

## NOTICE AND AGENDA

### GRAFTON TOWNSHIP REGULAR BOARD MEETING

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

*MONDAY, February 18, 2019*

NOTICE IS HEREBY GIVEN that the Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois will be held on Monday, February 18, 2019 @ 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, January 21, 2019
  - 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 regarding updated to website
  - B. Discussion and possible action of Assessor 2019-2020 Budget
  - C. Discussion and possible action of funds transfer to the Assessor budget for softwareDiscussion and possible action regarding new computer system for Clerk
9. New Business
  - A. Presentation and discussion of Town Fund 2019-2020 Budget
  - B.
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 February 14, 2019

# **DRAFT MINUTES**

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

*MONDAY, January 21, 2019*

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, December 17, 2018 at the Township Offices.

1. **Call to Order** -7:30 p.m.
2. **Roll Call** – Board Present: Supervisor Ruth; Trustee: Cratty, Welch and Ziller; Assessor Zielinski, Road Commissioner Poznanski, Attorney Gottemoller, and Clerk Watson. Trustee Cooper was absent. These minutes were recorded.
3. **Pledge of Allegiance** was said.
4. A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cratty to **Approve the Agenda** as posted. Roll call vote taken, all ayes noted, motion carried.
5. **A. Approval of Minutes**, Township Regular Board Meeting, December 17, 2018. The following corrections were made:
  1. The corrected meeting minutes from the November, 2018 meeting were amended to read as follows:

Regarding the motion to approve the unpaid bills, the correction motion reads as follows:  
“A motion was made by Trustee Ziller, 2<sup>nd</sup> by Supervisor Ruth to approve the unpaid bills/warrant check list for the Town Fund with the exception of PO 20436 payable to Entre Computer *and PO 3242 Road District*. Trustee Welch amended the above motion to pay PO 20436 in the amount of \$2,410.00 for the hardware purchased (less software labor billed at 30 hours of \$3,000).” (The words “and PO 3242 Road District” were added.)

The December 17, 2018 meeting minutes corrections are as follows:

- “Audit and payment of unpaid bills/warrant check detail Road District
2. Schock’s Towing PO 20781 in the amount of \$3,400 was for towing of plow truck during recent snow storm.” (The word “truck” was added).

A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Welch to approve the Amended Corrections to the Meeting minutes dated November 19, 2018, and the corrections to the Meeting minutes dated December 17, 2018, with the above noted corrections. A roll call vote was taken, all ayes noted, motion carried.

**B. Audit and payment of unpaid bills/warrant check detail Town Fund**

A discussion ensued regarding the following:

1. PO 3292 – File Maintenance to Entre Computer for Cloud Back-Up
2. PO 20464 – Replacement Bulb for Assessor Office Projector
3. PO 20461 – On line access for training for Assessor office (Word/Excel, etc.)

A motion was made by Trustee Cratty, 2<sup>nd</sup> by Trustee Ziller to approve the audit and payment of unpaid bills/warrant check detail for the Town Fund with the exception of PO 20461 in the amount of \$359.88. Roll call vote taken, all ayes noted, motion carried.

**C. Audit and payment of unpaid bills/warrant check detail Road District**

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

**6. Public Comment**

Resident John Mueller signed in and presented questions to Assessor Zielinski and were answered regarding the following: the Assessor's appeal process and the templates used for such appeals, data resident has been given and if it can be used without software specific to assessing property, how to use the data given to the resident using sorting software; previous FOIA Township lawsuit, and sales ratios.

**7. Response to Public Comment**

The Board would like for Assessor Zielinski to provide the resident with the information he has requested.

**8. Old Business**

**A. Discussion and possible action Updates to Website**

Assessor Zielinski and Supervisor Ruth presented known issues with the current Township website to be corrected. After a discussion, the Board would like to see what the new suggestions may look like before changes. No action was taken.

**9. New Business**

**A. Presentation and discussion of Assessor 2019-2020 Budget**

Budget was presented, discussions ensued, Assessor will follow up regarding specific training/costs included in budget. Assessor asked which budget would include "Records Disposal" actions. No action taken.

**B. Discussion and possible action regarding Fund Transfer to the Assessor budget for software.**



After discussion, Trustee Welch made a motion to to transfer the following funds/accounts: \$900, 1761 Training, \$500, 1756 Software for Cirone Computing; and \$400, 1752 Telephone. There was no second. Motion failed.

**C. Discussion and possible action regarding new computer system for Clerk**  
Quote will be clarified and modified. No action taken.

**10. Executive Session: - NONE**

**11. Discussion and potential actions of items as discussed during Executive Session**  
NONE

**12. Committee and Officer Reports**

**SUPERVISOR REPORT**

- A. Outstanding Entre bill; asked Al for help getting clarification.
- B. Lighting in Assessor's office is completed by Com Ed
- C. Annual Meeting is April 9, 2019. Clerk Watson will be out of town April 4-15, 2019. Supervisor Ruth will handle FOIA's and Annual Meeting; Trustee Welch volunteered to facility the Board Meeting on 4.15.19.
- D. Township Officials Training notification.

TRUSTEE REPORT - NONE

ROAD DISTRICT - NONE

ASSESSOR - NONE

CLERK- NONE

**13. ADJOURMENT**

Being no further business, a motion was made by Trustee Cratty, 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 @ 9:09 p.m.

Respectfully submitted,  
Kathleen M. Watson  
Grafton Township Clerk

# APPROVED AMENDED MINUTES

Amended Corrections @ January 21, 2019 Regular Board Meeting (adding "and PO 3242 Road District" to the motion:

9. Regular Business. B. Audit and payment of unpaid bills/Town Fund

- iv. Corrected to Read: PO 3242 payable to Grafton Township Road District is not in accordance with lease.  
(draft stated PO 3242 payable to Grafton Township Road District is not part of the lease."

Regarding the motion to approve the unpaid bills, the corrected motion reads as follows:

A motion was made by Trustee Ziller, 2nd by Trustee Ruth to approve the unpaid bills/Warrant Check list for the Town Fund with the exception of PO 20436 payable to Entre Computer and PO 3242 Road District . Trustee Welch amended the above motion to pay PO 20436 in the amount of \$2,410.00 for the hardware purchased (less software labor billed at 30 hours) \$3,000. A roll call vote was taken, all ayes noted, motion carried

Approved as Corrected @ December 17, 2018 Regular Board Meeting.

The following items were corrected:

9. Regular Business. B. Audit and payment of unpaid bills/Town Fund

- iv. Corrected to Read: PO 3242 payable to Grafton Township Road District is not in accordance with lease.  
(draft stated PO 3242 payable to Grafton Township Road District is not part of the lease."

Regarding the motion to approve the unpaid bills, the corrected motion reads as follows:

A motion was made by Trustee Ziller, 2nd by Trustee Ruth to approve the unpaid bills/Warrant Check list for the Town Fund with the exception of PO 20436 payable to Entre Computer. Trustee Welch amended the above motion to pay PO 20436 in the amount of \$2,410.00 for the hardware purchased (less software labor billed at 30 hours) \$3,000. A roll call vote was taken, all ayes noted, motion carried.

C. Audit and payment of unpaid bills/Warrant check list for Road District

- iii. PO 94725 Uniform cost codes incorreced noted. Minutes corrected to reflect correct PO 12245.

## **GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES**

Grafton Township, McHenry County, Illinois

Grafton Township Office, 10109 Vine Street, Huntley, IL 60142

*MONDAY, November 19, 2018*

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, November 19, 2018 at the Township Offices.

1. **Call to Order** -7:30 p.m.
2. **Roll Call** – Board Present: Trustee: Cooper, Cratty, Welch and Ziller (late arrival); Supervisor Ruth; Assessor Zielinski, Attorney Gottemoller, and Clerk Watson. Road Commissioner Poznanski was absent. These minutes were only recorded after the executive session.
3. **Pledge of Allegiance** was said.
4. A motion was made by Supervisor Ruth, 2nd by Trustee Cratty to approve the Agenda moving Regular Business to be discussed after New Business. Roll call vote taken, all ayes noted, motion passed. (Trustee Ziller not present).
5. **Public Comment** – None



**6. Response to Public Comment – None**

**7. Old Business**

**A. Discussion and possible action 2019/2020 Town Fund Levy**

A motion was made by Trustee Cooper, 2<sup>nd</sup> by Trustee Cratty to adopt the 2019/2020 Town Fund Levy with a 10% reduction for a total taxes levied of Eight Hundred Fifty Eight Thousand, Six Hundred Ninety-One and 50/100 Dollars (\$858,691.50). Roll call vote taken, all ayes noted, motion carried. (Trustee Ziller Absent)

**B. Discussion and possible action 2019/2020 Road District Levy**

Road Commissioner Tom Poznanski was absent. Trustee Cratty suggested that the discussion be put on hold until representation of the Road District is in attendance.

**8. New Business**

**A.** A motion was made by Trustee Cratty, 2<sup>nd</sup> by Trustee Welch to approve the 2019 McRide I.G.A. at a 5% increase, in the amount of Seven Thousand Five Hundred Sixty Dollars (\$7,560.00). Roll call vote taken, all ayes noted, motion carried. (Trustee Ziller absent).

**B.** A motion was made by Trustee Welch, 2<sup>nd</sup> by Supervisor Ruth to approve IMRF Resolution Form 6.72. Roll call vote taken, all ayes noted, motion carried. (Trustee Ziller absent.)

**C.** A motion was made by Trustee Cratty, 2<sup>nd</sup> by Trustee Cooper to approve IMRF Resolution Form 6.64T. Roll call vote taken, all ayes noted, motion carried. (Trustee Ziller absent.)

**D.** Trustee Ziller arrived during the discussion of Assessors Appropriation of Funds. A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cratty, to transfer One Thousand One Hundred Dollars (\$1,100) from Account # 1752 Telephone to Account #1756 Software. Roll call vote taken, all ayes noted, motion carried.

**E.** Discussion and possible action Assessor Web Site/Pending Corrections. Assessor Zielinski will provide a punch list, and ask for a hard quote. Trustee Cooper and Cratty both asked for a 2<sup>nd</sup> opinion on the punch list and the corrections the Assessor is asking for.

**9. Regular Business**

**A.** A motion was made by Trustee Ziller, 2<sup>nd</sup> by Supervisor Ruth to correct the minutes, changing the word in #12 Trustee/Facility Update from “establish a Planning Commission” to “re-establish a Planning Commission”. Voice vote taken, all ayes noted, motion carried.

