

NOTICE AND AGENDA

GRAFTON TOWNSHIP REGULAR BOARD MEETING

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

MONDAY, May 18, 2020

NOTICE IS HEREBY GIVEN that the Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois will be held on Monday, March 16, 2020 @ 7:30 p.m. **Due to the Corona Virus, this meeting will be held as VIRTUAL MEEETING AND VIA PHONE CONFERENCE.** (Download Required-Cisco WebEx Meeting App). Go to our website, Graftontownship.us for download and further instructions.

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, April 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.
9. New Business
 - A. Discussion and possible action regarding Budget Hearing
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
May 14, 2020

DRAFT MINUTES

GRAFTON TOWNSHIP REGULAR BOARD MEETING MINUTES

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

MONDAY, April 20, 2020

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, April 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, Welch and Ziller; Assessor Zielinski, Road Commissioner Poznanski, Clerk Watson. Attorney Gottemoller were absent.
3. **Pledge of Allegiance** was said. A prayer for an end to the Pandemic was led by Trustee Welch.
4. **A motion was made by Trustee Ziller, 2nd by Trustee Cratty to Approve the Agenda as corrected (Corrected date in 1st paragraph).** Roll call vote taken, all ayes noted, motion carried.
5. **Regular Business**
 - A. **A motion was made by Trustee Cooper, 2nd by Trustee Cratty to Approve the Minutes of Grafton Township dated March 16, 2020 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 motion was made by Trustee Cooper, 2nd by Trustee Welch to approved the Audit and payment of unpaid bill/Warrant check detail for the Town Fund. 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, 2nd by Trustee Cratty 2nd 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** - Resident, identified by correspondence sent electronically, had concerns regarding:

- A. Possible sales chasing by Assessor's Department citing specific examples, and
- B. Inequities in assessments as a result of said sales chasing.
- C. Specific examples and a narrative of comments included as a part of these official minutes. (Sent electronically to Clerk).

7. **Board Response to Public Comment**

- 1. Assessor Zielinski response included that his office has "maintained for residential property the Sales Comparison Approach". He also cited from the McHenry County Board of Review section 3.b.
- 2. Resident and Supervisor Ruth had further discussion..
- 3. Assessor responded that all residents have the right to appeal their assessments through the McHenry County Board of Review.
- 4. Trustee Cooper would like to revisit an audit of Assessor's books by a third party.

8. **Old Business -**

A. Discussion and possible action regarding Town Fund 2020-2021 Budget

A discussion ensued regarding changes to the Budget. After review and discussion, the following changes were incorporated into the proposed budget. An additional discussion ensued regarding Software for the Assessor.

A motion was made by Supervisor Ruth, 2nd by Trustee Cooper to approved the Town Fund Budget as edited changing the following:

Decreasing 5790 (Catastrophic Insurance) to Seven Thousand Nine Hundred Five and 30/100 Dollars (\$7,905.30)

Increase 5887 (Shelter) to Thirty Five Thousand Dollars (\$35,000)

Increase 5888 (Utility) to Thirty Thousand Six Hundred Sixty Five and 70/100 Dollars (\$30,665.70). Roll call vote taken, all ayes noted, motion carried.

This tentative Budget will be available for public inspection beginning May 13, 2020. A public Budget Hearing for both the Town Fund and Road District is set for June 15, 2020 at 7:00 pm at the Township Offices.

9. **New Business - None**

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. Annual Meeting has not been rescheduled (due to Corona Pandemic)
- b. Road Commissioner to patch parking lot while the lot is not being used if asphalt is available.

TRUSTEE REPORT -

- a. Trustee Ziller asked Supervisor Ruth to look into Loan Options if Catastrophic Insurance would need to be used
- b. Trustee Cratty was noted that Assessor's respond to his request to the Attorney General was "poorly worded".
- c. A discussion ensued regarding how/when the Township offices would reopen.
- d. Trustee Cratty thanked the Supervisor for having the office cleaned.
- e. Trustee Cooper wanted to point out for the record, that Assessor's letter to the Attorney General, regarding his affiliation with others was incorrectly stated.
- f. Supervisor Ruth stated that due to the Corona Virus, the law prohibiting virtual meetings as been changed. As long as this law is in place, if and when public meetings can be held, if anyone is uncomfortable with in person meetings, it will be acceptable to participate virtually, if the law allows.

ROAD DISTRICT :

- a. Truck testing program has been restarted.
- b. Minor revisions to Budget and will be addressed at the Budget Hearing

ASSESSOR -All e-mails up to date. 2020 books have been started.

