

Wauponsee Township Board Meeting Minutes

January 19, 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	Not Present
	Andy Chandler	Physically Present
	Russ Higgins	Electronically Present* 7:00-7:25
	Gary Lowery	Physically 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 December 15th meeting was presented. A motion to approve the minutes was made by Trustee Lowery and seconded by Trustee Chandler.

Trustees:	Andy Chandler	Yes
	Russ Higgins	Yes
	Gary Lowery	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 Higgins and seconded by Trustee Chandler to authorize the Wauponsee Township Fund claims as presented.

Trustees:	Andy Chandler	Yes
	Russ Higgins	Yes
	Gary Lowery	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. Was noted that garbage services were switched to Nuway at \$47.90 per month.

A motion was made by Trustee Lowery and seconded by Supervisor Wiesbrook to authorize the Wauponsee Township Road and Bridge Fund claims as presented.

Trustees:	Andy Chandler	Yes
	Russ Higgins	Yes

	Gary Lowery	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, Reconciled bank balances to Quicken, YTD Comparisons.

Noted differences

\$4000.00 ahead of last year on tax revenue

\$1800.00 behind on payroll taxes due to switching payroll vendors

A motion was made by Trustee Chandler and seconded by Trustee Lowery to approve the supervisor's report as presented.

Trustees:

	Andy Chandler	Yes
	Russ Higgins	Yes
	Gary Lowery	Yes
Supervisor:	Ed Wiesbrook	Yes

The motion passed on a roll call vote.

Road Commissioner's Report

Commissioner Phillips presented the following report:

Noted that 3 residents had stopped by office and said they were very pleased with roads after the ice storm

Went over budget and balances, noted rentals were down as we have not

Had to rent much equipment

Snow removal is going good

A motion was made by Trustee Lowery and seconded by Trustee Chandler to approve Road Commissioner's report as presented.

Trustees:	Andy Chandler	Yes
	Russ Higgins	Yes
	Gary Lowery	Yes
Supervisor:	Ed Wiesbrook	Yes

The motion passed on a roll call vote.

Clerk's Report

The Clerk summarized the upcoming reports that will be coming due
Supervisor Wiesbrook filled out form for County Clerk listing those who
Must fill out Economic Interest Statement
Working in updating Web page for 2022 meetings

A motion was made by Trustee Chandler and seconded by Supervisor Wiesbrook to approve Clerk's report as presented.

Trustees:	Andy Chandler	Yes
	Russ Higgins	Yes
	Gary Lowery	Yes
Supervisor:	Ed Wiesbrook	Yes

The motion passed on a roll call vote.

Unfinished Business

Pay Checks

Working with Account rep Brenda to close accounts and credit any charges

New Business

None

Other Items

Discussed stopping payment on 2 checks never cashed by comcast
Discussed need to update contact information at IPWMAN

Adjournment

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

Trustees:

Andy Chandler	Yes
Russ Higgins	Yes
Gary Lowery	Yes

Supervisor: Ed Wiesbrook	Yes
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The motion passed on a roll call vote.

The meeting was adjourned at 7:50 PM.

Meeting minutes approved on February 16, 2022

<u>Andy Chandler</u>	Trustee
<u>Jeffrey L. Carr</u>	Trustee
<u>Gary Lowery</u>	Trustee
<u>Russel Higgins</u>	Trustee
<u>Edward Wiesbrook</u>	Supervisor
<u>Scott Hester</u>	Township Clerk

