

NOTICE AND AGENDA

GRAFTON TOWNSHIP REGULAR BOARD MEETING

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

MONDAY, September 16, 2019

NOTICE IS HEREBY GIVEN that the Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois will be held on Monday, September 16, 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, August 19, 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 Repairs to Road District Shed
 - B.
9. New Business
 - A. Discussion and possible action regarding 2020/2021 Town Fund Levy
 - B. Discussion and possible action regarding 2020/2021 Road District Levy
10. Executive Session pursuant to 5 ILCS 120/2(c)(21) past executive session meeting minutes;
Executive Session if necessary, pursuant to 5 IL CS 120/2(c), section to be cited.
11. Discussion and potential action of items as discussed during Executive Session
12. Committee and Officer Reports
 - Supervisor
 - Trustee
 - Facilities Update Committee
 - Assessor
 - Road District
 - Clerk
13. Adjournment

Dated and Posted by Township Clerk Kathleen Watson
September 12, 2019

DRAFT MINUTES

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

MONDAY, August 19, 2019

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, August 19, 2019 at the Township Offices.

1. **Call to Order** -7:30 p.m.
2. **Roll Call** – Board Present: Supervisor Ruth; Trustee: Cratty, Cooper, Ziller and Welch; Assessor Zielinski, and Road Commissioner Poznanski. Attorney Gottemoller, 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 presented. Roll call vote taken, all ayes noted, motion carried.
5. **Regular Business**
 - A. A motion was made by Trustee Cooper, 2nd by Trustee Ziller to **Approve the Minutes of Grafton Township dated July 16, 2019 as presented.** Roll call vote taken, all ayes noted, motion carried.
 - B. **Audit and payment of unpaid bills/warrant check detail Town Fund**
 - i. Supervisor Ruth expounded on the following PO's:
Leading IT, PO #3437/1512 (Maintenance) and PO #3438/1512 (Maintenance)
Leading IT, PO #3393/1512 (Maintenance) for 3 office computers
Leaf, PO #3427/ #1651 (Office Supplies) Copier Buy Out
Kirchner Fire Extinguisher, Inc., PO 3436/ #1512 9 (Maintenance).
 - ii. A lengthy discussion ensued regarding PO 20796/ #1752 (Telephone) payable to Alan Zielinski. The Board reiterated its policy to not pay expenses paid on personal credit cards.
 - iii. Assessor Zielinski explained the following Cardmember Services PO's:
PO 20787, #1767/Software for licenses
PO 20786, #1756/Software for licenses
PO 20788, #1756/Software for licenses
 - iv. Assessor Zielinski explained the following :
PO 20792, #1756/Software for Cirone Computer for data base corruption correction previously submitted and workstation configured properly specific to Cirone.
 - v. A lengthy discussion ensued regarding Entre Computer Invoices.

- vi. **A motion was made by Trustee Cooper, 2nd by Trustee Welch, to table further discussion regarding the unpaid bills/warrant check detail Town Fund until after Executive Session.** Roll call vote taken, all ayes noted, motion carried.

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

Trustee Cratty made a motion, 2nd by Trustee Cooper to approve the **audit and payment of unpaid bills/warrant check detail for the Road District.** Roll call vote taken, all ayes noted, motion carried.

6. Public Comment

Resident John Mueller's Public Comment ensued on topics of recent Assessor's office purchase of computers, equal tax burdens, gifts from Entre Computer, and other topics. A full copy of Mr. Mueller's comments is included as part of the original minutes.

7. Board Response to Public Comment

Assessor Zielinski responded to the question of purchase of computers from Entre as the lowest installed price.

8. Old Business - None

9. New Business

Supervisor Ruth discussed the need for the upcoming repairs to the Road District Shed. No action taken.

10. Executive Session: -

A motion was made by Supervisor Ruth, 2nd by Trustee Cooper to adjourn the Regular Township Board Meeting for Executive Session for the purpose of 5 IL CS 120/2(c) 11 Litigation, 5 IL CS 120/2 (c) 1 Employees, and 5 IL CS 120/2 (c) Executive Meeting Minutes. Roll Call vote taken, all ayes noted, motion carried. The Regular Meeting was closed @ 8:29 p.m.

A motion was made by Supervisor Ruth, 2nd by Trustee Cratty, to reconvene the Regular Township Board Meeting. Roll call vote taken, all ayes noted, motion carried. The Regular Township Board Meeting reconvened @ 8:57 p.m.

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

Supervisor Ruth made a motion, 2nd by Trustee Cooper, to approve content but not release of December 17, 2018 Executive Meeting Minutes. Roll call vote taken, all ayes noted, motion carried.

12. A motion was made by Supervisor Ruth, 2nd by Trustee Ziller, to return to the tabled discussion the of Audit and Payment of Unpaid bills/Warrant check detail for the Town Fund. Roll call vote taken, all ayes noted, motion carried.

A motion was made by Trustee Ziller, 2nd by Trustee Cooper, to pay the unpaid bills/Warrant check detail for the Town Fund removing the following PO's:

Remove PO 20795/1752 (Telephone) payable to Alan Zielinski in the amount of One Hundred Eighty Seven and 03/100 Dollars (\$187.03)

Remove PO 20792/1756 (Software) payable to Cirone Computer Consulting in the amount of Two Thousand Five Hundred Dollars (\$2,500).

Remove PO 20797/1751 (Maintenance) payable to Entre Computer in the amount of Two Hundred Eighty Five Dollars (\$285.00).

Remove PO 20793/1751 (Maintenance) payable to Entre Computer in the amount of Two Hundred Eight Dollars (\$208.00).