CLERK- None

13. **ADJOURMENT**

Being no further business, a **motion was made by Trustee Ziller, 2nd by Trustee Cratty to adjourn the Regular Board Meeting.** Voice vote taken, all ayes noted, motion carried. The Regular Board meeting adjourned @ 8:41 p.m

Respectfully submitted,
Kathleen M. Watson, Grafton Township Clerk

TOWN FUND FINANCIALS

9:39 AM

05/06/20

Cash Basis

GRAFTON TOWNSHIP
TF Warrant Detail Report
April 24 - 30, 2020

Date	Num	Name	Memo	Paid Amount
101 · CHECKING -American Community				
04/27/2020	24537	BLUECROSS BLUESHIELD OF IL...	PO 3576 20889	-5,367.58
04/27/2020	24538	ComCast	PO 3578 20891	-359.64
04/27/2020	24539	Humana Health Plan Inc.	PO 3577 20890	-567.56
Total 101 · CHECKING -American Community				-6,294.78
TOTAL				-6,294.78

GRAFTON TOWNSHIP

Unpaid Bills Detail

All Transactions

Date	Num	Memo	Split	Amount
Cardmember Service				
04/22/2020	enviro m...	PO 3580	1511 · MAINTENANC...	250.00
Total Cardmember Service				250.00
CARDUNAL OFFICE SUPPLY				
04/29/2020		PO 20893	1851 · OFFICE SUP...	181.04
Total CARDUNAL OFFICE SUPPLY				181.04
Cirone Computer Consulting, Inc.				
03/31/2020	6015	PO 20892	1756 · SOFTWARE	9,250.00
Total Cirone Computer Consulting, Inc.				9,250.00
COM ED				
05/04/2020		PO 3583	1571 · UTILITIES	150.83
Total COM ED				150.83
CoStar Realty Information, Inc.				
05/02/2020	1112802...	PO 20895	1756 · SOFTWARE	1,160.31
Total CoStar Realty Information, Inc.				1,160.31
Entre Computer Solution				
04/30/2020	00131190	PO 3585	1512 · MAINTENANC...	135.00
Total Entre Computer Solution				135.00
Leading IT				
04/20/2020	28746	PO 3581	1512 · MAINTENANC...	487.50
05/04/2020	28771	PO 3582	1512 · MAINTENANC...	262.50
Total Leading IT				750.00
MDC Environmental Services, Inc.				
05/01/2020	19727660	PO 3584	1511 · MAINTENANC...	54.79
Total MDC Environmental Services, Inc.				54.79
NICOR GAS				
04/20/2020		PO 3579	1571 · UTILITIES	112.42
Total NICOR GAS				112.42
Ready Refresh by Nestle				
05/06/2020	00e0123...	PO 20894	1751 · MAINTENANC...	6.00
Total Ready Refresh by Nestle				6.00
TOIRMA				
05/06/2020	2020-20...	PO 3587	2593 · RISK MANAG...	14,078.00
Total TOIRMA				14,078.00
TSI				
05/11/2020	Sup/202...	PO 3586	1561 · DUES	35.00
Total TSI				35.00
TOTAL				26,163.39

05/13/20

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

	Apr '20 - Mar 21	Budget	% of Budget
Ordinary Income/Expense			
Income			
CORPORATE FUND REVENUE			
1000 · PROPERTY TAXES	0.00	0.00	0.0%
1010 · REPLACEMENT TAXES	9,836.72	0.00	100.0%
1020 · INTEREST INCOME	155.05	0.00	100.0%
1040 · IGA ROAD COM SALARY	0.00	0.00	0.0%
1055 · MISCELLANEOUS INCOME	520.00	0.00	100.0%
Total CORPORATE FUND REVENUE	10,511.77	0.00	100.0%
CORPORATE INSURANCE FUND REV			
2000 · PROPERTY TAXES	0.00	0.00	0.0%
Total CORPORATE INSURANCE FUND REV	0.00	0.00	0.0%
GENERAL ASSISTANCE FUND REVENUE			
5000 · PROPERTY TAXES	0.00	0.00	0.0%
5020 · INTEREST INCOME	6.52	0.00	100.0%
Total GENERAL ASSISTANCE FUND REVENUE	6.52	0.00	100.0%
Total Income	10,518.29	0.00	100.0%
Gross Profit	10,518.29	0.00	100.0%
Expense			
GENERAL ASSISTANCE FUND			
ADMINISTRATION			
CONTRACTUAL SERVICES			
5512 · MAINTENANCE SERVICE - EQUIPMENT	0.00	0.00	0.0%
5534 · ACCOUNTING SERVICES	0.00	0.00	0.0%
5549 · OTHER PROFESSIONAL SERVICE	0.00	0.00	0.0%
5551 · POSTAGE	0.00	0.00	0.0%
5552 · TELEPHONE	0.00	0.00	0.0%
5554 · PRINTING	0.00	0.00	0.0%
5556 · TRAINING	0.00	0.00	0.0%
5571 · UTILITIES	0.00	0.00	0.0%
Total CONTRACTUAL SERVICES	0.00	0.00	0.0%
OPERATING EXPENSES			
5611 · MAINTENANCE SUPPLIES - BUILDING	0.00	0.00	0.0%
5651 · OFFICE SUPPLIES	0.00	0.00	0.0%
Total OPERATING EXPENSES	0.00	0.00	0.0%
PERSONNEL			
5421 · SALARIES	3,753.60	0.00	100.0%
5451 · HEALTH INSURANCE	0.00	0.00	0.0%
Total PERSONNEL	3,753.60	0.00	100.0%
Total ADMINISTRATION	3,753.60	0.00	100.0%
HOME RELIEF			
COMMODITIES			
5781 · FOOD	0.00	0.00	0.0%
5782 · PERSONAL INCIDENTALS	0.00	0.00	0.0%
5783 · HOUSEHOLD INCIDENTALS	0.00	0.00	0.0%
5784 · FLAT GRANT	0.00	0.00	0.0%
5785 · DRUGS	0.00	0.00	0.0%
5786 · FUEL	0.00	0.00	0.0%
5790 · Catastrophic Deduction	0.00	0.00	0.0%
Total COMMODITIES	0.00	0.00	0.0%

