

Wauponsee Township Board Meeting Minutes

February 14, 2018

The regular scheduled meeting of the Board of Trustees of Wauponsee Township of Grundy County, the State of Illinois was held on the above date at the Wauponsee Township Road and Bridge Office for the purpose of conducting normal business. Supervisor Fannin opened the meeting at 7:00 PM. The Pledge of Allegiance to the flag followed immediately.

The meeting attendance roll call results are shown below.

Trustees:	Jeff Carr	Physically Present
	Andy Chandler	Physically Present
	Tom Baker	Physically Present
	Neil Romines	Physically Present
Supervisor:	Steven Fannin	Physically Present
Road Commissioner:	Mark Doerfler	Absent
Township Clerk	Charles Sargent	Physically Present

Residents Present:
None

Public Comments
None

Approval of Minutes

Meeting minutes for the January 17th meeting was presented. A motion to approve the minutes as presented was made by Trustee Romines and seconded by Trustee Baker. The motion passed on a voice vote.

Approval of Claims

A motion was made by Trustee Romines and seconded by Trustee Baker to authorize the Township Fund claims as presented by the Treasurer.

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Tom Baker	Yes
	Neil Romines	Yes
Supervisor:	Steven Fannin	Yes

The motion passed on a roll call vote. The claim details are listed on the attachment to these minutes.

A motion was made by Trustee Chandler and seconded by Trustee Baker to authorize the Wauponcee Township Road and Bridge Fund claims as presented.

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Tom Baker	Yes
	Neil Romines	Yes
Supervisor:	Steven Fannin	Yes

The motion passed on a roll call vote. The claim details are listed on the attachment to these minutes.

Supervisor's Report

Supervisor Fannin reported the following:

- The exact impact on payroll checks regarding IRS deductions is not finalized. A summary of the program as known now is attached.

Road Commissioner's Report

Commissioner Doerfler was not in attendance at the meeting, however he provided the Board with the attached written report.

Clerk's Report

A monthly report on the web site visits is attached to these minutes.

Unfinished Business

Response plan for the November 2017 Audit Report Findings.

The response plan is not yet ready for review.

Replacement Property Tax Assessor

The search for a qualified person to fill the open assessor position is continuing.

New Business

Approval of Road District Settlement Document

Road District Commissioner Doerfler presented a proposed agreement with the land owner on Pine Bluff Road to resolve the issue of Township personnel removing trees from his property at the January Board meeting. The Board approval of the agreement was deferred to the February meeting. A motion was made by Trustee Romines to approve the agreement as presented. Trustee Chandler seconded the motion. Supervisor Fannin called for a voice vote which was approved unanimously.

Adjournment

Being no further business, Trustee Baker made a motion to adjourn the meeting. Trustee Romines seconded the motion, which carried on a voice vote.

The meeting was adjourned at 7:20 PM.

