2018**

---

	Oct 31, 18
Beginning Balance	1,745,638.72
Cleared Transactions	
Checks and Payments - 24 items	-40,659.92
Deposits and Credits - 12 items	14,955.51
Total Cleared Transactions	-25,704.41
Cleared Balance	1,719,934.31
Uncleared Transactions	
Checks and Payments - 5 items	-3,352.72
Deposits and Credits - 1 item	0.00
Total Uncleared Transactions	-3,352.72
Register Balance as of 10/31/2018	1,716,581.59
New Transactions	
Checks and Payments - 1 item	-1,982.74
Total New Transactions	-1,982.74
Ending Balance	1,714,598.85



# **OLD BUSINESS**

**TAX LEVY ORDINANCE**

**GRAFTON TOWNSHIP**

**ORDINANCE No.** \_\_\_\_\_

An ordinance levying taxes for all town purposes for Grafton Township,  
McHenry County, Illinois, for the tax year 2018, collectable in 2019.

BE IT ORDAINED by the Board of Trustees of Grafton Township,  
McHenry County, Illinois, as follows:

SECTION 1: That the sum of  
Eight Hundred Fifty Eight Thousand Six Hundred Ninety One and 50/100  
(\$858,691.50) are hereby levied upon all  
property subject to taxation within the Township as that property is assessed and equalized, in order to  
meet and defray all the necessary expenses and liabilities of the Township as required by statute or voted  
by the people in accordance with the law, for such purposes as:  
General Town Fund  
Insurance Fund  
General Assistance Fund  
for the year 2018.

SECTION 2: That the amount levied for each object and purpose shall be as follows:

	<b><u>Amount Levied</u></b>	
<b><u>GENERAL TOWN FUND</u></b>		
	807,691.50	
		807,691.50

REF: General Corporate Tax 60 ILCS 1/235-10

	<b><u>Amount Levied</u></b>	
<b><u>INSURANCE FUND</u></b>		
	18,000.00	
		18,000.00

REF: Insurance Tax 745 ILCS 10/9-107

	<b><u>Amount Levied</u></b>	
<b><u>GENERAL ASSISTANCE FUND</u></b>		
	33,000.00	
		33,000.00

REF: Public Assistance Tax 60 ILCS 1/235-20

**TAX LEVY SUMMARY**

General Corporate Tax	807,691.50
Insurance Tax	18,000.00
Public Assistance Tax	33,000.00

**TOTAL TAXES LEVIED: \$858,691.50**

SECTION 3: That the Town Clerk shall make and file with the County Clerk of McHenry, on or before the last Tuesday of December, a duly certified copy of this ordinance.

SECTION 4: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such finding shall not effect the validity of the remaining portion of this ordinance.

SECTION 5: That this ordinance shall be in full force and effect after its adoption, as provided by law.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2018, pursuant to a roll call vote by the Board of Trustees of Grafton Township, McHenry County, Illinois.

<b><u>BOARD OF TRUSTEES</u></b>	<b><u>AYE</u></b>	<b><u>NAY</u></b>	<b><u>ABSENT</u></b>
Matthew Cooper	_____	_____	_____
Sean Cratty	_____	_____	_____
Thomas Welch	_____	_____	_____
Daniel Ziller Jr.	_____	_____	_____
Eric Ruth	_____	_____	_____

---

Kathleen Watson - Town Clerk

---

Eric Ruth - Chairman - Board of Trustees

**CERTIFICATION OF TAX LEVY ORDINANCE**

**GRAFTON TOWNSHIP**

The undersigned, duly elected, qualified and acting Clerk of Grafton Township, McHenry County, Illinois, does hereby certify that the attached hereto is a true and correct copy of the Tax Levy Ordinance, of said Township for the year 2018 as adopted this \_\_\_\_ day of \_\_\_\_\_, 2018

This certification is made and filed pursuant to the requirements of (60 ILCS 1/75-20) and on behalf of Grafton Township, McHenry County, Illinois.

