

NOTICE AND AGENDA

GRAFTON TOWNSHIP REGULAR BOARD MEETING

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

MONDAY, August 17, 2020

NOTICE IS HEREBY GIVEN that the Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois will be held on Monday, August 17, 2020 @ 7:30 p.m. **Due to the Corona Virus, this meeting will be held in the Grafton Township Public Works Garage for Board members. Residents may attend meeting but will not be allowed in the Garage; tents will be available for those attending. All attendees will be required to wear face masks and to socially distance from others.**

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, July 20, 2020
 - 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 elected official's compensation for 2021-2025 term
9. New Business
 - A. Discussion and possible action regarding Deputy Clerk
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
August 20, 2020

DRAFT MINUTES

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

MONDAY, July 20, 2020

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, July 20, 2020 was held. **Due to the Corona Virus Pandemic, this meeting was held as a virtual meeting via phone/computer conference.**

1. **Call to Order -7:30 p.m.**
2. **Roll Call Voice Acknowledgement–** Board Present: Supervisor Ruth; Trustee: Cooper, Cratty, and Welch; Assessor Zielinski, Road Commissioner Poznanski, Attorney Gottemoller, and Clerk Watson. Trustee Ziller arrived @ 7:40 p.m. This meeting was recorded.
3. **Pledge of Allegiance** was said.
4. **A motion was made by Trustee Cratty, 2nd by Welch to Approve the Agenda as presented.** Roll call vote taken, all ayes noted, motion carried.
5. **Regular Business**
 - A. **Approval of Minutes**

A motion was made by Supervisor Ruth, 2nd by Trustee Cratty to approve as corrected , if need be, or presented the minutes of Grafton Township Regular Board Meeting, June 15, 2020. Upon confirmation of the recording and records, the motion was approved as presented. Roll call vote taken, all ayes noted, motion carried.
 - B. **Audit and payment of unpaid bills/warrant check detail for Town Fund**

A discussion ensued regarding PO 20818, Travel Expenses (1760) .
A motion was made by Trustee Cratty, 2nd by Trustee Cooper, to approved the Audit and payment of unpaid bill/Warrant check detail removing PO 20818, (1760) Travel Expenses in the amount of Two Hundred Sixty-Six Dollars and 56/100 (\$256.66) for the Town Fund. Roll call vote taken: Trustee Cratty-Yes; Trustee Cooper-Yes; Trustee Welch-Yes; Trustee Ziller-No; Supervisor Ruth-Yes. Motion carried.
 - C. **Audit and payment of unpaid bills/warrant check detail Road District**

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

Signatures for the Warrant Check Details for both the Town Fund and Road District were signed by each Trustee, and forwarded to the Clerk. They are attached as a permanent record of these minutes.

6. **Public Comment - None.**
7. **Board Response to Public Comment - None**
8. **Old Business – Discussion and possible action regarding elected official’s compensation for 2021-2025 term**

A discussion ensued regarding if the Board could define a position as being full time or part time. No decision was made.
9. **New Business –**
 - a. **Township Audit**

Auditor George Roach, George Roach & Associates, P.C., made his audit presentation for Grafton Township. **A motion was made by Trustee Ziller, 2nd by Trustee Cratty, to approved the Audit of Grafton Township Annual Financial Report for the Year Ended March 31, 2020.** Roll call vote taken, all ayes noted, motion carried.
 - b. Road Commissioner presented his new Driveway Culvert Permit ordinance. The cost of a culvert permit will be \$250, with a \$1,000 Bond fee. After work has been completed satisfactory, the \$1,000 Bond fee will be returned to the resident. A copy of this ordinance is included as part of these minutes.
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. He is finishing up Annual Treasurer’s Report
 - b. Sexual harassment training is now required for all members of the Board.
 - c. Wanted to inform Board that there will be upcoming Website repairs for approximately \$350.00.

TRUSTEE REPORT - None

ROAD DISTRICT: The August road project would include Andover Acres, put on hold 3 years ago.

ASSESSOR -None

CLERK- None

13. **ADJOURMENT**

Being no further business, a **motion was made by Trustee Ziller, 2nd by Trustee Cooper to adjourn the Regular Board Meeting.** Voice vote taken, all ayes noted, motion carried. The Regular Board meeting adjourned @ 8:24 p.m

Respectfully submitted,
Kathleen M. Watson, Grafton Township Clerk

TOWN FUND FINANCIALS

10:05 AM

08/06/20

Cash Basis

GRAFTON TOWNSHIP
TF Warrant Detail Report
July 22 through August 6, 2020

Date	Num	Name	Memo	Paid Amount
101 · CHECKING -American Community				
07/27/2020	24595	BLUECROSS BLUESHIELD OF I...	PO 20907 3618	-4,226.68
07/27/2020	24596	ComCast	PO 20908 3619	-361.59
07/27/2020	24597	Humana Health Plan Inc.	PO 20906 3620	-402.77
07/27/2020	24598	Village of Huntley	PO 3621	-25.00
Total 101 · CHECKING -American Community				-5,016.04
TOTAL				-5,016.04