Meeting minutes approved on March 14, 2018

----- Trustee

----- Trustee

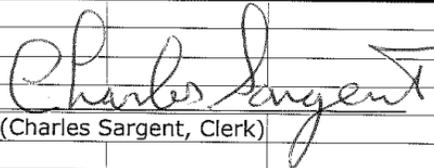
----- Trustee

----- Trustee

----- Supervisor

----- Township Clerk

For Information Only Copy

Wauponsee Township Town Fund						
14-Feb-18						
Employee	Monthly			State	Total/Month	
	Salary	Federal				
Baker, Tom	\$ 100.00	\$ 10.00		\$ 3.75	\$ 86.25	
Carr, Jeff	\$ 100.00	\$ 10.00		\$ 3.75	\$ 86.25	
Chandler, Andy	\$ 100.00	\$ 10.00		\$ 3.75	\$ 86.25	
Romines, Neal	\$ 100.00	\$ 10.00		\$ 3.75	\$ 86.25	
Sargent, Charles	\$451.00	\$ 45.10		\$ 16.91	\$ 388.99	
Fannin, Steve	\$1,166.67	\$ 116.67		\$ 43.75	\$ 1,006.25	
Doerfler, Mark	\$2,764.92	\$ 276.49		\$ 103.68	\$ 2,384.74	
	\$ 4,782.58			Total	\$ 4,124.98	
Payable To	For			Town Fund		
EFTPS	Federal 941's on-line				\$ 1,130.36	
				FICA	\$ 916.16	
				MED	\$ 214.20	
				WH		
IL TAXNET	State tax on-line (NOV)				\$ 365.70	
				Total	\$ 1,496.06	
Payable To	For			General Assistance Fund		
				Total	\$ -	
Loan/Transfer				Total		
				Total All	\$ 5,621.04	
Attest				Signed		
	(Charles Sargent, Clerk)				(Steve Fannin, Supervisor)	

**TOWNSHIP HIGHWAY COMMISSIONER'S MONTHLY REPORT
TO
COUNTY ENGINEER**

County of **GRUNDY**
WAUPONSEE Township

To: CRAIG CASSEM, County Engineer
245 North Illinois Route 47
Morris, Illinois 60450

Month of **FEBRUARY 2018**

Date	Order No.	Payable to	For What	General Road & Bridge Fund
1.1.18	7394	Kurt Stevens	Labor Gross\$1296, IST\$64.15, Med\$18.79, FICA\$80.35	\$ 1,132.70
1.1.18	7395	Jack Duvick	Labor Gross\$267.44, IST\$15.15, Med\$4.44, FICA\$1897	\$ 267.44
1.1.18	7396	Bill Doerfler	Labor Gross\$93.50, IST\$4.63, Med\$11.36, FICA\$5.80	\$ 81.72
1.15.18	7397	Kurt Stevens	Labor Gross\$1910.25, IST\$94.56, Med\$27.70, FICA\$118.44	\$ 1,669.56
1.15.18	7398	Jack Duvick	Labor Gross\$790.50, IST\$39.13, Med\$11.46, FICA\$49.01	\$ 690.90
2.13.18	7399	Nicor	Natural Gas 19-66-71-2000 0 -- North Building	\$ 224.86
2.13.18	7400	Nicor	Natural Gas 86-27-20-0289 9 -- South Building	\$ 438.76
2.13.18	7401	Ayers Electric	Change Ballest in Office	\$ 81.21
2.13.18	7402	Wilmington Overhead Door	Replace Springs on East Door of North Building	\$ 785.00
2.13.18	7403	Township Highway Commissioners of Illinois	2018 membership dues	\$ 60.00
2.13.18	7404	Mortan Salt	Road Salt	\$ 1,179.45
2.13.18	7405	TNT Enterprise	Sand Hauling for Salt Mix	\$ 460.00
2.13.18	7406	Matteson Ace	Supplies	\$ 33.40
2.13.18	7407	Grainco FS	Fuel	\$ 1,592.87
2.13.18	7408	Waste Management	Dumpster Empty	\$ 105.89
2.13.18	7409	Lafarge	Sand for Salt Mix	\$ 614.87
2.13.18	7410	Kindelspire Auto Supply	Supplies	\$ 322.78
2.13.18	7411	Comcast	Phone/ Internet/ TV	\$ 192.94
2.13.18	7412	Cortina, Mueller& Frobish	Pine Bluff, and Tree Permission Slip	\$ 800.00
2.13.18	7413	Johnson Oil	Fuel -- Gasoline	\$ 209.71
2.13.18	7414	Menards	Supplies	\$ 227.42
2.13.18	7415	Bankcard Processing Center	Credit Card	\$ 1,941.95
2.13.18	7416	Mark Doerfler	Cell Phone Reimbursement	\$ 100.00
Monthly Total				\$ 13,213.43