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01/04/2022

Rpt B,2 Page 1

10:06:56

Report Date: 01/04/2022 Thru: 01/04/2022

Date	Sta	Gross	MCWH	SSWH	FITW	SITW	OtherPay	Net
Carr, Jeff								
01/04	A10	100.00	1.45	6.20	0.00	4.95	0.00	87.40
total		100.00	1.45	6.20	0.00	4.95	0.00	87.40
Chandler, Andrew								
01/04	A10	100.00	1.45	6.20	0.00	4.95	0.00	87.40
total		100.00	1.45	6.20	0.00	4.95	0.00	87.40
Hastings, Scot T.								
01/04	A10	492.83	7.15	30.56	200.00	24.40	0.00	230.72
total		492.83	7.15	30.56	200.00	24.40	0.00	230.72
Higgins, Russel								
01/04	A10	100.00	1.45	6.20	0.00	4.95	0.00	87.40
total		100.00	1.45	6.20	0.00	4.95	0.00	87.40
Lowery, Gary								
01/04	A10	100.00	1.45	6.20	0.00	0.00	0.00	92.35
total		100.00	1.45	6.20	0.00	0.00	0.00	92.35
Phillips, Rodney								
01/04	A10	3021.30	43.81	187.32	302.00	149.55	0.00	2338.62
total		3021.30	43.81	187.32	302.00	149.55	0.00	2338.62
Wiesbrook, Edward D.								
01/04	A10	1274.85	18.49	79.04	500.00	63.11	0.00	614.21
total		1274.85	18.49	79.04	500.00	63.11	0.00	614.21
Total		5188.98	75.25	321.72	1002.00	251.91	0.00	3538.10

For budget {

- 75.25 Employers share medicare
- 321.72 " " social security
- 5585.45 Monthly payroll + employment taxes
- x 2 Feb + March
- 11171.90 Feb + March payroll + taxes

Town Claims 1

Ed Wiesbrook

From: Tanya Downey <Tanya@KenGoodwinCPA.net>
 Sent: Monday, January 3, 2022 11:36 AM
 To: Ed Wiesbrook
 Subject: IL payment for Nov made
 Attachments: Dec IL 2021.pdf

Ed,

I was able to finish getting the My Tax Illinois account set up today. I made the payment from the November payroll from the town fund. Payment of \$242.84 will be deducted today (1/3). This payment will be late so they may charge penalty & interest on it since we were unable to get things rolling until last week.

I have attached the payment confirmation page for you.

Thanks,
Tanya

My Tax Illinois was registered to Steve & Mark. Neither are still here to participate w resetting the account, so Ed contacted Illinois Comptroller to reset. Buck y. can attest that it took weeks for the new PIN #s to come. That is the reason the payment was late.

AW

Ed Wiesbrook

From: Tanya Downey <Tanya@KenGoodwinCPA.net>
Sent: Monday, January 3, 2022 2:39 PM
To: Ed Wiesbrook
Subject: payroll deposits
Attachments: Jan 2022 payment.pdf; Jan IL 2022 payment.pdf; Road & Bridge Jan 2022 payment.pdf; Road & Bridge Jan IL 2022 payment.pdf

Ed,

I went ahead and scheduled the payments that will be deducted for the Dec payroll today. Payments will be deducted on 1/18 as follows

Town Fund

Federal - 1799.94

Federal withholding - 1006.00

Employer MC/SS - 396.97

Employee MC/SS - 396.97

1402.97 Withheld

IL - 247.79

Road & Bridge Fund

Federal - 94.14

Federal withholding - 20.00

Employer MC/SS - 37.07

Employee MC/SS - 37.07

57.07 Withheld

IL - 23.98

The breakdown for the payments made for Nov payroll in Dec are as follows

paid
12/15

Payment was \$1784.64 all town fund

Federal withholding - 1006.00

Employer MC/SS - 389.32

Employee MC/SS - 389.32

1395.32 withheld

I have attached confirmation pages for all 4 of the payments that will be deducted on the 18th.

Thanks,
Tanya

Ken Goodwin CPA

717 North Division Street, Suite 2
Morris, IL 60450

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Invoice

Date	Invoice #
1/13/2022	10509

Bill To
Wauponsee Township Special Bridge PO Box 969 Morris, IL 60450

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
	Net 30	KG	1/13/2022			

Quantity	Item Code	Description	Price Each	Amount
1	Quarterly Work	Quarterly Work	130.00	130.00

Total			\$130.00
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TC #4

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**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 **JANUARY 2022**

