

Wauponsee Township Board Remote*/ In Person Meeting Minutes

September 15, 2021

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 via internet connection and in person presence for the purpose of conducting normal business. Supervisor Wiesbrook 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
	Russ Higgins	Not Present
	Gary Lowery	Not Present
Supervisor:	Ed Wiesbrook	Electronically Present*
Road Commissioner:	Bucky Phillips	Physically Present
Township Clerk	Scot Hastings	Physically Present

*Allowed under SB 2135-PA101-640

(Note: the meeting was recorded audio and video in accordance with Public Act 101-0640.)

Residents Present:

None

Public Comment/Statements

None

Approval of Minutes

Meeting minutes for the August 18th meeting was presented. A motion to approve the minutes was made by Trustee Carr and seconded by Trustee Chandler

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
Supervisor:	Ed Wiesbrook	Yes

The motion passed on a roll call vote.

Approval of Claims

Supervisor Wiesbrook reviewed the claims with the Board.
A motion was made by Trustee Chandler and seconded by Trustee Carr to authorize the Wauponsee Township Fund claims as presented.

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
Supervisor:	Ed Wiesbrook	Yes

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

Road Commissioner Phillips reviewed the list of claims with the Board.
A motion was made by Trustee Carr and seconded by Trustee Chandler to authorize the Wauponsee Township Road and Bridge Fund claims as presented.

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
Supervisor:	Ed Wiesbrook	Yes

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

Supervisor's Report

Supervisor Wiesbrook presented the following report:

Went over bank statements

Went over Paychex duplicate transaction

Went over YTD – property tax deposits received after reports generated

Went over Budget

Road Commissioner's Report

Commissioner Phillips presented the following report:

Went over budget

Clerk's Report

The Clerk summarized the upcoming reports that will be coming due.

Unfinished Business

New Business

Other Items

Adjournment

Being no further business, Trustee Carr made a motion to adjourn the meeting.
Trustee Chandler seconded the motion.

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
Supervisor:	Ed Wiesbrook	Yes

The motion passed on a roll call vote.

The meeting was adjourned at 7:32PM.

Meeting minutes approved on October 20, 2021

Jeffrey Carr Trustee

Andrew H. Chandler Trustee

Terry Lowrey Trustee

Russel Higgin Trustee

Edward D. Wiesbrook Supervisor

----- Township Clerk



NOTICE OF AUTOMATIC PAYMENT

6

Paychex of New York LLC
1000 E Warrenville Rd, Ste 150
Naperville IL 60563

Client # 0052 1208-6820
Invoice # 2021082601

AUTOMATIC PAYMENT \$135.18

This amount will be deducted from the following bank account at or after 12:01 A.M on 9/1/21.

XXXXXXXX014

ADDRESS SERVICE REQUESTED

0052 1208-6820
Wauponsee Township Special Bridge
35 E Southmor Rd
Morris, Illinois 60450

For questions regarding your account, please call (630) 536-5300

Page 1 of 1

ACCOUNT SUMMARY				AMOUNT
Previous Balance on Invoice#2021072900 Due 08/10/21				28.00
Previous Balance on Invoice#2021073001 Due 08/03/21				135.18
Payment Received - Thank You				-28.00
Payment Received - Thank You				-135.18
Balance Forward				0.00
Total New Charges				135.18
Account Balance (Includes Balance Forward, New Charges, and Pending Automatic Payments)				135.18

CHECK DATE	DESCRIPTION OF SERVICE	PROCESSING DATE	# TRANSACTIONS	AMOUNT
NEW CHARGES				
09/01/21	Paychex Flex® Select	08/26/21	7	123.10
	Delivery		1	12.08
	Total New Charges			135.18
Automatic Payment (Includes New Charges and applicable credits from Balance Forward above)				135.18

28.00 Qtr Reports

Thank you for choosing Paychex.

Town Claims #1

PAYROLL JOURNAL

0052 1208-6820 Waupunsee Township Special Bridge

(Prior to Processing)