Monthly Summary Of Receipts, Expenditures, & Balances

Beginning Month Balance		
Receipts During Month	\$	13,213.43
Ending Month Balance	\$	(13,213.43)

Attest Charles Sargent
(Charles Sargent)

Signed Mark W. Doerfler
(Mark W. Doerfler)

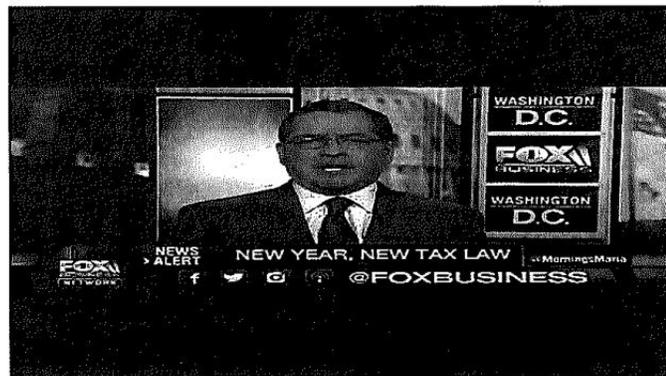
February 14, 2018 Board Meeting

Highway Commissioner Notes

- **12-16 inches of snow reported during the last week**
 - Some complaints of “yard” damage from plows – landscape repair to happen in the spring
 - A few mailboxes knocked over – those issues are being resolved
 - A couple of minor breakdowns – I am in the process of ordering “spare parts” to have on hand to speed up repairs
 - Grader was set up to wing snow – west of 47 is complete, east of 47, 80% complete, had to stop due to grader breakdown
- **Grader Breakdown** – big hydraulic leak, not sure where it is coming from, mechanic has been out to check it out, but needs to do more investigation.
 - He will also service the grader while he is here
 - We are going to add some new driving and spot lights to make the grader useable at night. This will be important if we ever need to use it as part of the snow removal force in case of a major breakdown to one of the trucks.
- **Salt usage**
 - We have ordered 4 of our five loads, load four will be delivered Monday or Tuesday.
 - Currently we have ordered 197.71 tons of salt and sand
 - The next order will be approximately 65 tons taking us to plus or minus 263 tons, with about 65 tons left on our order.
- **Pine Bluff Road Issue**
 - I received back signed copies of the agreement from the land owner. I placed one of the agreements on Mr. Fannin’s desk (township copy). I have a copy for the road district.
 - I have been in contact with the land manager about a completion date, he is aware that the work cannot be done prior to spring, so more to come on that.
- **Lund Road**
 - No new news on that, I have reached out to the Giermans lawyer with no response, I will follow up again
 - I plan to reach out to Mr. Bols to see if he has any new information for me.
- **Tree Removal Permission Slip** -- After the incident on Pine Bluff Road I developed the Vegetation Removal Request.
 - This will be a half sheet of paper in triplicate (1 for township, 1 for land owner and 1 for contractor if hired).
 - This sheet was copied from a sheet used by Com Ed when they do this kind of work.
 - There is room for detailed description of the work to be completed and it will be signed by the owners of the property whenever major tree work is going to be completed. I don’t see this being used in rural areas when we are simply trimming the road side branches. I do see using this in residential areas when we are trimming trees. I also seeing this used when we are going to be doing any tree or vegetation removal.
 - I asked the lawyer to look it over, he made a couple of suggestions and it will go to print next week, unless you have any suggestions.