This certification must be filed by the last Tuesday in December.

Date this \_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
Grafton Township Town Clerk

Filed this \_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
County Clerk



**TAX LEVY ORDINANCE**

**ROAD DISTRICT**

**ORDINANCE NO. \_\_\_\_\_**

An ordinance levying taxes for all road purposes for Grafton Township Road District McHenry County, Illinois, for the tax year 2018 , collectable in 2019.

BE IT ORDAINED by the Board of Trustees of Grafton Township, McHenry County, Illinois, as follows:

SECTION 1: That the Highway Commissioner of Grafton Township Road District on October 15th, 2018 does hereby determine and declare that the sum of Eight Hundred Thirteen Thousand, Six Hundred Thirty Four Dollars (\$813,634) are hereby levied upon all property subject to taxation within the Road District as that property is assessed and equalized, in order to meet and defray all the necessary expenses and liabilities of the Road District as required by statute or voted by the people in accordance with the law, for such purposes as:

Road and Bridge Fund

Permanent Road Fund

Insurance Fund

IMRF Fund

for the year 2018.

SECTION 2: That the amount levied for each object and purpose shall be as follows:

	<b><u>Amount Levied</u></b>	
<b><u>GENERAL ROAD FUND</u></b>		
<b><u>ADMINISTRATION</u></b>		
Personnel	15,000	
Contractual Services	22,510	
Commodities	600	
Capital Outlay	1,500	
Other Expenditures	15,000	
<b>TOTAL ADMINISTRATION:</b>		54,610
<b><u>MAINTENANCE</u></b>		
Personnel	2,200	
Contractual Services	43,000	
Commodities	43,000	
Capital Outlay	102,215	
Other Expenditures	3,200	
<b>TOTAL MAINTENANCE:</b>		193,615
<b>TOTAL GENERAL ROAD FUND:</b>		248,225

REF: General Road & Bridge Tax (605 ILCS 5/6-501 & 5/6-504)

**INSURANCE FUND**

Personnel	1,000	
Contractual Services	19,000	
<b>TOTAL INSURANCE FUND:</b>		20,000

REF: Insurance Tax (745 ILCS 10/9-107)

	<b><u>Amount Levied</u></b>
<b><u>ILLINOIS MUNICIPAL RETIREMENT FUND</u></b>	
Personnel	18,000
<b>TOTAL IMRF FUND:</b>	<b>18,000</b>
REF: IMRF Tax (40 ILCS 5/7-171)	

**PERMANENT ROAD FUND**

Personnel	232,000
Contractual Services	200,000
Commodities	82,409
Other Expenditures	13,000
<b>TOTAL PERMANENT ROAD FUND:</b>	<b>527,409</b>
REF: Permanent Road Tax (605 ILCS 5/6-601)	

**TAX LEVY SUMMARY**

Road & Bridge Tax	248,225
Insurance Tax	20,000
Illinois Municipal Retirement Tax	18,000
Permanent Road Tax	527,409
<b>TOTAL TAXES LEVIED:</b>	<b>813,634</b>

Amount to be Levied was determined by the Highway Commissioner of

Grafton Township Road District.

---

Tom Poznanski  
Highway Commissioner

SECTION 3: That the Town Clerk shall file with the County Clerk of said County of McHenry, on or before the last Tuesday of December, a duly certified copy of this ordinance.

SECTION 4: That the Board of Trustees does hereby certify that the amount levied herein is necessary to be raised by taxation for road purposes for Grafton Township Road District.

SECTION 5: That if any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such finding shall not effect the validity of the remaining portion of this ordinance.

SECTION 6: That this ordinance shall be in full force and effect after its adoption, as provided by law.