Remove PO 20803/1854 (Equipment) payable to Entre Computer in the amount of Six Thousand Seven Hundred Twenty Two and 38/100 Dollars (\$6,722.38)

Remove PO 20796/1756 (Software) payable to Entre Computer in the amount of One Thousand Six Hundred Eight Five and 81/100 Dollars (\$1,685.81).

Remove PO 20791/1854 (Equipment) payable to Entre Computer in the amount of Six Thousand Seven Hundred Seventy-Six Dollars (\$6,766.00)

Roll call vote taken: Trustee Ziller-Yes; Trustee Cooper-Yes; Trustee Cratty-Yes; Trustee Welch-Yes; Supervisor Ruth-No. Motion carried.

13. **Committee and Officer Reports**

SUPERVISOR REPORT -

Results from the McRide program show that the program is being utilized.

There is a credit coming from Leading IT for the returned equipment for the Clerk's computer.

TRUSTEE REPORT - Trustee Ziller asked if there was a problem purchasing elevated desks for the office staff. There was no issues with this future purchase.

ROAD DISTRICT - McHenry County Defenders will be having an electronic recycling event at in the parking lot on Saturday, September 7, 2019 from 8:00 - Noon. No assistance from the Township will be needed other than the space.

ASSESSOR – Roberto's repair to the website should be completed by next meeting.

Training for the terminated employee will be credited for the next class taken by current staff.

CLERK- NONE

14. ADJOURMENT

Being no further business, a motion was made by Trustee Cratty, 2nd by Trustee Cooper to adjourn the Regular Board Meeting. Voice vote taken, all ayes noted, motion carried. The Regular Board meeting adjourned @ 9:16 p.m.

Respectfully submitted,
Kathleen M. Watson
Grafton Township Clerk

TOWN FUND FINANCIALS

9:59 AM

08/28/19

Cash Basis

GRAFTON TOWNSHIP
TF Warrant Detail Report
August 21 through September 3, 2019

Date	Num	Name	Memo	Paid Amount
101 · CHECKING -American Community				
08/26/2019	24359	BLUECROSS BLUE...	PO 3444 20805	-4,681.45
08/26/2019	24360	ComCast	PO 3442 20806	-356.09
08/26/2019	24361	Humana Dental Ins.Co.	PO 3443 20804	-486.02
Total 101 · CHECKING -American Community				-5,523.56
TOTAL				-5,523.56

GRAFTON TOWNSHIP
Unpaid Bills Detail
As of September 30, 2019

Date	Num	Memo	Split	Amount
Braden Business Systems, Inc.				
09/09/2019	PO 3447	1512 · MAINTENANC...		60.52
Total Braden Business Systems, Inc.				60.52
Cardmember Service				
09/09/2019	PO 20811	1756 · SOFTWARE		99.95
Total Cardmember Service				99.95
CARDUNAL OFFICE SUPPLY				
09/09/2019	PO 20812	1851 · OFFICE SUP...		30.99
Total CARDUNAL OFFICE SUPPLY				30.99
Cirone Computer Consulting, Inc.				
09/09/2019	PO 20792	1756 · SOFTWARE		2,500.00
Total Cirone Computer Consulting, Inc.				2,500.00
COM ED				
09/09/2019	PO 3454	1571 · UTILITIES		267.51
Total COM ED				267.51
Entre Computer Solution				
09/09/2019	PO 3453	1512 · MAINTENANC...		135.00
09/09/2019	PO 20796	1756 · SOFTWARE		1,685.81
09/09/2019	PO 20803	1854 · EQUIPMENT		6,722.38
09/09/2019	PO 20791	1854 · EQUIPMENT		6,776.00
09/09/2019	PO 20808	1751 · MAINTENANC...		138.04
Total Entre Computer Solution				15,457.23
Gottemoller & Associates				
09/09/2019	PO 3451	1533 · LEGAL SERVI...		770.00
Total Gottemoller & Associates				770.00
Illinois Labor Law Poster Service				
09/09/2019	PO 3448	1553 · PUBLISHING		79.50
Total Illinois Labor Law Poster Service				79.50
Jensen's Plumbing & Heating				
09/09/2019	PO 3449	1511 · MAINTENANC...		230.00
Total Jensen's Plumbing & Heating				230.00
Leading IT				
09/09/2019	PO 3452	1512 · MAINTENANC...		412.00
Total Leading IT				412.00
McHenry County Division of Transportation				
09/09/2019	PO 3450	972 · McRIDE		1,890.00
Total McHenry County Division of Transportation				1,890.00
MDC Environmental Services, Inc.				
09/09/2019	PO 3446	1511 · MAINTENANC...		56.25
Total MDC Environmental Services, Inc.				56.25
NJS Enterprises, Inc				
09/09/2019	PO 3455	5512 · MAINTENANC...		600.00
Total NJS Enterprises, Inc				600.00
PetroChoice LLC				
09/09/2019	PO 20809	1760 · TRAVEL EXP...		9.79

8:20 AM

09/12/19

GRAFTON TOWNSHIP
Unpaid Bills Detail
As of September 30, 2019

<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Total PetroChoice LLC				9.79
Ready Refresh by Nestle				
09/09/2019	PO 20807	1751 · MAINTENANC...		77.41
Total Ready Refresh by Nestle				77.41
Walmart				
09/09/2019	PO 3445	1651 · OFFICE SUP...		315.18
Total Walmart				315.18
ZIEGLER'S ACE HARDWARE				
09/09/2019	PO 20810	1751 · MAINTENANC...		6.99
Total ZIEGLER'S ACE HARDWARE				6.99
TOTAL				22,863.32