**B.** Audit and Payment of unpaid bills/Warrant check detail for Town Fund

- i. PO 3234 payable to Jamison’s Charhouse: Supervisor Ruth explained that the \$200 gift card expense was for 8 gift cards in the amount of \$25 for the Bingo helpers at the Township’s monthly sponsored Bingo event.



- ii. PO 20436 payable to Entre Computer. A discussion ensued regarding the invoice showing 11.5 hours of technical support that were used, but were charged for a 30 hour block. Supervisor Ruth is asking to not approve this PO. Assessor Zielinski will ask Entre for clarification on the billed support hours.
- iii. PO 3238 payable to Gottemoller & Associates: Supervisor Ruth noted that this invoice would not be necessary if Assessor Zielinski would comply with resident John Mueller's outstanding FOIA request.
- iv. PO 3242 payable to Grafton Township Road District is not in accordance with the lease.
- v. PO 20449 payable to Mike Crouse. A discussion ensued regarding this contract employee. Employee worked as a contract employee for one week, forty hours. The Board asked Assessor Zielinski if he truly was a contract employee, setting a dangerous precedent prior to hiring. Also asked if employee signed employee handbook. It was noted that this employee started November 5, 2018 as a full time employee.

A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Ruth to approve the unpaid bills/Warrant Check list for the Town Fund with the exception of PO 20436 payable to Entre Computer. Trustee Welch amended the above motion to pay PO 20436 Two Thousand Four Hundred Ten and 00/100 (\$2,410.00) for the hardware purchased (less the software labor billed at 30 hours – Three Thousand Three Hundred Dollars). A roll call vote was taken, all ayes noted, motion passed.

C. Audit and payment of unpaid bills/Warrant check detail for Road District  
The discussion ensued regarding the following:

- i. PO 12242, Curran Contracting in the amount of \$161,050.52. It was explained that this is the County Road Program for Conley/Ballard Road.
- ii. PO 12241, Peter Baker & Sons in the amount of \$71,712.57. Trustee Ziller wanted it noted that he was not happy with the way this was handled from the bid process through the project completion.
- iii. PO 12245, Uniform cost was explained that this invoice was for two pairs of jeans per employee.

Trustee Cratty made a motion, 2<sup>nd</sup> by Supervisor Ruth to accept the audit and payment of unpaid bills/Warrant check detail for the Road District. Roll call vote taken: Trustee Cratty-Yes; Supervisor Ruth –Yes; Trustee Cooper-Yes; Trustee Welch-Yes; Trustee Ziller-No. Motion carried.

**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 @ 8:40.

A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cratty to reconvene the Regular Board Meeting of Grafton Township. Roll call vote taken, all ayes noted, motion carried. The Regular Board Meeting was reconvened at 9:01p.m.

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

- A. Supervisor Ruth made a motion, 2<sup>nd</sup> by Trustee Cratty, to pay former Assessor Employee Marty Kinsel One Thousand Four Hundred Ninety-Seven Dollars and 64/100 (\$1,497.64) owed, unused vacation time. This payment will be paid from line item 1240, Salary. Roll call vote taken, all ayes noted, motion carried.
- B. A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Ziller to request of Assessor Zielinski a confidential report to the Board that resident John Mueller has been seeking from Assessor for over 1 year, noting that:
  - i. The report would take approximately 15 minutes to produce;
  - ii. Has cost the township unnecessary legal fees;
  - iii. The Board would like to see what Assessor Zielinski is holding back from providing to the resident, and
  - iv. Would like the report by end of business day, November 23, 2018.
- C. Supervisor Ruth would like to state for the record that by settling the labor dispute with the former employee, the Board has settled three (3) labor disputes in the last 6 months for the Assessor's department to avoid potential future legal issues.
- D. Supervisor Ruth would like stated for the record that it is Assessor Zielinski that is refusing to complete the FOIA request for Resident Mueller at the advice of the Board to comply. Assessor Zielinski's refusal to provide the FOIA material is costing the taxpayers of Grafton Township unnecessary finances, as well as additional time and effort for all of the Board.

**12. Committee and Officer Reports**

**SUPERVISOR REPORT -**

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

December 20, 2018 is the Grafton Employee Pot Luck and all are invited

Snow Removal - Would like the front walk shoveled by the Road District staff for the safety of resident, staff, and visitor and does not appreciate having to do it himself.

Supervisor will present to the Board for consideration the 2019 meeting schedule at the next meeting.

**TRUSTEE/FACILITY UPDATE**

Trustee Ziller would like to state for the record that there is was no onsite supervision of the Road District snow removal staff due to the Road Commissioner working a full time position elsewhere.

ROAD DISTRICT - NONE

ASSESSOR - NONE

CLERK- NONE

**13. ADJOURMENT**

Being no further business, a motion was made by Supervisor Ruth, 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 @ 9:10 p.m.

Respectfully submitted,  
Kathleen M. Watson  
Grafton Township Clerk



Approved as Corrected 01212019: Audit and payment of unpaid bills/warrant check detail Road District  
2. Schock's Towing PO 20781 in the amount of \$3,400 was for towing of plow truck during recent snow storm" (The word "truck" added).

Amended Corrections @ January 21, 2019 Regular Board Meeting (adding "and PO 3242 Road District" to the motion:  
9. Regular Business. B. Audit and payment of unpaid bills/Town Fund  
iv. Corrected to Read: PO 3242 payable to Grafton Township Road District is not in accordance with lease.  
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Regarding the motion to approve the unpaid bills, the corrected motion reads as follows:  
A motion was made by Trustee Ziller, 2nd by Trustee Ruth to approve the unpaid bills/Warrant Check list for the Town Fund with the exception of PO 20436 payable to Entre Computer and PO 3242 Road District . Trustee Welch amended the above motion to pay PO 20436 in the amount of \$2,410.00 for the hardware purchased (less software labor billed at 30 hours) \$3,000. A roll call vote was taken, all ayes noted, motion carried

Approved as Corrected @ December 17, 2018 Regular Board Meeting.  
The following items were corrected:  
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C. Audit and payment of unpaid bills/Warrant check list for Road District  
iii. PO 94725 Uniform cost codes incorreced noted. Minutes corrected to reflect correct PO 12245.

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

*MONDAY, December 17, 2018*

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, December 17, 2018 at the Township Offices.

1. **Call to Order** -7:30 p.m.
2. **Roll Call** – Board Present: Trustee: Cooper, Cratty, Welch and Ziller (late arrival); Supervisor Ruth; Assessor Zielinski, Road Commissioner Poznanski, Attorney Gottemoller, and Clerk Watson. These minutes were recorded.
3. **Pledge of Allegiance** was said.
4. A motion was made by Trustee Cratty, 2nd by Trustee Welch to **Approve the Agenda** as posted. Roll call vote taken, all ayes noted, motion carried. (Trustee Ziller was not present.)



**A. Approval of Minutes**, Township Regular Board Meeting, December 17, 2018. The following corrections were made:

1. On page 3. C. PO number incurred stated as PO 94725 corrected to PO 12245 (Uniforms)
2. "9. Regular Business. B. Audit and payment of unpaid bills/Town Fund
  - iv. Corrected to read: "PO 3242 payable to Grafton Township Road District is not in accordance with the lease".
3. Regarding the motion to approve the unpaid bills, the corrected motion reads as follows: "A motion was made by Trustee Ziller, 2<sup>nd</sup> by Supervisor Ruth to approve the unpaid bills/warrant check list for the Town Fund with the exception of PO 20436 payable to Entre Computer. Trustee Welch amended the above motion to pay PO 20436 in the amount of \$2,410.00 for the hardware purchased (less software labor billed at 30 hours of \$3,000). "

A motion was made by Trustee Cooper, 2<sup>nd</sup> by Supervisor Ruth to approve the above noted corrections to the Meeting minutes dated November 19, 2018. A roll call vote was taken, all ayes noted, motion carried. (Trustee Ziller was not present.)

**B. Audit and payment of unpaid bills/warrant check detail Town Fund**

A discussion ensued regarding the following:

1. PO 20407 (Assessor Uniforms). Assessor Zielinski explained the cost including shirts for both new and current employees.
2. PO 3263 Annual Dues Huntley Chamber of Commerce.

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 the Town Fund. Roll call vote taken, all ayes noted, motion carried. (Trustee Ziller absent.)

**C. Audit and payment of unpaid bills/warrant check detail Road District**

Trustee Ziller arrived at 7.36 p.m. Discussions ensued regarding the following:

1. PO 12290 was noted that it is a Municipal Replacement Yearly Fee to the City of Crystal Lake.
2. Shock's Towing PO 20781 in the amount of \$3,400 was for towing of plow during recent snow storm. Road Commissioner Poznanski stated that there was no truck damage.
3. Trustee Ziller pointed out that there was no accident report filed on Com Ed pole accident on Adamson Road. Road Commissioner Poznanski will take care of this.
4. PO 12284 in the amount of \$2,221.94 was for rust hole repairs in roof of a department vehicle instead of replacing the frame.

A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cooper to approve the audit and payment of unpaid bills/warrant check detail for the Road District. A roll call vote taken: Supervisor Ruth-Yes; Trustee Cooper-Yes; Trustee Cratty-Yes; Trustee Welch-No; Trustee Ziller-No. Motion carried.

**5. Public Comment**

Resident John Mueller signed in and presented information regarding Assessor Zielinski's declared address, an approximate \$3,000 reduction in taxes for this address, and the process Mr. Zielinski used to obtain this reduced assessment. A full copy of Mr. Mueller's presentation, with exhibits and supporting information, is available for viewing (please contact Clerk Watson) and will be made a part of the official minutes.

**6. Response to Public Comment**

Assessor Zielinski asked Attorney Gottemoller for a formal legal opinion if he has to accommodate a Board motion. Supervisor Ruth noted that the Board can not spend any more funds on Attorney fees and hopes that at some point in the future the Assessor will provide resident Mueller with the information he has requested.

**7. Old Business**

**A. Discussion and possible action 2019/2020 Road District Levy**

After a lengthy discussion, Supervisor Ruth made a motion, 2<sup>nd</sup> by Trustee Cratty to adopt the 2019/2020 Road District Fund Levy for a total taxes levied of Seven Hundred Ninety Seven Thousand, Six Hundred Thirty Four Dollars (\$797,634.00). Roll call vote taken: Supervisor Ruth-Yes; Trustee Cratty-Yes; Trustee Cooper-Yes; Trustee Welch-Yes; Trustee Ziller-No. Motion carried.

**8. New Business**

**A. Discussion and possible action regarding Repair Bill for Parking Lot Structure.**

There was no action taken.

**B. Discussion and possible action regarding 2019 Meeting Schedule.**

A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cooper to approve the 2019 Meeting Schedule as presented. A copy of that schedule is posted on the Township website, included as part of these official minutes, and posted on the Township Entrance.