- **Trucks**
 - They are all cleaned up and loaded full of material to be used on the next event
 - Small breakdown on the plow for the pick up truck, a spring broke on Sunday. I was able to get Carl from Turf Team to get me a new spring. Spare parts are on order.
- **Bills – major or out of the ordinary**
 - Ayers – repaired the light above my desk – bad ballast
 - Nicor – this is the first time we have paid a Nicor bill in a number of months
 - Morton Salt – this is for load number 1, we will need to pay for order 2-4 next month
 - Grain Co FS – this is for two rounds of fuel and some additives
 - Kindelspire Auto – this is for the trickle chargers for the other two trucks to maintain the batteries in the truck. Every vehicle except the two pick up trucks (that get run often) will now have a battery maintainer installed
 - Cortina, Mueller and Frobish – this is the bill for drafting and looking over the agreement between the township and the property owner of the land on West Pine Bluff Road. I have also drafted a “permission slip” for tree removal, I had them look this over too, to check for any possible issues. I have included that in your hand out
 - Bankcard Processing Center – this was for some supplies, some fuel, and our computer software – MS office and the anti-virus software.
- **Budget**
 - As you can see some areas of the budget are over and most are under.
 - According to my records we budgeted \$483,665, and we have spent \$343,429.27 leaving us \$140,235.73.
 - As you are aware the Road district budget ends on March 31, so we have about 6 weeks left in this budget year. I forecast being over \$120,000 in the black at the end of the year. I would like to talk about investing some of that money in an equipment fund for the purchase of future equipment.
 - Most major ditch work has been completed throughout the township, so we should start to see a decline in that type of work. There are some areas that we need to address with the addition of pipe instead of ditches to make it safer for the motoring public. Two areas that come to mind are Dwight Road from Southmor to Lund, and Conley Road from Southmor to the bottom of the hill.
 - I will have more information on projected projects for 2018-2019 at the next meeting

FOI



By Beth Pinski

NEW YORK, Jan 2 (Reuters) - The first paychecks of 2018 will be dispatched soon, but it may be weeks or months before taxpayers and payroll processors know how the new U.S. tax laws will affect your take-home pay.

The Internal Revenue Service said it expected to issue guidance in January on how much in taxes employers should withhold based on the new tax rates. Employers and payroll services would then implement those changes starting in February.

You might not even notice when it happens because the effect on your paycheck could be relatively small, depending on your income and your tax situation.

"When the taxes are reduced by 1 to 3 percent, that's not going to be a huge noticeable difference. It's not going to be hundreds of dollars," said Pete Isberg, vice president of government relations at ADP, the largest payroll processor in the United States, servicing the paychecks of one out of every six workers.

A difference of \$1,000, for instance, would be less than \$40 a pop for a worker paid biweekly.

For In

Your paycheck is not actually a clear indicator of whether your overall taxes have gone up or down because of the new tax law. There may be other factors in your tax situation - such as owning a property or having multiple children - that could affect how much you owe Uncle Sam at the end of the year.

Be prepared for tax uncertainty until you do your taxes for 2018 a year or so from now. You cannot even estimate your taxes until tax professionals and do-it-yourself services like TurboTax update their software. And that cannot happen until the IRS releases the new withholding tables and issues more guidance on the specifics of other tax changes.

"We will be ready to help our customers. We just need more information," said David Williams, executive director of the Intuit Tax and Financial Center.

WAITING FOR W-4 FORMS

You may be tempted to get a jump on the IRS and change how much tax is taken out of your paycheck by adjusting your W-4 form, but that may be premature, warned Isberg.

The IRS said in its last note that it would be attempting to work with existing W-4 forms for now.

The standard federal W-4, which all employees fill out, is based on the notion of "allowances," which you could adjust based on your personal situation.

In the past, a single person with three children and a home in a high-tax state like New York might have listed themselves as married and claim one allowance per person, plus a few extra because they were likely to itemize their deductions and owe less. A married person with a freelance spouse who owes quarterly taxes might have listed themselves as single to have enough taken out to cover both of them.

The goal of people adjusting their withholding was to come as close as possible to paying the correct amount of tax - rather than owing money at the end of the year or ending up with a giant refund.

But it will all be different math for 2018.

"For first few weeks of January stay put, and see what the IRS comes out with," said Isberg, who also cautioned that employees should keep an eye on tax changes at the state level.