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS			WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	EARNINGS			
**** 1 TRUSTEES Carr, Jeff 2	Salary		100.00	Social Security Medicare IL Income Tax		5324 Check # Unknown 87.40
	EMPLOYEE TOTAL		100.00			Net Pay 5325 87.40
Chandler, Andrew 3	Salary		100.00	Social Security Medicare IL Income Tax		Check # Unknown 87.40
	EMPLOYEE TOTAL		100.00			Net Pay 87.40
Higgins, Russel 13	Salary		100.00	Social Security Medicare IL Income Tax		Check # Unknown 87.40
	EMPLOYEE TOTAL		100.00			Net Pay 87.40
Lowery, Gary 12	Salary		100.00	Social Security Medicare		Check # Unknown 92.35
	EMPLOYEE TOTAL		100.00			Net Pay 92.35
**** 2 TOWNSHIP Hastings, Scot T 14	Salary		492.83	Social Security Medicare Fed Income Tax IL Income Tax		5228 Check # Unknown 230.74
	EMPLOYEE TOTAL		492.83			Net Pay 230.74
Phillips, Rodney O 11	Salary		3,021.30	Social Security Medicare Fed Income Tax IL Income Tax		5320 Check # Unknown 2,338.26
	EMPLOYEE TOTAL		3,021.30			Net Pay 2,338.26
Wiesbrook, Edward D 10	Salary		1,274.85	Social Security Medicare Fed Income Tax IL Income Tax		614.21 Check # Unknown 614.21
	EMPLOYEE TOTAL		1,274.85			Net Pay 614.21
COMPANY TOTALS						
7 Person(s)			5,188.98	Social Security Medicare Fed Income Tax IL Income Tax		3,537.76 Check Amt
7 Transaction(s)						

TC 152

PAYROLL JOURNAL

(Prior to Processing)

0052 1208-6820 Wauponse Township Special Bridge

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS			WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS				EARNINGS
	COMPANY TOTAL			5,188.98			
				1,651.22			Net Pay 3,537.76
				Employer Liabilities			
				Social Security 321.72			
				Medicare 75.25			
				Fed Unemploy 1.80			
				TOTAL EMPLOYER LIABILITY 398.77			
				TOTAL TAX LIABILITY 2,049.99			
					Town checks		3537.76
					Town Tax		2049.99
							<u>5587.75</u>
							Rounded
							56.00
							Monthly
							Salary Cost
							8

(IC) = Independent Contractor

TC #3

TOWNSHIP HIGHWAY COMMISSIONER'S MONTHLY REPORT
TO
COUNTY ENGINEER

County of GRUNDY
WAUPONSEE Township

To: ERIC GIBSON, County Engineer
245 North Illinois Route 47
Morris, Illinois 60450

Month of SEPTEMBER 2021

Date	Order No.	Payable to	For What	General Road & Bridge Fund
9/1/2021	5201	Erica Duvick	Gross labor: 137.75 ss 8.53, med 1.99, il tax 6.82	\$ 120.41
9/1/2021	5202	John Duvick	Gross labor: 480.00 ss 29.76, med 6.96, il tax 23.76	\$ 419.52
9/14/2021	3812	Grundy Redi-Mix Company	Blocks for hoops building	\$ 1,836.05
9/14/2021	3813	Nicor Gas	South Bldg#86272002899	\$ 43.39
9/14/2021	3814	ComEd	South Bldg#2607121042	\$ 140.35
9/14/2021	3815	ComEd	North Bldg#9359639007	\$ 41.06
9/14/2021	3816	Precision Farm Drainage, Inc.	Installing Road Culverts	\$ 6,018.86
9/14/2021	3817	Verizon	CellPhone Bill	\$ 112.12
9/14/2021	3818	Troutman Excavating	Setting blocks for the hoops building	\$ 3,156.25
9/14/2021	3819	Town Fund	50% Salary Reimbursement to Town Fund	\$ 4,500.00
9/14/2021	3820	Megan Valdivia	Clean Office on 9/7/21	\$ 60.00
9/14/2021	3821	BankCard Processing Center	Gas, seminar, carwash, rear lights, screws, mirror for tractor, wheel for mower, internet sec.	\$ 656.66
9/14/2021	3822	Contech Engineered Solutions	Culverts	\$ 4,029.54
9/14/2021	3823	ComCast Business	Phone, Internet, TV	\$ 283.52
9/14/2021	3824	Central Limestone Co, Inc.	Gravel for Culverts	\$ 94.63
Monthly Total				\$ 31,512.36

5200 Port
9500 salary

Monthly Summary Of Receipts, Expenditures, & Balances

Beginning Month Balance		
Receipts During Month	\$	31,512.36
Ending Month Balance	\$	(31,512.36)

Attest _____
(Scot Hastings)

Signed _____
(Rodney O. Phillips)



