

## NOTICE AND AGENDA

### GRAFTON TOWNSHIP REGULAR BOARD MEETING

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

*MONDAY, July 17, 2023 2023*

NOTICE IS HEREBY GIVEN that the Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois will be held on Monday, July 17, 2023 @ 7:30 p.m., in the Grafton Township Board Room, 10109 Vine Street, Huntley, IL 60142

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, June 19, 2023
  - 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 - Repaving Parking Lot
  - B. Discussion and possible action - Vacating Della Street, Crystal Lake Property
  - B. Discussion and possible action - Assessor Office Reception Buildout
10. Executive Session if necessary, pursuant to 5 IL CS 120/2(c), section to be decided.
11. Discussion and potential action of items as discussed during Executive Session
12. Committee and Officer Reports
  - Supervisor
  - Trustee
  - Assessor
  - Road District
  - Clerk
13. Adjournment

Dated and Posted by Township Clerk Kathleen Watson  
July 20, 2023

# **DRAFT MINUTES**

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

*MONDAY, June 19, 2023*

The Regular Township Board Meeting of the Grafton Township Board, McHenry County, Illinois was held on Monday, June 19, 2023 at the Grafton Township Offices.

1. **Call to Order -7:30**
2. **Roll Call-** Board Present: Supervisor Ruth; Trustee Cooper, Cratty, Lueth and Ziller; Road Commissioner Kearns, Assessor DeBaltz, and Clerk Watson.
3. **Pledge of Allegiance** was said.
4. **Approval of the Agenda**  
A motion was made by Trustee Cratty, 2<sup>nd</sup> by Trustee Cooper to Approve the Agenda as corrected (Item B. Approval of Minutes Township Town & Road Budget Hearing Minutes) was removed as it was last month's agenda item. Roll call vote taken, all ayes noted, motion carried.
5. **Regular Business**
  - A. **Approval of Minutes Township Regular Board Meeting**  
A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cooper to approve the Minutes of the Township Regular Board Meeting dated April 17, 2023 as presented. Roll call vote taken, all ayes noted, motion carried.
  - B. **Audit and payment of unpaid bills/Warrant check detail for Town Fund**  
Supervisor Ruth presented a pre-payment request to Heaven's Best Company for carpet cleaning. A motion was made by Trustee Ziller, 2<sup>nd</sup> by Trustee Cratty to approve the audit and payment of unpaid bills/Warrant check detail as presented with the addition Heaven's Best Company in the amount of Nine Hundred Ninety Dollars and 57/100 (\$990.57). Roll call vote taken, all ayes noted, motion carried.
  - C. **Audit and payment of unpaid bills/Warrant check detail for Road District**  
A motion was made by Supervisor Ruth, 2<sup>nd</sup> by Trustee Cratty to approve the Audit and payment of unpaid bills/Warrant check detail for the Road District as presented with the correction of PO 14143, changing the line item from 6114 to line item 6911; and the addition of PO 14173 to Curran Materials (asphalt for pot holes), line item 9614 in the amount of Three Hundred Five and 35/100 Dollars (\$305.35). Roll call vote taken. Supervisor Ruth-Aye; Trustee Cratty-Aye, Trustee Cooper-Aye, Trustee Lueth-Aye, Trustee Ziller - Motion carried.
6. **Public Comment - None**

7. **Board Member Response to Public Comment – None**
8. **Old Business**
  - A. **Discussion and possible action regarding 2023 Decennial Committee on Local Government Efficiency (3rd meeting)**

Supervisor Ruth held the 3<sup>rd</sup> and FINAL Meeting of the 2023 Decennial Committee on Local Government Efficiency. No action was taken. This is the 3<sup>rd</sup> and final Official Meeting of the 2023 Decennial Committee on Local Government Efficiency. A copy of the report discussed is attached and included as part of these original meeting minutes
9. **New Business - None**
10. **Executive Session if necessary, pursuant to 5 IL CS 120/2(c)**
11. **Discussion and potential action of items discussed during Executive Session- None**
12. **Committee and Officer Reports**

SUPERVISOR REPORT

Requested that all Board Members submit a copy of their Statements of Economic Interest to him to be forwarded on to the Auditor.

TRUSTEES: None

ASSESSOR:

1. Construction of Office Counter-Still waiting for pricing
2. Assessor Association Internal PAMS software training – will use personal vehicles and will be submitting training expenses.
3. Hired summer help to lighten load.

ROAD COMMISSIONER-

1. Graded Bridge Report – Stabilized since 2020, not deteriorated since 2012
2. Fuel tanks moved into fenced area
3. Has fixed the taxpayer’s property on Hensel Road that backs up to Colleen’s Cove that has had on-going draining problems. Culverts in driveway complete.

CLERK –None

13. **ADJOURNMENT**

Being no further business, a **motion was made by Trustee Cratty, 2<sup>nd</sup> by Trustee Cooper to adjourn the Regular Board Meeting.** Voice vote taken, all ayes noted, motion carried. The Regular Board meeting adjourned @ 8:00 p.m