**9. 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) 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 @ 8:55.

A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cratty to reconvene the Regular Board Meeting of Grafton Township. Roll call vote taken, all ayes noted, motion carried. The Regular Board Meeting was reconvened at 9:22 p.m.

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



Supervisor Ruth made a motion, 2<sup>nd</sup> by Trustee Cratty, to approve the corrected Executive Meeting Minutes for July 18, 2018; August 20, 2018; October 15, 2018; and November 19, 2018 for content not release. Roll call vote taken, all ayes noted, motion carried.

**11. Committee and Officer Reports**

**SUPERVISOR REPORT –**

Snow Removal – Would like the front walk shoveled by the Road District staff for the safety of residents, staff, and visitors and does not appreciate having to do it himself. (As noted in last month's Supervisor report also.) Road Commissioner Poznanski assured Supervisor Ruth that the Township lot/walkways will be plowed first and be completed by 7:15 a.m.

2019 Chamber of Commerce Annual Dinner meeting upcoming February 2, 2019. Please notify Supervisor Ruth if you plan on attending. Township will pay for all members of the Board who would like to attend. If spouse (or plus 1) would like to attend, the cost is not to be paid for by the Township.

TRUSTEE/FACILITY UPDATE - None

**ROAD DISTRICT**

Road Commissioner Poznanski is working with McHenry County Defenders to host an electronics recycling event at the Township offices in 2019.

Garage Door Repairs: 1<sup>st</sup> of 3 doors will be replaced; will be getting prices.

Truck Repairs: A truck needs firewall repair for an estimated cost of approximately \$7500 vs. a new frame cost of \$16,000. Would rather update/repair fleet rather than purchase new vehicles.

ASSESSOR – NONE

CLERK- NONE

**12. ADJOURNMENT**

Being no further business, a motion was made by Trustee Cooper, 2<sup>nd</sup> by Trustee Cratty to adjourn the Regular Board Meeting. Voice vote taken, all ayes noted, motion carried. The Regular Board meeting adjourned @ 9:33 p.m.

Respectfully submitted,  
Kathleen M. Watson  
Grafton Township Clerk

# **TOWN FUND FINANCIALS**



1:56 PM

02/06/19

Cash Basis

**GRAFTON TOWNSHIP**  
**TF Warrant Detail Report**  
**January 24 through February 7, 2019**

Date	Num	Name	Memo	Paid Amount
<b>101 · CHECKING -American Community</b>				
01/28/2019	24187	BLUECROSS BLUESHIELD OF IL...	PO 3296,20467	-5,077.37
01/28/2019	24188	Braden Business Systems, Inc.	PO 3294	-64.72
01/28/2019	24189	ComCast I	PO 3299, 20465	-351.57
01/28/2019	24190	Humana Dental Ins.Co.	PO 3298, 20466	-538.17
01/28/2019	24191	Leaf	PO 3293	-132.00
01/28/2019	24192	NICOR GAS	PO 3300	-161.82
01/28/2019	24193	VILLAGE OF HUNTLEY	PO 3301	-31.68
02/05/2019	24196	Humana Dental Ins.Co.	PO 20468	-78.93
<b>Total 101 · CHECKING -American Community</b>				<b>-6,436.26</b>

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

Date	Num	Memo	Split	Amount
<b>Cardmember Service</b>				
02/11/2019		PO 3309	1905 · MISCELLANE...	195.00
Total Cardmember Service				195.00
<b>CARDUNAL OFFICE SUPPLY</b>				
01/28/2019		PO 20472	1851 · OFFICE SUP...	156.24
02/11/2019		PO 3280	1651 · OFFICE SUP...	107.98
Total CARDUNAL OFFICE SUPPLY				264.22
<b>COM ED</b>				
02/11/2019		PO 3310	1571 · UTILITIES	208.09
Total COM ED				208.09
<b>CoStar Realty Information, Inc.</b>				
02/01/2019	1087647...	PO 20469	1756 · SOFTWARE	1,110.36
Total CoStar Realty Information, Inc.				1,110.36
<b>Entre Computer Solution</b>				
02/11/2019		PO 3311	1512 · MAINTENANC...	135.00
02/12/2019	00117895	PO 3314	1835 · CAPITAL EQ...	3,300.00
Total Entre Computer Solution				3,435.00
<b>HINCKLEY SPRINGS WATER CO</b>				
02/11/2019		PO 3308	1851 · OFFICE SUP...	31.05
Total HINCKLEY SPRINGS WATER CO				31.05
<b>Illinois Trustees Association</b>				
02/12/2019	2019 trus...	PO 3313	1561 · DUES	30.00
Total Illinois Trustees Association				30.00
<b>Jensen's Plumbing &amp; Heating</b>				
02/11/2019	105525	PO 3312	1511 · MAINTENANC...	299.90
Total Jensen's Plumbing & Heating				299.90
<b>Leading IT</b>				
02/11/2019		PO 3303	1512 · MAINTENANC...	400.00
Total Leading IT				400.00
<b>McHenry County Division of Transportation</b>				
02/11/2019		PO 3305	972 · McRIDE	600.00
Total McHenry County Division of Transportation				600.00
<b>MDC Environmental Services, Inc.</b>				
02/11/2019		PO 3304	1511 · MAINTENANC...	52.36
Total MDC Environmental Services, Inc.				52.36
<b>PetroChoice LLC</b>				
01/29/2019	10833026	PO 20470	1760 · TRAVEL EXP...	42.78
Total PetroChoice LLC				42.78
<b>Ready Refresh by Nestle</b>				
02/01/2019		PO 20471	1751 · MAINTENANC...	21.63
Total Ready Refresh by Nestle				21.63
<b>Verde Energy Efficiency Experts</b>				
02/11/2019		PO 3302	1831 · CAPITAL IMP...	329.39
Total Verde Energy Efficiency Experts				329.39
Date	Num	Memo	Split	Amount
<b>TOTAL</b>				<b>7,019.78</b>