First Midwest Bank

P.O. Box 580 · Joliet, IL 60434-0580
Return Service Requested

00001019-WPTR0006420831053666-xc01-1OZ01-000000



WAUPONSEE TOWNSHIP
ROAD & BRIDGE FUND & DISTRICT
PO BOX 969
MORRIS IL 60450-0969

Statement of Accounts

Last statement: July 30, 2021
This statement: August 31, 2021

0601308018

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401

Direct inquiries to:
Customer Service
800-322-3623

First Midwest Bank 167
1111 W Route 6
Morris, IL 60450

25

Summary of Account Balances

Account	Number	Ending Balance
Public Checking W/Int Account	[REDACTED]	\$359,966.00
Public Savings Account	[REDACTED]	\$13,041.92

Public Checking W/Int Account

Account number
0601308018

25 Enclosures

Beginning balance	\$475,771.73		
Average balance	\$396,431.19		
Interest paid year to date	\$47.68		
Total additions	\$28,855.55	Total subtractions	\$ 144,661.28

Number	Date	Amount	Number	Date	Amount
3789	08-02	285.22 ✓	3807	08-25	95.68 ✓
3795 *	08-02	120.00 ✓	3808	08-24	2,238.65 ✓
3796	08-10	133,541.90 ✓	3809	08-27	47.26 ✓
3797	08-26	60.00 ✓	3811 *	08-26	293.52 ✓
3798	08-25	43.35 ✓	5186 *	08-06	2,325.49 ✓
3799	08-25	42.54 ✓	5190 *	08-03	445.73 ✓
3800	08-24	179.00 ✓	5195 *	08-10	Wis 821.57 827.58 ✓
3801	08-26	224.28 ✓	5196	08-17	Wis 203.20 203.21 Adj ✓
3803 *	08-24	365.56 ✓	5197	08-06	Wis 18.89 78.87 gts ✓
3804	08-24	980.87 ✓	5198	08-24	442.45 ✓
3805	08-25	84.48 ✓	5200 *	08-26	266.57 ✓
3806	08-26	414.00 ✓			

* Skip in check sequence

Date	Description	Additions	Subtractions
08-03	#Preauthorized Debit Paychex Tps Taxes 210803 93538000011616X	Our invoice shows # 251.65 → 1.08 P. Invoice = 256.57	-514.22
08-03	#Preauthorized Debit Paychex Eib Invoice 210803 X93547000044766		-77.23

Erica,
It looks like
the paychex doubled
8/3 payroll, both
taxes & their fee
see next page.
we didn't have
activity for 8/4 & 8/5 but
those are similar to
TF. please investigate

Thanks, Ed

SR #1

Road Fund Checking

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			475,771.73
Checks and Payments	30	Items	-144,661.28
Deposits and Other Credits	4	Items	28,848.60
Service Charge	0	Items	0.00
Interest Earned	1	Item	6.95
Ending Balance of Bank Statement:			<u>359,966.00</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			359,966.00
Checks and Payments	4	Items	-2,560.67
Deposits and Other Credits	0	Items	0.00
Register Balance as of 8/30/2021:			357,405.33
Checks and Payments	4	Items	-742.92
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			356,662.41

SR #2

Road Fund Saving

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:		13,041.81
Checks and Payments	0 Items	0.00
Deposits and Other Credits	0 Items	0.00
Service Charge	0 Items	0.00
Interest Earned	1 Item	0.11
Ending Balance of Bank Statement:		13,041.92

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:		13,041.92
Checks and Payments	0 Items	0.00
Deposits and Other Credits	0 Items	0.00
Register Balance as of 8/30/2021:		13,041.92
Checks and Payments	0 Items	0.00
Deposits and Other Credits	0 Items	0.00
Register Ending Balance:		13,041.92

SR #3



First Midwest Bank

P.O. Box 580 • Joliet, IL 60434-0580
Return Service Requested

00000788-WPTR0006420831053666-xc01-1OZ01-000000



WAUPONSEE TOWNSHIP
TOWN FUND
PO BOX 969
MORRIS IL 60450-0969

Statement of Accounts

Last statement: July 30, 2021
This statement: August 31, 2021

0601367014

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Direct inquiries to:
Customer Service
800-322-3623

First Midwest Bank 167
1111 W Route 6
Morris, IL 60450

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Summary of Account Balances

Account	Number	Ending Balance
Public Checking W/Int Account	[REDACTED]	\$31,638.55
Public Savings Account	[REDACTED]	\$5,012.29

Public Checking W/Int Account

Account number
0601367014

9 Enclosures

Beginning balance	\$36,560.01		
Average balance	\$32,446.80		
Interest paid year to date	\$4.66		
Total additions	\$775.22	Total subtractions	\$5,696.68