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

	Apr '20 - Mar 21	Budget	% of Budget
CONTRACTUAL SERVICES			
5805 · TRANSPORTATION ASSISTANCE	0.00	0.00	0.0%
5885 · OTHER MEDICAL SERVICE INSURANCE	2,650.00	0.00	100.0%
5887 · SHELTER	1,150.00	0.00	100.0%
5888 · UTILITY PAYMENTS	0.00	0.00	0.0%
Total CONTRACTUAL SERVICES	3,800.00	0.00	100.0%
Total HOME RELIEF	3,800.00	0.00	100.0%
Total GENERAL ASSISTANCE FUND	7,553.60	0.00	100.0%
TOWN FUND EXPENDITURES			
ADMINISTRATION			
CAPITAL OUTLAY			
1831 · CAPITAL IMPROVEMENT RESERVE	0.00	0.00	0.0%
1835 · CAPITAL EQUIPMENT RESERVE	0.00	0.00	0.0%
Total CAPITAL OUTLAY	0.00	0.00	0.0%
COMMODITIES			
1651 · OFFICE SUPPLIES	12.93	0.00	100.0%
1652 · OPERATING SUPPLIES	0.00	0.00	0.0%
Total COMMODITIES	12.93	0.00	100.0%
CONTRACTUAL SERVICES			
1511 · MAINTENANCE SERVICE-BUILDING	55.46	0.00	100.0%
1512 · MAINTENANCE SERVICE - EQUIPMENT	2,281.24	0.00	100.0%
1531 · ACCOUNTING SERVICES	239.75	0.00	100.0%
1533 · LEGAL SERVICE	0.00	0.00	0.0%
1551 · POSTAGE	0.00	0.00	0.0%
1552 · TELEPHONE	179.82	0.00	100.0%
1553 · PUBLISHING	168.26	0.00	100.0%
1554 · PRINTING	0.00	0.00	0.0%
1561 · DUES	30.00	0.00	100.0%
1562 · TRAVEL EXPENSES	0.00	0.00	0.0%
1563 · TRAINING	0.00	0.00	0.0%
1565 · CLERK	0.00	0.00	0.0%
1571 · UTILITIES	301.57	0.00	100.0%
1572 · FUEL	0.00	0.00	0.0%
1573 · OTHER PROFESSIONAL SERVICES	0.00	0.00	0.0%
1574 · ANNUAL MEETING	0.00	0.00	0.0%
1575 · ROOM RENTAL	0.00	0.00	0.0%
Total CONTRACTUAL SERVICES	3,256.10	0.00	100.0%
OTHER EXPENDITURES			
1905 · MISCELLANEOUS EXPENSE	5.02	0.00	100.0%
1911 · CONTINGENCIES	0.00	0.00	0.0%
Total OTHER EXPENDITURES	5.02	0.00	100.0%
PERSONNEL			
1420 · OFFICE STAFF HOURLY	6,912.00	0.00	100.0%
1421 · ELECTED OFFICIALS SALARIES	20,346.20	0.00	100.0%
1451 · HEALTH INSURANCE	2,678.39	0.00	100.0%
Total PERSONNEL	29,936.59	0.00	100.0%

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

	Apr '20 - Mar 21	Budget	% of Budget
SENIOR SERVICES			
900 · SALARIES	0.00	0.00	0.0%
901 · PAYROLL TAXES	0.00	0.00	0.0%
902 · HEALTH INSURANCE	0.00	0.00	0.0%
903 · IMRF	0.00	0.00	0.0%
930 · FUEL	0.00	0.00	0.0%
950 · OFFICE SUPPLIES	0.00	0.00	0.0%
959 · COMMUNITY SERVICE/SENIOR	0.00	0.00	0.0%
960 · TELEPHONE	0.00	0.00	0.0%
967 · PRINTING	0.00	0.00	0.0%
968 · POSTAGE	0.00	0.00	0.0%
970 · MISCELLANEOUS	0.00	0.00	0.0%
971 · UTILITIES	0.00	0.00	0.0%
972 · McRIDE	0.00	0.00	0.0%
Total SENIOR SERVICES	0.00	0.00	0.0%
Total ADMINISTRATION	33,210.64	0.00	100.0%
ASSESSOR			
CAPITAL OUTLAY			
1854 · EQUIPMENT	0.00	0.00	0.0%
Total CAPITAL OUTLAY	0.00	0.00	0.0%
COMMODITIES			
1851 · OFFICE SUPPLIES	316.23	0.00	100.0%
Total COMMODITIES	316.23	0.00	100.0%
CONTRACTUAL SERVICES			
1751 · MAINTENANCE SERVICE	40.90	0.00	100.0%
1752 · TELEPHONE	179.82	0.00	100.0%
1755 · POSTAGE	0.00	0.00	0.0%
1756 · SOFTWARE	0.00	0.00	0.0%
1757 · PUBLISHING	0.00	0.00	0.0%
1758 · PRINTING	0.00	0.00	0.0%
1759 · DUES	0.00	0.00	0.0%
1760 · TRAVEL EXPENSE	0.00	0.00	0.0%
1761 · TRAINING	0.00	0.00	0.0%
1762 · PUBLICATIONS/SUBSCRIPTIONS	0.00	0.00	0.0%
Total CONTRACTUAL SERVICES	220.72	0.00	100.0%
OTHER EXPENDITURES			
1939 · MISCELLANEOUS	0.00	0.00	0.0%
1940 · UNIFORMS	0.00	0.00	0.0%
Total OTHER EXPENDITURES	0.00	0.00	0.0%
PERSONNEL			
1240 · SALARIES	26,204.48	0.00	100.0%
1241 · IMRF	2,416.02	0.00	100.0%
1242 · FICA/MEDICARE/TAXES	1,078.59	0.00	100.0%
1243 · HEALTH INSURANCE	3,182.81	0.00	100.0%
Total PERSONNEL	32,881.90	0.00	100.0%
Total ASSESSOR	33,418.85	0.00	100.0%
Total TOWN FUND EXPENDITURES	66,629.49	0.00	100.0%
TOWN IMRF FUND EXPENDITURES			
3262 · RETIREMENT CONTRIBUTION	1,444.11	0.00	100.0%
Total TOWN IMRF FUND EXPENDITURES	1,444.11	0.00	100.0%