Date	Order No.	Payable to	For What	General Road & Bridge Fund
1/16/2022	3866	Bonnell Industries, Inc.	Parts for Snow Plow	\$2,590.50
1/16/2022	3867	Kindelspire's Auto Supply	hydrolic hose	\$ 32.28
1/16/2022	3868	Nuway Disposal	monthly charge dumpster	\$ 49.70
1/16/2022	3869	Ralston Ready Construction LL	prep & pave 5 culvert patches	\$ 4,420.00
1/16/2022	3870	ComEd-North Building	Acct. #9359639007	\$ 41.84
1/16/2022	3871	ComEd-South Building	Acct. #2607121042	\$ 139.00
1/16/2022	3872	Ben Petro	#INV0105	\$ 200.00
1/16/2022	3873	Precision Tree Service	tree trimming	\$ 10,000.00
1/16/2022	3874	Megan Valdivia	clean office	\$ 180.00
1/16/2022	3875	Image Systems & Business	Invoice #'s 349899, 351153	\$ 224.00
1/16/2022	3876	Compass Minerals	Invoice #925492 salt	\$ 2,905.55
1/16/2022	3877	Verizon	cell phone	\$ 111.93
1/16/2022	3878	Nicor Gas-South Building	Acct. #86-27-20-0289 9	\$ 345.05
1/16/2022	3879	Johnson Oil	Acct. #121218 Gasoline	\$ 81.39
1/16/2022	3880	Comcast Business	tv, phone, internet	\$ 6.44
1/16/2022	3881	Wauponsee Twp.	highway comm. Remaining salary reimb.	\$ 10,014.58
1/16/2022	Online	Bankcard Processing Center	gas,postage,web seminar, kerosene,bolts	\$ 379.82
Monthly Total				\$ 31,722.08

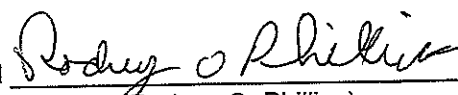
Monthly Summary Of Receipts, Expenditures, & Balances

Beginning Month Balance		
Receipts During Month	\$	31,722.08
Ending Month Balance	\$	(31,722.08)

Attest


(Scot Hastings)

Signed


(Rodney O. Phillips)



First Midwest Bank

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

00001260-WPTR0006421231040933-xc01-1OZ01-000000



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

Statement of Accounts

Last statement: November 30, 2021
This statement: December 31, 2021

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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]	\$538,567.79
Public Savings Account	[REDACTED]	\$13,042.36

Public Checking W/Int Account

Account number [REDACTED]
21 Enclosures

Beginning balance	\$576,929.77		
Average balance	\$561,094.55		
Interest paid year to date	\$82.03		
Total additions	\$740.48	Total subtractions	\$-39,102.46

Number	Date	Amount
3836	12-01	3,823.30
3846 *	12-21	287.21
3847	12-17	116.24
3848	12-17	760.00
3849	12-21	112.00
3850	12-23	380.00
3851	12-31	766.59
3852	12-21	445.00
3853	12-21	28,032.68
3854	12-23	215.61
3855	12-21	356.78

Number	Date	Amount
3856	12-31	353.76
3858 *	12-22	53.52
3859	12-22	67.98
3860	12-23	114.20
3861	12-28	40.71
3862	12-21	175.00
3863	12-21	120.00
3865 *	12-21	1,484.88
5199 *	12-13	344.14

* Skip in check sequence

Date	Description	Additions	Subtractions
12-01	#Preauthorized Credit Grundy County Taxes Paya 211201 700927	12.17 ✓	
12-10	#Preauthorized Debit Paychex Eib Invoice 211210 X95049500019249		-58.00

Supervisor Reports #1

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:		576,929.77
Checks and Payments	21 Items	-39,044.46
Deposits and Other Credits	4 Items	682.48
Service Charge	0 Items	0.00
Interest Earned	0 Items	0.00
Ending Balance of Bank Statement:		538,567.79

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:		538,567.79
Checks and Payments	3 Items	-698.44
Deposits and Other Credits	0 Items	0.00
Register Balance as of 12/31/2021:		537,869.35
Checks and Payments	0 Items	0.00
Deposits and Other Credits	0 Items	0.00
Register Ending Balance:		537,869.35

SR #2

RF Savings

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R&B Savings
1/11/2022

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Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			13,042.25
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	0.11
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			13,042.36

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			13,042.36
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 12/31/2021:			13,042.36
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			13,042.36

SR # 3



P.O. Box 580 • Joliet, IL 60434-0580

Return Service Requested

Statement of Accounts

Last statement: November 30, 2021

This statement: December 31, 2021

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

Direct inquiries to:
Customer Service
800-322-3623

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

Summary of Account Balances

Account	Number	Ending Balance
Public Checking W/Int Account	[REDACTED]	\$61,929.75
Public Savings Account	[REDACTED]	\$5,012.46