Number	Date	Amount	Number	Date	Amount
3880	08-25	30.00 ✓	5321	08-11	230.72 ✓
5313 *	08-11	92.35 ✓	5322	08-06	2,338.27 ✓
5317 *	08-13	87.40 ✓	5323	08-13	614.21 ✓
5320 *	08-11	92.35 ✓			

* Skip in check sequence

Date	Description	Additions	Subtractions
08-03	#Preauthorized Debit Paychex Tps Taxes 210803 93538000011617X	was 2050.00	-2,048.20 ✓
08-03	#Preauthorized Debit Paychex Eib Invoice 210803 X93547000044765		-135.18 ✓
08-05	#Preauthorized Credit Paychex Tps Taxes 210805 93588300001567X	62.85 +34.85	
08-10	#Preauthorized Debit Paychex Eib Invoice 210810 X93547000046401		-28.00 ✓
08-12	Deposit	631.50 ✓	
08-19	Deposit	80.30 ✓	
08-31	#Interest	0.57 ✓	

Erica,
Please investigate
what both transactions
are for

Thanks,
Ed

SR #14

Town Fund Checking

TF Checking
9/12/2021

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			36,560.01
Checks and Payments	10	Items	-5,696.68
Deposits and Other Credits	3	Items	774.65
Service Charge	0	Items	0.00
Interest Earned	1	Item	0.57
Ending Balance of Bank Statement:			31,638.55

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			31,638.55
Checks and Payments	3	Items	-209.80
Deposits and Other Credits	0	Items	0.00
Register Balance as of 8/30/2021:			31,428.75
Checks and Payments	9	Items	-5,722.93
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			25,705.82

SR #45

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			5,012.25
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Service Charge	0	Items	0.00
Interest Earned	1	Item	0.04
Ending Balance of Bank Statement:			<u>5,012.29</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			5,012.29
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 8/30/2021:			5,012.29
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			5,012.29

SR #6



First Midwest Bank

P.O. Box 580 - Joliet, IL 60434-0580

Return Service Requested

00000280-WPTR0006420831053666-xx01-1OZ01-000000



WAUPONSEE TOWNSHIP
GENERAL ASSISTANCE
PO BOX 969
MORRIS IL 60450-0969

Statement of Accounts

Last statement: July 30, 2021

This statement: August 31, 2021

0501966014

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Direct inquiries to:
Customer Service
800-322-3623

First Midwest Bank 167
1111 W Route 6
Morris, IL 60450

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Summary of Account Balances

Account	Number	Ending Balance
Public Checking W/Int Account	[REDACTED]	\$27,568.65
Certificate Of Deposit	# 1	\$ 40,434.24

Public Checking W/Int Account

Account number
0501966014

1 Enclosure

Beginning balance	\$27,718.16		
Average balance	\$27,624.41		
Interest paid year to date	\$3.69		
Total additions	\$.49	Total subtractions	\$-150.00

Number	Date	Amount	Number	Date	Amount
203	08-12	150.00			

Date	Description	Additions	Subtractions
08-31	#Interest	0.49	

Daily balances					
Date	Amount	Date	Amount	Date	Amount
07-30	27,718.16	08-12	27,568.16	08-31	27,568.65



SR#7

General Assistance checki

GA Checking
9/12/2021

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:		27,718.16
Checks and Payments	1 Item	-150.00
Deposits and Other Credits	0 Items	0.00
Service Charge	0 Items	0.00
Interest Earned	1 Item	0.49
Ending Balance of Bank Statement:		27,568.65

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:		27,568.65
Checks and Payments	1 Item	-100.00
Deposits and Other Credits	0 Items	0.00
Register Balance as of 8/30/2021:		27,468.65
Checks and Payments	0 Items	0.00
Deposits and Other Credits	0 Items	0.00
Register Ending Balance:		27,468.65

SR #8

General Assistance CD

GA CD
9/12/2021

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			39,641.41
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	792.83
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			40,434.24

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			40,434.24
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 8/30/2021:			40,434.24
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			40,434.24

SR#9

TF + GA YTD Comparison
Income/Expense Comparison by Category
 4/1/2020 through 8/31/2021