Above all, do not panic, said Farsheed Ferdowsi, president and CEO of Inova Payroll, which handles paychecks for more than 3,000 companies.

"When you have changes in taxes, it usually goes a lot smoother than most people know," Ferdowsi said. "If the first (paycheck) is wrong, it catches up on the next one." (Editing by Lauren Young and Lisa Shumaker)



Waupounee Township
Road & Bridge District
www.waupouneetownship.org
815-942-4243 | Phone

Vegetation Removal Request

As part of our commitment to providing clear vision paths to the motoring public, and to reduce the threat of falling trees into the roadway, we hereby request permission to perform the work necessary to keep the Township Right Of Way safe.

I/We do hereby give permission to remove or trim trees and/or brush located at this address/ location:



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I/We do hereby give permission to remove or trim trees and/or brush located at this address/ location:

I/We do understand that Waupounee Township will cover the cost associated with the performance of this work. The undersigned hereby represents that he/she is authorized to allow work to proceed.

Comments:

I/We do understand that Waupounee Township will cover the cost associated with the performance of this work. The undersigned hereby represents that he/she is authorized to allow work to proceed.

Comments:

Township _____
Representative _____ Date _____
Property Owner/
Manager _____ Date _____

Township _____
Representative _____ Date _____
Property Owner/
Manager _____ Date _____

Budget 2017-2018

4/1/2017 through 3/31/2018 Using 2016-2017

2/13/2018

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Category Description	4/1/2017 Actual	- Budget	3/31/2018 Difference
EXPENSES			
Admin Capitol Outlay			
Equipment	93.25	1,000.00	906.75
Other Admin Capitol Outlay	0.00	0.00	0.00
TOTAL Admin Capitol Outlay	93.25	1,000.00	906.75
Admin Commodities			
Office Supplies	507.33	1,000.00	492.67
Other Admin Commodities	0.00	0.00	0.00
TOTAL Admin Commodities	507.33	1,000.00	492.67
Admin Contrcatual Service			
Contract Payment	1,424.10	700.00	-724.10
Insurance	7,417.00	8,000.00	583.00
Leagal Service	4,275.00	2,500.00	-1,775.00
Postage	0.00	100.00	100.00
Printing	0.00	100.00	100.00
Publishing	0.00	0.00	0.00
Telephone	2,628.76	4,000.00	1,371.24
Training	0.00	200.00	200.00
Traveling Expence	156.80	200.00	43.20
Other Admin Contrcatual Service	0.00	0.00	0.00
TOTAL Admin Contrcatual Service	15,901.66	15,800.00	-101.66
Admin Other	605.66	3,000.00	2,394.34
Admin Personnel			
Salaries	16,000.00	17,000.00	1,000.00
Other Admin Personnel	0.00	0.00	0.00
TOTAL Admin Personnel	16,000.00	17,000.00	1,000.00
GC Highway Commissioners	0.00	0.00	0.00
Maint Capitol Outlay			
Building	1,990.00	2,000.00	10.00
Equipment	11,689.25	40,000.00	28,310.75
Vehicle	3,117.21	5,000.00	1,882.79
Other Maint Capitol Outlay	0.00	0.00	0.00
TOTAL Maint Capitol Outlay	16,796.46	47,000.00	30,203.54
Maint Commodities			
Bridge	0.00	0.00	0.00
Buliding	379.00	10,000.00	9,621.00
Diesel Fuel	3,377.95	10,000.00	6,622.05
Equipment	6,581.24	7,000.00	418.76
Gasoline	1,556.73	4,000.00	2,443.27
Lubricants	0.00	2,000.00	2,000.00
Operating Supplies	8,181.85	8,000.00	-181.85
Road	25,527.97	45,000.00	19,472.03
Snow Removal	5,063.56	5,000.00	-63.56
Vehicle	6,091.94	5,000.00	-1,091.94
Other Maint Commodities	0.00	0.00	0.00