Public Checking W/Int Account

Account number

9 Enclosures

Beginning balance	\$67,072.49		
Average balance	\$64,356.77		
Interest paid year to date	\$8.50		
Total additions	\$289.58	Total subtractions	\$-5,432.32

Number	Date	Amount
3888	12-03	87.40 ✓
3890 *	12-13	87.40 ✓
3892 *	12-09	230.72 ✓
3893	12-15	92.35 ✓
3894	12-13	87.40 ✓

Number	Date	Amount
3895	12-17	2,338.74 ✓
3896	12-16	614.21 ✓
3897	12-22	51.46 ✓

* Skip in check sequence

Date	Description	Additions	Subtractions
12-01	#Preauthorized Credit Grundy County Taxes Paya 211201 700925	12.17 ✓	
12-10	#Preauthorized Debit Paychex Eib Invoice 211210 X95049500019248		58.00
12-10	#Return Item-Stop Pay Paychex Eib Invoice 211210 X95049500019248 Check	58.00	
12-14	Deposit	218.32 ✓	
12-15	#Preauthorized Debit IRS Usataxpymt 211215 270174904264906		✓ -1,784.64

SR #4

TF Checking

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TF Checking
1/11/2022

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			67,072.49
Checks and Payments	9	Items	-5,374.32
Deposits and Other Credits	3	Items	231.58
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			61,929.75

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			61,929.75
Checks and Payments	1	Item	-87.40
Deposits and Other Credits	0	Items	0.00
Register Balance as of 12/31/2021:			61,842.35
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			61,842.35

SR #5

TF Savings

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TF Savings
1/11/2022

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			5,012.42
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	0.04
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>5,012.46</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			5,012.46
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 12/31/2021:			5,012.46
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			5,012.46

SR #6



First Midwest Bank

P.O. Box 580 • Joliet, IL 60434-0580

Return Service Requested

Statement of Accounts

Last statement: November 30, 2021

This statement: December 31, 2021

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

Direct inquiries to:
Customer Service
800-322-3623

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

0

Summary of Account Balances

Account	Number	Ending Balance
Public Checking W/Int Account	[REDACTED]	\$27,839.90
Certificate Of Deposit	[REDACTED]	\$ 40,434.24

Public Checking W/Int Account

Account number [REDACTED]

Beginning balance	\$27,839.43		
Average balance	\$27,839.43		
Interest paid year to date	\$5.54		
Total additions	\$.47	Total subtractions	.00

Date	Description	Additions	Subtractions
12-31	#Interest	0.47	

Daily balances

Date	Amount	Date	Amount	Date	Amount
11-30	27,839.43	12-31	27,839.90		



SR#7

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			27,839.43
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	0.47
Ending Balance of Bank Statement:			27,839.90

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			27,839.90
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 12/31/2021:			27,839.90
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			27,839.90

SR #8

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 12/31/2021:			40,434.24
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			40,434.24

TF + GA

Income/Expense Comparison by Category

4/1/2020 through 12/31/2021

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1/17/2022

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Category	4/1/2020- 12/31/2020	4/1/2021- 12/31/2021	Amount Difference
INCOME			
General Assistance Revenue			
Interest Income	783.52	797.00	13.48
Property Tax	500.07	596.23	96.16
TOTAL General Assistance Revenue	1,283.59	1,393.23	109.64
Town Fund Revenue			
Highway Super. Salary Reimb.	9,000.00	9,500.00	500.00
Interest & Dividend Income	427.14	5.57	-421.57
Misc. Income	729.95	410.85	-319.10
Pers. Prop. Replacement Tax	1,860.59	3,521.36	1,660.77
Property Tax	53,509.34	56,159.26	2,649.92
Rental Income	5,000.00	5,000.00	0.00
TOTAL Town Fund Revenue	70,527.02	74,597.04	4,070.02
TOTAL INCOME	71,810.61	75,990.27	4,179.66

EXPENSES

General Assistance Expenditures

Administration

Commodities	0.00	250.00	-250.00
Contractual Services	0.00	5.00	-5.00
TOTAL Administration	0.00	255.00	-255.00

Home Relief

Contractual Services

Shelter	300.00	0.00	300.00
TOTAL Contractual Services	300.00	0.00	300.00
TOTAL Home Relief	300.00	0.00	300.00

