

Wauponsee Township Board Meeting Minutes

February 16, 2022

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	Physically Present
	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 January 19th meeting was presented. A motion to approve the minutes was made by Trustee Lowery and seconded by Trustee Carr.

Trustees:	Jeff Carr	Yes
	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:	Jeff Carr	Yes
	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.
A motion was made by Trustee Carr and seconded by Trustee Lowery to authorize the Wauponsee Township Road and Bridge Fund claims as presented.

Trustees:	Jeff Carr	Yes
	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 balances, statements, and reconcile to Quickin
- Went over actual to last year comparison
 - Revenue up \$3800.00
 - Payroll taxes running a little higher due to catching up from Payroll service switch
 - Overall running about \$3000.00 ahead of last year
- Went over actual to budget
 - Town fund running about \$17500.00 ahead of budget
 - R&B fund running about \$42000.00 behind last year
Mainly due to vehicles (new plow)

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

Trustees:	Jeff Carr	Yes
	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:

- Played message from citizen complimenting road clearing efforts
- Went over Actual to Budget
 - Running ahead of Budget due to bridge project being moved from 2021 to 2022

A motion was made by Trustee Carr and seconded by Supervisor Wiesbrook to approve the Road Commissioner's report as presented.

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

The motion passed on a roll call vote.

Clerk's Report

- Went over checklist of upcoming dates and requirements.

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

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

The motion passed on a roll call vote.

Unfinished Business

- Illinois Department of Securities – Working on getting refund for unemployment tax withheld in error
- Salt building will be done in spring when weather breaks

New Business

None

Other Items

None

Adjournment

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

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

The motion passed on a roll call vote.

The meeting was adjourned at 7:34 PM.

Meeting minutes approved on March 16, 2022

Andy Chandler Trustee

Jeffery Carr Trustee

Gary Lowery Trustee

Russel Higgins Trustee

----- Supervisor

Ed Wiesbrook Township Clerk

01/31/2022 - For Feb 1

Rpt B,2 Page 1

15:07:51

Report Date: 01/31/2022 Thru: 01/31/2022

Date	Sta	Gross	MCWH	SSWH	FITW	SITW	OtherPay	Net
Chandler, Andrew <i>3911</i>								
01/31	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. <i>3912</i>								
01/31	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 <i>3913</i>								
01/31	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 <i>3914</i>								
01/31	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 <i>3915</i>								
01/31	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. <i>3916</i>								
01/31	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		5088.98	73.80	315.52	1002.00	246.96	0.00	3450.70

5088.98
 73.80
 315.52

} March Payroll + Employment taxes

5478.30 or 5500 rounded

TC #1

Ed Wiesbrook

From: Tanya Downey <Tanya@KenGoodwinCPA.net>
Sent: Friday, February 4, 2022 4:48 PM
To: Ed Wiesbrook
Subject: payroll deposits
Attachments: R&B Feb 941 payment.pdf; R&B Feb IL 501 payment.pdf; Town Feb 941 payment.pdf; Town Feb IL 501 payment.pdf

Ed,

Feb payroll deposits will be deducted on 2/15 for the following amounts

Town Fund

Federal - 3576.58
MC - 298.10
SS - 1274.48
Fed - 2004.00

State - 498.87

Road & Bridge

Federal - 168.60
MC - 31.76
SS - 135.84
Fed - 1.00

State - 54.23

PDF confirmation pages of all payments are attached.

Thanks,
Tanya



Township Clerks of Illinois

ALL TOWNSHIP CLERKS OF ILLINOIS
We preserve the history of our Township as it happens.

February 2022

Dear Township Clerk:

It is time to renew your 2022 Membership Dues for the Township Clerks of township should pay your annual dues from Township funds, as Township Clerks Township Officials of Illinois.

Your membership will help you stay current on Topics and issues we deal with as The "Clerks Corner" is in every issue of the *Township Perspective* magazine. "Like" at *Clerks Division of Township Officials of Illinois*. Visit us at TOI.org website, as well.

The New Clerks Handbook is available in both printed version with a jump drive (that includes all of the forms in Word format) and on the jump drive version alone, which includes a complete PDF of the handbook and all of the forms. An order form is available in every *Township Perspective* magazine. This is a "must have" for every clerk and is a tool your township should invest in for you.

Our Clerk Board of Directors is committed to being your source for education and information to help make your position as township clerk both rewarding and easy. If you have questions, please contact me at clerk@blackberrytwp.com or 630-365-9109, ext. 5.