GRAFTON TOWNSHIP

Unpaid Bills Detail

All Transactions

Date	Num	Memo	Split	Amount
Alan D Zielinski				
08/11/2020		PO 20909	1760 · TRAVEL EXPENSE	132.10
Total Alan D Zielinski				132.10
Cardmember Service				
08/10/2020		PO 3626	1563 · TRAINING	25.00
Total Cardmember Service				25.00
CARDUNAL OFFICE SUPPLY				
08/10/2020		PO 3608	1565 · CLERK	88.98
08/10/2020		PO 3622	1565 · CLERK	27.89
08/10/2020		PO 3625	1651 · OFFICE SUPPLIES	42.26
08/11/2020		PO 20912	1851 · OFFICE SUPPLIES	418.91
Total CARDUNAL OFFICE SUPPLY				578.04
COM ED				
08/10/2020		PO 3630	1571 · UTILITIES	294.06
Total COM ED				294.06
Entre Computer Solution				
08/10/2020		PO 3623	1512 · MAINTENANCE SERV...	135.00
08/11/2020		PO 20911	1751 · MAINTENANCE SERV...	138.04
Total Entre Computer Solution				273.04
GRA PC				
08/10/2020		PO 3633	1531 · ACCOUNTING SERVI...	4,066.67
08/10/2020		PO 3632	5534 · ACCOUNTING SERVI...	2,000.00
Total GRA PC				6,066.67
Leading IT				
08/10/2020		PO 3628	1512 · MAINTENANCE SERV...	424.00
Total Leading IT				424.00
McHenry County Division of Transportation				
08/10/2020		PO 3624	972 · McRIDE	1,890.00
Total McHenry County Division of Transportation				1,890.00
MDC Environmental Services, Inc.				
08/10/2020		PO 3631	1511 · MAINTENANCE SERV...	61.31
Total MDC Environmental Services, Inc.				61.31
Stan's-LPS Midwest				
08/11/2020		PO 20910	1751 · MAINTENANCE SERV...	207.00
Total Stan's-LPS Midwest				207.00
Starkey Laboratories, Inc.				
08/10/2020		PO 3634	970 · MISCELLANEOUS	70.99
Total Starkey Laboratories, Inc.				70.99
Township Officials of Illinois				
08/10/2020		PO 3629	1561 · DUES	1,219.45
Total Township Officials of Illinois				1,219.45
ZIEGLER'S ACE HARDWARE				
08/10/2020		PO 3627	1511 · MAINTENANCE SERV...	35.52
Total ZIEGLER'S ACE HARDWARE				35.52
TOTAL				11,277.18

08/11/20

GRAFTON TOWNSHIP
Year to date actual vs budget
April 2020 through March 2021

	Apr '20 - Ma...	Budget	% of Budget
Ordinary Income/Expense			
Income			
CORPORATE FUND REVENUE			
1000 · PROPERTY TAXES	0.00	0.00	0.0%
1010 · REPLACEMENT TAXES	13,822.49	20,000.00	69.1%
1020 · INTEREST INCOME	604.20	7,500.00	8.1%
1040 · IGA ROAD COM SALARY	0.00	15,625.00	0.0%
1055 · MISCELLANEOUS INCOME	586.00	500.00	117.2%
Total CORPORATE FUND REVENUE	15,012.69	43,625.00	34.4%
CORPORATE INSURANCE FUND REV			
2000 · PROPERTY TAXES	9,053.95	18,000.00	50.3%
Total CORPORATE INSURANCE FUND REV	9,053.95	18,000.00	50.3%
GENERAL ASSISTANCE FUND REVENUE			
5000 · PROPERTY TAXES	16,594.91	33,000.00	50.3%
5020 · INTEREST INCOME	27.46	400.00	6.9%
Total GENERAL ASSISTANCE FUND REVENUE	16,622.37	33,400.00	49.8%
Total Income	40,689.01	95,025.00	42.8%
Gross Profit	40,689.01	95,025.00	42.8%
Expense			
GENERAL ASSISTANCE FUND			
ADMINISTRATION			
CONTRACTUAL SERVICES			
5512 · MAINTENANCE SERVICE - EQUIPMENT	0.00	2,000.00	0.0%
5534 · ACCOUNTING SERVICES	25.00	3,000.00	0.8%
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	1,000.00	0.0%
5556 · TRAINING	0.00	500.00	0.0%
5571 · UTILITIES	0.00	1,000.00	0.0%
Total CONTRACTUAL SERVICES	25.00	9,750.00	0.3%
OPERATING EXPENSES			
5611 · MAINTENANCE SUPPLIES - BUILDING	0.00	500.00	0.0%
5651 · OFFICE SUPPLIES	0.00	1,000.00	0.0%
Total OPERATING EXPENSES	0.00	1,500.00	0.0%
PERSONNEL			
5421 · SALARIES	3,753.60	5,000.00	75.1%
5451 · HEALTH INSURANCE	0.00	7,500.00	0.0%
Total PERSONNEL	3,753.60	12,500.00	30.0%
Total ADMINISTRATION	3,778.60	23,750.00	15.9%
HOME RELIEF			
COMMODITIES			
5781 · FOOD	0.00	1,000.00	0.0%
5782 · PERSONAL INCIDENTALS	0.00	1,000.00	0.0%
5783 · HOUSEHOLD INCIDENTALS	0.00	1,000.00	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	7,905.30	0.0%
Total COMMODITIES	0.00	13,905.30	0.0%