02/12/19

**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	896,125.12	897,435.00	99.9%
1010 · REPLACEMENT TAXES	21,816.03	20,000.00	109.1%
1020 · INTEREST INCOME	15,069.92	7,296.00	206.6%
1040 · IGA ROAD COM SALARY	15,625.00	15,625.00	100.0%
1055 · MISCELLANEOUS INCOME	7,071.94	500.00	1,414.4%
<b>Total CORPORATE FUND REVENUE</b>	<b>955,708.01</b>	<b>940,856.00</b>	<b>101.6%</b>
<b>CORPORATE INSURANCE FUND REV</b>			
2000 · PROPERTY TAXES	17,983.84	18,000.00	99.9%
2020 · INTEREST INCOME	4.91	0.67	732.8%
2050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
<b>Total CORPORATE INSURANCE FUND REV</b>	<b>17,988.75</b>	<b>18,000.67</b>	<b>99.9%</b>
<b>GENERAL ASSISTANCE FUND REVENUE</b>			
5000 · PROPERTY TAXES	32,955.97	33,000.00	99.9%
5020 · INTEREST INCOME	563.89	129.82	434.4%
5050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
<b>Total GENERAL ASSISTANCE FUND REVENUE</b>	<b>33,519.86</b>	<b>33,129.82</b>	<b>101.2%</b>
<b>Total Income</b>	<b>1,007,216.62</b>	<b>991,986.49</b>	<b>101.5%</b>
<b>Expense</b>			
<b>GENERAL ASSISTANCE FUND</b>			
<b>ADMINISTRATION</b>			
<b>CONTRACTUAL SERVICES</b>			
5512 · MAINTENANCE SERVICE - EQUIPMENT	1,013.79	2,000.00	50.7%
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	601.58	1,000.00	60.2%
5554 · PRINTING	124.67	1,000.00	12.5%
5556 · TRAINING	50.00	500.00	10.0%
5571 · UTILITIES	782.49	1,000.00	78.2%
<b>Total CONTRACTUAL SERVICES</b>	<b>5,572.53</b>	<b>9,750.00</b>	<b>57.2%</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	3,555.00	20,000.00	17.8%
5451 · HEALTH INSURANCE	1,140.42	7,500.00	15.2%
<b>Total PERSONNEL</b>	<b>4,695.42</b>	<b>27,500.00</b>	<b>17.1%</b>
<b>Total ADMINISTRATION</b>	<b>10,267.95</b>	<b>38,750.00</b>	<b>26.5%</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 · Catastrophic 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	3,530.00	15,000.00	23.5%
5888 · UTILITY PAYMENTS	6,712.41	10,000.00	67.1%
<b>Total CONTRACTUAL SERVICES</b>	<b>13,292.41</b>	<b>30,000.00</b>	<b>44.3%</b>
<b>Total HOME RELIEF</b>	<b>13,292.41</b>	<b>62,585.52</b>	<b>21.2%</b>
<b>Total GENERAL ASSISTANCE FUND</b>	<b>23,560.36</b>	<b>101,335.52</b>	<b>23.2%</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	2,410.00	500,000.00	0.5%
<b>Total CAPITAL OUTLAY</b>	<b>2,729.66</b>	<b>1,000,000.00</b>	<b>0.3%</b>
<b>COMMODITIES</b>			
1651 · OFFICE SUPPLIES	762.91	5,009.51	15.2%
1652 · OPERATING SUPPLIES	168.04	3,000.00	5.6%
<b>Total COMMODITIES</b>	<b>930.95</b>	<b>8,009.51</b>	<b>11.6%</b>
<b>CONTRACTUAL SERVICES</b>			
1511 · MAINTENANCE SERVICE-BUILDING	3,436.50	150,000.00	2.3%
1512 · MAINTENANCE SERVICE - EQUIPMENT	21,925.80	75,000.00	29.2%
1531 · ACCOUNTING SERVICES	4,627.92	20,000.00	23.1%
1533 · LEGAL SERVICE	3,220.83	165,000.00	2.0%
1551 · POSTAGE	155.06	2,000.00	7.8%
1552 · TELEPHONE	2,168.04	3,000.00	72.3%
1553 · PUBLISHING	369.84	2,000.00	18.5%
1554 · PRINTING	408.06	3,000.00	13.6%
1561 · DUES	1,394.45	3,000.00	46.5%
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	2,780.49	5,000.00	55.6%
1572 · FUEL	42.21	2,000.00	2.1%
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>40,542.14</b>	<b>497,000.00</b>	<b>8.2%</b>
<b>OTHER EXPENDITURES</b>			
1905 · MISCELLANEOUS EXPENSE	276.54	50,000.00	0.6%
1911 · CONTINGENCIES	0.00	50,000.00	0.0%
<b>Total OTHER EXPENDITURES</b>	<b>276.54</b>	<b>100,000.00</b>	<b>0.3%</b>
<b>PERSONNEL</b>			
1420 · OFFICE STAFF HOURLY	52,074.00	60,000.00	86.8%
1421 · ELECTED OFFICIALS SALARIES	133,529.10	165,000.00	80.9%
1451 · HEALTH INSURANCE	34,181.54	40,000.00	85.5%
<b>Total PERSONNEL</b>	<b>219,784.64</b>	<b>265,000.00</b>	<b>82.9%</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	19,422.00	25,000.00	77.7%
901 · PAYROLL TAXES	1,485.79	4,000.00	37.1%
902 · HEALTH INSURANCE	92.65	7,500.00	1.2%
903 · IMRF	0.00	2,500.00	0.0%
930 · FUEL	55.12	4,000.00	1.4%
950 · OFFICE SUPPLIES	0.00	1,000.00	0.0%
959 · COMMUNITY SERVICE/SENIOR	533.31	10,000.00	5.3%
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	5,400.00	15,000.00	36.0%
<b>Total SENIOR SERVICES</b>	<b>27,176.82</b>	<b>85,000.00</b>	<b>32.0%</b>
<b>Total ADMINISTRATION</b>	<b>291,440.75</b>	<b>1,955,009.51</b>	<b>14.9%</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	581.64	2,700.00	21.5%
<b>Total COMMODITIES</b>	<b>581.64</b>	<b>2,700.00</b>	<b>21.5%</b>
<b>CONTRACTUAL SERVICES</b>			
1751 · MAINTENANCE SERVICE	1,056.03	4,200.00	25.1%
1752 · TELEPHONE	2,163.07	5,200.00	41.6%
1755 · POSTAGE	0.00	250.00	0.0%
1756 · SOFTWARE	14,330.12	14,400.00	99.5%
1757 · PUBLISHING	0.00	600.00	0.0%
1758 · PRINTING	0.00	500.00	0.0%
1759 · DUES	90.00	1,000.00	9.0%
1760 · TRAVEL EXPENSE	961.26	1,200.00	80.1%
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>20,990.48</b>	<b>30,450.00</b>	<b>68.9%</b>
<b>OTHER EXPENDITURES</b>			
1939 · MISCELLANEOUS	0.00	1,500.00	0.0%
1940 · UNIFORMS	496.70	500.00	99.3%
<b>Total OTHER EXPENDITURES</b>	<b>496.70</b>	<b>2,000.00</b>	<b>24.8%</b>
<b>PERSONNEL</b>			
1240 · SALARIES	193,280.59	222,000.00	87.1%
1241 · IMRF	14,662.94	23,000.00	63.8%
1242 · FICA/MEDICARE/TAXES	11,980.66	20,500.00	58.4%
1243 · HEALTH INSURANCE	41,741.89	62,000.00	67.3%
<b>Total PERSONNEL</b>	<b>261,666.08</b>	<b>327,500.00</b>	<b>79.9%</b>
<b>Total ASSESSOR</b>	<b>283,734.90</b>	<b>364,400.00</b>	<b>77.9%</b>
<b>Total TOWN FUND EXPENDITURES</b>	<b>575,175.65</b>	<b>2,319,409.51</b>	<b>24.8%</b>
<b>TOWN IMRF FUND EXPENDITURES</b>			
3262 · RETIREMENT CONTRIBUTION	9,544.86	28,000.00	34.1%
<b>Total TOWN IMRF FUND EXPENDITURES</b>	<b>9,544.86</b>	<b>28,000.00</b>	<b>34.1%</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	14,078.00	20,000.00	70.4%
<b>Total CONTRACTED SERVICES</b>	14,078.00	20,000.00	70.4%
<b>PERSONNEL</b>			
2453 · UNEMPLOYMENT INSURANCE	310.50	5,000.00	6.2%
<b>Total PERSONNEL</b>	310.50	5,000.00	6.2%
<b>Total TOWN INSURANCE FUND EXPENDITURE</b>	14,388.50	25,000.00	57.6%
<b>TOWN SOCIAL SECURTY EXPENDITURE</b>			
3761 · SOCIAL SECURITY CONTRIBUTION	13,507.81	20,000.00	67.5%
3762 · MEDICARE CONTRIBUTION	2,969.73	5,000.00	59.4%
<b>Total TOWN SOCIAL SECURTY EXPENDITURE</b>	16,477.54	25,000.00	65.9%
<b>Total Expense</b>	639,146.91	2,498,745.03	25.6%
<b>Net Ordinary Income</b>	368,069.71	-1,506,758.54	-24.4%
<b>Net Income</b>	<u>368,069.71</u>	<u>-1,506,758.54</u>	<u>-24.4%</u>

2:05 PM

02/01/19

**GRAFTON TOWNSHIP**  
**Reconciliation Summary**  
**101 - CHECKING -American Community, Period Ending 01/31/2019**

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	<u>Jan 31, 19</u>
Beginning Balance	1,895,695.31
Cleared Transactions	
Checks and Payments - 20 items	-70,423.51
Deposits and Credits - 23 items	4,437.29
	<u>                    </u>
Total Cleared Transactions	-65,986.22
	<u>                    </u>
Cleared Balance	<u><u>1,829,709.09</u></u>
Uncleared Transactions	
Checks and Payments - 20 items	-10,267.71
	<u>                    </u>
Total Uncleared Transactions	-10,267.71
	<u>                    </u>
Register Balance as of 01/31/2019	<u><u>1,819,441.38</u></u>
Ending Balance	1,819,441.38



2:01 PM

02/01/19

**GRAFTON TOWNSHIP**  
**Reconciliation Summary**

**151 · General Assistance - Amer Com, Period Ending 01/31/2019**

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	<u>Jan 31, 19</u>	
Beginning Balance		84,060.90
Cleared Transactions		
Checks and Payments - 6 items	-1,140.24	
Deposits and Credits - 1 item	67.11	
	<u>                    </u>	
Total Cleared Transactions	-1,073.13	
	<u>                    </u>	
Cleared Balance		<u><u>82,987.77</u></u>
Uncleared Transactions		
Checks and Payments - 3 items	-1,097.77	
	<u>                    </u>	
Total Uncleared Transactions	-1,097.77	
	<u>                    </u>	
Register Balance as of 01/31/2019		<u><u>81,890.00</u></u>
Ending Balance		81,890.00

**ROAD DISTRICT  
FUND  
FINANCIALS**

10:04 AM

02/04/19

Cash Basis

**Grafton Township RB**  
**WARRANT DETAIL REPORT**  
**January 24 through February 7, 2019**

Date	Num	Name	Memo	Paid Amount
<b>103 · R&amp;B General Amer. Comm.</b>				
01/24/2019	Debit	Harland Clarke	PO 12333	-48.75
01/28/2019	5812	BLUECROSS BLUESHIELD OF ILL...	PO 12330	-2,728.89
01/28/2019	5813	Comcast	PO 12332	-175.79
01/28/2019	5814	Humana Dental	PO 12331	-236.79
01/28/2019	5815	NICOR GAS	PO 12328	-44.04
01/28/2019	5816	Verizon Wireless	PO 12329	-117.24
Total 103 · R&B General Amer. Comm.				-3,351.50
<b>TOTAL</b>				<b>-3,351.50</b>



# Grafton Township RB

## Unpaid Bills Detail

### All Transactions

Date	Num	Memo	Split	Amount
<b>A.S.A.P. Garage Door Repair Inc.</b>				
01/22/2019	97348	PO 12349	6833 · OTHER IMPROVEMENTS	14,250.00
Total A.S.A.P. Garage Door Repair Inc.				14,250.00
<b>Allen's Corner Garage &amp; Towing Service</b>				
01/26/2019	9465	PO 12346	6313 · MAINTENANCE SERVICE - VEHI...	525.00
Total Allen's Corner Garage & Towing Service				525.00
<b>BONNELL INDUSTRIES INC</b>				
01/23/2019	0184818-IN	PO 12343	6112 · MAINTENANCE SUPPLY - EQUI...	21.60
Total BONNELL INDUSTRIES INC				21.60
<b>BOTTS WELDING &amp; TRUCK SERVICE</b>				
02/11/2019	643425	PO 12367	6113 · MAINTENANCE SUPPLY - VEHI...	383.52
Total BOTTS WELDING & TRUCK SERVICE				383.52
<b>Cardmember Service</b>				
01/11/2019		PO 12334	6111 · MAINTENANCE SUPPLY - BUILD...	10.98
01/11/2019		PO 12335	6113 · MAINTENANCE SUPPLY - VEHI...	8.34
01/11/2019		PO 12336	6122 · OPERATING SUPPLIES	57.56
01/18/2019		PO 12339	6113 · MAINTENANCE SUPPLY - VEHI...	6.58
01/24/2019		PO 12341	9655 · AUTO FUEL & OIL	50.94
02/05/2019		PO 12360	6113 · MAINTENANCE SUPPLY - VEHI...	62.86
02/05/2019		PO 12361	6111 · MAINTENANCE SUPPLY - BUILD...	0.59
Total Cardmember Service				197.85
<b>CARGILL, INCORPORATED</b>				
01/23/2019	2904556232	PO 12340	9656 · SALT, CALCIUM, ICE CONTROL	3,451.51
01/29/2019	2904569655	PO 12347	9656 · SALT, CALCIUM, ICE CONTROL	1,691.08
01/29/2019	2904569657	PO12348	9656 · SALT, CALCIUM, ICE CONTROL	1,581.52
02/05/2019	2904585289	PO 12362	9656 · SALT, CALCIUM, ICE CONTROL	1,700.94
02/06/2019	2904588184	PO 12363	9656 · SALT, CALCIUM, ICE CONTROL	3,459.74
02/07/2019	2904590447	PO 12364	9656 · SALT, CALCIUM, ICE CONTROL	1,558.36
02/07/2019	290450449	PO 12365	9656 · SALT, CALCIUM, ICE CONTROL	7,059.42
Total CARGILL, INCORPORATED				20,502.57
<b>COM ED</b>				
02/05/2019		PO 12366	6371 · UTILITIES	251.04
Total COM ED				251.04
<b>COM ED STREET LIGHTS</b>				
01/25/2019		PO 12356	9519 · Street Lights	336.96
Total COM ED STREET LIGHTS				336.96
<b>Hall Signs, Inc.</b>				
01/22/2019	339891	PO 9520	9520 · ROAD SIGNS & MATERIALS	87.50
Total Hall Signs, Inc.				87.50
<b>HAMPSHIRE AUTO PARTS</b>				
02/11/2019	513757	PO 12369	6122 · OPERATING SUPPLIES	19.99
Total HAMPSHIRE AUTO PARTS				19.99
<b>Hickgas, LLC (Woodstock)</b>				
01/31/2019	HG#002410	PO 12352	6112 · MAINTENANCE SUPPLY - EQUI...	19.44
Total Hickgas, LLC (Woodstock)				19.44
<b>HINCKLEY SPRINGS WATER CO</b>				
01/27/2019	10164181012719	PO 12345	6122 · OPERATING SUPPLIES	19.05
Total HINCKLEY SPRINGS WATER CO				19.05
<b>McHenry Co. Division of Transportation</b>				