Respectfully submitted,  
Kathleen M. Watson, Grafton Township Clerk

# **TOWN FUND FINANCIALS**

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

Date	Num	Memo	Split	Amount
<b>Alarm Detection Systems</b>				
07/10/2023		PO 4224	1511 · MAINTENANC...	222.27
Total Alarm Detection Systems				222.27
<b>COM ED</b>				
07/10/2023		PO 4226	1571 · UTILITIES	274.63
Total COM ED				274.63
<b>Elan Financial Services</b>				
07/10/2023		PO 4216	1512 · MAINTENANC...	2.22
Total Elan Financial Services				2.22
<b>Gabriela *Hernandez</b>				
07/10/2023		PO 21111	1760 · TRAVEL EXP...	27.50
Total Gabriela *Hernandez				27.50
<b>Gordon Flesh Co., Inc.</b>				
07/10/2023	IN14263...	PO 4220	1512 · MAINTENANC...	585.30
Total Gordon Flesh Co., Inc.				585.30
<b>Hinckley Springs Water Co.</b>				
07/12/2023	2315969...	PO 4229	1651 · OFFICE SUP...	38.97
Total Hinckley Springs Water Co.				38.97
<b>Illinois Trustee's Association</b>				
07/10/2023	2023 Dues	PO 4221	1561 · DUES	30.00
Total Illinois Trustee's Association				30.00
<b>Karime *Bastida</b>				
07/10/2023		PO 21110	1760 · TRAVEL EXP...	27.50
Total Karime *Bastida				27.50
<b>Leading IT</b>				
07/10/2023	130832WB	PO 4222	1512 · MAINTENANC...	1,819.00
Total Leading IT				1,819.00
<b>MDC Environmental Services Inc.</b>				
07/10/2023		PO 4225	1511 · MAINTENANC...	45.03
Total MDC Environmental Services Inc.				45.03
<b>Nicor Gas</b>				
07/10/2023		PO 4223	1571 · UTILITIES	53.89
Total Nicor Gas				53.89
<b>Orkin</b>				
07/10/2023		PO 4219	1511 · MAINTENANC...	74.99
Total Orkin				74.99
<b>Staples</b>				
07/12/2023	8070882...	PO 4227	1651 · OFFICE SUP...	271.14
Total Staples				271.14
<b>Warehouse Direct Inc.</b>				
07/12/2023	5522352-0	PO 4228	1651 · OFFICE SUP...	148.09
Total Warehouse Direct Inc.				148.09
<b>TOTAL</b>				<b>3,620.53</b>

11:53 AM

07/05/23

Cash Basis

**GRAFTON TOWNSHIP**  
**TF Warrant Detail Report**  
June 26 through July 5, 2023

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
101 · CHECKING -American Community				
06/26/2023	25287	BlueCross BlueShield...	PO 4215 25287	-4,430.43
06/26/2023	25288	ComCast	PO 4214 21107	-323.26
06/26/2023	25289	Humana Health Plan ...	PO 21108	-186.16
06/26/2023	25290	Humana Health Plan ...	PO 4218	-85.93
06/30/2023			Service Charge	-30.00
Total 101 · CHECKING -American Community				-5,055.78

07/12/23

**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
**April 2023 through March 2024**

	Apr '23 - Mar 24	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>CORPORATE FUND REVENUE</b>			
1000 · PROPERTY TAXES	325,706.86	625,520.00	52.1%
1010 · REPLACEMENT TAXES	41,565.73	80,000.00	52.0%
1020 · INTEREST INCOME	10,629.99	9,000.00	118.1%
1055 · MISCELLANEOUS INCOME	247.50	500.00	49.5%
<b>Total CORPORATE FUND REVENUE</b>	<b>378,150.08</b>	<b>715,020.00</b>	<b>52.9%</b>
<b>CORPORATE INSURANCE FUND REV</b>			
2000 · PROPERTY TAXES	0.00	0.00	0.0%
<b>Total CORPORATE INSURANCE FUND REV</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>GENERAL ASSISTANCE FUND REVENUE</b>			
5000 · PROPERTY TAXES	15,721.75	30,000.00	52.4%
5020 · INTEREST INCOME	449.52	500.00	89.9%
<b>Total GENERAL ASSISTANCE FUND REVENUE</b>	<b>16,171.27</b>	<b>30,500.00</b>	<b>53.0%</b>
<b>Total Income</b>	<b>394,321.35</b>	<b>745,520.00</b>	<b>52.9%</b>
<b>Gross Profit</b>	<b>394,321.35</b>	<b>745,520.00</b>	<b>52.9%</b>
<b>Expense</b>			
<b>GENERAL ASSISTANCE FUND</b>			
<b>ADMINISTRATION</b>			
<b>CONTRACTUAL SERVICES</b>			
5512 · MAINTENANCE SERVICE - EQUIPMENT	0.00	500.00	0.0%
5534 · ACCOUNTING SERVICES	0.00	3,500.00	0.0%
5549 · OTHER PROFESSIONAL SERVICE	0.00	500.00	0.0%
5551 · POSTAGE	0.00	250.00	0.0%
5552 · TELEPHONE	0.00	500.00	0.0%
5554 · PRINTING	0.00	500.00	0.0%
5556 · TRAINING	371.43	1,000.00	37.1%
5571 · UTILITIES	0.00	500.00	0.0%
<b>Total CONTRACTUAL SERVICES</b>	<b>371.43</b>	<b>7,250.00</b>	<b>5.1%</b>
<b>OPERATING EXPENSES</b>			
5611 · MAINTENANCE SUPPLIES - BUILDING	0.00	500.00	0.0%
5651 · OFFICE SUPPLIES	0.00	500.00	0.0%
<b>Total OPERATING EXPENSES</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.0%</b>
<b>PERSONNEL</b>			
5421 · SALARIES	13,356.00	15,000.00	89.0%
5451 · HEALTH INSURANCE	1,590.97	2,500.00	63.6%
<b>Total PERSONNEL</b>	<b>14,946.97</b>	<b>17,500.00</b>	<b>85.4%</b>
<b>Total ADMINISTRATION</b>	<b>15,318.40</b>	<b>25,750.00</b>	<b>59.5%</b>
<b>HOME RELIEF</b>			
<b>COMMODITIES</b>			
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 · Catastastrophic Deduction	0.00	21,746.00	0.0%
<b>Total COMMODITIES</b>	<b>0.00</b>	<b>27,746.00</b>	<b>0.0%</b>