08/11/20

GRAFTON TOWNSHIP
Year to date actual vs budget
April 2020 through March 2021

	Apr '20 - Ma...	Budget	% of Budget
CONTRACTUAL SERVICES			
5805 · TRANSPORTATION ASSISTANCE	0.00	2,500.00	0.0%
5885 · OTHER MEDICAL SERVICE INSURANCE	2,650.00	7,000.00	37.9%
5887 · SHELTER	1,150.00	35,000.00	3.3%
5888 · UTILITY PAYMENTS	0.00	30,665.70	0.0%
Total CONTRACTUAL SERVICES	3,800.00	75,165.70	5.1%
Total HOME RELIEF	3,800.00	89,071.00	4.3%
Total GENERAL ASSISTANCE FUND	7,578.60	112,821.00	6.7%
TOWN FUND EXPENDITURES			
ADMINISTRATION			
CAPITAL OUTLAY			
1831 · CAPITAL IMPROVEMENT RESERVE	0.00	250,000.00	0.0%
1835 · CAPITAL EQUIPMENT RESERVE	0.00	148,863.00	0.0%
Total CAPITAL OUTLAY	0.00	398,863.00	0.0%
COMMODITIES			
1651 · OFFICE SUPPLIES	438.49	5,000.00	8.8%
1652 · OPERATING SUPPLIES	277.25	3,000.00	9.2%
Total COMMODITIES	715.74	8,000.00	8.9%
CONTRACTUAL SERVICES			
1511 · MAINTENANCE SERVICE-BUILDING	1,815.87	250,000.00	0.7%
1512 · MAINTENANCE SERVICE - EQUIPMENT	4,867.97	75,000.00	6.5%
1531 · ACCOUNTING SERVICES	701.25	20,000.00	3.5%
1533 · LEGAL SERVICE	294.00	165,000.00	0.2%
1551 · POSTAGE	0.00	2,000.00	0.0%
1552 · TELEPHONE	719.10	5,000.00	14.4%
1553 · PUBLISHING	230.66	2,000.00	11.5%
1554 · PRINTING	0.00	3,000.00	0.0%
1561 · DUES	65.00	5,000.00	1.3%
1562 · TRAVEL EXPENSES	0.00	2,000.00	0.0%
1563 · TRAINING	0.00	5,000.00	0.0%
1565 · CLERK	0.00	5,000.00	0.0%
1571 · UTILITIES	1,226.81	10,000.00	12.3%
1572 · FUEL	0.00	2,000.00	0.0%
1573 · OTHER PROFESSIONAL SERVICES	0.00	50,000.00	0.0%
1574 · ANNUAL MEETING	0.00	2,500.00	0.0%
1575 · ROOM RENTAL	0.00	2,500.00	0.0%
Total CONTRACTUAL SERVICES	9,920.66	606,000.00	1.6%
OTHER EXPENDITURES			
1905 · MISCELLANEOUS EXPENSE	5.02	50,000.00	0.0%
1911 · CONTINGENCIES	0.00	60,000.00	0.0%
Total OTHER EXPENDITURES	5.02	110,000.00	0.0%
PERSONNEL			
1420 · OFFICE STAFF HOURLY	23,040.00	85,000.00	27.1%
1421 · ELECTED OFFICIALS SALARIES	61,153.97	165,000.00	37.1%
1451 · HEALTH INSURANCE	10,519.43	60,000.00	17.5%
Total PERSONNEL	94,713.40	310,000.00	30.6%

08/11/20

GRAFTON TOWNSHIP
Year to date actual vs budget
April 2020 through March 2021

	Apr '20 - Ma...	Budget	% of Budget
SENIOR SERVICES			
900 · SALARIES	9,071.20	25,000.00	36.3%
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	0.00	4,000.00	0.0%
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	54.99	10,000.00	0.5%
971 · UTILITIES	0.00	2,000.00	0.0%
972 · McRIDE	1,890.00	15,000.00	12.6%
Total SENIOR SERVICES	11,016.19	85,000.00	13.0%
Total ADMINISTRATION	116,371.01	1,517,863.00	7.7%
ASSESSOR			
CAPITAL OUTLAY			
1854 · EQUIPMENT	0.00	0.00	0.0%
Total CAPITAL OUTLAY	0.00	0.00	0.0%
COMMODITIES			
1851 · OFFICE SUPPLIES	1,183.58	3,000.00	39.5%
Total COMMODITIES	1,183.58	3,000.00	39.5%
CONTRACTUAL SERVICES			
1751 · MAINTENANCE SERVICE	46.90	4,200.00	1.1%
1752 · TELEPHONE	719.09	2,400.00	30.0%
1755 · POSTAGE	0.00	250.00	0.0%
1756 · SOFTWARE	10,410.31	11,000.00	94.6%
1757 · PUBLISHING	0.00	600.00	0.0%
1758 · PRINTING	0.00	500.00	0.0%
1759 · DUES	0.00	1,000.00	0.0%
1760 · TRAVEL EXPENSE	50.90	2,500.00	2.0%
1761 · TRAINING	360.00	2,600.00	13.8%
1762 · PUBLICATIONS/SUBSCRIPTIONS	0.00	300.00	0.0%
Total CONTRACTUAL SERVICES	11,587.20	25,350.00	45.7%
OTHER EXPENDITURES			
1939 · MISCELLANEOUS	191.20	1,500.00	12.7%
1940 · UNIFORMS	0.00	500.00	0.0%
Total OTHER EXPENDITURES	191.20	2,000.00	9.6%
PERSONNEL			
1240 · SALARIES	66,933.09	225,260.00	29.7%
1241 · IMRF	6,171.14	19,268.00	32.0%
1242 · FICA/MEDICARE/TAXES	3,593.84	17,232.00	20.9%
1243 · HEALTH INSURANCE	10,286.24	52,080.00	19.8%
Total PERSONNEL	86,984.31	313,840.00	27.7%
Total ASSESSOR	99,946.29	344,190.00	29.0%
Total TOWN FUND EXPENDITURES	216,317.30	1,862,053.00	11.6%
TOWN IMRF FUND EXPENDITURES			
3262 · RETIREMENT CONTRIBUTION	4,512.14	28,000.00	16.1%
Total TOWN IMRF FUND EXPENDITURES	4,512.14	28,000.00	16.1%