10:37 AM

02/12/19

# Grafton Township RB

## Unpaid Bills Detail

### All Transactions

Date	Num	Memo	Split	Amount
01/25/2019	2018 Road Striping	PO 12344	9518 · ROAD STRIPPING	12,871.04
Total McHenry Co. Division of Transportation				12,871.04
<b>MDC Environmental Services Inc.</b>				
02/01/2019	18887869	PO 12358	6373 · GARBAGE DISPOSAL	157.07
Total MDC Environmental Services Inc.				157.07
<b>O'Reilly Automotive, Inc</b>				
02/04/2019	3416-125487	PO 12359	6113 · MAINTENANCE SUPPLY - VEHIC...	27.19
02/11/2019	5851102058	PO 12368	6122 · OPERATING SUPPLIES	9.99
Total O'Reilly Automotive, Inc				37.18
<b>PetroChoice LLC</b>				
01/29/2019	10833026	PO 12353	9656 · SALT, CALCIUM, ICE CONTROL	1,728.43
Total PetroChoice LLC				1,728.43
<b>Rush Truck Centers of Illinois, Inc.</b>				
01/28/2019	3013631391	PO 12357	6313 · MAINTENANCE SERVICE - VEHIC...	4,798.85
01/31/2019	3013685704	PO 12354	6113 · MAINTENANCE SUPPLY - VEHIC...	23.90
02/11/2019	3013817140	PO 12370	6113 · MAINTENANCE SUPPLY - VEHIC...	630.00
Total Rush Truck Centers of Illinois, Inc.				5,452.75
<b>TOWNSHIP HWY COMM OF IL</b>				
01/14/2019	2019 Dues	PO 12337	6561 · DUES AND SUBSCRIPTIONS	60.00
Total TOWNSHIP HWY COMM OF IL				60.00
<b>ZIEGLER'S ACE HARDWARE</b>				
01/15/2019	77362/b	PO 12338	6113 · MAINTENANCE SUPPLY - VEHIC...	2.99
01/30/2019	77499/b	PO 12350	6111 · MAINTENANCE SUPPLY - BUILD...	11.36
01/30/2019	77499/b	PO 12351	6112 · MAINTENANCE SUPPLY - EQUI...	6.99
02/01/2019	77520/b	PO 12355	6112 · MAINTENANCE SUPPLY - EQUI...	2.39
Total ZIEGLER'S ACE HARDWARE				23.73
<b>TOTAL</b>				<b>56,944.72</b>

# ROAD & BRIDGE WARRANT LIST - JANUARY 2019

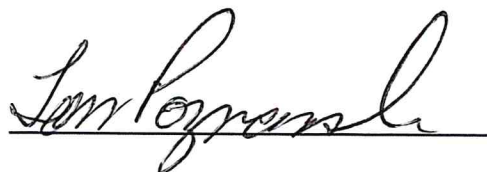
FUND	VENDOR	PO #			DUE DATE
6113	ACE	12338	Washers - #2 & spares	\$ 2.99	2/28/2019
6111	ACE	12350	Outlet parts - Shop	\$ 11.36	2/28/2019
6112	ACE	12351	Shackle - #3 Plow	\$ 6.99	2/28/2019
6112	ACE	12355	Thermometer - Oil heater	\$ 2.39	2/28/2019
6313	ALLEN'S CORNER GARAGE & TOWING SERVICE, INC	12346	Tow #5 out of ditch	\$ 525.00	2/25/2019
6833	A.S.A.P. GARAGE DOOE REPAIR, INC.	12349	3 New garage doors -Main shop	\$ 14,250.00	2/21/2019
6112	BONNELL INDUSTRIES	12343	6 Hitch clips - Plow pins	\$ 21.60	2/22/2019
6113	BOTT'S WELDING & TRUCK SERVICE, INC.	12367	Hyd hose (19 ft) - #5	\$ 383.52	3/13/2019
6111	CARDMEMBER SERVICE / VISA (F&F)	12334	Softener salt	\$ 10.98	3/3/2019
6113	CARDMEMBER SERVICE / VISA (F&F)	12335	Windshield solvent	\$ 8.34	3/3/2019
6122	CARDMEMBER SERVICE / VISA (F&F)	12336	Oil dry, p towels, bathroom spray,	\$ 57.56	3/3/2019
			metal polish, spray paint, weather strip adhesive		
6113	CARDMEMBER SERVICE / VISA (F&F)	12339	2 Bottles radiator stop leak- #2	\$ 6.58	3/3/2019
9655	CARDMEMBER SERVICE / VISA (F&F)	12341	DEF Fluid - 6 boxes	\$ 50.94	3/3/2019
6113	CARDMEMBER SERVICE / VISA (F&F)	12360	Pintle hook & bolts - #5	\$ 62.86	3/3/2019
6111	CARDMEMBER SERVICE / VISA (F&F)	12361	Outlet box cover - Shop	\$ 0.59	3/3/2019
9656	CARGILL, INCORPORATED	12340	2 Loads of Salt - 49.87 tons	\$ 3,451.51	2/22/2019
9656	CARGILL, INCORPORATED	12347	1 Load of Salt - 25.72 tons	\$ 1,691.08	2/28/2019
9656	CARGILL, INCORPORATED	12348	1 Load of Salt - 25.39 tons	\$ 1,581.52	2/28/2019
9656	CARGILL, INCORPORATED	12362	1 Load of Salt - 25.87 tons	\$ 1,700.94	3/7/2019
9656	CARGILL, INCORPORATED	12363	2 Loads of Salt - 52.62 tons	\$ 3,459.74	3/8/2019
9656	CARGILL, INCORPORATED	12364	1 Load of Salt - 26.40 tons	\$ 1,558.36	3/9/2019
9656	CARGILL, INCORPORATED	12365	4 Loads of Salt - 102.00 tons	\$ 7,059.42	3/9/2019
			Salt Total - 307.87 Tons		
6371	COM ED	12366		\$ 251.04	3/25/2019
9519	COM ED - STREET LIGHTS	12356		\$ 336.96	3/29/2019
9520	HALL SIGNS, INC.	12342	100 Steel sign rivets & washers	\$ 87.50	2/21/2019
6122	HAMPSHIRE AUTO PARTS	12369	Zip ties - 100pk -15"/120lb	\$ 19.99	3/13/2019
6112	HICKSGAS, LLC - WOODSTOCK	12352	Propane - Forklift	\$ 19.44	2/28/2019
6122	HINCKLEY SPRINGS	12345		\$ 19.05	2/18/2019
9518	McHENRY COUNTY DIVISION OF TRANS.	12344	2018 Road Striping	\$ 12,871.04	3/1/2019
6373	MDC ENVIRONMENTAL SERVICES INC	12358	Garbage service	\$ 157.07	2/20/2019
6113	O'REILLY AUTOMOTIVE, INC.	12359	Ignition coil - White Ford	\$ 27.19	3/6/2019
6122	O'REILLY AUTOMOTIVE, INC.	12368	Zip ties - 100pk Assorted sizes	\$ 9.99	3/13/2019
9655	PETROCHOICE LLC	12353	Fuel	\$ 1,728.43	2/18/2019
6113	RUSH TRUCK CENTERS OF IL, INC.	12354	Air line fitting - #5	\$ 23.90	2/10/2019
6313	RUSH TRUCK CENTERS OF IL, INC.	12357	Towed & Replaced TCM - #5	\$ 4,798.85	2/10/2019
6113	RUSH TRUCK CENTERS OF IL, INC.	12370	Bolster springs - 2 Sets - #5	\$ 630.00	3/10/2019
6561	TOWNSHIP HIGHWAY COMM OF IL	123374	2019 Dues	\$ 60.00	2/28/2019
				<b>\$ 56,944.72</b>	

## BILLS PAID BEFORE MEETING

9451	BLUECROSS BLUESHIELD OF IL	12330	Health insurance - February	\$ 2,728.89	2/1/2019
6552	COMCAST	12332	Phone & Internet	\$ 175.79	2/13/2019
6929	HARLAND CLARKE	12333	Deposit slips - Checking Acct	\$ 48.75	1/24/2019
9451	HUMANA DENTAL INSURANCE	12331	Health insurance - February	\$ 236.79	2/1/2019
6371	NICOR GAS	12328		\$ 44.04	3/5/2019
6552	VERIZON WIRELESS	12329	Cell phone service	\$ 117.24	1/31/2019
				<b>\$ 3,351.50</b>	

Total **\$ 60,296.22**

Road Commissioner:





## Actual vs Budget Year to Date

April 2018 through March 2019

02/12/19

Cash Basis

	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	554,353.03	555,153.00	99.9%
9020 · INTEREST INCOME	7,336.36	1,500.00	489.1%
9040 · Intergovernmental Agreement	0.00	500.00	0.0%
9050 · MISCELLANEOUS INCOME	250.00	500.00	50.0%
9060 · Permits & Bonds	3,102.00	2,000.00	155.1%
9080 · GRANT INCOME	0.00	5.00	0.0%
<b>Total PERMANENT HARD ROAD FD REVENUES</b>	<b>565,041.39</b>	<b>559,658.00</b>	<b>101.0%</b>
<b>ROAD &amp; BRIDGE FUND REVENUES</b>			
6000 · PROPERTY TAXES - ROAD & BRIDGE	134,806.06	261,289.00	51.6%
6002 · MUNICIPAL SHARE	0.00	-126,289.00	0.0%
6010 · REPLACEMENT TAXES-ROAD & BRIDGE	37,099.78	40,000.00	92.7%
6020 · INTEREST INCOME	5,043.95	1,000.00	504.4%
6030 · RENTAL INCOME	0.00	5.00	0.0%
6040 · INTERGOVERNMENT AGREEMENT	0.00	5.00	0.0%
6050 · MISCELLANEOUS INCOME	1,156.44	10.00	11,564.4%
6060 · COURT FINES & PERMITS	894.52	800.00	111.8%
6080 · GRANT INCOME	0.00	5.00	0.0%
<b>Total ROAD &amp; BRIDGE FUND REVENUES</b>	<b>179,000.75</b>	<b>176,825.00</b>	<b>101.2%</b>
<b>ROAD &amp; BRIDGE IMRF FUND REVENUE</b>			
8000 · PROPERTY TAXES	17,984.25	18,011.00	99.9%
8020 · INTEREST INCOME	225.93	30.00	753.1%
8050 · MISCELLANEOUS INCOME	0.00	5.00	0.0%
<b>Total ROAD &amp; BRIDGE IMRF FUND REVENUE</b>	<b>18,210.18</b>	<b>18,046.00</b>	<b>100.9%</b>
<b>ROAD &amp; BRIDGE INSURANCE REVENUE</b>			
7000 · PROPERTY TAXES	19,973.13	20,002.00	99.9%
7020 · INTEREST INCOME	337.32	45.00	749.6%
7050 · MISCELLANEOUS INCOME	0.00	2,900.00	0.0%
<b>Total ROAD &amp; BRIDGE INSURANCE REVENUE</b>	<b>20,310.45</b>	<b>22,947.00</b>	<b>88.5%</b>
<b>Total Income</b>	<b>782,562.77</b>	<b>777,476.00</b>	<b>100.7%</b>
<b>Expense</b>			
<b>PERMANENT HARD ROAD EXPENDITURE</b>			
<b>COMMODITIES</b>			
9614 · MAINTENANCE SUPPLIES - ROADS	6,088.52	65,000.00	9.4%
9652 · OPERATING SUPPLIES	160.27	8,000.00	2.0%
9655 · AUTO FUEL & OIL	7,914.95	45,000.00	17.6%
9656 · SALT, CALCIUM, ICE CONTROL	12,089.77	158,000.00	7.7%
<b>Total COMMODITIES</b>	<b>26,253.51</b>	<b>276,000.00</b>	<b>9.5%</b>
<b>CONTRACT SERVICES</b>			
9514 · MAINTENANCE SERVICE ROAD	260,389.09	440,000.00	59.2%
9518 · ROAD STRIPPING	0.00	28,000.00	0.0%
9519 · Street Lights	3,051.30	5,000.00	61.0%
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>274,248.92</b>	<b>553,000.00</b>	<b>49.6%</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	2,670.00	14,000.00	19.1%
9952 · Intergovernmental Agreement	15,625.00	15,625.00	100.0%
<b>Total OTHER EXPENDITURES</b>	<b>18,295.00</b>	<b>29,625.00</b>	<b>61.8%</b>
<b>PERSONNEL</b>			
9421 · SALARIES	117,390.97	185,000.00	63.5%
9451 · Health / Life Insurance	30,289.74	65,000.00	46.6%
9461 · Social Security Contribution	8,610.13	16,000.00	53.8%
9462 · Medicare Contribution	2,013.66	6,000.00	33.6%
9472 · Uniforms	147.94	2,000.00	7.4%
9475 · Payroll Expense	983.25	1,400.00	70.2%
<b>Total PERSONNEL</b>	<b>159,435.69</b>	<b>275,400.00</b>	<b>57.9%</b>
<b>Total PERMANENT HARD ROAD EXPENDITURE</b>	<b>478,233.12</b>	<b>1,134,025.00</b>	<b>42.2%</b>
<b>ROAD &amp; BRIDGE-IMRF-EXPENDITURE</b>			
<b>PERSONNEL</b>			
8463 · RETIREMENT CONTRIBUTION	11,640.60	48,000.00	24.3%
<b>Total PERSONNEL</b>	<b>11,640.60</b>	<b>48,000.00</b>	<b>24.3%</b>
<b>Total ROAD &amp; BRIDGE-IMRF-EXPENDITURE</b>	<b>11,640.60</b>	<b>48,000.00</b>	<b>24.3%</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	136.40	10,000.00	1.4%
<b>Total PERSONNEL</b>	<b>136.40</b>	<b>10,000.00</b>	<b>1.4%</b>
<b>Total ROAD &amp; BRIDGE-INS-EXPENDITURE</b>	<b>20,394.40</b>	<b>72,000.00</b>	<b>28.3%</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>

**Actual vs Budget Year to Date**

April 2018 through March 2019

02/12/19

Cash Basis

	<u>Apr '18 - Mar 19</u>	<u>Budget</u>	<u>% of Budget</u>
<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	150.00	500.00	30.0%
6552 · TELEPHONE	2,656.20	5,000.00	53.1%
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>6,174.45</b>	<b>59,600.00</b>	<b>10.4%</b>
<b>OTHER EXPENDITURES</b>			
6914 · MUNICIPAL REPLACEMENT	8,875.97	8,900.00	99.7%
6929 · MISCELLANEOUS	322.69	8,000.00	4.0%
<b>Total OTHER EXPENDITURES</b>	<b>9,198.66</b>	<b>16,900.00</b>	<b>54.4%</b>
<b>PERSONNEL</b>			
6421 · SALARIES	21,482.00	30,000.00	71.6%
<b>Total PERSONNEL</b>	<b>21,482.00</b>	<b>30,000.00</b>	<b>71.6%</b>
<b>Total ADMINISTRATION</b>	<b>36,964.08</b>	<b>112,500.00</b>	<b>32.9%</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	1,111.21	15,000.00	7.4%
6112 · MAINTENANCE SUPPLY - EQUIPM...	2,225.51	15,000.00	14.8%
6113 · MAINTENANCE SUPPLY - VEHICL...	3,682.43	15,000.00	24.5%
6114 · MAINTENANCE SUPPLY - ROAD	0.00	100.00	0.0%
6116 · MAINTENANCE - SNOW REMOVAL	0.00	100.00	0.0%
6118 · MAINTENANCE SUPPLY - BRIDGE	0.00	5,000.00	0.0%
6122 · OPERATING SUPPLIES	663.33	4,000.00	16.6%
6123 · SMALL TOOLS	284.18	6,000.00	4.7%
<b>Total COMMODITIES</b>	<b>7,966.66</b>	<b>60,200.00</b>	<b>13.2%</b>
<b>CONTRACT SERVICES</b>			
6311 · MAINTENANCE SERVICE - BUILDI...	61.60	15,000.00	0.4%
6312 · MAINTENANCE SERVICE - EQUIP...	769.34	30,000.00	2.6%
6313 · MAINTENANCE SERVICE - VEHIC...	7,753.42	30,000.00	25.8%
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	1,838.87	9,000.00	20.4%
6373 · GARBAGE DISPOSAL	1,534.44	6,000.00	25.6%
6394 · RENTALS	0.00	500.00	0.0%
<b>Total CONTRACT SERVICES</b>	<b>11,957.67</b>	<b>144,600.00</b>	<b>8.3%</b>



02/12/19  
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>22,925.33</u>	<u>505,300.00</u>	<u>4.5%</u>
Total ROAD & BRIDGE FUND EXPENDITURES	59,889.41	617,800.00	9.7%
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>570,157.53</u>	<u>1,957,825.00</u>	<u>29.1%</u>
Net Ordinary Income	<u>212,405.24</u>	<u>-1,180,349.00</u>	<u>-18.0%</u>
Net Income	<u><u>212,405.24</u></u>	<u><u>-1,180,349.00</u></u>	<u><u>-18.0%</u></u>

3:02 PM

02/01/19

**Grafton Township RB**  
**Reconciliation Summary**  
**103 · R&B General Amer. Comm., Period Ending 01/31/2019**

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	Jan 31, 19
Beginning Balance	1,438,958.48
Cleared Transactions	
Checks and Payments - 15 items	-26,921.48
Deposits and Credits - 11 items	7,903.48
Total Cleared Transactions	-19,018.00
Cleared Balance	<u>1,419,940.48</u>
Uncleared Transactions	
Checks and Payments - 14 items	-11,810.25
Total Uncleared Transactions	-11,810.25
Register Balance as of 01/31/2019	<u>1,408,130.23</u>
Ending Balance	1,408,130.23

# **OLD BUSINESS**



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

TO: Grafton Township Board of Trustees  
FROM: Alan Zielinski, Grafton Township Assessor  
DATE: February 11, 2019  
SUBJECT: Assessor's Request for a Township Transfer of Appropriation

Gentlemen:

Attached is my request for a Township Transfer of Appropriation effective after your approval at the upcoming February 21, 2019 town meeting.

The request is financially sound and well-founded for the following reasons.

1. The request complies with all applicable state statutes.
2. The line item excess funds are available.
3. Grafton Township compliance with the Illinois Property Tax Code specifically 35 ILCS 200/2-80 and 35 ILCS 200/4-10.
4. The Assessor's software budget for FY2018-2019 was inadequate. This transfer rectifies that matter.
  - 1756 Software..... add \$1,120 for CoStar's 1<sup>st</sup> quarter 2019 payment.
  - 1756 Software..... add \$900 for Cirone Computing: develop a new non-residential data export program. Needed now for the 2019 assessment.
  - 1756 Software..... add \$500 for Cirone Computing: revise the existing residential data export program. Needed now for the 2019 assessment.
  - 1752 Telephone..... reduce by \$2,520 to offset the above.

If you have any questions or concerns, please contact me. I look forward to your approval.

Sincerely,

Alan Zielinski  
Grafton Township Assessor  
(v) 847.669.3383



**ASSESSOR'S REQUEST FOR TOWNSHIP TRANSFER OF APPROPRIATION**

WHEREAS there was adopted on the 21st day of May, 2018 by the Board of Trustees of Grafton Township, McHenry County, Illinois, a Budget & Appropriation Ordinance for the fiscal year beginning April 1, 2018 and ending March 31, 2019, and

WHEREAS it now appears that certain adjustments between appropriated line items in the Assessor's Budget of the Grafton Township Town Fund in said ordinance are desirable and necessary, and

WHEREAS Section 3 of the Illinois Municipal Budget Law (50 ILCS 330/3), as approved July 12, 1937, as amended, authorizes transfers between the various line items within any fund in such Appropriation Ordinance not exceeding 10% of the total amount appropriated in such fund by such ordinance, now therefore

BE IT RESOLVED by the Board of Trustees of Grafton Township, McHenry County, Illinois that there is hereby transferred from the unexpended balances of the Grafton Township Assessor Budget line item 1752 (Telephone) the sum of \$2,520 which transferred sum is hereby added to line item 1756 (Software) of the Assessor's Budget in the same fund, making the adjusted appropriation for the first line item aforesaid Two Thousand Six Hundred Eighty (\$2,680) and for the following aforesaid line items:  
1750 Software..... \$16,920 (versus the budgeted \$14,400)

This transfer shall be in full force and effect from and after this date.