09/12/19

GRAFTON TOWNSHIP
Year to date actual vs budget
April 2019 through March 2020

	Apr '19 - Mar 20	Budget	% of Budget
Ordinary Income/Expense			
Income			
CORPORATE FUND REVENUE			
1000 · PROPERTY TAXES	467,314.80	807,691.50	57.9%
1010 · REPLACEMENT TAXES	17,394.11	20,000.00	87.0%
1020 · INTEREST INCOME	7,085.92	18,000.00	39.4%
1040 · IGA ROAD COM SALARY	0.00	15,625.00	0.0%
1055 · MISCELLANEOUS INCOME	48.75	500.00	9.8%
Total CORPORATE FUND REVENUE	491,843.58	861,816.50	57.1%
CORPORATE INSURANCE FUND REV			
2000 · PROPERTY TAXES	10,365.74	18,000.00	57.6%
2020 · INTEREST INCOME	0.00	0.00	0.0%
2050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
Total CORPORATE INSURANCE FUND REV	10,365.74	18,000.00	57.6%
GENERAL ASSISTANCE FUND REVENUE			
5000 · PROPERTY TAXES	16,774.21	33,000.00	50.8%
5020 · INTEREST INCOME	302.17	800.00	37.8%
5050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
Total GENERAL ASSISTANCE FUND REVENUE	17,076.38	33,800.00	50.5%
Total Income	519,285.70	913,616.50	56.8%
Expense			
GENERAL ASSISTANCE FUND			
ADMINISTRATION			
CONTRACTUAL SERVICES			
5512 · MAINTENANCE SERVICE - EQUIPMENT	0.00	2,000.00	0.0%
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	0.00	1,000.00	0.0%
5554 · PRINTING	0.00	500.00	0.0%
5556 · TRAINING	0.00	500.00	0.0%
5571 · UTILITIES	0.00	1,000.00	0.0%
Total CONTRACTUAL SERVICES	3,000.00	9,250.00	32.4%
OPERATING EXPENSES			
5611 · MAINTENANCE SUPPLIES - BUILDING	0.00	500.00	0.0%
5651 · OFFICE SUPPLIES	0.00	869.06	0.0%
Total OPERATING EXPENSES	0.00	1,369.06	0.0%
PERSONNEL			
5421 · SALARIES	0.00	20,000.00	0.0%
5451 · HEALTH INSURANCE	0.00	7,500.00	0.0%
Total PERSONNEL	0.00	27,500.00	0.0%
Total ADMINISTRATION	3,000.00	38,119.06	7.9%
HOME RELIEF			
COMMODITIES			
5781 · FOOD	0.00	1,000.00	0.0%
5782 · PERSONAL INCIDENTALS	250.92	1,000.00	25.1%
5783 · HOUSEHOLD INCIDENTALS	345.00	1,000.00	34.5%
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	25,000.00	0.0%
Total COMMODITIES	595.92	31,000.00	1.9%

GRAFTON TOWNSHIP
Year to date actual vs budget
April 2019 through March 2020

	Apr '19 - Mar 20	Budget	% of Budget
CONTRACTUAL SERVICES			
5805 · TRANSPORTATION ASSISTANCE	0.00	2,500.00	0.0%
5885 · OTHER MEDICAL SERVICE INSURANCE	2,650.00	5,000.00	53.0%
5887 · SHELTER	2,378.00	15,000.00	15.9%
5888 · UTILITY PAYMENTS	2,730.06	15,000.00	18.2%
Total CONTRACTUAL SERVICES	7,758.06	37,500.00	20.7%
Total HOME RELIEF	8,353.98	68,500.00	12.2%
Total GENERAL ASSISTANCE FUND	11,353.98	106,619.06	10.6%
TOWN FUND EXPENDITURES			
ADMINISTRATION			
CAPITAL OUTLAY			
1831 · CAPITAL IMPROVEMENT RESERVE	0.00	500,000.00	0.0%
1835 · CAPITAL EQUIPMENT RESERVE	0.00	500,000.00	0.0%
Total CAPITAL OUTLAY	0.00	1,000,000.00	0.0%
COMMODITIES			
1651 · OFFICE SUPPLIES	953.78	5,009.51	19.0%
1652 · OPERATING SUPPLIES	0.00	3,000.00	0.0%
Total COMMODITIES	953.78	8,009.51	11.9%
CONTRACTUAL SERVICES			
1511 · MAINTENANCE SERVICE-BUILDING	283.68	250,000.00	0.1%
1512 · MAINTENANCE SERVICE - EQUIPMENT	7,645.24	75,000.00	10.2%
1531 · ACCOUNTING SERVICES	3,900.92	20,000.00	19.5%
1533 · LEGAL SERVICE	1,502.00	165,000.00	0.9%
1551 · POSTAGE	0.00	2,000.00	0.0%
1552 · TELEPHONE	885.09	5,000.00	17.7%
1553 · PUBLISHING	234.68	2,000.00	11.7%
1554 · PRINTING	0.00	3,000.00	0.0%
1561 · DUES	1,254.45	3,000.00	41.8%
1562 · TRAVEL EXPENSES	0.00	2,000.00	0.0%
1563 · TRAINING	0.00	5,000.00	0.0%
1565 · CLERK	15.69	5,000.00	0.3%
1571 · UTILITIES	2,607.75	7,500.00	34.8%
1572 · FUEL	0.00	2,000.00	0.0%
1573 · OTHER PROFESSIONAL SERVICES	100.00	50,000.00	0.2%
1574 · ANNUAL MEETING	0.00	2,500.00	0.0%
1575 · ROOM RENTAL	0.00	2,500.00	0.0%
Total CONTRACTUAL SERVICES	18,429.50	601,500.00	3.1%
OTHER EXPENDITURES			
1905 · MISCELLANEOUS EXPENSE	0.00	50,000.00	0.0%
1911 · CONTINGENCIES	0.00	68,983.85	0.0%
Total OTHER EXPENDITURES	0.00	118,983.85	0.0%
PERSONNEL			
1420 · OFFICE STAFF HOURLY	26,618.50	75,000.00	35.5%
1421 · ELECTED OFFICIALS SALARIES	72,884.50	165,000.00	44.2%
1451 · HEALTH INSURANCE	12,598.97	60,000.00	21.0%
Total PERSONNEL	112,101.97	300,000.00	37.4%