19

9/12/2021

Page 1

Category	4/1/2020- 8/31/2020	4/1/2021- 8/31/2021	Amount Difference
INCOME			
GA Interest Income	781.67	795.15	13.48
GA Property Tax	261.27	221.83	-39.44
Grundy Co. Prop. Tax	27,943.48	20,889.53	-7,053.95
TF IL Pers. Prop. Replacement Tax	1,453.23	2,250.88	797.65
TF Interest Income	1.92	2.69	0.77
TF Misc. Income	50.00	89.05	39.05
TF Reimb. IL State	0.00	321.80	321.80
TF TOIRMA Dividend	422.00	0.00	-422.00
TOTAL INCOME	30,913.57	24,570.93	-6,342.64
EXPENSES			
GA Admin Commodities			
Operating Supplies	0.00	250.00	-250.00
TOTAL GA Admin Commodities	0.00	250.00	-250.00
TF Admin Contract. Serv.			
Accounting			
Paychex fees	586.40	706.53	-120.13
TOTAL Accounting	586.40	706.53	-120.13
Dues	65.00	401.94	-336.94
Liability Insurance	2,884.00	2,884.00	0.00
Publishing	-323.00	102.30	-425.30
TOTAL TF Admin Contract. Serv.	3,212.40	4,094.77	-882.37
TF Admin Personnel			
Emp. Tax Withheld	0.00	0.00	0.00
Employment taxes	2,560.46	1,984.84	575.62
Salaries	24,467.20	25,944.90	-1,477.70
TOTAL TF Admin Personnel	27,027.66	27,929.74	-902.08
TF Commodities			
Office Supplies	19.07	0.00	19.07
TOTAL TF Commodities	19.07	0.00	19.07
TOTAL EXPENSES	30,259.13	32,274.51	-2,015.38
OVERALL TOTAL	654.44	-7,703.58	-8,358.02

SR # 10

Current Budget

4/1/2021 through 3/31/2022 Using TF+GA 2021-2022

9/12/2021

Category	4/1/2021 Actual	- Budget	3/31/2022 Difference
INCOME	24,570.93	81,415.00	-56,844.07
GA Interest Income	795.15	5.00	790.15
GA Property Tax	221.83	500.00	-278.17
Grundy Co. Prop. Tax	20,889.53	31% 55,500.00	-34,610.47
TF Highway Super. Salary Reimb.	0.00	18,000.00	-18,000.00
TF IL Pers. Prop. Replacement Tax	2,250.88	2,400.00	-149.12
TF Interest Income	2.69	10.00	-7.31
TF Misc. Income	89.05	0.00	89.05
TF Reimb. IL State	321.80	0.00	321.80
TF Reimb. US Treas	0.00	0.00	0.00
TF Rental Income	0.00	5,000.00	-5,000.00
TF TOIRMA Dividend	0.00	0.00	0.00
EXPENSES	37,997.44	84,100.00	46,102.56
GA Admin Commodities	250.00	0.00	-250.00
Operating Supplies	250.00	0.00	-250.00
GA Contingencies	0.00	1,000.00	1,000.00
GA Home Relief - Contractual Services	0.00	2,000.00	2,000.00
Shelter	0.00	2,000.00	2,000.00
GA Home Relief -- Other Expenditures	0.00	0.00	0.00
TF Admin Contract. Serv.	4,229.95	6,950.00	8% 2,720.05
Accounting	841.71	2,600.00	1,758.29
Dues	401.94	600.00	198.06
General Insurance	0.00	3,000.00	3,000.00
Postage	0.00	100.00	100.00
Publishing	102.30	650.00	547.70
TF Admin Personnel	33,517.49	69,100.00	82% 35,582.51
Emp. Tax Withheld	0.00	0.00	0.00
Employment taxes	2,383.61	6,100.00	3,716.39
Salaries	31,133.88	63,000.00	31,866.12
TF Capital Outlay	0.00	2,500.00	2,500.00
Equipment	0.00	2,500.00	2,500.00
TF Commodities	0.00	500.00	500.00
Office Supplies	0.00	500.00	500.00
TF Contingencies	0.00	2,000.00	2,000.00
TF Other	0.00	50.00	50.00
Miscellaneous	0.00	50.00	50.00
Net Difference:	-13,426.51	-2,685.00	-10,741.51