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

	<u>Apr '20 - Mar 21</u>	<u>Budget</u>	<u>% of Budget</u>
TOWN INSURANCE FUND EXPENDITURE			
CONTRACTED SERVICES			
2593 · RISK MANAGEMENT CONTRIBUTION	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total CONTRACTED SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
PERSONNEL			
2453 · UNEMPLOYMENT INSURANCE	<u>46.72</u>	<u>0.00</u>	<u>100.0%</u>
Total PERSONNEL	<u>46.72</u>	<u>0.00</u>	<u>100.0%</u>
Total TOWN INSURANCE FUND EXPENDITURE	<u>46.72</u>	<u>0.00</u>	<u>100.0%</u>
TOWN SOCIAL SECURTY EXPENDITURE			
3761 · SOCIAL SECURITY CONTRIBUTION	<u>-196.32</u>	<u>0.00</u>	<u>100.0%</u>
3762 · MEDICARE CONTRIBUTION	<u>624.12</u>	<u>0.00</u>	<u>100.0%</u>
Total TOWN SOCIAL SECURTY EXPENDITURE	<u>427.80</u>	<u>0.00</u>	<u>100.0%</u>
Total Expense	<u>76,101.72</u>	<u>0.00</u>	<u>100.0%</u>
Net Ordinary Income	<u>-65,583.43</u>	<u>0.00</u>	<u>100.0%</u>
Net Income	<u><u>-65,583.43</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

**GRAFTON TOWNSHIP
Reconciliation Summary****101 - CHECKING -American Community, Period Ending 04/30/2020**

	<u>Apr 30, 20</u>
Beginning Balance	1,907,992.36
Cleared Transactions	
Checks and Payments - 20 items	-49,166.61
Deposits and Credits - 25 items	6,520.02
Total Cleared Transactions	-42,646.59
Cleared Balance	<u>1,865,345.77</u>
Uncleared Transactions	
Checks and Payments - 10 items	-14,199.79
Total Uncleared Transactions	-14,199.79
Register Balance as of 04/30/2020	<u>1,851,145.98</u>
New Transactions	
Checks and Payments - 1 item	-5,716.76
Total New Transactions	-5,716.76
Ending Balance	<u>1,845,429.22</u>

**GRAFTON TOWNSHIP
Reconciliation Summary****151 · General Assistance - Amer Com, Period Ending 04/30/2020**

	<u>Apr 30, 20</u>
Beginning Balance	80,520.59
Cleared Transactions	
Checks and Payments - 4 items	-4,100.00
Deposits and Credits - 1 item	6.52
Total Cleared Transactions	<u>-4,093.48</u>
Cleared Balance	<u><u>76,427.11</u></u>
Uncleared Transactions	
Checks and Payments - 2 items	<u>-800.00</u>
Total Uncleared Transactions	<u>-800.00</u>
Register Balance as of 04/30/2020	<u><u>75,627.11</u></u>
Ending Balance	75,627.11

**ROAD DISTRICT
FUND
FINANCIALS**

10:20 AM
05/06/20
Cash Basis

Grafton Township RB
WARRANT DETAIL REPORT
April 24 - 30, 2020

Date	Num	Name	Memo	Paid Amount
103 · R&B General Amer. Comm.				
04/27/2020	6139	BLUECROSS BLUESHIELD OF ILL...	PO 12835	-2,934.16
04/27/2020	6140	Comcast	PO 12837	-179.81
04/27/2020	6141	Humana Health Plan Inc.	PO 12836	-244.80
04/27/2020	6142	NICOR GAS	PO 12833	-52.10
04/27/2020	6143	Verizon Wireless	PO 12834	-117.54
Total 103 · R&B General Amer. Comm.				-3,528.41
TOTAL				-3,528.41