**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
 April 2023 through March 2024

	Apr '23 - Mar 24	Budget	% of Budget
<b>CONTRACTUAL SERVICES</b>			
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	2,640.00	20,000.00	13.2%
5888 · UTILITY PAYMENTS	0.00	20,000.00	0.0%
<b>Total CONTRACTUAL SERVICES</b>	<b>5,290.00</b>	<b>47,500.00</b>	<b>11.1%</b>
<b>Total HOME RELIEF</b>	<b>5,290.00</b>	<b>75,246.00</b>	<b>7.0%</b>
<b>Total GENERAL ASSISTANCE FUND</b>	<b>20,608.40</b>	<b>100,996.00</b>	<b>20.4%</b>
<b>TOWN FUND EXPENDITURES</b>			
<b>ADMINISTRATION</b>			
<b>CAPITAL OUTLAY</b>			
1831 · CAPITAL IMPROVEMENT RESERVE	0.00	292,887.00	0.0%
1835 · CAPITAL EQUIPMENT RESERVE	0.00	292,887.00	0.0%
<b>Total CAPITAL OUTLAY</b>	<b>0.00</b>	<b>585,774.00</b>	<b>0.0%</b>
<b>COMMODITIES</b>			
1651 · OFFICE SUPPLIES	362.16	5,000.00	7.2%
1652 · OPERATING SUPPLIES	0.00	3,000.00	0.0%
<b>Total COMMODITIES</b>	<b>362.16</b>	<b>8,000.00</b>	<b>4.5%</b>
<b>CONTRACTUAL SERVICES</b>			
1511 · MAINTENANCE SERVICE-BUILDING	3,160.94	250,000.00	1.3%
1512 · MAINTENANCE SERVICE - EQUIPMENT	8,590.02	210,000.00	4.1%
1531 · ACCOUNTING SERVICES	749.50	20,000.00	3.7%
1533 · LEGAL SERVICE	0.00	165,000.00	0.0%
1551 · POSTAGE	0.00	2,000.00	0.0%
1552 · TELEPHONE	467.73	5,000.00	9.4%
1553 · PUBLISHING	254.78	2,000.00	12.7%
1554 · PRINTING	0.00	3,000.00	0.0%
1561 · DUES	1,259.45	5,000.00	25.2%
1562 · TRAVEL EXPENSES	0.00	2,000.00	0.0%
1563 · TRAINING	0.00	5,000.00	0.0%
1565 · CLERK	404.81	5,000.00	8.1%
1571 · UTILITIES	1,120.36	10,000.00	11.2%
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%
<b>Total CONTRACTUAL SERVICES</b>	<b>16,007.59</b>	<b>741,000.00</b>	<b>2.2%</b>
<b>OTHER EXPENDITURES</b>			
1905 · MISCELLANEOUS EXPENSE	91.10	50,000.00	0.2%
1911 · CONTINGENCIES	0.00	60,000.00	0.0%
<b>Total OTHER EXPENDITURES</b>	<b>91.10</b>	<b>110,000.00</b>	<b>0.1%</b>
<b>PERSONNEL</b>			
1420 · OFFICE STAFF HOURLY	23,200.00	110,000.00	21.1%
1421 · ELECTED OFFICIALS SALARIES	53,269.20	175,000.00	30.4%
1451 · HEALTH INSURANCE	8,278.45	60,000.00	13.8%
<b>Total PERSONNEL</b>	<b>84,747.65</b>	<b>345,000.00</b>	<b>24.6%</b>

**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
 April 2023 through March 2024

	Apr '23 - Mar 24	Budget	% of Budget
<b>SENIOR SERVICES</b>			
900 · SALARIES	0.00	30,000.00	0.0%
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	74.00	10,000.00	0.7%
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	0.00	10,000.00	0.0%
971 · UTILITIES	0.00	2,000.00	0.0%
<b>Total SENIOR SERVICES</b>	<b>74.00</b>	<b>75,000.00</b>	<b>0.1%</b>
<b>Total ADMINISTRATION</b>	<b>101,282.50</b>	<b>1,864,774.00</b>	<b>5.4%</b>
<b>ASSESSOR</b>			
<b>CAPITAL OUTLAY</b>			
1854 · EQUIPMENT	0.00	5,000.00	0.0%
<b>Total CAPITAL OUTLAY</b>	<b>0.00</b>	<b>5,000.00</b>	<b>0.0%</b>
<b>COMMODITIES</b>			
1851 · OFFICE SUPPLIES	45.62	3,000.00	1.5%
<b>Total COMMODITIES</b>	<b>45.62</b>	<b>3,000.00</b>	<b>1.5%</b>
<b>CONTRACTUAL SERVICES</b>			
1751 · MAINTENANCE SERVICE	93.91	4,200.00	2.2%
1752 · TELEPHONE	467.73	2,400.00	19.5%
1755 · POSTAGE	6.85	250.00	2.7%
1756 · SOFTWARE	10,600.00	12,000.00	88.3%
1757 · PUBLISHING	0.00	600.00	0.0%
1758 · PRINTING	0.00	500.00	0.0%
1759 · DUES	50.00	1,000.00	5.0%
1760 · TRAVEL EXPENSE	134.56	2,500.00	5.4%
1761 · TRAINING	0.00	3,000.00	0.0%
1762 · PUBLICATIONS/SUBSCRIPTIONS	0.00	300.00	0.0%
<b>Total CONTRACTUAL SERVICES</b>	<b>11,353.05</b>	<b>26,750.00</b>	<b>42.4%</b>
<b>OTHER EXPENDITURES</b>			
1939 · MISCELLANEOUS	0.00	1,500.00	0.0%
1940 · UNIFORMS	0.00	500.00	0.0%
<b>Total OTHER EXPENDITURES</b>	<b>0.00</b>	<b>2,000.00</b>	<b>0.0%</b>
<b>PERSONNEL</b>			
1240 · SALARIES	62,033.50	285,500.00	21.7%
1241 · IMRF	3,307.60	28,550.00	11.6%
1242 · FICA/MEDICARE/TAXES	3,889.60	26,552.00	14.6%
1243 · HEALTH INSURANCE	4,404.70	52,080.00	8.5%
<b>Total PERSONNEL</b>	<b>73,635.40</b>	<b>392,682.00</b>	<b>18.8%</b>
<b>Total ASSESSOR</b>	<b>85,034.07</b>	<b>429,432.00</b>	<b>19.8%</b>
<b>Total TOWN FUND EXPENDITURES</b>	<b>186,316.57</b>	<b>2,294,206.00</b>	<b>8.1%</b>
<b>TOWN IMRF FUND EXPENDITURES</b>			
3262 · RETIREMENT CONTRIBUTION	3,495.20	28,000.00	12.5%
<b>Total TOWN IMRF FUND EXPENDITURES</b>	<b>3,495.20</b>	<b>28,000.00</b>	<b>12.5%</b>