Includes Sept 5600/mo x 6 = 33,600

-13,426.51

SR #11

R & B - YTD Comparison
Income/Expense Comparison by Category

21

4/1/2020 through 8/31/2021

9/12/2021

Page 1

Category	4/1/2020- 8/31/2020	4/1/2021- 8/31/2021	Amount Difference
INCOME			
R&B Interest Income	14.33	30.48	16.15
R&B Miscellaneous Income	3,596.22	40,294.26	36,698.04 <i>Truck</i>
R&B Property Tax	212,944.35	159,399.17	-53,545.18 <i>Kubota</i>
R&B Replacement Tax	4,398.37	6,812.49	2,414.12
R&B TOIRMA Dividend	1,085.00	0.00	-1,085.00
TOTAL INCOME	222,038.27	206,536.40	-15,501.87
EXPENSES			
R&B Admin Capital Outlay			
Equipment	0.00	0.00	0.00
TOTAL R&B Admin Capital Outlay	0.00	0.00	0.00
R&B Admin Commodities			
Office Supplies	301.00	0.00	301.00
TOTAL R&B Admin Commodities	301.00	0.00	301.00
R&B Admin Contractual Services			
Accounting Service			
Paychex	504.42	729.97	-225.55
TOTAL Accounting Service	504.42	729.97	-225.55
Contract Payment	1,048.21	2,168.96	-1,120.75
General Insurance	7,417.00	7,417.00	0.00
Postage	0.00	55.00	-55.00
Publishing	93.62	0.00	93.62
Telephone	1,718.73	2,107.00	-388.27
Training	0.00	25.00	-25.00
TOTAL R&B Admin Contractual Serv...	10,781.98	12,502.93	-1,720.95
R&B Admin Other			
Miscellaneous Expeence	649.14	60.00	589.14
TOTAL R&B Admin Other	649.14	60.00	589.14
R&B Maint Capital Outlay			
Building	57.00	0.00	57.00
Vehicle	0.00	133,541.90 <i>New Truck</i>	-133,541.90
TOTAL R&B Maint Capital Outlay	57.00	133,541.90	-133,484.90
R&B Maint Commodities			
Building	209.53	2,765.06	-2,555.53
Diesel Fuel	0.00	980.87	-980.87
Equipment	2,017.84	2,428.82	-410.98
Gasoline	197.63	466.94	-269.31
Operating Supplies	233.25	301.94	-68.69
Road	1,494.74	3,684.45	-2,189.71

SR # 12

Income/Expense Comparison by Category

4/1/2020 through 8/31/2021

9/12/2021

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Category	4/1/2020- 8/31/2020	4/1/2021- 8/31/2021	Amount Difference
Snow Removal	679.75	1,000.00	-320.25
Vehicle	44.95	689.18	-644.23
TOTAL R&B Maint Commodities	4,877.69	12,317.26	-7,439.57
R&B Maint Contractual Services			
Building	323.37	14,436.54	-14,113.17
Contract Payment	83.06	0.00	83.06
Equipment	99.08	0.00	99.08
Rentals	6,870.50	2,500.00	4,370.50
Road	44,295.20	2,625.00	41,670.20
Snow Removal	4,487.91	0.00	4,487.91
Utilities	1,856.15	1,224.78	631.37
Vehicle	379.70	18.00	361.70
TOTAL R&B Maint Contractual Servi...	58,394.97	20,804.32	37,590.65
R&B Maint Other			
Miscellaneous Expence	250.85	347.98	-97.13
TOTAL R&B Maint Other	250.85	347.98	-97.13
R&B Maint Personnel			
Salaries	7,896.63	10,499.14	-2,602.51
Emp. Tax Withheld	0.00	0.00	0.00
Employment Taxes	1,071.23	1,029.71	41.52
TOTAL Salaries	8,967.86	11,528.85	-2,560.99
TOTAL R&B Maint Personnel	8,967.86	11,528.85	-2,560.99
TOTAL EXPENSES	84,280.49	191,103.24	-106,822.75
OVERALL TOTAL	137,757.78	15,433.16	-122,324.62