<u>FUND</u>	<u>VENDOR</u>	<u>PO #</u>			<u>DUE DATE</u>
6113	ACE	12582	Primer Spray Paint- 4 cans- #5	\$ 16.00	5/31/2020
6112	ACE	12854	5/32" x 2" Cotter Pins - 10	\$ 4.70	5/31/2020
6122	ACE	12855	Jig Saw Blades	\$ 5.38	5/31/2020
6123	ACE	12859	Double Edge Saw	\$ 9.99	5/31/2020
6112	ACE	12860	V Belt - Concrete Saw	\$ 8.99	5/31/2020
6313	BOTT'S WELDING & TRUCK SERVICE, INC.	12844	Safety Test - #1	\$ 21.50	5/16/2020
6313	BOTT'S WELDING & TRUCK SERVICE, INC.	12845	Safety Test - #2 & #5	\$ 53.50	5/17/2020
6313	BOTT'S WELDING & TRUCK SERVICE, INC.	12846	Safety Test - #3	\$ 21.50	5/17/2020
			8" x 20' Plastic culvert, 2 couplers, 18" x 20" Sump pit-Arthur St ditch		
9614	CARDMEMBER SERVICE / VISA (MENARDS)	12839		\$ 119.94	6/3/2020
6113	CARDMEMBER SERVICE / VISA (F&F)	12840	2.5" LED Amber Marker Light - #5	\$ 7.89	6/3/2020
6122	CARDMEMBER SERVICE / VISA (F&F)	12841	3 3/4" Hitch Pin Clips	\$ 2.78	6/3/2020
9472	CARDMEMBER SERVICE / VISA (F&F)	12842	Rubber Boots - Scott & Brian	\$ 119.98	6/3/2020
6651	CARDMEMBER SERVICE / VISA (OFFICE DEPOT)	12843	File Folders - 1 Box	\$ 9.99	6/3/2020
6113	CARDMEMBER SERVICE / VISA (F&F)	12848	Miniature Light Bulbs - Trucks	\$ 7.98	6/3/2020
6122	CARDMEMBER SERVICE / VISA (F&F)	12849	Paper Towels	\$ 17.98	6/3/2020
6111	CARDMEMBER SERVICE / VISA (F&F)	12850	Softener Salt - Building	\$ 10.99	6/3/2020
6111	CARDMEMBER SERVICE / VISA (F&F)	12851	Softener Salt - Building	\$ 2.19	6/3/2020
6122	CARDMEMBER SERVICE / VISA (AMAZON)	12856	2 Cell Phone Cases-Tom & Scott	\$ 25.98	6/3/2020
6112	CARDMEMBER SERVICE / VISA (F&F)	12857	Chrome Mirror - 5220 Tractor	\$ 12.99	6/3/2020
6122	CARDMEMBER SERVICE / VISA (F&F)	12858	Kitchen Gloves - Cleaning-Jenny	\$ 9.99	6/3/2020
6122	CARDMEMBER SERVICE / VISA (F&F)	12863	Halogen Bulbs-Work Light, Rivets Assort	\$ 10.78	6/3/2020
6371	COM ED	12864		\$ 134.41	6/19/2020
9519	COM ED - STREET LIGHTS	12853		\$ 360.72	6/23/2020
6112	HICKSGAS, LLC - WOODSTOCK	12838	Propane Tank Rental - Forklift	\$ 5.00	5/20/2020
9614	ILLOWA CULVERT & SUPPLY	12862	6 Culverts & 3 Bands	\$ 2,847.00	5/31/2020
6373	MDC ENVIRONMENTAL SERVICES INC	12861	Garbage service	\$ 164.38	5/20/2020
6113	RUSH TRUCK CENTERS OF IL, INC.	12848	Bolt & Nut for Pitman Arm - #2	\$ 19.39	5/10/2020
7593	TOIRMA	12865	2020-2021 Insurance	\$ 20,258.00	6/12/2020
				\$ 24,289.92	
<u>BILLS PAID BEFORE MEETING</u>					
9451	BLUECROSS BLUESHIELD OF IL	12835	Health insurance - May	\$ 2,934.16	5/1/2020
6552	COMCAST	12837	Phone & Internet	\$ 179.81	5/14/2020
9451	HUMANA DENTAL INSURANCE	12836	Health insurance - May	\$ 244.80	5/1/2020
6371	NICOR GAS	12833		\$ 52.10	6/5/2020
6552	VERIZON WIRELESS	12834	Cell phone service	\$ 117.54	4/30/2020
				\$ 3,528.41	
			Total	\$ 27,818.33	

Road Commissioner:



Grafton Township RB

Unpaid Bills Detail

All Transactions

Date	Num	Memo	Split	Amount
BOTTS WELDING & TRUCK SERVICE				
04/16/2020	660377	PO 12844	6313 · MAINTENANCE SERVICE - VEHI...	21.50
04/17/2020	660422	PO 12845	6313 · MAINTENANCE SERVICE - VEHI...	53.50
04/17/2020	660441	PO 12846	6313 · MAINTENANCE SERVICE - VEHI...	21.50
Total BOTTS WELDING & TRUCK SERVICE				96.50
Cardmember Service				
04/13/2020	menards	PO 12839	9614 · MAINTENANCE SUPPLIES - RO...	119.94
04/16/2020	f&f	PO 12840	6113 · MAINTENANCE SUPPLY - VEHIC...	7.89
04/16/2020	f&f	PO 12841	6122 · OPERATING SUPPLIES	2.78
04/16/2020	ff	PO 12842	9472 · UNIFORMS	119.98
04/17/2020	officemax	PO 12843	6651 · OFFICE SUPPLIES	9.99
04/21/2020		PO 12848	6113 · MAINTENANCE SUPPLY - VEHIC...	7.98
04/21/2020		PO 12849	6122 · OPERATING SUPPLIES	17.98
04/21/2020		PO 12850	6111 · MAINTENANCE SUPPLY - BUILD...	10.99
04/23/2020		PO 12851	6111 · MAINTENANCE SUPPLY - BUILD...	2.19
04/28/2020		PO 12857	6112 · MAINTENANCE SUPPLY - EQUI...	12.99
04/29/2020	amazon	PO 12856	6122 · OPERATING SUPPLIES	25.98
04/29/2020		PO 12858	6122 · OPERATING SUPPLIES	9.99
05/08/2020		PO 12863	6122 · OPERATING SUPPLIES	10.78
Total Cardmember Service				359.46
COM ED				
05/05/2020		PO 12864	6371 · UTILITIES	134.41
Total COM ED				134.41
COM ED STREET LIGHTS				
04/23/2020		PO 12853	9519 · STREET LIGHTS	360.72
Total COM ED STREET LIGHTS				360.72
Hickgas, LLC (Woodstock)				
02/08/2020	E040527	PO 12838	6112 · MAINTENANCE SUPPLY - EQUI...	5.00
Total Hickgas, LLC (Woodstock)				5.00
ILLOWA CULVERT AND SUPPLY				
05/01/2020	33904	PO 12862	9614 · MAINTENANCE SUPPLIES - RO...	2,847.00
Total ILLOWA CULVERT AND SUPPLY				2,847.00
MDC Environmental Services Inc.				
05/01/2020	19727660	PO 12861	6373 · GARBAGE DISPOSAL	164.38
Total MDC Environmental Services Inc.				164.38
Rush Truck Centers of Illinois, Inc.				
04/22/2020	3019095764	PO 12847	6113 · MAINTENANCE SUPPLY - VEHIC...	19.39
Total Rush Truck Centers of Illinois, Inc.				19.39
TOIRMA				
05/06/2020	2020-2021 Ins.	PO 12865	7593 · RISK MANAGEMENT CONTRIBU...	20,258.00
Total TOIRMA				20,258.00
ZIEGLER'S ACE HARDWARE				
04/24/2020	82150/b	PO 12852	6113 · MAINTENANCE SUPPLY - VEHIC...	16.00
04/28/2020	36937/l	PO 12854	6112 · MAINTENANCE SUPPLY - EQUI...	4.70
04/28/2020	36939/l	PO 12855	6122 · OPERATING SUPPLIES	5.38
05/04/2020	82246/b	PO 12859	6123 · SMALL TOOLS	9.99
05/06/2020	82272/b	PO 12860	6112 · MAINTENANCE SUPPLY - EQUI...	8.99
Total ZIEGLER'S ACE HARDWARE				45.06
TOTAL				24,289.92

Actual vs Budget Year to Date

April 2020 through March 2021

05/13/20

Cash Basis

	Apr '20 - Mar 21	Budget	% of Budget
Ordinary Income/Expense			
Income			
PERMANENT HARD ROAD FD REVENUES			
9000 · PROPERTY TAXES	0.00	0.00	0.0%
9020 · INTEREST INCOME	73.82	0.00	100.0%
9040 · INTERGOVERNMENTAL AGREEMENT	700.00	0.00	100.0%
9050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
9060 · PERMITS & BONDS	0.00	0.00	0.0%
9080 · GRANT INCOME	0.00	0.00	0.0%
Total PERMANENT HARD ROAD FD REVENUES	773.82	0.00	100.0%
ROAD & BRIDGE FUND REVENUES			
6000 · PROPERTY TAXES - ROAD & BRIDGE	0.00	0.00	0.0%
6010 · REPLACEMENT TAXES-ROAD & BRIDGE	16,728.16	0.00	100.0%
6020 · INTEREST INCOME	34.07	0.00	100.0%
6030 · RENTAL INCOME	0.00	0.00	0.0%
6040 · INTERGOVERNMENT AGREEMENT	0.00	0.00	0.0%
6050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
6060 · COURT FINES & PERMITS	117.00	0.00	100.0%
6080 · GRANT INCOME	0.00	0.00	0.0%
Total ROAD & BRIDGE FUND REVENUES	16,879.23	0.00	100.0%
ROAD & BRIDGE IMRF FUND REVENUE			
8000 · PROPERTY TAXES	0.00	0.00	0.0%
8020 · INTEREST INCOME	2.28	0.00	100.0%
8050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
Total ROAD & BRIDGE IMRF FUND REVENUE	2.28	0.00	100.0%
ROAD & BRIDGE INSURANCE REVENUE			
7000 · PROPERTY TAXES	0.00	0.00	0.0%
7020 · INTEREST INCOME	3.40	0.00	100.0%
7050 · MISCELLANEOUS INCOME	0.00	0.00	0.0%
Total ROAD & BRIDGE INSURANCE REVENUE	3.40	0.00	100.0%
Total Income	17,658.73	0.00	100.0%
Expense			
PERMANENT HARD ROAD EXPENDITURE			
COMMODITIES			
9614 · MAINTENANCE SUPPLIES - ROADS	35.95	0.00	100.0%
9652 · OPERATING SUPPLIES	19.99	0.00	100.0%
9655 · AUTO FUEL & OIL	0.00	0.00	0.0%
9656 · SALT, CALCIUM, ICE CONTROL	0.00	0.00	0.0%
Total COMMODITIES	55.94	0.00	100.0%
CONTRACT SERVICES			
9514 · MAINTENANCE SERVICE ROAD	0.00	0.00	0.0%
9518 · ROAD STRIPING	0.00	0.00	0.0%
9519 · STREET LIGHTS	359.12	0.00	100.0%
9520 · ROAD SIGNS & MATERIALS	200.00	0.00	100.0%
9532 · ENGINEERING SERVICE	0.00	0.00	0.0%
9594 · RENTALS	0.00	0.00	0.0%
Total CONTRACT SERVICES	559.12	0.00	100.0%