**GRAFTON TOWNSHIP**  
**Year to date actual vs budget**  
 April 2023 through March 2024

	<u>Apr '23 - Mar 24</u>	<u>Budget</u>	<u>% of Budget</u>
<b>TOWN INSURANCE FUND EXPENDITURE</b>			
<b>CONTRACTED SERVICES</b>			
2593 · RISK MANAGEMENT CONTRIBUTION	14,913.00	25,000.00	59.7%
<b>Total CONTRACTED SERVICES</b>	14,913.00	25,000.00	59.7%
<b>PERSONNEL</b>			
2453 · UNEMPLOYMENT INSURANCE	122.90	10,000.00	1.2%
<b>Total PERSONNEL</b>	122.90	10,000.00	1.2%
<b>Total TOWN INSURANCE FUND EXPENDITURE</b>	15,035.90	35,000.00	43.0%
<b>TOWN SOCIAL SECURTY EXPENDITURE</b>			
3761 · SOCIAL SECURITY CONTRIBUTION	3,492.39	25,000.00	14.0%
3762 · MEDICARE CONTRIBUTION	1,464.70	10,000.00	14.6%
<b>Total TOWN SOCIAL SECURTY EXPENDITURE</b>	4,957.09	35,000.00	14.2%
<b>Total Expense</b>	230,413.16	2,493,202.00	9.2%
<b>Net Ordinary Income</b>	163,908.19	-1,747,682.00	-9.4%
<b>Net Income</b>	<u>163,908.19</u>	<u>-1,747,682.00</u>	<u>-9.4%</u>

**GRAFTON TOWNSHIP**  
**Reconciliation Summary**  
**101 - CHECKING -American Community, Period Ending 06/30/2023**

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	<u>Jun 30, 23</u>
Beginning Balance	1,626,027.78
Cleared Transactions	
Checks and Payments - 17 items	-65,197.75
Deposits and Credits - 30 items	291,353.30
Total Cleared Transactions	<u>226,155.55</u>
Cleared Balance	<u>1,852,183.33</u>
Uncleared Transactions	
Checks and Payments - 5 items	-6,245.23
Total Uncleared Transactions	<u>-6,245.23</u>
Register Balance as of 06/30/2023	<u>1,845,938.10</u>
New Transactions	
Checks and Payments - 1 item	-8,542.95
Total New Transactions	<u>-8,542.95</u>
Ending Balance	<u>1,837,395.15</u>

8:59 AM

07/03/23

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

**151 - General Assistance - Amer Com, Period Ending 06/30/2023**

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	Jun 30, 23
Beginning Balance	69,678.60
Cleared Transactions	
Checks and Payments - 5 items	-4,435.63
Deposits and Credits - 3 items	14,041.62
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Total Cleared Transactions	9,605.99
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Cleared Balance	79,284.59
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Uncleared Transactions	
Checks and Payments - 1 item	-93.08
	<hr/>
Total Uncleared Transactions	-93.08
	<hr/>
Register Balance as of 06/30/2023	79,191.51
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Ending Balance	79,191.51

**ROAD DISTRICT  
FUND  
FINANCIALS**

**Grafton Township RB**  
**Unpaid Bills Detail**  
**All Transactions**

Date	Num	Memo	Split	Amount
<b>Airgas USA LLC</b>				
07/01/2023	9139651744	PO 14191	6123 · SMALL TOOLS	672.69
Total Airgas USA LLC				672.69
<b>AutoZone Inc.</b>				
06/30/2023	4427149257	PO 14184	6113 · MAINTENANCE SUPPLY - VEHIC...	18.99
Total AutoZone Inc.				18.99
<b>Bakley Construction Corp.</b>				
07/03/2023	24199	PO 14190	9614 · MAINTENANCE SUPPLIES - RO...	1,202.92
Total Bakley Construction Corp.				1,202.92
<b>Carmichael Construction Inc.</b>				
06/13/2023	7014	PO 14175	6311 · MAINTENANCE SERVICE - BUIL...	10,806.45
Total Carmichael Construction Inc.				10,806.45
<b>COM ED</b>				
06/22/2023		PO 14183	9519 · STREET LIGHTS	259.99
07/03/2023		PO 14201	6371 · UTILITIES	145.24
Total COM ED				405.23
<b>Elan Financial Services</b>				
06/06/2023	69562	PO 14202	6123 · SMALL TOOLS	282.16
06/06/2023	menards	PO 14193	6314 · MAINTENANCE SERVICE ROADS	13.98
06/13/2023	amazon	PO 14176	6651 · OFFICE SUPPLIES	279.99
06/20/2023	menards	PO 14195	9614 · MAINTENANCE SUPPLIES - RO...	271.92
06/22/2023	amazon	PO 14194	6831 · EQUIPMENT	277.62
06/30/2023	farm/fleet	PO 14196	9472 · UNIFORMS	254.93
06/30/2023	farm/fleet	PO 14197	6111 · MAINTENANCE SUPPLY - BUILD...	242.47
06/30/2023	farm/fleet	PO 14198	6123 · SMALL TOOLS	41.99
Total Elan Financial Services				1,665.06
<b>Hinckley Springs Water Co.</b>				
06/11/2023	10164181 061123	PO 14199	6122 · OPERATING SUPPLIES	61.46
Total Hinckley Springs Water Co.				61.46
<b>MDC Environmental Services Inc.</b>				
07/01/2023	22255935f084	PO 14189	6373 · GARBAGE DISPOSAL	135.08
Total MDC Environmental Services Inc.				135.08
<b>Rush Truck Centers of Illinois Inc.</b>				
07/07/2023	3033239910	PO 14192	6113 · MAINTENANCE SUPPLY - VEHIC...	1,470.00
Total Rush Truck Centers of Illinois Inc.				1,470.00
<b>Scott Gabel</b>				
07/10/2023		PO 14200	6123 · SMALL TOOLS	250.00
Total Scott Gabel				250.00
<b>Village of Huntley</b>				
06/21/2023	2023-00016003	PO 14182	9514 · MAINTENANCE SERVICE ROAD	41,699.86
Total Village of Huntley				41,699.86
<b>Ziegler's Ace Hardware</b>				
06/06/2023	91245/b	PO 14186	9652 · OPERATING SUPPLIES	36.98
06/09/2023	91283/b	PO 14187	6113 · MAINTENANCE SUPPLY - VEHIC...	54.96
06/20/2023	42429/L 91258/b	PO 14185	6112 · MAINTENANCE SUPPLY - EQUI...	54.96
06/22/2023	91384/b	PO 14188	6111 · MAINTENANCE SUPPLY - BUILD...	94.93
Total Ziegler's Ace Hardware				241.83
<b>TOTAL</b>				<b>58,629.57</b>