ADOPTED this 21<sup>st</sup> day of February, 2019 by the Board of Trustees of Grafton Township, McHenry County, Illinois.

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Town Clerk

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Chairman



(815) 308-2

Quote 004148v1

Prepared For

Grafton Township Supervisor Office  
Eric Ruth  
10109 Vine St.  
Huntley, IL 60142

This quote has not been approved. Please review  
the terms, and sign below.

☒ I accept the above conditions

Your Initials: \_\_\_\_\_

Your Email Address: \_\_\_\_\_

Consultant

Samantha Weter  
Direct: (815) 308-2095  
Samantha@GoLeadingIT.com



New Workstation (KWatson)

Active Quotes

004341 New Desktop

004148 New Workstation (KWatson)

Hardware + taxes to be paid prior  
to ordering.

Total w/o setup - \$2246.00

Review and Select Your Options

Your Available Options

Laptop Contains Optional Items			
Qty	Description	Each	Total
<input checked="" type="checkbox"/> 1	HP EliteBook 850 G5 15.6" LCD Notebook - Intel Core i5-8250U Quad-core 1.60 GHz - 8 GB DDR4 SDRAM - 256 GB SSD - Windows 10 Pro 64-bit - 1920 x 1080 - 3 Year Next Business Day Warranty	\$1,430.00	\$1,430.00
<input checked="" type="checkbox"/> 1	Microsoft Office Home & Business - - Office Suite - PC - English	\$250.00	\$250.00
Accessories for Office			
<input checked="" type="checkbox"/> 1	HP Business VH24 23.8" LED LCD Monitor - 16:9 - 5 ms - TAA Compliant - 1920 x 1080 - 250 Nit - 5,000,000:1 - Full HD - DVI - VGA - DisplayPort - 30 W - Black - EPEAT Gold, REACH, TCO Certified Displays, SmartWay, cTUVus	\$140.00	\$140.00
<input checked="" type="checkbox"/> 1	HP UltraSlim Dock 2013 - for Notebook - Proprietary - 4 x USB Ports - 4 x USB 3.0 - Network (RJ-45) - VGA - DisplayPort - Audio Line In - Audio Line Out - Docking	\$185.00	\$185.00
<input checked="" type="checkbox"/> 1	HP Wireless Slim Business Keyboard - USB Wireless RF USB Wireless RF Scroll Wheel	\$56.00	\$56.00
Accessories for Home			
<input checked="" type="checkbox"/> 1	HP UltraSlim Dock 2013 - for Notebook - Proprietary - 4 x USB Ports - 4 x USB 3.0 - Network (RJ-45) - VGA - DisplayPort - Audio Line In - Audio Line Out - Docking	\$185.00	\$185.00
<input type="checkbox"/> 2	LeadingIT Workstation Setup (Estimated 2 Hours of Setup Time - 2 Hours Available in WorkplaceBasic Agreement) (Optional)	\$125.00	* \$250.00
Subtotal			\$2,246.00

(Increased \$5.00)

(last quote  
8.25/month)

(Increased \$5.00)

(Increased \$5.00)

→ not included  
in total

Quote Summary

Laptop Subtotal

Total Amount

\* If Township's monthly 2 hr.  
Service not used, that can  
be applied first. if used, \$125 charge/hr.

One-Time

\$2,246.00

\$2,246.00

Expect 2 hr.  
to transfer info

# **NEW BUSINESS**

# GRAFTON TOWNSHIP

## TOWN FUND

### 2019/2020

### BUDGET

BEGINNING BALANCE	1,713,061.37
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#### REVENUES

##### CORPORATE FUND REVENUE

1000 · PROPERTY TAXES	807,691.50
1010 · REPLACEMENT TAXES	20,000.00
1020 · INTEREST INCOME	18,000.00
1040 · IGA ROAD COM SALARY	15,625.00
1055 · MISCELLANEOUS INCOME	500.00
TOTAL CORPORATE FUND REVENUE	861,816.50

##### CORPORATE INSURANCE FUND REVENUE

2000 · PROPERTY TAXES	18,000.00
2020 · INTEREST INCOME	0.00
2050 · MISCELLANEOUS INCOME	0.00
TOTAL CORPORATE INSURANCE FUND REVENUE	18,000.00

	TOTAL TOWN FUND REVENUE
	879,816.50

	TOTAL FUNDS AVAILABLE
	2,592,877.87

#### EXPENDITURES

##### TOWN FUND EXPENDITURES

##### ADMINISTRATION

##### CAPITAL OUTLAY

1831 · CAPITAL IMPROVEMENT RESERVE	500,000.00
1835 · CAPITAL EQUIPMENT RESERVE	500,000.00
TOTAL CAPITAL OUTLAY	1,000,000.00

##### COMMODITIES

1651 · OFFICE SUPPLIES	5,009.51
1652 · OPERATING SUPPLIES	3,000.00
TOTAL COMMODITIES	8,009.51

##### CONTRACTUAL SERVICES

1511 · MAINTENANCE SERVICE-BUILDING	250,000.00
1512 · MAINTENANCE SERVICE - EQUIPMENT	75,000.00
1531 · ACCOUNTING SERVICES	20,000.00
1533 · LEGAL SERVICE	165,000.00



# GRAFTON TOWNSHIP TOWN FUND 2019/2020 BUDGET

1551 · POSTAGE	2,000.00
1552 · TELEPHONE	5,000.00
1553 · PUBLISHING	2,000.00
1554 · PRINTING	3,000.00
1561 · DUES	3,000.00
1562 · TRAVEL EXPENSES	2,000.00
1563 · TRAINING	5,000.00
1565 · CLERK	5,000.00
1571 · UTILITIES	7,500.00
1572 · FUEL	2,000.00
1573 · OTHER PROFESSIONAL SERVICES	50,000.00
1574 · ANNUAL MEETING	2,500.00
1575 · ROOM RENTAL	2,500.00
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>601,500.00</b>
<b>OTHER EXPENDITURES</b>	
1905 · MISCELLANEOUS EXPENSE	50,000.00
1911 · CONTINGENCIES	62,872.36
<b>TOTAL OTHER EXPENDITURES</b>	<b>112,872.36</b>
<b>PERSONNEL</b>	
1420 · OFFICE STAFF HOURLY	75,000.00
1421 · ELECTED OFFICIALS SALARIES	165,000.00
1451 · HEALTH INSURANCE	60,000.00
<b>TOTAL PERSONNEL</b>	<b>300,000.00</b>
<b>SENIOR SERVICES</b>	
900 · SALARIES	25,000.00
901 · PAYROLL TAXES	4,000.00
902 · HEALTH INSURANCE	7,500.00
903 · IMRF	2,500.00
930 · FUEL	4,000.00
950 · OFFICE SUPPLIES	1,000.00
959 · COMMUNITY SERVICE/SENIOR	10,000.00
960 · TELEPHONE	2,000.00
967 · PRINTING	1,000.00
968 · POSTAGE	1,000.00
970 · MISCELLANEOUS	10,000.00
971 · UTILITIES	2,000.00
972 · MCRIDE	15,000.00
<b>TOTAL SENIOR SERVICES</b>	<b>85,000.00</b>
<b>TOTAL ADMINISTRATION</b>	<b>2,107,381.87</b>

# GRAFTON TOWNSHIP TOWN FUND 2019/2020 BUDGET

## ASSESSOR

### COMMODITIES

1851 · OFFICE SUPPLIES	2,400.00
1854 · EQUIPMENT	6,000.00
<b>TOTAL COMMODITIES</b>	<b>8,400.00</b>

### CONTRACTUAL SERVICES

1751 · MAINTENANCE SERVICE	4,200.00
1752 · TELEPHONE	2,100.00
1755 · POSTAGE	250.00
1756 · SOFTWARE	22,725.00
1757 · PUBLISHING	600.00
1758 · PRINTING	500.00
1759 · DUES	1,125.00
1760 · TRAVEL EXPENSE	2,400.00
1761 · TRAINING	4,000.00
1762 · PUBLICATIONS/SUBSCRIPTIONS	300.00
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>38,200.00</b>

### OTHER EXPENDITURES

1939 · MISCELLANEOUS	1,200.00
1940 · UNIFORMS	500.00
<b>TOTAL OTHER EXPENDITURES</b>	<b>1,700.00</b>

### PERSONNEL

1240 · SALARIES	227,956.00
1241 · IMRF	15,934.00
1242 · FICA/MEDICARE/TAXES	17,806.00
1243 · HEALTH INSURANCE	77,500.00
<b>TOTAL PERSONNEL</b>	<b>339,196.00</b>

**TOTAL ASSESSOR 387,496.00**

**TOTAL TOWN FUND EXPENDITURES 2,494,877.87**

# GRAFTON TOWNSHIP TOWN FUND 2019/2020 BUDGET

## TOWN IMRF FUND EXPENDITURES

3262 · RETIREMENT CONTRIBUTION	28,000.00
TOTAL TOWN IMRF FUND EXPENDITURES	28,000.00

## TOWN INSURANCE FUND EXPENDITURE

### CONTRACTED SERVICES

2593 · RISK MANAGEMENT CONTRIBUTION	25,000.00
TOTAL CONTRACTED SERVICES	25,000.00

### PERSONNEL

2453 · UNEMPLOYMENT INSURANCE	10,000.00
TOTAL PERSONNEL	10,000.00
TOTAL TOWN INSURANCE FUND EXPENDITURE	35,000.00

## TOWN SOCIAL SECURITY EXPENDITURE

3761 · SOCIAL SECURITY CONTRIBUTION	25,000.00
3762 · MEDICARE CONTRIBUTION	10,000.00
TOTAL TOWN SOCIAL SECURITY EXPENDITURE	35,000.00

TOTAL TOWN FUND EXPENDITURES	2,592,877.87
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ENDING BALANCE	0.00
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# GRAFTON TOWNSHIP GENERAL ASSISTANCE 2019/2020 BUDGET

BEGINNING BALANCE	76,192.13
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## REVENUES

### GENERAL ASSISTANCE FUND REVENUE

5000 · PROPERTY TAXES	33,000.00
5020 · INTEREST INCOME	800.00
5050 · MISCELLANEOUS INCOME	0.00
TOTAL GENERAL ASSISTANCE FUND REVENUE	33,800.00

TOTAL FUNDS AVAILABLE	109,992.13
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## EXPENDITURES

### GENERAL ASSISTANCE FUND

#### ADMINISTRATION

#### CONTRACTUAL SERVICES

5512 · MAINTENANCE SERVICE - EQUIPMENT	2,000.00
5534 · ACCOUNTING SERVICES	3,000.00
5549 · OTHER PROFESSIONAL SERVICE	1,000.00
5551 · POSTAGE	250.00
5552 · TELEPHONE	1,000.00
5554 · PRINTING	1,000.00
5556 · TRAINING	500.00
5571 · UTILITIES	1,000.00
TOTAL CONTRACTUAL SERVICES	9,750.00