TOTAL General Assistance Expendit... 300.00 255.00 45.00

TF Void Checks 0.00 0.00 0.00

Town Fund Expenditures

Administration

Commodities

Office Supplies	19.07	0.00	19.07
TOTAL Commodities	19.07	0.00	19.07

Contractual Services

Accounting	200.00	0.00	200.00
Audit	0.00	474.00	-474.00
Paychex fees	1,214.05	973.59	240.46
TOTAL Accounting	1,414.05	1,447.59	-33.54
Dues	65.00	401.94	-336.94
Liability Insurance	2,884.00	2,884.00	0.00

SR #10

Income/Expense Comparison by Category

4/1/2020 through 12/31/2021

1/17/2022

Category	4/1/2020- 12/31/2020	4/1/2021- 12/31/2021	Amount Difference
Publishing	-108.65	153.76	-262.41
TOTAL Contractual Services	4,254.40	4,887.29	-632.89
Other Expenditures			
Miscellaneous	396.00	0.00	396.00
TOTAL Other Expenditures	396.00	0.00	396.00
Personnel			
Emp. Tax Withheld	0.00	-1,893.60	1,893.60
Employment taxes	4,823.14	3,160.45	1,662.69
Salaries	46,089.22	46,500.82	-411.60
TOTAL Personnel	50,912.36	47,767.67	3,144.69
TOTAL Administration	55,581.83	52,654.96	2,926.87
TOTAL Town Fund Expenditures	55,581.83	52,654.96	2,926.87
TOTAL EXPENSES	55,881.83	52,909.96	2,971.87
OVERALL TOTAL	15,928.78	23,080.31	7,151.53

Behind on payroll deposits

Historical Budget

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

1/17/2022

Category	Actual	2022 Budget	Difference
INCOME	75,990.27	81,415.00	-5,424.73
General Assistance Revenue	1,393.23	505.00	888.23
Interest Income	797.00	5.00	792.00
Property Tax	596.23	500.00	96.23
Town Fund Revenue	74,597.04	80,910.00	-6,312.96
Highway Super. Salary Reimb.	9,500.00	18,000.00	-8,500.00
Interest & Dividend Income	5.57	10.00	-4.43
Misc. Income	410.85	0.00	410.85
Pers. Prop. Replacement Tax	3,521.36	2,400.00	1,121.36
Property Tax	56,159.26	55,500.00	659.26
Rental Income	5,000.00	5,000.00	0.00
EXPENSES	58,738.63	84,100.00	25,361.37
General Assistance Expenditures	255.00	3,000.00	2,745.00
Administration	255.00	0.00	-255.00
Contractual Services	5.00	0.00	-5.00
Contingencies	0.00	1,000.00	1,000.00
Home Relief	0.00	2,000.00	2,000.00
Contractual Services	0.00	2,000.00	2,000.00
Shelter	0.00	2,000.00	2,000.00
Town Fund Expenditures	58,483.63	81,100.00	22,616.37
Administration	58,483.63	79,100.00	20,616.37
Capital Outlay	0.00	2,500.00	2,500.00
Commodities	0.00	500.00	500.00
Office Supplies	0.00	500.00	500.00
Contractual Services	4,887.29	6,950.00	2,062.71
Accounting	1,447.59	2,600.00	1,152.41
Dues	401.94	600.00	198.06
Liability Insurance	2,884.00	3,000.00	116.00
Postage	0.00	100.00	100.00
Publishing	153.76	650.00	496.24
Other Expenditures	0.00	50.00	50.00
Miscellaneous	0.00	50.00	50.00
Personnel	53,596.34	69,100.00	15,503.66
Emp. Tax Withheld	-1,650.88	0.00	1,650.88
Employment taxes	3,557.42	6,100.00	2,542.58
Salaries	51,689.80	63,000.00	11,310.20
Contingencies	0.00	2,000.00	2,000.00

+ 10K Jan

Goodwill payroll?