11:54 AM

07/05/23

Cash Basis

**Grafton Township RB**  
**WARRANT DETAIL REPORT**  
June 26 through July 5, 2023

---

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
<b>103 · R&amp;B General Amer. Comm.</b>				
06/26/2023	7029	BlueCross BlueShield of Illinois	PO 14178	-3,496.21
06/26/2023	7030	Comcast	PO 14181	-161.23
06/26/2023	7031	Humana Health Plan Inc.	PO 14180	-279.24
06/26/2023	7032	Nicor Gas	PO 14177	-56.37
06/26/2023	7033	Verizon Wireless	PO 14174	-188.12
Total 103 · R&B General Amer. Comm.				-4,181.17
<b>TOTAL</b>				<b>-4,181.17</b>



**ROAD & BRIDGE WARRANT LIST - JUNE 2023**

<u>FUND</u>	<u>VENDOR</u>	<u>PO #</u>		
6311	Carmichael Construction Inc	<u>14175</u>	Labor for metal panels & trim	\$ 10,806.45
6651	Elan Financial (Amazon)	<u>14176</u>	Scanner	\$ 279.99
9514	Village of Huntley	<u>14182</u>	Hemmer Road	\$ 41,699.86
9519	ComEd	<u>14183</u>	Street Lights	\$ 259.99
6113	AutoZone	<u>14184</u>	Maint. Supply Vehicles	\$ 18.99
6112	ACE	<u>14185</u>	Equipment Belts	\$ 54.96
9652	ACE	<u>14186</u>	PVC Bonding	\$ 36.98
6113	ACE	<u>14187</u>	Supply-Vehicles	\$ 54.96
6111	ACE	<u>14188</u>	Building- Keys & Locks	\$ 94.93
6373	MDC Environmental Services Inc	<u>14189</u>	Garbage Disposal	\$ 135.08
9614	Bakley Construction Corp	<u>14190</u>	Maint Supply Road	\$ 1,202.92
6123	Airgas USA, LLC	<u>14191</u>	Small Tools	\$ 672.69
6113	Rush Truck Centers	<u>14192</u>	Spring kit- truck 4	\$ 1,470.00
6314	Elan Financial (Menards)	14193	Sewer Coupling	\$ 13.98
6831	Elan Financial (Amazon)	14194	Office Equipment	\$ 277.62
9614	Elan Financial (Menards)	14195	PVC Pipe	\$ 271.92
9472	Elan Financial (Menards)	14196	Uniform	\$ 254.93
6111	Elan Financial (Menards)	14197	Maint Supply Building	\$ 242.47
6123	Elan Financial (Menards)	14198	Grinder	\$ 41.99
6122	Hinckley Springs	14199	Water	\$ 61.46
6123	Scott Gabel	14200	Small Tools	\$ 250.00
6371	ComEd	14201	Utilities	\$ 145.24
6123	Elan Financial (welding outfitter)	14202	Small Tools	\$ 282.16

**\$ 58,629.57**

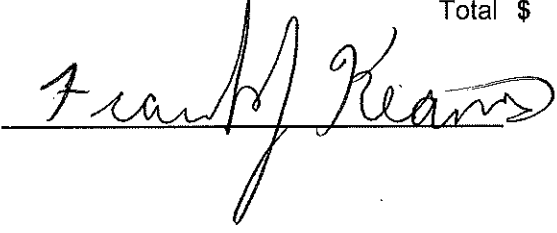
**BILLS PAID BEFORE MEETING**

9451	BLUECROSS BLUESHIELD OF IL	<u>14178</u>	Health Insurance - July	\$ 3,496.21
6552	COMCAST	<u>14181</u>	Phone & Internet	\$ 161.23
9451	HUMANA DENTAL INSURANCE	<u>14180</u>	Health Insurance - July	\$ 279.24
6371	NICOR GAS	<u>14177</u>	Utilities	\$ 56.37
6552	VERIZON WIRELESS	<u>14174</u>	Cell phone service	\$ 188.12

**\$ 4,181.17**

Total **\$ 62,810.74**

**Road Commissioner:**



**Actual vs Budget Year to Date**

April 2023 through March 2024

07/13/23

Cash Basis

	Apr '23 - Mar 24	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>PERMANENT HARD ROAD FD REVENUES</b>			
9000 · PROPERTY TAXES	319,475.10	608,662.00	52.5%
9020 · INTEREST INCOME	3,562.88	450.00	791.8%
9040 · INTERGOVERNMENTAL AGREEMENT	100.00	100.00	100.0%
9050 · MISCELLANEOUS INCOME	540.00	10.00	5,400.0%
9060 · PERMITS & BONDS	1,560.00	2,000.00	78.0%
9080 · GRANT INCOME	0.00	5.00	0.0%
<b>Total PERMANENT HARD ROAD FD REVENUES</b>	<b>325,237.98</b>	<b>611,227.00</b>	<b>53.2%</b>
<b>ROAD &amp; BRIDGE FUND REVENUES</b>			
6000 · PROPERTY TAXES - ROAD & BRIDGE	61,146.27	224,568.00	27.2%
6002 · MUNICIPAL SHARE	0.00	-108,339.00	0.0%
6010 · REPLACEMENT TAXES-ROAD & BRIDGE	70,685.85	40,000.00	176.7%
6020 · INTEREST INCOME	1,644.41	200.00	822.2%
6030 · RENTAL INCOME	0.00	5.00	0.0%
6040 · INTERGOVERNMENT AGREEMENT	0.00	5.00	0.0%
6050 · MISCELLANEOUS INCOME	648.00	500.00	129.6%
6060 · COURT FINES & PERMITS	0.00	200.00	0.0%
6080 · GRANT INCOME	0.00	5.00	0.0%
<b>Total ROAD &amp; BRIDGE FUND REVENUES</b>	<b>134,124.53</b>	<b>157,144.00</b>	<b>85.4%</b>
<b>ROAD &amp; BRIDGE IMRF FUND REVENUE</b>			
8000 · PROPERTY TAXES	6,922.09	13,211.00	52.4%
8020 · INTEREST INCOME	109.62	15.00	730.8%
8050 · MISCELLANEOUS INCOME	0.00	5.00	0.0%
<b>Total ROAD &amp; BRIDGE IMRF FUND REVENUE</b>	<b>7,031.71</b>	<b>13,231.00</b>	<b>53.1%</b>
<b>ROAD &amp; BRIDGE INSURANCE REVENUE</b>			
7000 · PROPERTY TAXES	5,773.99	11,019.00	52.4%
7020 · INTEREST INCOME	164.44	20.00	822.2%
7050 · MISCELLANEOUS INCOME	0.00	3,000.00	0.0%
<b>Total ROAD &amp; BRIDGE INSURANCE REVENUE</b>	<b>5,938.43</b>	<b>14,039.00</b>	<b>42.3%</b>
<b>Total Income</b>	<b>472,332.65</b>	<b>795,641.00</b>	<b>59.4%</b>
<b>Gross Profit</b>	<b>472,332.65</b>	<b>795,641.00</b>	<b>59.4%</b>
<b>Expense</b>			
<b>PERMANENT HARD ROAD EXPENDITURE</b>			
<b>COMMODITIES</b>			
9614 · MAINTENANCE SUPPLIES - ROADS	1,332.23	35,000.00	3.8%
9652 · OPERATING SUPPLIES	1,273.47	8,000.00	15.9%
9655 · AUTO FUEL & OIL	4,357.88	35,000.00	12.5%
9656 · SALT, CALCIUM, ICE CONTROL	9,195.94	70,000.00	13.1%
<b>Total COMMODITIES</b>	<b>16,159.52</b>	<b>148,000.00</b>	<b>10.9%</b>