GRAFTON TOWNSHIP
Year to date actual vs budget
April 2019 through March 2020

	Apr '19 - Mar 20	Budget	% of Budget
SENIOR SERVICES			
900 · SALARIES	14,339.17	25,000.00	57.4%
901 · PAYROLL TAXES	0.00	4,000.00	0.0%
902 · HEALTH INSURANCE	0.00	7,500.00	0.0%
903 · IMRF	0.00	2,500.00	0.0%
930 · FUEL	32.48	4,000.00	0.8%
950 · OFFICE SUPPLIES	0.00	1,000.00	0.0%
959 · COMMUNITY SERVICE/SENIOR	0.00	10,000.00	0.0%
960 · TELEPHONE	0.00	2,000.00	0.0%
967 · PRINTING	0.00	1,000.00	0.0%
968 · POSTAGE	0.00	1,000.00	0.0%
970 · MISCELLANEOUS	66.00	10,000.00	0.7%
971 · UTILITIES	0.00	2,000.00	0.0%
972 · McRIDE	3,780.00	15,000.00	25.2%
Total SENIOR SERVICES	18,217.65	85,000.00	21.4%
Total ADMINISTRATION	149,702.90	2,113,493.36	7.1%
ASSESSOR			
CAPITAL OUTLAY			
1854 · EQUIPMENT	707.02	15,000.00	4.7%
Total CAPITAL OUTLAY	707.02	15,000.00	4.7%
COMMODITIES			
1851 · OFFICE SUPPLIES	684.88	2,400.00	28.5%
Total COMMODITIES	684.88	2,400.00	28.5%
CONTRACTUAL SERVICES			
1751 · MAINTENANCE SERVICE	545.58	12,000.00	4.5%
1752 · TELEPHONE	885.06	2,100.00	42.1%
1755 · POSTAGE	0.00	250.00	0.0%
1756 · SOFTWARE	18,575.42	29,125.00	63.8%
1757 · PUBLISHING	0.00	600.00	0.0%
1758 · PRINTING	0.00	500.00	0.0%
1759 · DUES	230.00	1,125.00	20.4%
1760 · TRAVEL EXPENSE	376.94	2,400.00	15.7%
1761 · TRAINING	3,240.00	4,000.00	81.0%
1762 · PUBLICATIONS/SUBSCRIPTIONS	0.00	300.00	0.0%
Total CONTRACTUAL SERVICES	23,853.00	52,400.00	45.5%
OTHER EXPENDITURES			
1939 · MISCELLANEOUS	350.00	5,100.00	6.9%
1940 · UNIFORMS	0.00	500.00	0.0%
Total OTHER EXPENDITURES	350.00	5,600.00	6.3%
PERSONNEL			
1240 · SALARIES	104,283.12	226,500.00	46.0%
1241 · IMRF	7,289.46	15,934.00	45.7%
1242 · FICA/MEDICARE/TAXES	6,141.21	17,806.00	34.5%
1243 · HEALTH INSURANCE	18,427.33	53,000.00	34.8%
Total PERSONNEL	136,141.12	313,240.00	43.5%
Total ASSESSOR	161,736.02	388,640.00	41.6%
Total TOWN FUND EXPENDITURES	311,438.92	2,502,133.36	12.4%
TOWN IMRF FUND EXPENDITURES			
3262 · RETIREMENT CONTRIBUTION	3,905.48	28,000.00	13.9%
Total TOWN IMRF FUND EXPENDITURES	3,905.48	28,000.00	13.9%

09/12/19

GRAFTON TOWNSHIP
Year to date actual vs budget
April 2019 through March 2020

	<u>Apr '19 - Mar 20</u>	<u>Budget</u>	<u>% of Budget</u>
TOWN INSURANCE FUND EXPENDITURE			
CONTRACTED SERVICES			
2593 · RISK MANAGEMENT CONTRIBUTION	<u>14,078.00</u>	<u>25,000.00</u>	<u>56.3%</u>
Total CONTRACTED SERVICES	<u>14,078.00</u>	<u>25,000.00</u>	<u>56.3%</u>
PERSONNEL			
2453 · UNEMPLOYMENT INSURANCE	<u>23.06</u>	<u>10,000.00</u>	<u>0.2%</u>
Total PERSONNEL	<u>23.06</u>	<u>10,000.00</u>	<u>0.2%</u>
Total TOWN INSURANCE FUND EXPENDITURE	<u>14,101.06</u>	<u>35,000.00</u>	<u>40.3%</u>
TOWN SOCIAL SECURTY EXPENDITURE			
3761 · SOCIAL SECURITY CONTRIBUTION	<u>6,235.09</u>	<u>25,000.00</u>	<u>24.9%</u>
3762 · MEDICARE CONTRIBUTION	<u>1,368.58</u>	<u>10,000.00</u>	<u>13.7%</u>
Total TOWN SOCIAL SECURTY EXPENDITURE	<u>7,603.67</u>	<u>35,000.00</u>	<u>21.7%</u>
Total Expense	<u>348,403.11</u>	<u>2,706,752.42</u>	<u>12.9%</u>
Net Ordinary Income	<u>170,882.59</u>	<u>-1,793,135.92</u>	<u>-9.5%</u>
Net Income	<u>170,882.59</u>	<u>-1,793,135.92</u>	<u>-9.5%</u>