Regards,

Lisa Hodge

Lisa Hodge, President, T.O.I. Clerks Division

Please make check payable to Township Clerks of Illinois, mark your check with 2022 T.O.I. Clerks Dues on the comment line, and mail along with this form to:

Clerk Pam Bruner
Membership Coordinator
Township Clerks of Illinois
PO Box 311
Cordova, IL 61242

What your dues paid for in 2021...

- Preparation work and handouts for virtual education session
- Materials for taping virtual T.O.I. Annual Conference
- Sponsorship of the virtual T.O.I. Annual Conference
- William Z. Ahrends Award
- VTCC materials
- T.O.I. Scholarships

\$30

Illinois. Your are a division c township clerk us on Faceboo complementar

Name: **Scot Hastings**

County: **Grundy**

Township: **Wauponsee**

Address: **1025 Southard Rd 6**

City/State/Zip: **Morris Illinois 60450-9465**

Office Phone Number:

Home Phone Number: **1-618-847-4041-815-941-9163**

Cell Phone Number: **1-630-229-5055**

Work Phone Number:

Fax Number:

E-Mail Address: **clerk@wauponseetownship.org**

TC #3

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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 **FEBRUARY 2022**

Date	Order No.	Payable to	For What	General Road & Bridge Fund
2/16/2022	3887	NuWay Disposal Service	monthly charge dumpster	\$49.74
2/16/2022	3888	Comcast	tv,phone,internet	\$ 308.06
2/16/2022	3889	Nicor Gas	acct. #8627200289 9-South Bldg.	\$ 579.96
2/16/2022	3890	ISBS	Invoice #352295	\$ 414.00
2/16/2022	3891	ComEd-South Bldg.	Acct. #2607121042	\$ 237.06
2/16/2022	3892	ComEd-North Bldg.	Acct.#9359639007	\$ 47.78
2/16/2022	3893	Grainco FS, Inc.	Diesel	\$ 1,130.53
2/16/2022	3894	WM Corporate Services	final charge on dumpster & removal	\$ 530.74
2/16/2022	3895	Township Highway Commissio	2022 Dues	\$ 60.00
2/16/2022	3896	Verizon	cell phone	\$ 111.99
2/16/2022	3897	Compass Minerals America	Invoice #946235/#927367 salt	\$ 9,330.52
2/16/2022	3898	Megan Valdivia	clean office x2	\$ 120.00
2/16/2022	Online	Bankcard Processing Center	toilet,gas,accessories for pressure washer, microsoft upda	\$ 2,168.93
1/31/2022	3882	Erica Duvick	Gross 173.38/SS 10.75/Medi 2.51/FWT 1.00/SWT 8.58	\$ 150.54
1/31/2022	3883	Christine Phillips	Gross 149.63/SS 9.28/Medi 2.17/FWT 0/SWT 7.41	\$ 130.77
1/31/2022	3884	Paul Phillips	Gross 225.00/SS 13.95/Medi 3.26/FWT 0/SWT 11.14	\$ 196.65
1/31/2022	3885	Kurt Stevens	Gross 547.38/SS 33.94/Medi 7.94/ FWT 0/SWT 27.10	\$ 478.40
Monthly Total				\$ 16,045.67

Monthly Summary Of Receipts, Expenditures, & Balances

Beginning Month Balance		
Receipts During Month	\$	16,045.67
Ending Month Balance	\$	(16,045.67)

Attest _____

Scot Hastings
(Scot Hastings)

Signed _____

Rodney O. Phillips
(Rodney O. Phillips)



First Midwest Bank

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

Statement of Accounts

Last statement: December 31, 2021
This statement: January 31, 2022

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WAUPONSEE TOWNSHIP
ROAD & BRIDGE FUND & DISTRICT
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

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Summary of Account Balances

Account	Number	Ending Balance
Public Checking W/Int Account	[REDACTED]	\$513,362.86
Public Savings Account	[REDACTED]	\$13,042.47

Public Checking W/Int Account

Account number [REDACTED]

16 Enclosures

Beginning balance	\$538,567.79		
Average balance	\$532,018.92		
Interest paid year to date	\$9.04		
Total additions	\$2,433.97	Total subtractions	\$ 27,638.90