#### OPERATING EXPENSES

5611 · MAINTENANCE SUPPLIES - BUILDING	500.00
5651 · OFFICE SUPPLIES	1,000.00
TOTAL OPERATING EXPENSES	1,500.00

#### PERSONNEL

5421 · SALARIES	20,000.00
5451 · HEALTH INSURANCE	7,500.00
TOTAL PERSONNEL	27,500.00

TOTAL ADMINISTRATION	38,750.00
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**GRAFTON TOWNSHIP  
GENERAL ASSISTANCE  
2019/2020  
BUDGET**

**HOME RELIEF**

**COMMODITIES**

5781 · FOOD	1,000.00
5782 · PERSONAL INCIDENTALS	1,000.00
5783 · HOUSEHOLD INCIDENTALS	1,000.00
5784 · FLAT GRANT	1,000.00
5785 · DRUGS	1,000.00
5786 · FUEL	1,000.00
5790 · CATASTROPHIC DEDUCTION	27,742.13
<b>TOTAL COMMODITIES</b>	<b>33,742.13</b>

**CONTRACTUAL SERVICES**

5805 · TRANSPORTATION ASSISTANCE	2,500.00
5885 · OTHER MEDICAL SERVICE INSURANCE	5,000.00
5887 · SHELTER	15,000.00
5888 · UTILITY PAYMENTS	15,000.00
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>37,500.00</b>

**TOTAL HOME RELIEF** 71,242.13

**TOTAL GENERAL ASSISTANCE FUND EXPENDITURES** 109,992.13

**ENDING BALANCE** 0.00

# **SUPERVISOR'S REPORT**

# System Activity Report

[1/1/2019 - 1/31/2019] Report Date: 2/4/2019

## General Assistance

Grants (New Clients) :	0	
Grants (Previous Clients) :	0	
In-Process :	0	
Denials :	0	
Sanctions :	0	
Terminations :	0	
	0	\$0.00

## General Assistance - Medical

Referrals :	0	
Disbursements :	0	
	0	\$0.00

## General Assistance - Work Program Assignments

Job Training :	0	
Workfare :	0	
	0	

## Emergency Assistance

Grants :	0	
In-Process :	0	
Denials :	1	
	1	\$0.00
Grand Totals:	1	

2018 MCRIDE TRIP SUMMARY			
Jurisdiction		Trip Origins	
		Trips	Passenger-Miles
1. CRYSTAL LAKE		27,831	160,283
2. HARVARD		2,902	26,219
3. HUNTLEY		4,615	34,635
4. JOHNSBURG		3,378	20,500
5. MARENGO		2,339	11,792
6. MCHENRY		27,134	171,725
7. RICHMOND		602	7,363
8. RINGWOOD		234	1,246
9. UNION		191	1,873
10. WOODSTOCK		29,131	159,526
11. CHEMUNG TOWNSHIP		8	81
12. DORR TOWNSHIP		636	4,517
13. GRAFTON TOWNSHIP		2,059	13,682
14. GREENWOOD TOWNSHIP		1,526	12,616
15. MARENGO TOWNSHIP		64	495
16. MCHENRY TOWNSHIP		3,894	31,961
17. NUNDA TOWNSHIP		2,178	15,768
18. RICHMOND TOWNSHIP		429	3,621
19. RILEY TOWNSHIP		19	180
20. OTHER		2,068	14,804
TOTALS		111,238	692,887

2018 BUS TRIPS ONLY			
Jurisdiction		Trip Origins	
		Trips	Passenger-Miles
1. CRYSTAL LAKE		25,611	136,068
2. HARVARD		2,414	17,615
3. HUNTLEY		3,837	25,206
4. JOHNSBURG		3,123	17,455
5. MARENGO		1,436	4,586
6. MCHENRY		25,479	153,313
7. RICHMOND		265	2,644
8. RINGWOOD		201	980
9. UNION		44	503
10. WOODSTOCK		27,174	136,905
11. CHEMUNG TOWNSHIP		7	59
12. DORR TOWNSHIP		559	3,853
13. GRAFTON TOWNSHIP		1,698	10,635
14. GREENWOOD TOWNSHIP		1,195	9,712
15. MARENGO TOWNSHIP		57	413
16. MCHENRY TOWNSHIP		3,314	26,314
17. NUNDA TOWNSHIP		1,640	10,929
18. RICHMOND TOWNSHIP		221	1,942
19. RILEY TOWNSHIP		5	33
20. OTHER		1,645	11,217
TOTALS		99,925	570,383

2018 TAXI TRIPS ONLY			
Jurisdiction		Trip Origins	
		Trips	Passenger-Miles
1. CRYSTAL LAKE		2,220	24,215
2. HARVARD		488	8,603
3. HUNTLEY		778	9,429
4. JOHNSBURG		255	3,045
5. MARENGO		903	7,206
6. MCHENRY		1,655	18,412
7. RICHMOND		337	4,719
8. RINGWOOD		33	266
9. UNION		147	1,370
10. WOODSTOCK		1,957	22,621
11. CHEMUNG TOWNSHIP		1	21
12. DORR TOWNSHIP		77	664
13. GRAFTON TOWNSHIP		361	3,047
14. GREENWOOD TOWNSHIP		331	2,904
15. MARENGO TOWNSHIP		7	83
16. MCHENRY TOWNSHIP		580	5,647
17. NUNDA TOWNSHIP		538	4,839
18. RICHMOND TOWNSHIP		208	1,680
19. RILEY TOWNSHIP		14	147
20. OTHER		423	3,587
TOTALS		11,313	122,504



# MCRide Ridership Report

## Calendar Year 2018

2018

Passenger Trips by Origin	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2018 Total
Crystal Lake	2,320	2,287	2,429	2,519	2,606	2,439	2,540	2,832	2,505	2,865	2,405	2,325	30,072
Harvard	207	258	288	261	257	256	246	257	198	274	215	200	2,917
Huntley	306	296	384	389	461	465	459	435	376	443	313	301	4,628
Johnsburg	327	304	284	285	261	271	250	283	216	282	230	200	3,193
Marengo	219	166	219	209	251	211	233	238	215	252	209	180	2,602
McHenry	2,804	2,442	2,816	2,660	2,843	2,782	2,637	2,687	2,177	2,798	2,313	2,047	31,006
Richmond	34	28	52	67	74	77	65	91	74	85	52	43	742
Ringwood	17	17	18	18	20	21	15	22	20	25	22	19	234
Union				20	28	26	30	36	36	43	28	13	260
Woodstock	2,793	2,547	2,816	2,733	3,021	2,882	2,609	2,860	2,365	2,543	2,067	1,737	30,973
Other	333	300	378	360	401	441	432	464	391	464	344	314	4,622
<b>TOTAL</b>	<b>9,360</b>	<b>8,645</b>	<b>9,684</b>	<b>9,521</b>	<b>10,223</b>	<b>9,871</b>	<b>9,516</b>	<b>10,205</b>	<b>8,573</b>	<b>10,074</b>	<b>8,198</b>	<b>7,379</b>	<b>111,249</b>

Origin City is the municipality-mailing address where a trip begins. Pace trip data does not specify if the origin falls within an incorporated or unincorporated area.

Does not include trips assigned to the McHenry Township Senior Express. Includes bus and taxi trips.

2018

Passenger Trips by Destination	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2018 Total
Crystal Lake	2,483	2,452	2,625	2,644	2,783	2,573	2,663	2,928	2,620	3,019	2,550	2,409	31,749
Harvard	206	250	285	249	250	244	238	254	191	285	216	203	2,871
Huntley	281	265	345	357	454	466	479	448	390	465	321	307	4,578
Johnsburg	335	311	308	300	295	298	294	281	218	295	238	217	3,390
Marengo	222	175	227	210	242	201	205	234	213	257	199	166	2,551
McHenry	2,691	2,316	2,650	2,484	2,662	2,642	2,449	2,541	2,060	2,656	2,193	1,965	29,309
Richmond	51	46	72	89	81	66	57	94	70	90	68	46	830
Ringwood	22	32	25	30	26	28	22	28	24	25	25	20	307
Union				20	28	40	44	47	40	44	33	15	311
Woodstock	2,795	2,544	2,809	2,797	3,043	2,899	2,655	2,958	2,442	2,588	2,099	1,765	31,394
Other	274	254	338	341	359	414	410	392	305	350	256	266	3,959
<b>TOTAL</b>	<b>9,360</b>	<b>8,645</b>	<b>9,684</b>	<b>9,521</b>	<b>10,223</b>	<b>9,871</b>	<b>9,516</b>	<b>10,205</b>	<b>8,573</b>	<b>10,074</b>	<b>8,198</b>	<b>7,379</b>	<b>111,249</b>

Destination City is the municipality-mailing address where a trip ends. Pace trip data does not specify if the destination falls within incorporated or unincorporated area.

Does not include trips assigned to the McHenry Township Senior Express. Includes bus and taxi trips.

2018

Distinct Riders	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2018 Year End
Crystal Lake	224	222	227	223	221	222	198	234	230	236	233	208	537
Harvard	45	48	51	47	47	47	42	54	44	50	56	53	145
Huntley	52	59	65	57	68	64	63	75	73	71	59	45	194
Johnsburg	16	18	16	16	20	15	15	19	14	17	17	15	27
Marengo	28	33	37	34	28	37	34	38	34	29	31	30	112
McHenry	262	255	263	222	255	239	231	240	234	256	248	230	664
Richmond	9	10	11	11	9	12	9	11	11	12	11	11	28
Ringwood	1	0	1	0	0	1	0	1	2	2	2	1	4
Union				1	1	0	0	0	0	0	0	0	1
Woodstock	279	294	282	286	303	265	284	318	286	322	293	271	764
Other	96	80	98	106	106	95	88	106	104	108	100	85	340
<b>TOTAL</b>	<b>1,012</b>	<b>1,019</b>	<b>1,051</b>	<b>1,003</b>	<b>1,058</b>	<b>997</b>	<b>964</b>	<b>1,096</b>	<b>1,032</b>	<b>1,103</b>	<b>1,050</b>	<b>949</b>	<b>2,816</b>

Distinct Rider data is based on the home address of the rider and does not consider the trip origins or destinations.

Does not include riders registered under the McHenry Township Senior Express.

The year end distinct rider number is not a sum of all 12 months; it is a separate analysis ensuring each unique rider is only counted once.