8:55 AM

09/04/19

GRAFTON TOWNSHIP Reconciliation Summary

101 · CHECKING -American Community, Period Ending 08/31/2019

	Aug 31, 19
Beginning Balance	1,917,910.75
Cleared Transactions	
Checks and Payments - 18 items	-48,390.89
Deposits and Credits - 25 items	46,585.98
Total Cleared Transactions	-1,804.91
Cleared Balance	1,916,105.84
Uncleared Transactions	
Checks and Payments - 10 items	-11,333.16
Total Uncleared Transactions	-11,333.16
Register Balance as of 08/31/2019	1,904,772.68
New Transactions	
Checks and Payments - 1 item	-7,055.14
Total New Transactions	-7,055.14
Ending Balance	1,897,717.54

8:49 AM

09/04/19

GRAFTON TOWNSHIP
Reconciliation Summary

151 · General Assistance - Amer Com, Period Ending 08/31/2019

	<u>Aug 31, 19</u>
Beginning Balance	82,589.35
Cleared Transactions	
Checks and Payments - 5 items	-4,475.94
Deposits and Credits - 4 items	1,846.25
Total Cleared Transactions	<u>-2,629.69</u>
Cleared Balance	<u><u>79,959.66</u></u>
Register Balance as of 08/31/2019	79,959.66
Ending Balance	79,959.66

**ROAD DISTRICT
FUND
FINANCIALS**

10:03 AM

08/28/19

Cash Basis

Grafton Township RB
WARRANT DETAIL REPORT
August 21 through September 3, 2019

Date	Num	Name	Memo	Paid Amount
103 · R&B General Amer. Comm.				
08/26/2019	5962	BLUECROSS BLUESHIELD OF ILL...	PO 12561	-2,728.89
08/26/2019	5963	Comcast	PO 12563	-178.05
08/26/2019	5964	Humana Dental	PO 12562	-244.80
08/26/2019	5965	NICOR GAS	PO 12560	-42.66
08/26/2019	5966	Verizon Wireless	PO 12559	-118.84
Total 103 · R&B General Amer. Comm.				-3,313.24
TOTAL				-3,313.24

Grafton Township RB

Unpaid Bills Detail

All Transactions

Date	Num	Memo	Split	Amount
ALLIED ASPHALT PAVING COMPANY				
08/31/2019	225088	PO 12582	9614 · MAINTENANCE SUPPLIES - RO...	114.48
Total ALLIED ASPHALT PAVING COMPANY				114.48
BONNELL INDUSTRIES INC				
08/16/2019	0188170-IN	PO 12578	6113 · MAINTENANCE SUPPLY - VEHIC...	145.56
Total BONNELL INDUSTRIES INC				145.56
BOTTS WELDING & TRUCK SERVICE				
09/03/2019	652172	PO 12579	6112 · MAINTENANCE SUPPLY - EQUI...	109.77
09/11/2019	652519	PO 12590	6112 · MAINTENANCE SUPPLY - EQUI...	13.06
Total BOTTS WELDING & TRUCK SERVICE				122.83
Cardmember Service				
08/27/2019		PO 12571	6123 · SMALL TOOLS	162.00
08/27/2019	469638	PO 12572	6113 · MAINTENANCE SUPPLY - VEHIC...	20.00
08/29/2019		PO 12573	6111 · MAINTENANCE SUPPLY - BUILD...	21.56
08/29/2019		PO 12574	6122 · OPERATING SUPPLIES	27.98
08/29/2019		PO 12575	6123 · SMALL TOOLS	66.42
08/29/2019		PO 12576	9472 · Uniforms	179.99
Total Cardmember Service				477.95
COM ED				
09/03/2019		PO12585	6371 · UTILITIES	100.48
Total COM ED				100.48
COM ED STREET LIGHTS				
08/22/2019		PO 12570	9519 · Street Lights	346.27
Total COM ED STREET LIGHTS				346.27
Commercial Tire Services INC.				
09/11/2019	4440012986	PO 12588	6112 · MAINTENANCE SUPPLY - EQUI...	105.00
09/11/2019	4440012986	PO 12589	6113 · MAINTENANCE SUPPLY - VEHIC...	1,294.00
Total Commercial Tire Services INC.				1,399.00
HINCKLEY SPRINGS WATER CO				
09/08/2019	10164181090819	PO 12587	6122 · OPERATING SUPPLIES	19.49
Total HINCKLEY SPRINGS WATER CO				19.49
Lift Truck Doctors INC.				
08/15/2019	162353-5	PO 12566	6312 · MAINTENANCE SERVICE - EQUI...	1,445.12
Total Lift Truck Doctors INC.				1,445.12
Lowe Enterprises, Inc.				
08/10/2019	77272	PO 12567	9614 · MAINTENANCE SUPPLIES - RO...	918.99
Total Lowe Enterprises, Inc.				918.99
MDC Environmental Services Inc.				
09/01/2019	19260901	PO 12583	6373 · GARBAGE DISPOSAL	168.76
Total MDC Environmental Services Inc.				168.76
O'Reilly Automotive, Inc				
09/03/2019	5851-115756	PO 12580	6112 · MAINTENANCE SUPPLY - EQUI...	4.21
Total O'Reilly Automotive, Inc				4.21
PETER BAKER & SON CO.				
09/06/2019	2019 Road Project	PO 12586	9514 · MAINTENANCE SERVICE ROAD	202,366.56
Total PETER BAKER & SON CO.				202,366.56
PetroChoice LLC				