ADOPTED this 19th day of November, 2018 pursuant to a roll call vote by the Board of Trustees of Grafton Township, McHenry County, Illinois

<u>BOARD OF TRUSTEES</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Eric Ruth	_____	_____	_____
Dan Ziller Jr.	_____	_____	_____
Thomas Welch	_____	_____	_____
Sean Cratty	_____	_____	_____
Matthew Cooper	_____	_____	_____

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Chairman - Board of Trustees

**CERTIFICATION OF TAX LEVY ORDINANCE**

**ROAD DISTRICT**

The undersigned, duly elected, Chairman, Board of Trustees, Grafton Township, McHenry County, Illinois, does hereby certify that the attached hereto is a true and correct copy of the Tax Levy Ordinance, of said Road District for the year 2018, as adopted this 19th day of November, 2018.

This certification is made and filed pursuant to the requirements of (605 ILCS 5/6-501) and of behalf of Grafton Township Road District, McHenry County, Illinois

This certification must be filed by the last Tuesday in December.

Dated this 19th day of November, 2018

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Chairman - Board of Trustees

Filed this \_\_\_\_ day of \_\_\_\_\_, 2018

---

County Clerk



**TRUTH IN TAXATION  
CERTIFICATE OF COMPLIANCE**

I, the undersigned, hereby certify that I am the presiding officer of Grafton Township  
Road Dist., (Legal Name of Taxing District), and as such presiding  
officer I certify that the levy ordinance, a copy of which is attached, was adopted  
pursuant to, and in all respects in compliance with the provisions of Section 18-60  
through 18-85 of the "Truth in Taxation" law.

Check One of the Choices Below

- ☐ 1) The taxing district published a notice in the newspaper and conducted a hearing meeting the requirements of the Truth in Taxation Law.
- ☒ 2) The taxing district's aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a notice and a hearing were not necessary.
- ☐ 3) The proposed aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a hearing was not held. The adopted aggregate tax levy exceeded 5% of the prior year's extension and a notice was published within 15 days of its adoption in accordance with the Truth in Taxation Law.
- ☐ 4) The adopted levy exceeded the amount stated in the published notice. A second notice was published within 15 days of the adoption in accordance with the Truth in Taxation Law.

Date \_\_\_\_\_

Presiding Officer \_\_\_\_\_

# **NEW BUSINESS**



**Grafton Township Assessor  
10109 Vine Street, Unit C  
Huntley, IL 60142**

DATE: October 15, 2018  
TO: Township Board of Trustees  
FROM: Alan Zielinski, Township Assessor  
RE: Necessity for funds transfer into the Assessor's budget (specifically account 1756)

**History**

Per the township's 10/5/2018 financial summary, the Assessor's 1756 account (Software) has a negligible balance. This is attributable to the following factors.

- The Assessor's Fiscal Year 2018-19 final requested budget for this account was \$16,160.
- That was reduced to the authorized amount of \$13,300.
- No contingency above anticipated expenses was provided.
- The unforeseen corruption of the property database occurred earlier this year. This resulted in an unbudgeted expense this past June of \$2,242.50 to Cirone Computer Consulting, Inc. under purchase order #20395 for PAMS corrupted database consulting. That payment and subsequent planned payments depleted the remaining balance in account 1756.

**Necessity**

1. Required expenses for the remainder of this fiscal year for this budget account are:
  - \$1,062.54 for the fourth quarter Costar payment. Costar is mandatory to accurately assess non-residential property as our office enters the 2019 general assessment year.
  - Now that the Assessor's office has a firewall, Cirone Computer Consulting is willing to help in the cleaning and reconstruction of the property database. While this has never been done before, the forecasted budget amount is approximately \$2,500.
2. No other line items in the Assessor's budget have adequate amounts or reserves to allow an intra-office transfer that remains within the statutory 10% maximum transfer amount.

**Request**

Transfer \$4,000 into the Assessor's budget, specifically account 1756, resulting in a revised budget amount for this account of 17,300 so the above anticipated expenses can be met.