Includes Jan. ←

Net Difference:

11200 fcb + March payroll	17,251.64	-2,685.00	19,936.64
2500 Emp tax catchup			
13700 Additional payroll			
		53600 personnel to date	
		13700 Additional	
		67,300 YE personnel	

SR#12

R+B

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Income/Expense Comparison by Category

4/1/2020 through 12/31/2021

1/17/2022

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Category	4/1/2020- 12/31/2020	4/1/2021- 12/31/2021	Amount Difference
INCOME			
R&B Interest Income	42.61	47.53	4.92
R&B Miscellaneous Income	3,596.22	40,294.26	36,698.04
R&B Property Tax	407,712.10	428,446.81	20,734.71
R&B Replacement Tax	5,631.29	10,657.71	5,026.42
R&B TOIRMA Dividend	1,085.00	0.00	-1,085.00
TOTAL INCOME	418,067.22	479,446.31	61,379.09
EXPENSES			
R&B Admin - Personnel			
Salaries	9,000.00	9,500.00	-500.00
TOTAL R&B Admin - Personnel	9,000.00	9,500.00	-500.00
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	437.17	331.91	105.26
TOTAL R&B Admin Commodities	437.17	331.91	105.26
R&B Admin Contractual Services			
Accounting Service			
Paychex	1,014.51	719.77	294.74
TOTAL Accounting Service	1,014.51	719.77	294.74
Contract Payment	1,428.21	5,703.66	-4,275.45
General Insurance	7,417.00	7,417.00	0.00
Postage	55.00	55.00	0.00
Publishing	150.04	0.00	150.04
Telephone	3,160.20	3,708.51	-548.31
Training	0.00	50.00	-50.00
TOTAL R&B Admin Contractual Serv...	13,224.96	17,653.94	-4,428.98
R&B Admin Other			
Miscellaneous Expencc	693.72	114.94	578.78
TOTAL R&B Admin Other	693.72	114.94	578.78
R&B Maint Capital Outlay			
Building	232.00	0.00	232.00
Vehicle	0.00	161,574.58	-161,574.58
TOTAL R&B Maint Capital Outlay	232.00	161,574.58	-161,342.58
R&B Maint Commodities			
Building	209.53	4,913.63	-4,704.10
Diesel Fuel	1,386.31	2,465.75	-1,079.44
Equipment	2,653.75	3,159.54	-505.79

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Income/Expense Comparison by Category

4/1/2020 through 12/31/2021

1/17/2022

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Category	4/1/2020- 12/31/2020	4/1/2021- 12/31/2021	Amount Difference
Gasoline	406.80	1,304.84	-898.04
Lubricants	0.00	53.52	-53.52
Operating Supplies	487.19	755.80	-268.61
Road	4,382.43	8,789.78	-4,407.35
Snow Removal	679.75	6,138.49	-5,458.74
Vehicle	1,509.90	2,114.55	-604.65
TOTAL R&B Maint Commodities	11,715.66	29,695.90	-17,980.24
R&B Maint Contractual Services			
Building	503.37	18,012.79	-17,509.42
Contract Payment	83.06	3,823.30	-3,740.24
Equipment	866.58	125.00	741.58
Rentals	12,470.50	7,500.00	4,970.50
Road	125,288.90	19,403.86	105,885.04
Snow Removal	4,487.91	380.00	4,107.91
Utilities	2,538.69	2,253.29	285.40
Vehicle	409.65	36.00	373.65
TOTAL R&B Maint Contractual Servi...	146,648.66	51,534.24	95,114.42
R&B Maint Other			
Miscellaneous Expece	581.50	563.59	17.91
TOTAL R&B Maint Other	581.50	563.59	17.91
R&B Maint Personnel			
Salaries	10,768.13	11,601.39	-833.26
Emp. Tax Withheld	0.00	-81.05	81.05
Employment Taxes	1,339.33	1,076.99	262.34
TOTAL Salaries	12,107.46	12,597.33	-489.87
TOTAL R&B Maint Personnel	12,107.46	12,597.33	-489.87
R&B Void Checks	0.00	0.00	0.00
TOTAL EXPENSES	194,641.13	283,566.43	-88,925.30
OVERALL TOTAL	223,426.09	195,879.88	-27,546.21