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09/13/19

Grafton Township RB
Unpaid Bills Detail
All Transactions

Date	Num	Memo	Split	Amount
08/28/2019	11055623	PO 12581	9655 · AUTO FUEL & OIL	1,283.12
Total PetroChoice LLC				1,283.12
Rush Truck Centers of Illinois, Inc.				
08/20/2019	3016206201	PO 12569	6113 · MAINTENANCE SUPPLY - VEHIC...	49.90
Total Rush Truck Centers of Illinois, Inc.				49.90
Sherwin Williams Co.				
09/05/2019	0199-4	PO 12584	9614 · MAINTENANCE SUPPLIES - RO...	220.90
Total Sherwin Williams Co.				220.90
Think Ink, Inc.				
08/20/2019	20190880	PO 12577	9472 · Uniforms	124.20
Total Think Ink, Inc.				124.20
ZIEGLER'S ACE HARDWARE				
08/14/2019	79572/B	PO 12564	6112 · MAINTENANCE SUPPLY - EQUI...	9.38
08/14/2019	79572/B	PO 12565	6113 · MAINTENANCE SUPPLY - VEHIC...	0.99
08/20/2019	79654/B	PO 12568	6113 · MAINTENANCE SUPPLY - VEHIC...	13.04
Total ZIEGLER'S ACE HARDWARE				23.41
TOTAL				209,331.23

ROAD & BRIDGE WARRANT LIST - AUGUST 2019

<u>FUND</u>	<u>VENDOR</u>	<u>PO #</u>			<u>DUE DATE</u>
6112	ACE	12564	Bolt & nut - Alamo Arm Mower	\$ 9.38	9/30/2019
6113	ACE	12565	Nut - #3 Super Mix Tank	\$ 0.99	9/30/2019
6113	ACE	12568	Bolts & nuts - #1 Shovel holders	\$ 13.04	9/30/2019
9614	ALLIED ASPHALT PAVING COMPANY	12582	Blacktop - 2.16 Tons - Elm Driveway	\$ 114.48	9/30/2019
6112	BONNELL INDUSTRIES INC	12578	2 Shovel holders-#1, LED brake light-#3	\$ 145.56	9/15/2019
6112	BOTT'S WELDING & TRUCK SERVICE, INC	12579	16' Hyd hose & fittings - Batwing mower	\$ 109.77	10/2/2019
6112	BOTT'S WELDING & TRUCK SERVICE, INC	12590	Fitting for Hyd hose - Batwing mower	\$ 13.06	10/11/2019
6123	CARDMEMBER SERVICE / VISA (EBAY)	12571	Cordless 1/2" Impact Wrench	\$ 162.00	10/3/2019
6113	CARDMEMBER SERVICE / VISA (RT 14 PARTS)	12572	Radio - White Pickup	\$ 20.00	10/3/2019
6111	CARDMEMBER SERVICE / VISA (F&F)	12573	Softener salt - 4 Bags	\$ 21.56	10/3/2019
6122	CARDMEMBER SERVICE / VISA (F&F)	12574	Sawzall blades	\$ 27.98	10/3/2019
6123	CARDMEMBER SERVICE / VISA (F&F)	12575	Multimeter, Wrench, Shovel handle	\$ 66.42	10/3/2019
9472	CARDMEMBER SERVICE / VISA (F&F)	12576	Work boots - Scott	\$ 179.99	10/3/2019
6371	COM ED	12585		\$ 100.48	10/21/2019
9519	COM ED - STREET LIGHTS	12870		\$ 346.27	10/22/2019
6112	COMMERCIAL TIRE SERVICES, INC.	12588	1 New tire - 1985 Trailer	\$ 105.00	10/11/2019
6113	COMMERCIAL TIRE SERVICES, INC.	12589	4 New Rear tires - #5	\$ 1,294.00	10/11/2019
6122	HINCKLEY SPRINGS	12587	Water	\$ 19.49	9/30/2019
6312	LIFT TRUCK DOCTOR INC	12566	Replaced fly wheel & starter-Forklift	\$ 1,445.12	9/14/2019
9614	LOWE ENTERPRISES, INC.	12567	Asphalt grindings - Shoulders	\$ 918.99	9/9/2019
6373	MDC ENVIRONMENTAL SERVICES INC	12583	Garbage service	\$ 168.76	9/20/2019
6112	O'REILLYAUTOMOTIVE, INC.	12580	Light bulb - 5220 Tractor	\$ 4.21	10/3/2019
9514	PETER PAKER & SON COMPANY	12586	2019 Road Project	\$ 202,366.56	10/6/2019
9655	PETROCHOICE LLC	12581	Fuel	\$ 1,283.12	9/17/2019
6113	RUSH TRUCK CENTERS OF IL, INC.	12569	Brake valve - #3	\$ 49.90	9/19/2019
9518	SHERWIN WILLIAMS CO.	12584	White road paint - 10 gallons	\$ 220.90	10/20/2019
9472	THINK INK, INC.	12577	12 Work t-shirts- Brian, Ray & Scott	\$ 124.20	9/4/2019
				\$ 209,331.23	

BILLS PAID BEFORE MEETING

9451	BLUECROSS BLUESHIELD OF IL	12561	Health insurance - September	\$ 2,728.89	9/1/2019
6552	COMCAST	12563	Phone & Internet	\$ 178.05	9/13/2019
9451	HUMANA DENTAL INSURANCE	12562	Health insurance - September	\$ 244.80	9/1/2019
6371	NICOR GAS	12560		\$ 42.66	10/4/2019
6552	VERIZON WIRELESS	12559	Cell phone service	\$ 118.84	8/31/2019
				\$ 3,313.24	