SR #13

Budget 2021-2022 FY

4/1/2021 through 3/31/2022 Using R&B 2021-2022 FY Budget

9/13/2021

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Category	4/1/2021 Actual	- Budget	3/31/2022 Difference
INCOME	199,723.91	439,510.00	-239,786.09
R&B Interest Income	30.48	60.00	-29.52
R&B Miscellaneous Income	40,294.26	10,000.00	30,294.26
R&B Property Tax	159,399.17	429,450.00	-270,050.83
EXPENSES	222,818.59	794,524.09	571,705.50
R&B Admin - Personnel	14,500.00	20,000.00	5,500.00
Salaries	14,500.00	20,000.00	5,500.00
Other R&B Admin - Personnel	0.00	0.00	0.00
R&B Admin Capital Outlay	0.00	500.00	500.00
Equipment	0.00	500.00	500.00
Other R&B Admin Capital Outlay	0.00	0.00	0.00
R&B Admin Commodities	0.00	1,000.00	1,000.00
Office Supplies	0.00	1,000.00	1,000.00
Other R&B Admin Commodities	0.00	0.00	0.00
R&B Admin Contractual Services	13,061.45	21,900.00	8,838.55
Accounting Service	804.15	2,000.00	1,195.85
Paychex	804.15	2,000.00	1,195.85
Other Accounting Service	0.00	0.00	0.00
Contract Payment	2,232.66	6,000.00	3,767.34
General Insurance	7,417.00	8,000.00	583.00
Legal Service	0.00	0.00	0.00
Liability Insurance	0.00	0.00	0.00
Other	0.00	0.00	0.00
Postage	55.00	200.00	145.00
Printing	0.00	200.00	200.00
Publishing	0.00	500.00	500.00
Telephone	2,502.64	4,600.00	2,097.36
Training	50.00	200.00	150.00
Travel Expenses	0.00	200.00	200.00
Other R&B Admin Contractual Servic...	0.00	0.00	0.00
R&B Admin Other	60.00	2,500.00	2,440.00
Miscellaneous Expence	60.00	2,500.00	2,440.00
Municipal Replacement Tax	0.00	0.00	0.00
Other R&B Admin Other	0.00	0.00	0.00
R&B Maint Capital Outlay	133,541.90	195,624.09	62,082.19
Building	0.00	35,000.00	35,000.00
Equipment	0.00	5,000.00	5,000.00
Vehicle	133,541.90	155,624.09	22,082.19
Other R&B Maint Capital Outlay	0.00	0.00	0.00

Budget 2021-2022 FY

4/1/2021 through 3/31/2022 Using R&B 2021-2022 FY Budget

9/13/2021

Category	4/1/2021 Actual	- Budget	3/31/2022 Difference
R&B Maint Commodities	18,827.44	70,500.00	51,672.56
Bridge	0.00	0.00	0.00
Building	4,601.11	9,500.00	4,898.89
Diesel Fuel	980.87	7,000.00	6,019.13
Equipment	2,724.98	10,000.00	7,275.02
Gasoline	662.25	2,500.00	1,837.75
Lubricants	0.00	1,500.00	1,500.00
Operating Supplies	301.94	12,000.00	11,698.06
Road	7,808.62	12,000.00	4,191.38
Snow Removal	1,000.00	12,000.00	11,000.00
Vehicle	747.67	4,000.00	3,252.33
Other R&B Maint Commodities	0.00	0.00	0.00
R&B Maint Contractual Services	30,282.23	430,500.00	400,217.77
Bridge	0.00	100,000.00	100,000.00
Building	17,652.79	24,000.00	6,347.21
Contract Payment	0.00	1,500.00	1,500.00
Engineering Service	0.00	5,000.00	5,000.00
Equipment	0.00	5,000.00	5,000.00
Rentals	2,500.00	20,000.00	17,500.00
Road	8,643.86	250,000.00	241,356.14
Snow Removal	0.00	15,000.00	15,000.00
Utilities	1,449.58	8,000.00	6,550.42
Vehicle	36.00	2,000.00	1,964.00
Other R&B Maint Contractual Services	0.00	0.00	0.00
R&B Maint Other	347.98	2,000.00	1,652.02
Miscellaneous Expencc	347.98	2,000.00	1,652.02
R&B Maint Personnel	12,197.59	50,000.00	37,802.41
Salaries	12,197.59	50,000.00	37,802.41
Emp. Tax Withheld	0.00	0.00	0.00
Employment Taxes	1,080.70	10,000.00	8,919.30
Other Salaries	11,116.89	40,000.00	28,883.11
Other R&B Maint Personnel	0.00	0.00	0.00
Net Difference:	-23,094.68	-355,014.09	331,919.41

Township and Road District Checklist

2021 Township Calendar

All dates re: Public Hearings for BUDGET and APPROPRIATION ORDINANCES are dates often used by many townships and road districts. Many townships and road districts adopt their budgets in February or March before their fiscal year begins. You do, however, have until the end of the first quarter of the fiscal year to hold your hearings and adopt the budget.