08/11/20

GRAFTON TOWNSHIP
Year to date actual vs budget
April 2020 through March 2021

	<u>Apr '20 - Ma...</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>54.16</u>	<u>10,000.00</u>	<u>0.5%</u>
Total PERSONNEL	<u>54.16</u>	<u>10,000.00</u>	<u>0.5%</u>
Total TOWN INSURANCE FUND EXPENDITURE	<u>14,132.16</u>	<u>35,000.00</u>	<u>40.4%</u>
TOWN SOCIAL SECURTY EXPENDITURE			
3761 · SOCIAL SECURITY CONTRIBUTION	<u>4,367.31</u>	<u>25,000.00</u>	<u>17.5%</u>
3762 · MEDICARE CONTRIBUTION	<u>1,691.42</u>	<u>10,000.00</u>	<u>16.9%</u>
Total TOWN SOCIAL SECURTY EXPENDITURE	<u>6,058.73</u>	<u>35,000.00</u>	<u>17.3%</u>
Total Expense	<u>248,598.93</u>	<u>2,072,874.00</u>	<u>12.0%</u>
Net Ordinary Income	<u>-207,909.92</u>	<u>-1,977,849.00</u>	<u>10.5%</u>
Net Income	<u><u>-207,909.92</u></u>	<u><u>-1,977,849.00</u></u>	<u><u>10.5%</u></u>

11:17 AM

08/05/20

GRAFTON TOWNSHIP
Reconciliation Summary
101 · CHECKING -American Community, Period Ending 07/31/2020

	<u>Jul 31, 20</u>
Beginning Balance	1,759,864.17
Cleared Transactions	
Checks and Payments - 22 items	-59,181.82
Deposits and Credits - 23 items	<u>4,436.87</u>
Total Cleared Transactions	<u>-54,744.95</u>
Cleared Balance	<u><u>1,705,119.22</u></u>
Uncleared Transactions	
Checks and Payments - 9 items	<u>-8,724.97</u>
Total Uncleared Transactions	<u>-8,724.97</u>
Register Balance as of 07/31/2020	<u><u>1,696,394.25</u></u>
New Transactions	
Checks and Payments - 1 item	<u>-6,675.43</u>
Total New Transactions	<u>-6,675.43</u>
Ending Balance	<u><u>1,689,718.82</u></u>

10:25 AM

08/05/20

GRAFTON TOWNSHIP
Reconciliation Summary
151 · General Assistance - Amer Com, Period Ending 07/31/2020

	<u>Jul 31, 20</u>
Beginning Balance	91,378.48
Cleared Transactions	
Deposits and Credits - 3 items	<u>565.43</u>
Total Cleared Transactions	<u>565.43</u>
Cleared Balance	<u><u>91,943.91</u></u>
Uncleared Transactions	
Checks and Payments - 1 item	-150.00
Deposits and Credits - 1 item	<u>150.00</u>
Total Uncleared Transactions	<u>0.00</u>
Register Balance as of 07/31/2020	<u><u>91,943.91</u></u>
Ending Balance	91,943.91

ROAD DISTRICT FUND

FINANCIALS

9:39 AM

08/06/20

Cash Basis

Grafton Township RB
WARRANT DETAIL REPORT
July 22 through August 6, 2020

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
103 · R&B General Amer. Comm.				
07/27/2020	6197	BLUECROSS BLUESHIELD OF ILL...	PO 12923	-2,934.16
07/27/2020	6198	Comcast	PO 12922	-180.79
07/27/2020	6199	Humana Health Plan Inc.	PO 12924	-244.80
07/27/2020	6200	NICOR GAS	PO 12921	-41.44
07/27/2020	6201	Verizon Wireless	PO 12920	-120.28
Total 103 · R&B General Amer. Comm.				-3,521.47
TOTAL				-3,521.47

10:55 AM

08/11/20

Grafton Township RB

Unpaid Bills Detail

All Transactions

Date	Num	Memo	Split	Amount
ALLIED ASPHALT PAVING COMPANY				
07/25/2020	230223	PO 12933	9614 · MAINTENANCE SUPPLIES - R...	147.87
07/31/2020	230436	PO 12937	9614 · MAINTENANCE SUPPLIES - R...	308.20
08/08/2020	230630	PO 12943	9614 · MAINTENANCE SUPPLIES - R...	619.59
Total ALLIED ASPHALT PAVING COMPANY				1,075.66
BUCK BROS., INC.				
07/23/2020	267143	PO 12928	6112 · MAINTENANCE SUPPLY - EQU...	51.47
Total BUCK BROS., INC.				51.47
Cardmember Service				
07/10/2020	ebay	PO 12925	6112 · MAINTENANCE SUPPLY - EQU...	4.55
08/03/2020	amazon	PO 12936	6112 · MAINTENANCE SUPPLY - EQU...	20.98
Total Cardmember Service				25.53
COM ED				
08/03/2020		PO 12940	6371 · UTILITIES	96.37
Total COM ED				96.37
COM ED STREET LIGHTS				
07/23/2020		PO 12932	9519 · STREET LIGHTS	364.29
Total COM ED STREET LIGHTS				364.29
George Roach Associates, PC				
08/06/2020	082001	PO 12941	6531 · ACCOUNTING SERVICE	3,033.33
Total George Roach Associates, PC				3,033.33
GESKE AND SONS, INC.				
07/30/2020	54857 inv	PO 12938	9614 · MAINTENANCE SUPPLIES - R...	157.48
Total GESKE AND SONS, INC.				157.48
HINCKLEY SPRINGS WATER CO				
08/09/2020	10164181080920	PO 12942	6122 · OPERATING SUPPLIES	38.74
Total HINCKLEY SPRINGS WATER CO				38.74
Matuszewich & Kelly, LLP				
07/28/2020	11587	PO 12935	6533 · LEGAL SERVICE	38.75
Total Matuszewich & Kelly, LLP				38.75
MDC Environmental Services Inc.				
08/01/2020	19896226	PO 12939	6373 · GARBAGE DISPOSAL	183.92
Total MDC Environmental Services Inc.				183.92
Ralph Helm Inc.				
07/15/2020	115473	PO 12926	6112 · MAINTENANCE SUPPLY - EQU...	117.78
07/22/2020	115697	PO 12927	6112 · MAINTENANCE SUPPLY - EQU...	52.32
Total Ralph Helm Inc.				170.10
Rush Truck Centers of Illinois, Inc.				
07/23/2020	3020118958	PO 12929	6113 · MAINTENANCE SUPPLY - VEHI...	1,519.28
07/23/2020	3020119526	PO 12930	6113 · MAINTENANCE SUPPLY - VEHI...	590.00
07/23/2020	3020123538	PO 12931	6113 · MAINTENANCE SUPPLY - VEHI...	197.60
07/30/2020	3020211448	PO 12934	6113 · MAINTENANCE SUPPLY - VEHI...	94.90
Total Rush Truck Centers of Illinois, Inc.				2,401.78
TOTAL				7,637.42