Total **\$ 212,644.47**

Road Commissioner:



Grafton Township RB
Actual vs Budget Year to Date
April 2019 through March 2020

	Apr '19 - Mar 20	Budget	% of Budget
Ordinary Income/Expense			
Income			
PERMANENT HARD ROAD FD REVENUES			
9000 · PROPERTY TAXES	303,729.29	527,418.00	57.6%
9020 · INTEREST INCOME	3,692.90	7,000.00	52.8%
9040 · Intergovernmental Agreement	3,600.00	100.00	3,600.0%
9050 · MISCELLANEOUS INCOME	0.00	10.00	0.0%
9060 · Permits & Bonds	2,307.00	2,000.00	115.4%
9080 · GRANT INCOME	0.00	5.00	0.0%
Total PERMANENT HARD ROAD FD REVENUES	313,329.19	536,533.00	58.4%
ROAD & BRIDGE FUND REVENUES			
6000 · PROPERTY TAXES - ROAD & BRIDGE	73,869.90	248,238.00	29.8%
6002 · MUNICIPAL SHARE	0.00	-119,989.00	0.0%
6010 · REPLACEMENT TAXES-ROAD & BRIDGE	29,580.02	40,000.00	74.0%
6020 · INTEREST INCOME	1,704.41	4,000.00	42.6%
6030 · RENTAL INCOME	0.00	5.00	0.0%
6040 · INTERGOVERNMENT AGREEMENT	0.00	5.00	0.0%
6050 · MISCELLANEOUS INCOME	12,742.92	12,565.00	101.4%
6060 · COURT FINES & PERMITS	618.46	800.00	77.3%
6080 · GRANT INCOME	0.00	5.00	0.0%
Total ROAD & BRIDGE FUND REVENUES	118,515.71	185,629.00	63.8%
ROAD & BRIDGE IMRF FUND REVENUE			
8000 · PROPERTY TAXES	6,917.62	12,012.00	57.6%
8020 · INTEREST INCOME	113.63	200.00	56.8%
8050 · MISCELLANEOUS INCOME	0.00	5.00	0.0%
Total ROAD & BRIDGE IMRF FUND REVENUE	7,031.25	12,217.00	57.6%
ROAD & BRIDGE INSURANCE REVENUE			
7000 · PROPERTY TAXES	5,767.40	10,015.00	57.6%
7020 · INTEREST INCOME	170.43	250.00	68.2%
7050 · MISCELLANEOUS INCOME	0.00	2,900.00	0.0%
Total ROAD & BRIDGE INSURANCE REVENUE	5,937.83	13,165.00	45.1%
Total Income	444,813.98	747,544.00	59.5%
Expense			
PERMANENT HARD ROAD EXPENDITURE			
COMMODITIES			
9614 · MAINTENANCE SUPPLIES - ROADS	16,837.29	65,000.00	25.9%
9652 · OPERATING SUPPLIES	693.95	8,000.00	8.7%
9655 · AUTO FUEL & OIL	3,430.78	45,000.00	7.6%
9656 · SALT, CALCIUM, ICE CONTROL	2,906.27	158,000.00	1.8%
Total COMMODITIES	23,868.29	276,000.00	8.6%
CONTRACT SERVICES			
9514 · MAINTENANCE SERVICE ROAD	19,370.00	440,000.00	4.4%
9518 · ROAD STRIPPING	0.00	28,000.00	0.0%
9519 · Street Lights	1,701.42	5,000.00	34.0%
9520 · ROAD SIGNS & MATERIALS	0.00	30,000.00	0.0%
9532 · ENGINEERING SERVICE	0.00	40,000.00	0.0%
9594 · RENTALS	0.00	10,000.00	0.0%
Total CONTRACT SERVICES	21,071.42	553,000.00	3.8%

Grafton Township RB
Actual vs Budget Year to Date
April 2019 through March 2020

	<u>Apr '19 - Mar 20</u>	<u>Budget</u>	<u>% of Budget</u>
OTHER EXPENDITURES			
9929 · MISCELLANEOUS	955.00	14,000.00	6.8%
9952 · Intergovernmental Agreement	0.00	15,625.00	0.0%
Total OTHER EXPENDITURES	955.00	29,625.00	3.2%
PERSONNEL			
9421 · SALARIES	60,253.76	185,000.00	32.6%
9451 · Health / Life Insurance	14,852.43	65,000.00	22.8%
9461 · Social Security Contribution	4,430.63	16,000.00	27.7%
9462 · Medicare Contribution	1,036.20	6,000.00	17.3%
9472 · Uniforms	0.00	2,000.00	0.0%
9475 · Payroll Expense	544.00	1,400.00	38.9%
Total PERSONNEL	81,117.02	275,400.00	29.5%
Total PERMANENT HARD ROAD EXPENDITURE	127,011.73	1,134,025.00	11.2%
ROAD & BRIDGE-IMRF-EXPENDITURE			
PERSONNEL			
8463 · RETIREMENT CONTRIBUTION	4,837.33	49,000.00	9.9%
Total PERSONNEL	4,837.33	49,000.00	9.9%
Total ROAD & BRIDGE-IMRF-EXPENDITURE	4,837.33	49,000.00	9.9%
ROAD & BRIDGE-INS-EXPENDITURE			
CONTRACT SERVICE			
7593 · RISK MANAGEMENT CONTRIBUTION	20,258.00	58,000.00	34.9%
Total CONTRACT SERVICE	20,258.00	58,000.00	34.9%
PERSONNEL			
7453 · UNEMPLOYMENT INSURANCE	11.57	8,000.00	0.1%
Total PERSONNEL	11.57	8,000.00	0.1%
Total ROAD & BRIDGE-INS-EXPENDITURE	20,269.57	66,000.00	30.7%
ROAD & BRIDGE FUND EXPENDITURES			
ADMINISTRATION			
CAPITAL OUTLAY			
6831 · EQUIPMENT	69.99	5,000.00	1.4%
Total CAPITAL OUTLAY	69.99	5,000.00	1.4%
COMMODITIES			
6651 · OFFICE SUPPLIES	0.00	1,000.00	0.0%
Total COMMODITIES	0.00	1,000.00	0.0%