05/13/20

Actual vs Budget Year to Date

Cash Basis

April 2020 through March 2021

	Apr '20 - Mar 21	Budget	% of Budget
OTHER EXPENDITURES			
9929 · MISCELLANEOUS	0.00	0.00	0.0%
9952 · INTERGOVERNMENTAL AGREEMENT	0.00	0.00	0.0%
Total OTHER EXPENDITURES	0.00	0.00	0.0%
PERSONNEL			
9421 · SALARIES	14,519.89	0.00	100.0%
9451 · HEALTH/LIFE INSURANCE	3,178.96	0.00	100.0%
9461 · SOCIAL SECURITY CONTRIBUTION	1,073.96	0.00	100.0%
9462 · MEDICARE CONTRIBUTION	251.17	0.00	100.0%
9472 · UNIFORMS	0.00	0.00	0.0%
9475 · PAYROLL EXPENSE	167.25	0.00	100.0%
Total PERSONNEL	19,191.23	0.00	100.0%
Total PERMANENT HARD ROAD EXPENDITURE	19,806.29	0.00	100.0%
ROAD & BRIDGE-IMRF-EXPENDITURE			
PERSONNEL			
8463 · RETIREMENT CONTRIBUTION	1,597.09	0.00	100.0%
Total PERSONNEL	1,597.09	0.00	100.0%
Total ROAD & BRIDGE-IMRF-EXPENDITURE	1,597.09	0.00	100.0%
ROAD & BRIDGE-INS-EXPENDITURE			
CONTRACT SERVICE			
7593 · RISK MANAGEMENT CONTRIBUTION	0.00	0.00	0.0%
Total CONTRACT SERVICE	0.00	0.00	0.0%
PERSONNEL			
7453 · UNEMPLOYMENT INSURANCE	3.10	0.00	100.0%
Total PERSONNEL	3.10	0.00	100.0%
Total ROAD & BRIDGE-INS-EXPENDITURE	3.10	0.00	100.0%
ROAD & BRIDGE FUND EXPENDITURES			
ADMINISTRATION			
CAPITAL OUTLAY			
6831 · EQUIPMENT	0.00	0.00	0.0%
Total CAPITAL OUTLAY	0.00	0.00	0.0%
COMMODITIES			
6651 · OFFICE SUPPLIES	0.00	0.00	0.0%
Total COMMODITIES	0.00	0.00	0.0%