Respectfully submitted,

Alan Zielinski  
Grafton Township Assessor

**Alan Zielinski Existing issues are highlighted in yellow. Assessor comments in green.**

---

**From:** Ruperto Herrera <ruperto17@gmail.com>  
**Sent:** Monday, May 01, 2017 10:27 PM  
**To:** Alan Zielinski  
**Cc:** Grafton Township Supervisor  
**Subject:** Grafton Township website updates

**Issues have remained open since October, 2015. Request for funding was made for FY2017-18.**

Hello Alan,

I got a chance to talk to Eric this morning and I promised that I would follow up with you on some of the outstanding issues below to help me generate an official quote.

I believe this is the latest list of outstanding issues I've seen. Is this list complete and still accurate? I believe it was compiled a year ago so I want to make sure nothing has changed.

I've included some notes in red below. If any of the issues are still occurring please provide some PINs where applicable so that I can try to replicate the issue.

**Recently, for a lot of PINs**

1. No Nearby Sales or Comparable Assessments appear.
2. **No picture or sketch appears.**
3. **Duplicate PINs are displayed for single PIN or Address searches.**
4. **Inconsistency of values and related assessment years.**

**Could be related to database corruption.**

RH - Please note that in Oct '16 we reloaded lat/lon data provided by the county to resolve issues related to #1. Are you still having similar problems? If so, we may need to request another file from the County. An alternative, and a much more expensive solution, would be to develop a process to obtain lat/lon data from Google for any property that does not have them.

**Regarding #1, suggest obtaining and loading a new lat/long file from county.**

**For some time, with some PINS**

1. **A picture appears and the sketch thumbnail are presented.**
2. When the thumbnail is clicked, only the thumbnail, not the regular sketch, appears.
3. **Appears fluid: sometimes presenting the thumbnail, sometimes the real sketch.**

**Appeal searches**

**Board of Review**

1. **The Board requested having all data on one letter-size sheet of paper in landscape mode.**
2. **Increase comparable property selection and display from three to four.**
3. **If the user selects the Comparable Properties, Nearby Sales radio button, display only Recent Sale Figures data.**
4. **If the user selects Comparable Properties, Nearby Assessments radio button, display only McHenry County Assessment data.**



5. For either case, sort potential comparable properties based on dwelling square feet.
6. Link the Neighborhood Code value to .pdf files located on our PAMS host. The folder will always be the same and the neighborhood code value will always be the first six character substring of the file name.

RH - For #6, are the PDFs available online somewhere? Or do I need to develop a process to extract the PDFs out of your system and upload them on to the web server? **Files are available.**

#### Line removals

1. Remove the Township line from the main page.
2. Remove the Age line from the main page.
3. Remove the Condition line from the main page.
4. Remove the numeric component from the Property Class line (retain the text; just strip the leading four-character substring?)
5. Remove the Air Cond line.
6. Remove the Porch line.

#### Changes/Additions

1. Change the Homesite/Acres line to Lot Type and present that value.
  1. Is Lot Type a new field? If so it can be added as long as someone knows which table in PAMS it's located. **Yes**
2. Change Garage from square feet to Parking Spaces and present that value.
  1. Is Parking Spaces a new field? If so it can be added as long as someone knows which table in PAMS it's located. **Yes**
3. Change Pool from square feet to Yes/No and present that value.
  1. If you have a field named Pool in PAMS with a Yes/No value we can extract that, otherwise we can keep existing field and assume that any value over 0 sq ft will equal 'Yes'.. **Yes**
4. Change Basement from square feet to Yes/No and present that value.
  1. Same logic as #3. **Yes**
5. Add Walk-out Basement Y/N line and present that value.
  1. Same logic as #1 and #2. **Yes**
6. Exterior Wall line will be either "Frame" or "Brick" if percentage brick <sup>3</sup> 75%.
  1. I looked at the existing logic for this and we're already doing this. If you find a property that is not showing this accurately let me know. **Requires programming correction.**

Thanks,  
Ruperto

## Alan Zielinski

---

**From:** Ruperto Herrera <ruperto17@gmail.com>  
**Sent:** Monday, April 10, 2017 8:11 AM  
**To:** Grafton Township Supervisor; Alan Zielinski  
**Subject:** Re: FW: FW: Sketch request