Grafton Township RB
Actual vs Budget Year to Date
April 2019 through March 2020

	Apr '19 - Mar 20	Budget	% of Budget
CONTRACTED SERVICES			
6512 · MAINTENANCE EQUIPMENT	0.00	1,000.00	0.0%
6531 · ACCOUNTING SERVICE	3,033.33	14,000.00	21.7%
6533 · LEGAL SERVICE	38.75	34,000.00	0.1%
6551 · POSTAGE	0.00	500.00	0.0%
6552 · TELEPHONE	1,473.16	5,000.00	29.5%
6553 · PUBLISHING	66.42	1,500.00	4.4%
6554 · PRINTING	0.00	200.00	0.0%
6561 · DUES AND SUBSCRIPTIONS	0.00	400.00	0.0%
6562 · TRAVEL & MEETING EXPENSE	0.00	2,000.00	0.0%
6563 · EDUCATION & TRAINING	0.00	1,000.00	0.0%
Total CONTRACTED SERVICES	4,611.66	59,600.00	7.7%
OTHER EXPENDITURES			
6914 · MUNICIPAL REPLACEMENT	0.00	8,100.00	0.0%
6929 · MISCELLANEOUS	197.20	8,000.00	2.5%
Total OTHER EXPENDITURES	197.20	16,100.00	1.2%
PERSONNEL			
6421 · SALARIES	11,208.00	30,000.00	37.4%
Total PERSONNEL	11,208.00	30,000.00	37.4%
Total ADMINISTRATION	16,086.85	111,700.00	14.4%
MAINTENANCE			
CAPITAL OUTLAY			
6820 · CAPITAL ASSET OUTLAY	0.00	120,000.00	0.0%
6833 · OTHER IMPROVEMENTS	0.00	253,000.00	0.0%
Total CAPITAL OUTLAY	0.00	373,000.00	0.0%
COMMODITIES			
6111 · MAINTENANCE SUPPLY - BUILDING	24.49	15,000.00	0.2%
6112 · MAINTENANCE SUPPLY - EQUIPM...	1,061.83	15,000.00	7.1%
6113 · MAINTENANCE SUPPLY - VEHICL...	1,070.30	15,000.00	7.1%
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	254.08	4,000.00	6.4%
6123 · SMALL TOOLS	122.11	6,000.00	2.0%
Total COMMODITIES	2,532.81	60,200.00	4.2%
CONTRACT SERVICES			
6311 · MAINTENANCE SERVICE - BUILDI...	0.00	15,000.00	0.0%
6312 · MAINTENANCE SERVICE - EQUIP...	3,306.57	30,000.00	11.0%
6313 · MAINTENANCE SERVICE - VEHIC...	32,363.08	42,555.00	76.1%
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	849.43	9,000.00	9.4%
6373 · GARBAGE DISPOSAL	791.97	6,000.00	13.2%
6394 · RENTALS	0.00	500.00	0.0%
Total CONTRACT SERVICES	37,311.05	157,155.00	23.7%

Grafton Township RB
Actual vs Budget Year to Date
April 2019 through March 2020

	<u>Apr '19 - Mar 20</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>39,843.86</u>	<u>605,855.00</u>	<u>6.6%</u>
Total ROAD & BRIDGE FUND EXPENDITURES	55,930.71	717,555.00	7.8%
6391 · R&B - CONTINGENCIES	0.00	34,000.00	0.0%
9917 · PHR - CONTINGENCIES	<u>0.00</u>	<u>52,000.00</u>	<u>0.0%</u>
Total Expense	<u>208,049.34</u>	<u>2,052,580.00</u>	<u>10.1%</u>
Net Ordinary Income	<u>236,764.64</u>	<u>-1,305,036.00</u>	<u>-18.1%</u>
Net Income	<u>236,764.64</u>	<u>-1,305,036.00</u>	<u>-18.1%</u>

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09/04/19

Grafton Township RB Reconciliation Summary

103 - R&B General Amer. Comm., Period Ending 08/31/2019

	Aug 31, 19
Beginning Balance	1,574,167.94
Cleared Transactions	
Checks and Payments - 20 items	-56,840.32
Deposits and Credits - 17 items	38,954.58
Total Cleared Transactions	-17,885.74
Cleared Balance	1,556,282.20
Uncleared Transactions	
Checks and Payments - 9 items	-5,184.50
Total Uncleared Transactions	-5,184.50
Register Balance as of 08/31/2019	1,551,097.70
New Transactions	
Checks and Payments - 1 item	-2,703.90
Total New Transactions	-2,703.90
Ending Balance	1,548,393.80

SUPERVISOR'S REPORT

System Activity Report

[8/1/2019 - 8/31/2019] Report Date: 9/4/2019

General Assistance

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

General Assistance - Medical

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

General Assistance - Work Program Assignments

Job Training :	1	
Workfare :	0	
	<hr/> 1	

Emergency Assistance

Grants :	2	\$1,130.94
In-Process :	0	
Denials :	0	
	<hr/> 2	<hr/> \$1,130.94
Grand Totals:	8	\$1,475.94