Actual vs Budget Year to Date

05/13/20

Cash Basis

April 2020 through March 2021

	Apr '20 - Mar 21	Budget	% of Budget
CONTRACTED SERVICES			
6512 · MAINTENANCE EQUIPMENT	0.00	0.00	0.0%
6531 · ACCOUNTING SERVICE	0.00	0.00	0.0%
6533 · LEGAL SERVICE	0.00	0.00	0.0%
6551 · POSTAGE	0.00	0.00	0.0%
6552 · TELEPHONE	297.35	0.00	100.0%
6553 · PUBLISHING	0.00	0.00	0.0%
6554 · PRINTINING	0.00	0.00	0.0%
6561 · DUES AND SUBSCRIPTIONS	0.00	0.00	0.0%
6562 · TRAVEL & MEETING EXPENSE	0.00	0.00	0.0%
6563 · EDUCATION & TRAINING	0.00	0.00	0.0%
Total CONTRACTED SERVICES	297.35	0.00	100.0%
OTHER EXPENDITURES			
6914 · MUNICIPAL REPLACEMENT	0.00	0.00	0.0%
6929 · MISCELLANEOUS	0.00	0.00	0.0%
Total OTHER EXPENDITURES	0.00	0.00	0.0%
PERSONNEL			
6421 · SALARIES	2,802.00	0.00	100.0%
Total PERSONNEL	2,802.00	0.00	100.0%
Total ADMINISTRATION	3,099.35	0.00	100.0%
MAINTENANCE			
CAPITAL OUTLAY			
6820 · CAPITAL ASSET OUTLAY	0.00	0.00	0.0%
6833 · OTHER IMPROVEMENTS	0.00	0.00	0.0%
Total CAPITAL OUTLAY	0.00	0.00	0.0%
COMMODITIES			
6111 · MAINTENANCE SUPPLY - BUILDING	475.81	0.00	100.0%
6112 · MAINTENANCE SUPPLY - EQUIPM...	255.66	0.00	100.0%
6113 · MAINTENANCE SUPPLY - VEHICL...	16.68	0.00	100.0%
6114 · MAINTENANCE SUPPLY - ROAD	0.00	0.00	0.0%
6116 · MAINTENANCE - SNOW REMOVAL	0.00	0.00	0.0%
6118 · MAINTENANCE SUPPLY - BRIDGE	0.00	0.00	0.0%
6122 · OPERATING SUPPLIES	221.69	0.00	100.0%
6123 · SMALL TOOLS	2.99	0.00	100.0%
Total COMMODITIES	972.83	0.00	100.0%
CONTRACT SERVICES			
6311 · MAINTENANCE SERVICE - BUILDI...	0.00	0.00	0.0%
6312 · MAINTENANCE SERVICE - EQUIP...	0.00	0.00	0.0%
6313 · MAINTENANCE SERVICE - VEHIC...	0.00	0.00	0.0%
6314 · MAINTENANCE SERVICE ROADS	0.00	0.00	0.0%
6316 · MAINTENANCE - SNOW REMOVAL	0.00	0.00	0.0%
6318 · MAINTENANCE SERVICE BRIDGE	0.00	0.00	0.0%
6332 · ENGINEERING SERVICE	0.00	0.00	0.0%
6371 · UTILITIES	204.12	0.00	100.0%
6373 · GARBAGE DISPOSAL	166.37	0.00	100.0%
6394 · RENTALS	0.00	0.00	0.0%
Total CONTRACT SERVICES	370.49	0.00	100.0%

05/13/20

Actual vs Budget Year to Date

Cash Basis

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>0.00</u>	<u>0.0%</u>
Total OTHER EXPENDITURES	0.00	0.00	0.0%
PERSONNEL			
6221 · SALARIES	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total PERSONNEL	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total MAINTENANCE	<u>1,343.32</u>	<u>0.00</u>	<u>100.0%</u>
Total ROAD & BRIDGE FUND EXPENDITURES	4,442.67	0.00	100.0%
6391 · R&B - CONTINGENCIES	0.00	0.00	0.0%
9917 · PHR - CONTINGENCIES	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total Expense	<u>25,849.15</u>	<u>0.00</u>	<u>100.0%</u>
Net Ordinary Income	<u>-8,190.42</u>	<u>0.00</u>	<u>100.0%</u>
Net Income	<u><u>-8,190.42</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

Grafton Township RB
Reconciliation Summary
103 - R&B General Amer. Comm., Period Ending 04/30/2020

	Apr 30, 20
Beginning Balance	1,385,947.89
Cleared Transactions	
Checks and Payments - 17 items	-16,551.08
Deposits and Credits - 10 items	11,067.87
Total Cleared Transactions	-5,483.21
Cleared Balance	1,380,464.68
Uncleared Transactions	
Checks and Payments - 8 items	-3,993.57
Total Uncleared Transactions	-3,993.57
Register Balance as of 04/30/2020	1,376,471.11
New Transactions	
Checks and Payments - 1 item	-2,072.71
Total New Transactions	-2,072.71
Ending Balance	1,374,398.40

NEW BUSINESS

Draft NOTICE AND AGENDA
PUBLIC HEARING OF BUDGET AND APPROPRIATION ORDINANCE
April 1, 2020– March 31, 2021

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

MONDAY, June 15, 2020

NOTICE IS HEREBY GIVE that the Public Hearing on Budget and Appropriation Ordinance for the Town Fund of Grafton Township and the Road District of Grafton Township for the fiscal year April 1, 2020 – March 31, 2021 will be held by the Grafton Township Board, McHenry County, Illinois on Monday, June 15, 2020 @ **7:00** p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call for Town Fund Budget Hearing
4. Approval of Agenda as posted.
5. **Town Fund Public Hearing on Budget and Appropriation Ordinance**
 - a. Public Comment
 - b. Discussion and Possible Action
 - c. Close Town Fund Public Hearing
6. **Road District Public Hearing on Budget and Appropriation Ordinance**
 - a. Roll call for Road District Budget Hearing
 - b. Public Comment
 - b. Discussion and Possible Action
 - c. Close Road District Public Hearing
7. Adjournment

Dated and Posted by Township Clerk Kathleen Watson
Posted May 16. 2020

This agenda was prepared by the Township Clerk in accordance with the direction of the Township Board Rules.

SUPERVISOR'S REPORT

System Activity Report

[4/1/2020 - 4/30/2020] Report Date: 5/4/2020

General Assistance

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

General Assistance - Medical

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

General Assistance - Work Program Assignments

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

Emergency Assistance

Grants :	1	\$650.00
In-Process :	0	
Denials :	0	
	<hr/>	
	1	\$650.00
Grand Totals:	1	\$650.00