Budget 2021-2022 FY

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

1/16/2022

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Category	4/1/2021 Actual	- Budget	3/31/2022 Difference
INCOME	468,788.60	439,510.00	29,278.60
R&B Interest Income	47.53	60.00	-12.47
R&B Miscellaneous Income	40,294.26	10,000.00	30,294.26
R&B Property Tax	428,446.81	429,450.00	-1,003.19
EXPENSES	315,288.51	794,524.09	479,235.58
R&B Admin - Personnel	19,514.58	20,000.00	485.42
Salaries	19,514.58	20,000.00	485.42
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	331.91	1,000.00	668.09
Office Supplies	331.91	1,000.00	668.09
Other R&B Admin Commodities	0.00	0.00	0.00
R&B Admin Contractual Services	18,104.31	21,900.00	3,795.69
Accounting Service	719.77	2,000.00	1,280.23
Paychex	719.77	2,000.00	1,280.23
Other Accounting Service	0.00	0.00	0.00
Contract Payment	5,927.66	6,300.00	372.34
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	113.00	200.00	87.00
Printing	0.00	200.00	200.00
Publishing	0.00	500.00	500.00
Telephone	3,826.88	4,300.00	473.12
Training	100.00	200.00	100.00
Travel Expenses	0.00	200.00	200.00
Other R&B Admin Contractual Servic...	0.00	0.00	0.00
R&B Admin Other	114.94	2,500.00	2,385.06
Miscellaneous Expencc	114.94	2,500.00	2,385.06
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	161,574.58	195,624.09	34,049.51
Building	0.00	33,000.00	33,000.00
Equipment	0.00	0.00	0.00
Vehicle	161,574.58	162,624.09	1,049.51
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

1/16/2022

Category	4/1/2021 Actual	- Budget	3/31/2022 Difference
R&B Maint Commodities	30,081.39	70,500.00	40,418.61
Bridge	0.00	0.00	0.00
Building	4,913.63	9,500.00	4,586.37
Diesel Fuel	2,465.75	7,000.00	4,534.25
Equipment	3,159.54	10,000.00	6,840.46
Gasoline	1,635.91	2,500.00	864.09
Lubricants	53.52	1,500.00	1,446.48
Operating Supplies	755.80	12,000.00	11,244.20
Road	8,789.78	12,000.00	3,210.22
Snow Removal	6,138.49	12,000.00	5,861.51
Vehicle	2,168.97	4,000.00	1,831.03
Other R&B Maint Commodities	0.00	0.00	0.00
R&B Maint Contractual Services	72,205.88	430,500.00	358,294.12
Bridge	0.00	95,000.00	95,000.00
Building	18,192.79	24,000.00	5,807.21
Contract Payment	3,823.30	6,500.00	2,676.70
Engineering Service	0.00	5,000.00	5,000.00
Equipment	125.00	5,000.00	4,875.00
Rentals	7,500.00	20,000.00	12,500.00
Road	33,823.86	250,000.00	216,176.14
Snow Removal	5,876.05	15,000.00	9,123.95
Utilities	2,828.88	8,000.00	5,171.12
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	563.59	2,000.00	1,436.41
Miscellaneous Expence	563.59	2,000.00	1,436.41
R&B Maint Personnel	12,797.33	50,000.00	37,202.67
Salaries	12,797.33	50,000.00	37,202.67
Emp. Tax Withheld	-81.05	0.00	81.05
Employment Taxes	1,076.99	10,000.00	8,923.01
Other Salaries	11,801.39	40,000.00	28,198.61
Other R&B Maint Personnel	0.00	0.00	0.00
Net Difference:	153,500.09	-355,014.09	508,514.18

Township and Road District Checklist

2022 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.