ROAD & BRIDGE WARRANT LIST - JULY 2020

<u>FUND</u>	<u>VENDOR</u>	<u>PO #</u>			<u>DUE DATE</u>
9614	ALLIED ASPHALT PAVING COMPANY	12933	Blacktop - Foster Rd. Patch	\$ 147.87	8/24/2020
9614	ALLIED ASPHALT PAVING COMPANY	12937	Blacktop-8707 Hillcrest Culvert & 1/2 Pauline Ave Patch	\$ 308.20	8/30/2020
9614	ALLIED ASPHALT PAVING COMPANY	12943	Blacktop-1/2 Pauline Ave Patch & 7119 Sunset Culvert	\$ 619.59	9/7/2020
6112	BUCK BROS. INC.	12928	Temperature Switch - 5220 Carburetor Diaphragm & Gasket	\$ 51.47	8/22/2020
6112	CARDMEMBER SERVICE / VISA (EBAY)	12925	set - Weed Trimmer	\$ 4.55	9/3/2020
6112	CARDMEMBER SERVICE / VISA (AMAZON)	12936	Carburetor - Weed Trimmer	\$ 20.98	9/3/2020
6371	COM ED	12940		\$ 96.37	9/18/2020
9519	COM ED - STREET LIGHTS	12932		\$ 364.29	9/22/2020
6531	GEORGE ROACH ASSOCIATES, PC	12941	2019-2020 Audit	\$ 3,033.33	9/5/2020
9614	GESKE & SONS, INC. ASPHALT	12938	Blacktop - 112 & 114 Delaware Culvert	\$ 157.48	8/29/2020
6122	HINCKLEY SPRINGS	12942	Water	\$ 38.74	9/1/2020
6112	MATUSZEWICH & KELLY, LLP	12935	Legal Service - Culvert	\$ 38.75	8/27/2020
6373	MDC ENVIRONMENTAL SERVICES INC	12939	Garbage service	\$ 183.92	8/20/2020
6112	RALPH HELM INC.	12926	3 Blades & Deck belt - Cub Cadet	\$ 117.78	8/14/2020
6112	RALPH HELM INC.	12927	Drive belt & Blade spacer - Cub Cadet	\$ 52.32	8/21/2020
6113	RUSH TRUCK CENTERS OF IL, INC.	12929	Brake Shoes, Drums, Slack Adjusters-#2	\$ 1,519.28	8/22/2020
6113	RUSH TRUCK CENTERS OF IL, INC.	12930	Drums (Front) - #2	\$ 590.00	8/22/2020
6113	RUSH TRUCK CENTERS OF IL, INC.	12931	Oil Wheel Seals - #2	\$ 197.60	8/22/2020
6113	RUSH TRUCK CENTERS OF IL, INC.	12934	Transducer/CAM Sensor - #1	\$ 94.90	8/29/2020
				\$ 7,637.42	
<u>BILLS PAID BEFORE MEETING</u>					
9451	BLUECROSS BLUESHIELD OF IL	12923	Health insurance - Aug	\$ 2,934.16	8/1/2020
6552	COMCAST	12922	Phone & Internet	\$ 180.79	8/13/2020
9451	HUMANA DENTAL INSURANCE	12924	Health insurance - Aug	\$ 244.80	8/1/2020
6371	NICOR GAS	12921		\$ 41.44	9/4/2020
6552	VERIZON WIRELESS	12920	Cell phone service	\$ 120.28	7/31/2020
				\$ 3,521.47	
Total				\$ 11,158.89	

Road Commissioner:



08/11/20
Cash Basis

Grafton Township RB
Actual vs Budget Year to Date
April 2020 through March 2021

	Apr '20 - Mar 21	Budget	% of Budget
Ordinary Income/Expense			
Income			
PERMANENT HARD ROAD FD REVENUES			
9000 · PROPERTY TAXES	241,714.97	474,690.00	50.9%
9020 · INTEREST INCOME	316.32	5,450.00	5.8%
9040 · INTERGOVERNMENTAL AGREEMENT	2,700.00	100.00	2,700.0%
9050 · MISCELLANEOUS INCOME	767.57	10.00	7,675.7%
9060 · PERMITS & BONDS	658.00	2,000.00	32.9%
9080 · GRANT INCOME	0.00	5.00	0.0%
Total PERMANENT HARD ROAD FD REVENUES	246,156.86	482,255.00	51.0%
ROAD & BRIDGE FUND REVENUES			
6000 · PROPERTY TAXES - ROAD & BRIDGE	58,937.34	223,425.00	26.4%
6002 · MUNICIPAL SHARE	0.00	-107,681.00	0.0%
6010 · REPLACEMENT TAXES-ROAD & BRIDGE	23,506.29	40,000.00	58.8%
6020 · INTEREST INCOME	146.01	1,100.00	13.3%
6030 · RENTAL INCOME	0.00	5.00	0.0%
6040 · INTERGOVERNMENT AGREEMENT	0.00	5.00	0.0%
6050 · MISCELLANEOUS INCOME	0.00	10.00	0.0%
6060 · COURT FINES & PERMITS	775.00	800.00	96.9%
6080 · GRANT INCOME	0.00	5.00	0.0%
Total ROAD & BRIDGE FUND REVENUES	83,364.64	157,669.00	52.9%
ROAD & BRIDGE IMRF FUND REVENUE			
8000 · PROPERTY TAXES	6,123.00	12,025.00	50.9%
8020 · INTEREST INCOME	9.75	75.00	13.0%
8050 · MISCELLANEOUS INCOME	0.00	5.00	0.0%
Total ROAD & BRIDGE IMRF FUND REVENUE	6,132.75	12,105.00	50.7%
ROAD & BRIDGE INSURANCE REVENUE			
7000 · PROPERTY TAXES	5,103.87	10,023.00	50.9%
7020 · INTEREST INCOME	14.58	125.00	11.7%
7050 · MISCELLANEOUS INCOME	0.00	3,000.00	0.0%
Total ROAD & BRIDGE INSURANCE REVENUE	5,118.45	13,148.00	38.9%
Total Income	340,772.70	665,177.00	51.2%
Expense			
PERMANENT HARD ROAD EXPENDITURE			
COMMODITIES			
9614 · MAINTENANCE SUPPLIES - ROADS	5,146.91	65,000.00	7.9%
9652 · OPERATING SUPPLIES	168.53	8,000.00	2.1%
9655 · AUTO FUEL & OIL	1,882.46	40,000.00	4.7%
9656 · SALT, CALCIUM, ICE CONTROL	9,587.05	110,000.00	8.7%
Total COMMODITIES	16,784.95	223,000.00	7.5%
CONTRACT SERVICES			
9514 · MAINTENANCE SERVICE ROAD	0.00	440,000.00	0.0%
9518 · ROAD STRIPING	0.00	28,000.00	0.0%
9519 · STREET LIGHTS	1,452.02	5,000.00	29.0%
9520 · ROAD SIGNS & MATERIALS	381.95	30,000.00	1.3%
9532 · ENGINEERING SERVICE	0.00	40,000.00	0.0%
9594 · RENTALS	153.72	10,000.00	1.5%
Total CONTRACT SERVICES	1,987.69	553,000.00	0.4%

08/11/20
Cash Basis

Grafton Township RB
Actual vs Budget Year to Date
April 2020 through March 2021

	<u>Apr '20 - Mar 21</u>	<u>Budget</u>	<u>% of Budget</u>
OTHER EXPENDITURES			
9929 · MISCELLANEOUS	0.00	12,000.00	0.0%
9952 · INTERGOVERNMENTAL AGREEMENT	0.00	15,625.00	0.0%
Total OTHER EXPENDITURES	0.00	27,625.00	0.0%
PERSONNEL			
9421 · SALARIES	48,268.43	185,000.00	26.1%
9451 · HEALTH/LIFE INSURANCE	12,715.84	65,000.00	19.6%
9461 · SOCIAL SECURITY CONTRIBUTION	3,571.73	16,000.00	22.3%
9462 · MEDICARE CONTRIBUTION	835.33	6,000.00	13.9%
9472 · UNIFORMS	309.61	2,000.00	15.5%
9475 · PAYROLL EXPENSE	442.50	1,400.00	31.6%
Total PERSONNEL	66,143.44	275,400.00	24.0%
Total PERMANENT HARD ROAD EXPENDITURE	84,916.08	1,079,025.00	7.9%
ROAD & BRIDGE-IMRF-EXPENDITURE			
PERSONNEL			
8463 · RETIREMENT CONTRIBUTION	5,311.55	50,000.00	10.6%
Total PERSONNEL	5,311.55	50,000.00	10.6%
Total ROAD & BRIDGE-IMRF-EXPENDITURE	5,311.55	50,000.00	10.6%
ROAD & BRIDGE-INS-EXPENDITURE			
CONTRACT SERVICE			
7593 · RISK MANAGEMENT CONTRIBUTION	20,258.00	51,000.00	39.7%
Total CONTRACT SERVICE	20,258.00	51,000.00	39.7%
PERSONNEL			
7453 · UNEMPLOYMENT INSURANCE	3.10	7,900.00	0.0%
Total PERSONNEL	3.10	7,900.00	0.0%
Total ROAD & BRIDGE-INS-EXPENDITURE	20,261.10	58,900.00	34.4%
ROAD & BRIDGE FUND EXPENDITURES			
ADMINISTRATION			
CAPITAL OUTLAY			
6831 · EQUIPMENT	0.00	5,000.00	0.0%
Total CAPITAL OUTLAY	0.00	5,000.00	0.0%
COMMODITIES			
6651 · OFFICE SUPPLIES	336.79	1,000.00	33.7%
Total COMMODITIES	336.79	1,000.00	33.7%