**Actual vs Budget Year to Date**

April 2023 through March 2024

07/13/23

Cash Basis

	Apr '23 - Mar 24	Budget	% of Budget
<b>CONTRACT SERVICES</b>			
9514 · MAINTENANCE SERVICE ROAD	0.00	334,293.00	0.0%
9518 · ROAD STRIPING	0.00	40,000.00	0.0%
9519 · STREET LIGHTS	765.64	5,000.00	15.3%
9520 · ROAD SIGNS & MATERIALS	0.00	7,500.00	0.0%
9532 · ENGINEERING SERVICE	0.00	5,000.00	0.0%
9594 · RENTALS	0.00	5,000.00	0.0%
<b>Total CONTRACT SERVICES</b>	<b>765.64</b>	<b>396,793.00</b>	<b>0.2%</b>
<b>OTHER EXPENDITURES</b>			
9929 · MISCELLANEOUS	0.00	8,000.00	0.0%
9952 · INTERGOVERNMENTAL AGREEMENT	0.00	1,000.00	0.0%
<b>Total OTHER EXPENDITURES</b>	<b>0.00</b>	<b>9,000.00</b>	<b>0.0%</b>
<b>PERSONNEL</b>			
9421 · SALARIES	58,815.67	238,000.00	24.7%
9451 · HEALTH/LIFE INSURANCE	12,342.39	67,000.00	18.4%
9461 · SOCIAL SECURITY CONTRIBUTION	3,921.85	17,000.00	23.1%
9462 · MEDICARE CONTRIBUTION	917.20	6,000.00	15.3%
9472 · UNIFORMS	234.99	3,000.00	7.8%
9475 · PAYROLL EXPENSE	535.00	1,800.00	29.7%
<b>Total PERSONNEL</b>	<b>76,767.10</b>	<b>332,800.00</b>	<b>23.1%</b>
<b>Total PERMANENT HARD ROAD EXPENDITURE</b>	<b>93,692.26</b>	<b>886,593.00</b>	<b>10.6%</b>
<b>ROAD &amp; BRIDGE-IMRF-EXPENDITURE</b>			
<b>PERSONNEL</b>			
8463 · RETIREMENT CONTRIBUTION	3,747.65	42,642.00	8.8%
<b>Total PERSONNEL</b>	<b>3,747.65</b>	<b>42,642.00</b>	<b>8.8%</b>
<b>Total ROAD &amp; BRIDGE-IMRF-EXPENDITURE</b>	<b>3,747.65</b>	<b>42,642.00</b>	<b>8.8%</b>
<b>ROAD &amp; BRIDGE-INS-EXPENDITURE</b>			
<b>CONTRACT SERVICE</b>			
7593 · RISK MANAGEMENT CONTRIBUTION	21,460.00	33,000.00	65.0%
<b>Total CONTRACT SERVICE</b>	<b>21,460.00</b>	<b>33,000.00</b>	<b>65.0%</b>
<b>PERSONNEL</b>			
7453 · UNEMPLOYMENT INSURANCE	39.92	5,330.00	0.7%
<b>Total PERSONNEL</b>	<b>39.92</b>	<b>5,330.00</b>	<b>0.7%</b>
<b>Total ROAD &amp; BRIDGE-INS-EXPENDITURE</b>	<b>21,499.92</b>	<b>38,330.00</b>	<b>56.1%</b>
<b>ROAD &amp; BRIDGE FUND EXPENDITURES</b>			
<b>ADMINISTRATION</b>			
<b>CAPITAL OUTLAY</b>			
6831 · EQUIPMENT	972.17	5,000.00	19.4%
<b>Total CAPITAL OUTLAY</b>	<b>972.17</b>	<b>5,000.00</b>	<b>19.4%</b>
<b>COMMODITIES</b>			
6651 · OFFICE SUPPLIES	132.22	2,000.00	6.6%
<b>Total COMMODITIES</b>	<b>132.22</b>	<b>2,000.00</b>	<b>6.6%</b>

Grafton Township RB  
**Actual vs Budget Year to Date**  
April 2023 through March 2024