Number	Date	Amount	Number	Date	Amount
3857	01-13	293.30 ✓	3873	01-21	10,000.00 ✓
3864 *	01-04	111.84 ✓	3875 *	01-25	224.00 ✓
3866 *	01-25	2,590.50 ✓	3876	01-25	2,905.55 ✓
3867	01-28	32.28 ✓	3877	01-27	111.93 ✓
3868	01-31	49.70 ✓	3878	01-26	345.05 ✓
3870 *	01-28	41.84 ✓	3879	01-25	81.39 ✓
3871	01-27	139.00 ✓	3881 *	01-24	10,014.58 ✓
3872	01-21	200.00 ✓			

* Skip in check sequence

Date	Description	Additions	Subtractions
01-12	Deposit	2,424.93 ✓	
01-18	#Preauthorized Debit IRS Usatxpymt 220118 270241852280298		-94.14 ✓
01-18	#Preauthorized Debit IL Dept Of Reven Edi Pymnts TXP*362941211000*0112*20211231*T*239 8\		-23.98
01-20	#Preauthorized Debit Visa Payment 220120		-379.82 ✓



SR#1

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			538,567.79
Checks and Payments	18	Items	-27,638.90
Deposits and Other Credits	2	Items	2,433.97
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			513,362.86

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			513,362.86
Checks and Payments	8	Items	-5,856.10
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2022:			507,506.76
Checks and Payments	13	Items	-15,088.32
Deposits and Other Credits	1	Item	0.00
Register Ending Balance:			492,418.44

R&B Savings

R&B Savings
2/14/2022

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			13,042.36
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:			13,042.47

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			13,042.47
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2022:			13,042.47
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			13,042.47

SR #3



First Midwest Bank

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

Statement of Accounts

Last statement: December 31, 2021
This statement: January 31, 2022

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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

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Summary of Account Balances

Account	Number	Ending Balance
Public Checking W/Int Account	[REDACTED]	\$66,880.28
Public Savings Account	[REDACTED]	\$5,012.50

Public Checking W/Int Account

Account number [REDACTED]

9 Enclosures

Beginning balance	\$61,929.75		
Average balance	\$61,921.95		
Interest paid year to date	\$1.06		
Total additions	\$10,816.85	Total subtractions	\$-5,866.32

Number	Date	Amount	Number	Date	Amount
3891	01-10	87.40 ✓	3903 *	01-14	2,338.62 ✓
3898 *	01-14	87.40 ✓	3904	01-18	614.21 ✓
3900 *	01-12	230.72 ✓	3910 *	01-26	130.00
3901	01-14	87.40 ✓	* Skip in check sequence		

Date	Description	Additions	Subtractions
01-05	#Preauthorized Debit IL Dept Of Reven Edi Pymnts TXP*362941211000*0112*20211231*T*242 84\		-242.84 ✓
01-12	Deposit	801.21 ✓	
01-18	#Preauthorized Debit IRS Usataxpymt 220118 270241813780394		-1,799.94 ✓
01-18	#Preauthorized Debit IL Dept Of Reven Edi Pymnts TXP*362941211000*0112*20211231*T*247 79\		-247.79 ✓
01-24	Deposit	10,014.58 ✓	
01-31	#Interest	1.06 ✓	



SR#4

Town Fund Checking

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			61,929.75
Checks and Payments	10	Items	-5,866.32
Deposits and Other Credits	7	Items	10,815.79
Service Charge	0	Items	0.00
Interest Earned	1	Item	1.06
Ending Balance of Bank Statement:			66,880.28

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			66,880.28
Checks and Payments	8	Items	-3,630.45
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2022:			63,249.83
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			63,249.83

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			5,012.46
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:			5,012.50

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			5,012.50
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2022:			5,012.50
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			5,012.50



First Midwest Bank

P.O. Box 580 • Joliet, IL 60434-0580

Return Service Requested

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

Statement of Accounts

Last statement: December 31, 2021

This statement: January 31, 2022

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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]	\$27,840.37
Certificate Of Deposit	[REDACTED]	\$40,434.24

Public Checking W/Int Account

Account number [REDACTED]

Beginning balance	\$27,839.90		
Average balance	\$27,839.90		
Interest paid year to date	\$0.47		
Total additions	\$.47	Total subtractions	.00

Date	Description	Additions	Subtractions
01-31	#Interest	0.47	

Daily balances

Date	Amount	Date	Amount
12-31	27,839.90	01-31	27,840.37



SR#7

GA Checking
2/14/2022

Gen. Assistance Checking

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			27,839.90
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	0.47
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			27,840.37

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			27,840.37
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2022:			27,840.37
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			27,840.37

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 1/31/2022:		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