08/11/20
Cash Basis

Grafton Township RB
Actual vs Budget Year to Date
April 2020 through March 2021

	Apr '20 - Mar 21	Budget	% of Budget
CONTRACTED SERVICES			
6512 · MAINTENANCE EQUIPMENT	0.00	1,000.00	0.0%
6531 · ACCOUNTING SERVICE	0.00	14,000.00	0.0%
6533 · LEGAL SERVICE	0.00	34,000.00	0.0%
6551 · POSTAGE	0.00	500.00	0.0%
6552 · TELEPHONE	1,191.97	5,000.00	23.8%
6553 · PUBLISHING	66.42	1,500.00	4.4%
6554 · PRINTINING	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	1,258.39	59,600.00	2.1%
OTHER EXPENDITURES			
6914 · MUNICIPAL REPLACEMENT	0.00	10,100.00	0.0%
6929 · MISCELLANEOUS	0.00	8,000.00	0.0%
Total OTHER EXPENDITURES	0.00	18,100.00	0.0%
PERSONNEL			
6421 · SALARIES	9,340.00	30,000.00	31.1%
Total PERSONNEL	9,340.00	30,000.00	31.1%
Total ADMINISTRATION	10,935.18	113,700.00	9.6%
MAINTENANCE			
CAPITAL OUTLAY			
6820 · CAPITAL ASSET OUTLAY	0.00	120,000.00	0.0%
6833 · OTHER IMPROVEMENTS	0.00	273,000.00	0.0%
Total CAPITAL OUTLAY	0.00	393,000.00	0.0%
COMMODITIES			
6111 · MAINTENANCE SUPPLY - BUILDING	488.99	15,000.00	3.3%
6112 · MAINTENANCE SUPPLY - EQUIPM...	936.56	15,000.00	6.2%
6113 · MAINTENANCE SUPPLY - VEHICL...	239.74	20,000.00	1.2%
6114 · MAINTENANCE SUPPLY - ROAD	0.00	100.00	0.0%
6116 · MAINTENANCE - SNOW REMOVAL	0.00	100.00	0.0%
6118 · MAINTENANCE SUPPLY - BRIDGE	0.00	5,000.00	0.0%
6122 · OPERATING SUPPLIES	592.95	4,000.00	14.8%
6123 · SMALL TOOLS	117.90	6,000.00	2.0%
Total COMMODITIES	2,376.14	65,200.00	3.6%
CONTRACT SERVICES			
6311 · MAINTENANCE SERVICE - BUILDI...	0.00	15,000.00	0.0%
6312 · MAINTENANCE SERVICE - EQUIP...	0.00	40,000.00	0.0%
6313 · MAINTENANCE SERVICE - VEHIC...	96.50	70,000.00	0.1%
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	9,000.00	0.0%
6371 · UTILITIES	686.85	9,000.00	7.6%
6373 · GARBAGE DISPOSAL	658.19	6,000.00	11.0%
6394 · RENTALS	0.00	500.00	0.0%
Total CONTRACT SERVICES	1,441.54	184,600.00	0.8%

08/11/20
Cash Basis

Grafton Township RB
Actual vs Budget Year to Date
April 2020 through March 2021

	<u>Apr '20 - Mar 21</u>	<u>Budget</u>	<u>% of Budget</u>
OTHER EXPENDITURES			
6919 · MISCELLANEOUS	<u>0.00</u>	<u>5,000.00</u>	<u>0.0%</u>
Total OTHER EXPENDITURES	<u>0.00</u>	<u>5,000.00</u>	<u>0.0%</u>
PERSONNEL			
6221 · SALARIES	<u>0.00</u>	<u>10,500.00</u>	<u>0.0%</u>
Total PERSONNEL	<u>0.00</u>	<u>10,500.00</u>	<u>0.0%</u>
Total MAINTENANCE	<u>3,817.68</u>	<u>658,300.00</u>	<u>0.6%</u>
Total ROAD & BRIDGE FUND EXPENDITURES	<u>14,752.86</u>	<u>772,000.00</u>	<u>1.9%</u>
6391 · R&B - CONTINGENCIES	<u>0.00</u>	<u>38,000.00</u>	<u>0.0%</u>
9917 · PHR - CONTINGENCIES	<u>0.00</u>	<u>51,000.00</u>	<u>0.0%</u>
Total Expense	<u>125,241.59</u>	<u>2,048,925.00</u>	<u>6.1%</u>
Net Ordinary Income	<u>215,531.11</u>	<u>-1,383,748.00</u>	<u>-15.6%</u>
Net Income	<u><u>215,531.11</u></u>	<u><u>-1,383,748.00</u></u>	<u><u>-15.6%</u></u>

10:01 AM

08/05/20

Grafton Township RB
Reconciliation Summary
103 · R&B General Amer. Comm., Period Ending 07/31/2020

	Jul 31, 20
Beginning Balance	1,621,063.63
Cleared Transactions	
Checks and Payments - 24 items	-37,074.89
Deposits and Credits - 16 items	19,143.09
Total Cleared Transactions	-17,931.80
Cleared Balance	<u>1,603,131.83</u>
Uncleared Transactions	
Checks and Payments - 7 items	-3,700.19
Total Uncleared Transactions	-3,700.19
Register Balance as of 07/31/2020	<u>1,599,431.64</u>
New Transactions	
Checks and Payments - 1 item	-3,088.74
Total New Transactions	-3,088.74
Ending Balance	<u>1,596,342.90</u>

OLD BUSINESS

RESOLUTION 20160919

SETTING COMPENSATION FOR TOWNSHIP OFFICIALS

FOR THE FOUR YEAR TERM BEGINNING MAY 15, 2017

GRAFTON TOWNSHIP, MCHENRY COUNTY, ILLINOIS

WHEREAS, according to 60 ILCS 1/65-20, the compensation of township officers shall be set by the township board at least 180 days before the beginning of the terms of office.