	Apr '23 - Mar 24	Budget	% of Budget
<b>CONTRACTED SERVICES</b>			
6512 · MAINTENANCE EQUIPMENT	20.00	4,000.00	0.5%
6531 · ACCOUNTING SERVICE	0.00	8,000.00	0.0%
6533 · LEGAL SERVICE	0.00	15,000.00	0.0%
6551 · POSTAGE	0.00	600.00	0.0%
6552 · TELEPHONE	895.69	5,100.00	17.6%
6553 · PUBLISHING	0.00	1,500.00	0.0%
6554 · PRINTINING	0.00	300.00	0.0%
6561 · DUES AND SUBSCRIPTIONS	0.00	400.00	0.0%
6562 · TRAVEL & MEETING EXPENSE	15.72	6,000.00	0.3%
6563 · EDUCATION & TRAINING	0.00	1,000.00	0.0%
<b>Total CONTRACTED SERVICES</b>	<b>931.41</b>	<b>41,900.00</b>	<b>2.2%</b>
<b>OTHER EXPENDITURES</b>			
6914 · MUNICIPAL REPLACEMENT	0.00	31,850.00	0.0%
6929 · MISCELLANEOUS	0.00	8,000.00	0.0%
<b>Total OTHER EXPENDITURES</b>	<b>0.00</b>	<b>39,850.00</b>	<b>0.0%</b>
<b>PERSONNEL</b>			
6421 · SALARIES	4,440.00	25,000.00	17.8%
<b>Total PERSONNEL</b>	<b>4,440.00</b>	<b>25,000.00</b>	<b>17.8%</b>
<b>Total ADMINISTRATION</b>	<b>6,475.80</b>	<b>113,750.00</b>	<b>5.7%</b>
<b>MAINTENANCE</b>			
<b>CAPITAL OUTLAY</b>			
6820 · CAPITAL ASSET OUTLAY	0.00	99,000.00	0.0%
6833 · OTHER IMPROVEMENTS	9,068.65	89,182.00	10.2%
<b>Total CAPITAL OUTLAY</b>	<b>9,068.65</b>	<b>188,182.00</b>	<b>4.8%</b>
<b>COMMODITIES</b>			
6111 · MAINTENANCE SUPPLY - BUILDING	2,668.46	15,000.00	17.8%
6112 · MAINTENANCE SUPPLY - EQUIPM...	1,297.37	15,000.00	8.6%
6113 · MAINTENANCE SUPPLY - VEHICL...	1,708.88	20,000.00	8.5%
6114 · MAINTENANCE SUPPLY - ROAD	638.60	1,000.00	63.9%
6116 · MAINTENANCE - SNOW REMOVAL	0.00	1,000.00	0.0%
6118 · MAINTENANCE SUPPLY - BRIDGE	0.00	5,000.00	0.0%
6122 · OPERATING SUPPLIES	238.61	4,000.00	6.0%
6123 · SMALL TOOLS	884.31	6,000.00	14.7%
<b>Total COMMODITIES</b>	<b>7,436.23</b>	<b>67,000.00</b>	<b>11.1%</b>
<b>CONTRACT SERVICES</b>			
6311 · MAINTENANCE SERVICE - BUILDI...	17.95	60,000.00	0.0%
6312 · MAINTENANCE SERVICE - EQUIP...	440.50	35,000.00	1.3%
6313 · MAINTENANCE SERVICE - VEHIC...	0.00	55,000.00	0.0%
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	7,000.00	0.0%
6371 · UTILITIES	809.99	9,000.00	9.0%
6373 · GARBAGE DISPOSAL	455.10	6,000.00	7.6%
6394 · RENTALS	0.00	500.00	0.0%
<b>Total CONTRACT SERVICES</b>	<b>1,723.54</b>	<b>207,600.00</b>	<b>0.8%</b>

**Actual vs Budget Year to Date**

April 2023 through March 2024

07/13/23

Cash Basis

	<u>Apr '23 - Mar 24</u>	<u>Budget</u>	<u>% of Budget</u>
OTHER EXPENDITURES			
6919 · MISCELLANEOUS	1,165.00	5,000.00	23.3%
<b>Total OTHER EXPENDITURES</b>	<u>1,165.00</u>	<u>5,000.00</u>	<u>23.3%</u>
<b>Total MAINTENANCE</b>	<u>19,393.42</u>	<u>467,782.00</u>	<u>4.1%</u>
<b>Total ROAD &amp; BRIDGE FUND EXPENDITURES</b>	<u>25,869.22</u>	<u>581,532.00</u>	<u>4.4%</u>
6391 · R&B - CONTINGENCIES	0.00	28,000.00	0.0%
9917 · PHR - CONTINGENCIES	0.00	35,000.00	0.0%
<b>Total Expense</b>	<u>144,809.05</u>	<u>1,612,097.00</u>	<u>9.0%</u>
<b>Net Ordinary Income</b>	<u>327,523.60</u>	<u>-816,456.00</u>	<u>-40.1%</u>
<b>Net Income</b>	<u><u>327,523.60</u></u>	<u><u>-816,456.00</u></u>	<u><u>-40.1%</u></u>

9:34 AM

07/03/23

**Grafton Township RB**  
**Reconciliation Summary**  
103 - R&B General Amer. Comm., Period Ending 06/30/2023

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	Jun 30, 23
Beginning Balance	812,327.43
Cleared Transactions	
Checks and Payments - 22 items	-29,537.75
Deposits and Credits - 12 items	349,430.52
Total Cleared Transactions	319,892.77
Cleared Balance	<u>1,132,220.20</u>
Uncleared Transactions	
Checks and Payments - 7 items	-5,121.47
Total Uncleared Transactions	-5,121.47
Register Balance as of 06/30/2023	<u>1,127,098.73</u>
New Transactions	
Checks and Payments - 1 item	-3,474.18
Total New Transactions	-3,474.18
Ending Balance	<u>1,123,624.55</u>

**NEW  
BUSINESS**

**Proposal**

**Carmichael**

**Construction Inc.**

GENERAL CONTRACTOR  
1080 EAST GRANT HIGHWAY  
MARENGO, ILLINOIS 60152

OFFICE  
(815) 568-8337

FAX  
(815) 568-8162

JIM CARMICHAEL

MOBILE PHONE  
815 - 378 - 0788

**Proposal No.**

**Sheet No.** 1 of 1

**Date**

6/27/23

**Proposal Submitted To**

**Work To Be Performed At**

Name Grafton Assessor Office  
Street Attn: Terra DeBaltz  
City \_\_\_\_\_  
State \_\_\_\_\_  
Telephone Number \_\_\_\_\_

Street Front Office Remodel  
City \_\_\_\_\_  
State \_\_\_\_\_  
Date of Plans \_\_\_\_\_  
Architect \_\_\_\_\_

We propose to provide labor and materials for the following -

- Frame 2 x 6 half wall dividing entry and office space
- Sheet wall with 5/8 impact drywall
- Tape and paint drywall
- Build and install (1) 3' x 3' swinging door  
- priced as "Red Oak" with "Saloon" hinges and (1) gate latch
- Stain swinging door
- Install rubber base to match existing
- Install new countertops  
- priced as laminate, group 4 color, and matching supports for lower top
- Clean up after our own work

Exclusions: Premium time or overtime, electrical, anything not included in the above scope.