Budget 2017-2018

4/1/2017 through 3/31/2018 Using 2016-2017

2/13/2018

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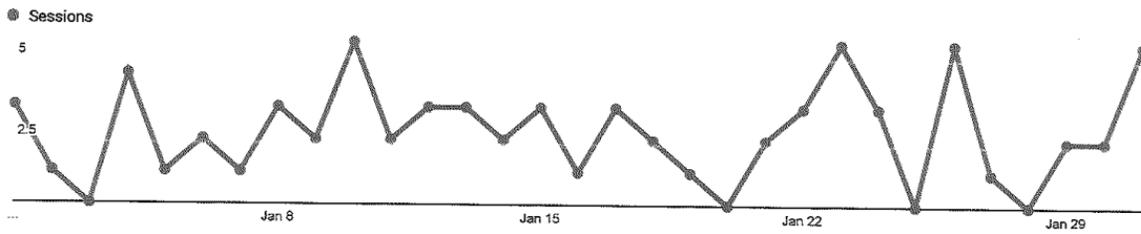
Category Description	4/1/2017 Actual	- Budget	3/31/2018 Difference
TOTAL Maint Commodities	56,760.24	96,000.00	39,239.76
Maint Contractual Service			
Bridge	0.00	0.00	0.00
Building	20,685.51	20,000.00	-685.51
Contract Payment	0.00	0.00	0.00
Engineering Services	4,096.00	10,000.00	5,904.00
Equipment	2,177.29	5,000.00	2,822.71
Rentals	6,147.72	10,000.00	3,852.28
Road	171,646.48	191,365.00	19,718.52
Snow Removal	1,265.00	10,000.00	8,735.00
Utilities	4,166.23	6,000.00	1,833.77
Vehicle	5,503.01	5,000.00	-503.01
Other Maint Contractual Service	0.00	0.00	0.00
TOTAL Maint Contractual Service	215,687.24	257,365.00	41,677.76
Maint Other			
IPWMAN Deployment	132.17	2,000.00	1,867.83
Miscellaneous Expencc	2,114.43	3,500.00	1,385.57
Other Maint Other	0.00	0.00	0.00
TOTAL Maint Other	2,246.60	5,500.00	3,253.40
Maint Personnel			
Salaries	18,830.83	40,000.00	21,169.17
Other Maint Personnel	0.00	0.00	0.00
TOTAL Maint Personnel	18,830.83	40,000.00	21,169.17
TOTAL EXPENSES	343,429.27	483,665.00	140,235.73
OVERALL TOTAL	-343,429.27	-483,665.00	140,235.73

Audience Overview

All Users
100.00% Sessions

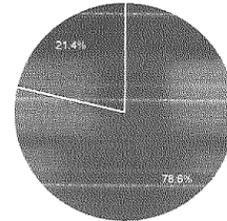
Jan 1, 2018 - Jan 31, 2018

Overview



Sessions 70 	Users 59 	Pageviews 188
Pages / Session 2.69 	Avg. Session Duration 00:01:28 	Bounce Rate 67.14%
% New Sessions 78.57% 		

■ New Visitor ■ Returning Visitor



Language	Sessions	% Sessions
1. en-us	48	68.57%
2. (not set)	18	25.71%
3. en-gb	3	4.29%
4. zh-cn	1	1.43%

**Wauponse Township Board
Meeting Agenda
February 14, 2018
7:00pm at Township Road District
Office**

1. Call Meeting to Order
Pledge of Allegiance
2. Public Comment/ Statements
3. Approval of Minutes
4. Approval of Claims
5. Reports
Supervisor's
Highway Commissioner's
Clerk's
6. Unfinished Business

Response Plan for November 2017 Audit Report
Replacement for Property Tax Assessor.
7. New Business
Approval of Road District Settlement Document
8. Adjournment

Next Meeting: March 14, 2018