Checklist dates are now available on the Events Calendar at www.toi.org

07/30/21	Budget Filing*	35 ILCS 200/18-50	Last day to file certify budget and revenue sources with county clerk if budget is adopted at end of June. Must be filed with county clerk within 30 days of adoption. Therefore, filing deadline varies with the date of adoption. Clerk certifies the budget and supervisor certifies the revenue sources.
09/27/21	Fiscal Responsibility Report Card*	35 ILCS 200/30-30	Last day to file Fiscal Responsibility Report Card; shall submit within 180 days of the conclusion of the fiscal year. The Annual Financial Report meets this requirement. See reference above.
09/27/21	Comptroller's Report*	50 ILCS 310/3 50 ILCS 310/6	Last day to file Annual Financial Report with state comptroller's office and county clerk. Must be filed within 6 months from end of fiscal year. The report also serves as the Fiscal Responsibility Report Card.
09/30/21	Annual Treasurer's Report Completed*	30 ILCS 15/1	Last day for the supervisor to prepare combined Annual Treasurer's Report for township and road district. Report must be completed within 6 months from end of fiscal year, sworn to and filed with county clerk.
09/30/21	Annual Treasurer's Report Published*	30 ILCS 15/2 60 ILCS 1/70-30	Last day to publish Annual Treasurer's Report in an English language newspaper. Must be published within 6 months from end of fiscal year and filed with county clerk's office. Supervisor must provide each board member with copy of report as soon as possible after filing. However, such publication requirement shall not apply to any county funds or county offices or funds or offices of other units of local government when an audit of such funds or offices has been made by a certified public accountant and a report of such audit has been filed with the appropriate county board or county clerk and a notice of the availability of the audit report has been published one time in an English language newspaper published in the town, district or municipality in which that public officer holds his or her office, or, if no newspaper is published in such town, district or municipality, then in a newspaper printed in the English language published in the county in which that public officer holds his or her office. The notice of availability shall include, at a minimum, the time period covered by the audit, the name of the firm conducting the audit, and the address and business hours of the location where the audit report may be publicly inspected.

* Assumes fiscal year begins April 1

09/30/21	Audit	50 ILCS 310/6 60 ILCS 1/80-20	Last day for townships to file CPA audit with state comptroller's office and county clerk. Townships receiving revenues of \$850,000 or more for a fiscal year, exclusive of road district funds, must have CPA audit within 6 months from end of fiscal year. Townships receiving revenues of less than \$850,000 for a fiscal year, exclusive of road district funds, may have a 3-member independent audit committee instead of CPA audit. Committee audit must be filed with county clerk within 6 months from end of fiscal year. CPA audit required at end of supervisor's term or if vacancy occurs anytime in the position of supervisor.
09/30/21	Audit	50 ILCS 310/6	Last day for road districts to file CPA audit with state comptroller's office and county clerk. Road districts receiving revenues of \$850,000 or more for a fiscal year must have a CPA audit within 6 months from end of fiscal year.
12/08/21	Last Day to Determine Tax Levy for Truth in Taxation	35 ILCS 200/18-60 35 ILCS 200/18-70	Last day for board of trustees to determine (estimate) property tax levy to comply with Truth in Taxation law. Highway commissioner determines levy for road district. Must determine levies at least 20 days before adoption. Basis for 5% computation and whether notices and hearings are necessary.
12/21/21	Last Day for Truth in Taxation Notice	35 ILCS 200/18-80	Last day notice of Truth in Taxation hearing can appear in newspaper. Notice must be in newspaper not more than 14 days or less than seven days prior to date of hearings.
12/28/21	Last Day to Hold Truth in Taxation Hearing, Adopt & File Tax Levies	35 ILCS 200/18-90	Last day to hold Truth in Taxation hearing, adopt and file township and road district certificates of levy, tax levies and Certificate of Compliance for Truth in Taxation law with county clerk.

* Assumes fiscal year begins April 1

Check Your Inbox!

Make Sure You Are Receiving TOI Emails

Now more than ever, it is critical for TOI member township officials to receive important emails and updates from the Association. If we don't have your email address on file or you aren't receiving our emails, you are missing important updates impacting your township/road district, as well as legislative alerts, and confirmations and guidance on attending TOI's online educational events.

To provide your email address, or ensure we have the correct email address, call 866-897-4688, email pam@toi.org or kayla@toi.org, or go to <https://www.toi.org/about-us/update-contact-information/>. We sometimes hear that emails sent from TOI end up in your junk email. Please be sure to check your junk email in case these important emails are going there. If they are, sometimes you can remedy the issue by "unjunking them" or marking the email as "safe" and then future emails will go to your inbox.

If you are still not receiving TOI's emails, please feel free to contact us.

**Wauponsee Township Board
Meeting Agenda
Remote* & In Person Presence
September 15, 2021 at 7:00 PM
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
7. New Business
8. Other Items
9. Adjournment

Next Meeting: October 20, 2021

***Reference Public Act 101-0640**