01/30/22	Assessors Budget*		
01/31/22	1099, W-2 and W-3 forms deadline		
02/1/22	Economic Interest Statement Names to County Clerk		On or before Feb. 1, the supervisor or designee must certify to the county clerk an alphabetical list of names/addresses of people who must file Economic Interest Statements.
03/01/22	Last day to Request Agenda Item	60 ILCS 1/30-10	Last day for any 15 or more registered voters in the township to request an agenda item for consideration by the electors at the annual meeting by giving written notice of a specific request to the township clerk.
03/28/22	Annual Town Meeting Agenda	60 ILCS 1/30-10	Not less than 15 days before the annual meeting, the township board shall adopt an agenda for the annual meeting. Agenda must include any elector items properly submitted by March 1 st prior to the annual meeting. Agenda must be included in the meeting notice that is approved by the township board.
03/28/22	Annual Township Meeting Notice	60 ILCS 1/30-10	Clerk must post notice of annual town meeting in 3 most public places at least 15 days before meeting. If an English language newspaper is published in township, then notice must also be published in the newspaper. Notice must include agenda approved by the township board. Meeting must be after 6:00 p.m.
03/31/22	Fiscal Year Ends*	50 ILCS 330/3	Last day of fiscal year for most townships, road districts, and multi-township assessment districts. However, board of trustees may change fiscal year.
04/01/22	Fiscal Year Starts*	50 ILCS 330/3	1st day of fiscal year for most townships, road districts, and MTADs. However, board can change the fiscal year.
04/01/22	Notice of Meetings (Open Meetings Act)	5 ILCS 120/2.02	Board must post public notice of its schedule of regular meetings at the beginning of the fiscal year or calendar year. The notice shall state the regular dates, times, and places. Make schedule available to any news outlet that has filed an annual request for such notice.
04/11/22	Monthly Report to County Engineer	605 IL CS 5/6-201.13	Within 30 thirty days after issuing warrants the highway commissioner reports to the county engineer a list of such warrants showing where money is spent, for what purpose, and the amount expended. Use DCEO Form #39 or design own form. Report is due each month.
04/10/22	Financial Statement	60 ILCS 1/70-15	Clerk posts a copy of the Supervisor's Annual Financial Statement at the meeting room two days before annual town meeting. The clerk no longer has to read the statement aloud as long as copies are made available.

* Assumes fiscal year begins April 1

04/10/22	Financial Statement	60 ILCS 1/70-15	Supervisor files Annual Financial Statement with the clerk. Although the law states that the statement shall be prepared within 30 days before the annual town meeting, it must be completed to enable the clerk to post it 2 days before the annual town meeting. Use DCEO Form #6 or your own form. Statement is not required to be published in a newspaper.
04/13/22	Highway Commissioners Report	605 ILCS 5/6-201.15	Highway commissioner in single township road district must prepare an annual report to the board of trustees within 30 days before the annual town meeting. Use DCEO Form #38 or your own form. Report is not required to be published in a newspaper.
04/11/22	Annual Accounting	60 ILCS 1/70-30	Supervisor accounts to board for all money received and disbursed during fiscal year. Accounting must be within 30 days before the annual town meeting.
04/12/22	Annual Town Meeting	60 ILCS 1/30-5	The Annual Town Meeting shall be held on the second Tuesday of April. Meeting must be after 6:00 p.m. Whenever this date conflicts with the celebration of Passover, the township board may postpone the annual town meeting to the first Tuesday following the last day of Passover.
04/30/22	District Treasurer's Report*	605 ILCS 5/6-205	Last day for road district treasurer to submit an itemized statement of receipts and disbursements to highway commissioner. Statement must be submitted within 30 days from end of the fiscal year. Use DCEO Form #37 or your own form. Statement is not required to be published in a newspaper.
05/01/22	Statement of Economic Interest	5 ILCS 420/4A-101 5 ILCS 420/4A-105	Elected and certain appointed officials must file a Statement of Economic Interest with county clerk by May 1st of each year. Persons appointed to fill vacancies must also file statements at time of appointment.
05/30/22	Budget Notice*	50 ILCS 330/3 60 ILCS 1/80-60	Last day to publish a notice announcing budget hearings and that the tentative budgets are available for inspection. Separate township and road district notices must be published at least 30 days before hearings in a newspaper published in the township. If there is no township newspaper, post in five of the most public places in township.
05/30/22	Budget Inspection*	50 ILCS 330/3 60 ILCS 1/80-60	Last day for clerk to make tentative budgets available for public inspection. Tentative budgets must be prepared and made available for inspection at least 30 days before hearings. It is the duty of clerk to arrange for the public hearings.
06/30/22	Budget Hearing & Adoption*	50 ILCS 330/3 605 ILCS 5/6-501	Last day to conduct budget hearings and adopt township and road district budgets. Budgets may be adopted before or during the first quarter of the fiscal year. (Do not adopt at the annual town meeting.) The township budget may be adopted at the public hearing. The road district budget shall be adopted at the public hearing.
07/30/22	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.
09/27/22	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.

* Assumes fiscal year begins April 1

Wauponse Township Board Meeting Agenda January 19, 2022 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
Pay Checks
7. New Business
8. Other Items
9. Adjournment

Next Meeting: February 16, 2022