**TOTAL..... \$ 9,215.00**

Option for (4) 48" x 36" CRL portable post partition windows Add... \$ 3,701.00

Option for Corian solid surface countertops Level C - Add... \$ 1,310.00

**Material prices are good for 14 days from the date of this proposal. Any cost increases will be billed as an extra. Any material decrease will be issued as a credit. Price does not include overtime or premium time.**

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a workmanlike manner for the sum of

Dollars (\$ **SEE ABOVE** )

with payments to be made as follows:

**10% down before work begins.**

**Progress payments per contractors billing every 30 days without retention.**

**Balance with in 30 days of completion.**

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be taken out by

Respectfully submitted

**Carmichael Construction**

Per  , owner

Note — This proposal may be withdrawn by us if not accepted within 30 days.

**Carmichael Construction**

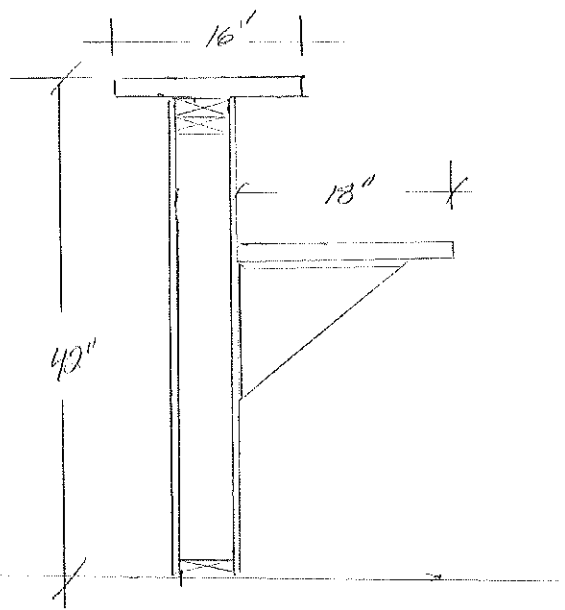
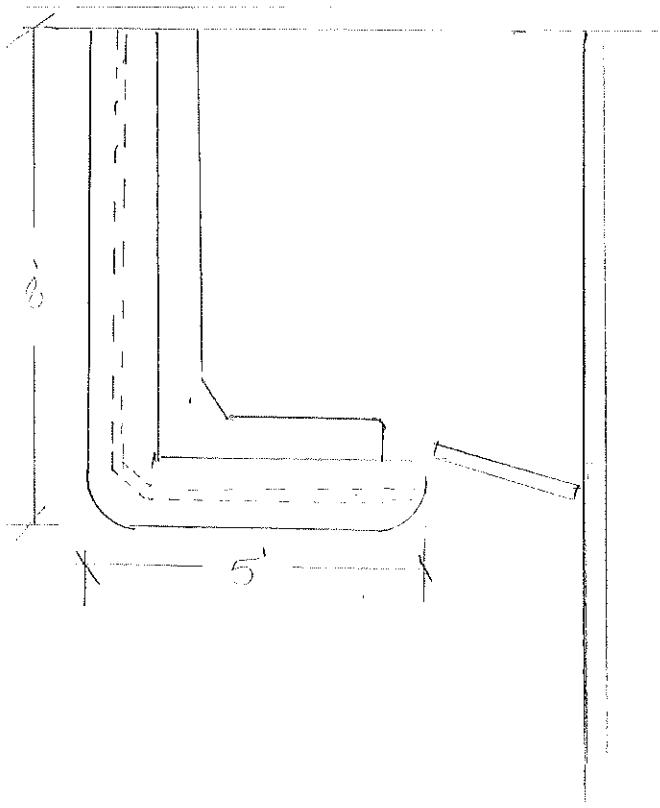
**ACCEPTANCE OF PROPOSAL**

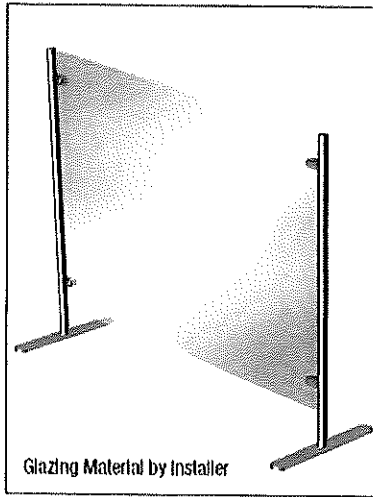
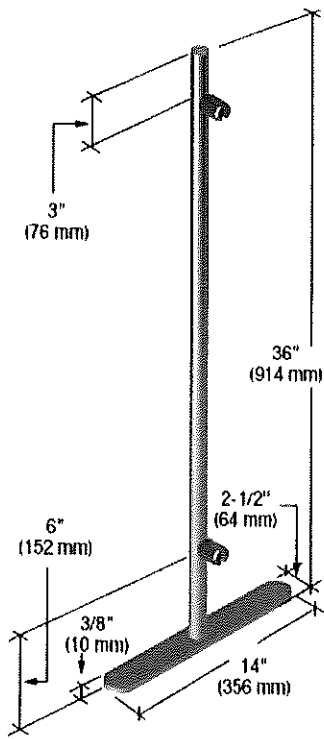
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_







# **SUPERVISOR'S REPORT**

# System Activity Report

[6/1/2023 - 6/30/2023] Report Date: 7/3/2023

## General Assistance

Grants (New Clients) :	0	
Grants (Previous Clients) :	1	\$345.00
In-Process :	0	
Denials :	5	
Sanctions :	0	
Terminations :	0	
	<hr/>	
	6	\$345.00

## General Assistance - Medical

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

## General Assistance - Work Program Assignments

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

## Emergency Assistance

Grants :	2	\$1,350.00
In-Process :	2	
Denials :	0	
	<hr/>	
	4	\$1,350.00
Grand Totals:	10	\$1,695.00