Eric,

Several items will require further research and I won't know the exact level of effort involved until Al's team and I do a more in-depth deep dive. Roughly you're looking at between \$3k-\$4k

**Recommend budgeting \$5,000.**



Thanks,  
Ruperto

On Sat, Apr 8, 2017 at 11:12 AM, <[supervisor@graftontownship.us](mailto:supervisor@graftontownship.us)> wrote:

Ruperto,

Based on the information you currently have are you able to provide a quote for this work or do you need additional information?

thanks  
eric

----- Original Message -----

Subject: Re: FW: FW: Sketch request  
From: Ruperto Herrera <[ruperto17@gmail.com](mailto:ruperto17@gmail.com)>  
Date: Mon, April 03, 2017 8:50 pm  
To: Alan Zielinski <[Assessor@graftontownship.us](mailto:Assessor@graftontownship.us)>  
Cc: Hugo Roldan <[Hugo.Roldan@graftontownship.us](mailto:Hugo.Roldan@graftontownship.us)>, [supervisor@graftontownship.us](mailto:supervisor@graftontownship.us)

Alan,

I'm available to talk about this or any other outstanding issues as long as the board is open to it. Let me know.


Thanks  
Ruperto

On Mon, Apr 3, 2017 at 4:17 PM Alan Zielinski <[Assessor@graftontownship.us](mailto:Assessor@graftontownship.us)> wrote:  
Ruperto,

With budgets likely to be finalized at this month's Board meeting, I'd like to try and revisit the township web update issues one more time. The example below is just one of several "stones in our shoe" that defeat our office's efficiency and taxpayer service.

There was a list I can re-send if the Board is open to reconsidering and implementing them this year.

All of the items on the list are critical, not nice to have.





Thank you,  
Alan Zielinski  
Grafton Township Assessor  
Illinois Certified Assessment Officer  
IL & WI Certified Residential Real Estate Appraiser  
(v) [847.669.3383](tel:847.669.3383)

cc: Hugo Roldan, Eric Ruth

---

**From:** Hugo Roldan [<mailto:hugo.roldan@graftontownship.us>]

**Sent:** Monday, April 03, 2017 2:08 PM

**To:** Alan Zielinski

**Subject:** Re: FW: Sketch request

Remind me to talk to you about this please. I got this once to go to our website already.

---

On 3/30/2017 10:45 AM, Alan Zielinski wrote:

This matter needs to get resolved once and for all.

The sketch is in PAMS but nothing on the web site.  
Let me know what needs to be done.

Thanks,  
Al

---

**From:** Alan Zielinski [<mailto:Assessor@GraftonTownship.us>]

**Sent:** Thursday, March 30, 2017 10:44 AM

**To:** 'Laurie Webster'

**Subject:** RE: Sketch request

Alan Zielinski  
Grafton Township Assessor  
Illinois Certified Assessment Officer  
IL & WI Certified Residential Real Estate Appraiser  
(v) [847.669.3383](tel:847.669.3383)

---

**From:** Laurie Webster [<mailto:appraisals4u@ameritech.net>]

**Sent:** Wednesday, March 29, 2017 9:44 PM

**To:** [assessor@graftontownship.us](mailto:assessor@graftontownship.us)

**Subject:** Sketch request

Hello

Can I get a sketch for the following pin # as it's not on the website?

18-14-202-003

9290 Nicklaus Ln.

Thank you  
Laurie Webster

# **SUPERVISOR'S REPORT**

# System Activity Report

[10/1/2018 - 10/31/2018] Report Date: 11/1/2018

## General Assistance

Grants (New Clients) :	0	
Grants (Previous Clients) :	0	
In-Process :	0	
Denials :	2	
Sanctions :	0	
Terminations :	0	
	<hr/>	
	2	\$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 :	2	\$770.61
In-Process :	0	
Denials :	0	
	<hr/>	
	2	\$770.61
Grand Totals:	4	\$770.61