WHEREAS, according to 60 ILCS 1/65-20, the compensation of the road district treasurer shall be fixed by the township board and shall be not less than \$100 or more than \$1,000 per year.

WHEREAS, according to 605 ILCS 5/6-207, the compensation of the highway commissioner shall be fixed by the township board at an annual salary of not less than \$3,000 to be paid in equal monthly installments, or a per diem amount for each day he or she is necessarily employed in the discharge of official duties.

WHEREAS, according to 35 ILCS 200/2-70, the compensation of township assessor and collector shall be set by the township board at the same time the board sets the compensation of its township supervisor.

NOW, THEREFORE, BE IT ORDAINED BY Board of Trustees of Grafton Township that the compensation of the township officials for the four year term beginning May 15, 2017 and ending May 17, 2021 (January 1, 2018 – January 1, 2022 for assessors and collectors) shall be as follows:

SECTION 1: The salaries for township officials shall be as follows:

Supervisor's Salary: Effective for each of the following years:

May 15, 2017 – May 21, 2018 \$ 42,500

May 21, 2018 – May 20, 2019 \$ 42,500

May 20, 2019 – May 19, 2020 \$ 42,500

May 19, 2020 – May 17, 2021 \$ 42,500

Road District Treasurer: \$ 1,000 Annually

Township Clerk: Effective for each of the following years:

May 15, 2017 – May 21, 2018 \$ 10,000

May 21, 2018 – May 20, 2019 \$ 10,000

May 20, 2019 – May 19, 2020 \$ 10,000

May 19, 2020 – May 17, 2021 \$ 10,000

Trustees: Effective for each of the following years:

May 15, 2017 – May 21, 2018 \$ 125.00

May 21, 2018 – May 20, 2019 \$ 125.00

May 20, 2019 – May 19, 2020 \$ 125.00

May 19, 2020 – May 17, 2021 \$ 125.00

Assessor: Effective for each of the following years:

January 1, 2018 – December 31, 2021

2018 \$ 30,000

2019 \$ 30,000

2020 \$ 30,000

2021 \$ 30,000

Highway Commissioner: Effective for each of the following years:

May 15, 2017 – May 21, 2018 \$ 62,500

May 21, 2018 – May 20, 2019 \$ 62,500

May 20, 2019 – May 19, 2020 \$ 62,500

May 19, 2020 – May 17, 2021 \$ 62,500

SECTION 2: The following offices in addition to the compensation outlined in Section 1, will receive the following benefits:

Highway Commissioner:

Benefits include: Health, Life, Dental, and Vision Insurance. IMRF.

25% of the Road Commissioner's salary (\$15,625) to be paid by the Road District on November 1st of each of the next 4 years.

Assessor:

IMRF

Supervisor:

IMRF

Clerk:


No Benefits.

Trustees:

No Benefits

PASSED THIS 19th day of September, 2016 by the Board of Trustees of
Grafton Township, McHenry County, Illinois.

SEAL


James A. Kearns

Grafton Township Supervisor


Kathryn Hurley

Kathryn Hurley

Grafton Township Clerk


Tom Poznanski

Tom Poznanski

Grafton Township Highway Commissioner



TOWNSHIP	SUPERVISOR	ROAD COMM.	ASSESSOR	CLERK	Trustee	Health Ins	IMRF
2017 - 2021							
Grafton	43,500.00	62,500.00	30,000.00	10,000.00	125.00	Road Com.	Assessor
McHenry Twp.	75,901.60	84,257.73	74,276.11	14,758.00	100.00	Yes All	Yes - All
5/1/2021	45,000.00	45,000.00	45,000.00	10,000.00	100.00		
Nunda	76,142.11	94,566.96	80,184.05	64,852.43		Yes All	Yes - All
Dorr	71,000.00	83,500.00	78,500.00		100.00	Yes All	Yes - All
Algonquin	56,000.00	93,204.08	87,841.16	18,492.88	205.50	Yes Sup & Asses.	
						No for Rd. Comm	
						No for Clerk	
Chemung	16,320.00	66,730.00	53,820.00	6,530.00		Rd. Comm. & Asses.	Rd. Comm. & Asses.
Coral	8,000.00	20,000.00	8,000.00	6,000.00	25.00	No	
			Admin only				
Greenwood	24,500.00	85,000.00	55,000.00	7,000.00	90.00	Rd. Comm. & Asses.	Rd. Comm. & Asses.
Hartland	13,000.00	63,200.00	32,100.00	6,250.00	108.34	Rd. Com.	Rd. Com
			Contracted				
Seneca	21,000.00	60,000.00	26,500.00	8,400.00	125.00	Road Com only	Road Com

2013 - 2017												
TOWNSHIP	SUPERVISOR	ROAD COMM.	ASSESSOR	CLERK	Trustee	Health Ins	IMRF					
Burton	16,000.00	24,000.00	27,500.00	6,000.00	90.00	None	None					
Dunham	16,000.00	55,000.00	34,000.00	7,000.00	50.00	None	None					
Hebron	9,600.00	37,000.00	32,500.00	8,000.00	75.00	None	None					
Marengo	21,800.00	63,621.00	73,546.00	9,000.00	100.00	Rd. Comm. & Asses.	Rd. Comm. & Asses.					
Richmond	26,000.00	59,871.00	49,276.00	6,300.00	100.00	None	Assessor					
Riley	21,000.00	43,200.00	22,500.00	8,400.00	62.50	Rd. Comm. & Asses.	None					

SUPERVISOR'S REPORT

System Activity Report

[7/1/2020 - 7/31/2020] Report Date: 8/3/2020

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 :	0	
	0	\$0.00

Grand Totals:	0	
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