GA + TF

Income/Expense Comparison by Category

4/1/2020 through 1/31/2022

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2/14/2022

Category	4/1/2020- 1/31/2021	4/1/2021- 1/31/2022	Amount Difference
INCOME			
General Assistance Revenue			
Interest Income	783.96	797.47	13.51
Property Tax	500.07	596.23	96.16
TOTAL General Assistance Revenue	1,284.03	1,393.70	109.67
Town Fund Revenue			
Highway Super. Salary Reimb.	19,514.64	19,514.58	-0.06
Interest & Dividend Income	429.01	5.61	-423.40
Misc. Income	960.34	410.85	-549.49
Pers. Prop. Replacement Tax	2,258.92	4,322.57	2,063.65
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	81,672.25	85,412.87	3,740.62
TOTAL INCOME	82,956.28	86,806.57	3,850.29
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	130.00	70.00
Audit	0.00	474.00	-474.00
Paychex fees	1,339.45	973.59	365.86
TOTAL Accounting	1,539.45	1,577.59	-38.14
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 1/31/2022

2/14/2022

Category	4/1/2020- 1/31/2021	4/1/2021- 1/31/2022	Amount Difference
Publishing	-108.65	153.76	-262.41
TOTAL Contractual Services	4,379.80	5,017.29	-637.49
Other Expenditures			
Miscellaneous	396.00	0.00	396.00
TOTAL Other Expenditures	396.00	0.00	396.00
Personnel			
Emp. Tax Withheld	0.00	-3,289.16	3,289.16
Employment taxes	5,212.46	3,557.42	1,655.04
Salaries	51,178.20	56,778.78	-5,600.58
TOTAL Personnel	56,390.66	57,047.04	-656.38
TOTAL Administration	61,185.53	62,064.33	-878.80
TOTAL Town Fund Expenditures	61,185.53	62,064.33	-878.80
TOTAL EXPENSES	61,485.53	62,319.33	-833.80
OVERALL TOTAL	21,470.75	24,487.24	3,016.49

Historical Budget

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

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2/14/2022

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Category	Actual	2022 Budget	Difference
INCOME	86,806.57	81,415.00	5,391.57
General Assistance Revenue	1,393.70	505.00	888.70
Interest Income	797.47	5.00	792.47
Property Tax	596.23	500.00	96.23
Town Fund Revenue	85,412.87	80,910.00	4,502.87
Highway Super. Salary Reimb.	19,514.58	18,000.00	1,514.58
Interest & Dividend Income	5.61	10.00	-4.39
Misc. Income	410.85	0.00	410.85
Pers. Prop. Replacement Tax	4,322.57	2,400.00	1,922.57
Property Tax	56,159.26	55,500.00	659.26
Rental Income	5,000.00	5,000.00	0.00
EXPENSES	66,444.52	84,100.00	17,655.48
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	66,189.52	81,100.00	14,910.48
Administration	66,189.52	79,100.00	12,910.48
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	5,067.03	6,950.00	1,882.97
Accounting	1,577.59	2,600.00	1,022.41
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	61,122.49	69,100.00	7,977.51
Emp. Tax Withheld	0.00	0.00	0.00
Employment taxes	4,343.71	6,100.00	1,756.29
Salaries	56,778.78	63,000.00	6,221.22
Contingencies	0.00	2,000.00	2,000.00

Net Difference:

20,362.05

-2,685.00

23,047.05

5500
15000

- 5500
17,500 JR 12

5500 for
March

R-I & Bridge
Income/Expense Comparison by Category
 4/1/2020 through 1/31/2022

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2/14/2022

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Category	4/1/2020- 1/31/2021	4/1/2021- 1/31/2022	Amount Difference
INCOME			
R&B Interest Income	66.43	56.68	-9.75
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	6,836.88	13,082.64	6,245.76
R&B TOIRMA Dividend	1,085.00	0.00	-1,085.00
TOTAL INCOME	419,296.63	481,880.39	62,583.76
EXPENSES			
R&B Admin - Personnel			
Salaries	19,514.64	19,514.58	0.06
TOTAL R&B Admin - Personnel	19,514.64	19,514.58	0.06
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	490.27	331.91	158.36
TOTAL R&B Admin Commodities	490.27	331.91	158.36
R&B Admin Contractual Services			
Accounting Service			
Paychex	1,081.78	719.77	362.01
TOTAL Accounting Service	1,081.78	719.77	362.01
Contract Payment	1,428.21	5,927.66	-4,499.45
General Insurance	7,417.00	7,417.00	0.00
Postage	55.00	113.00	-58.00
Publishing	203.98	0.00	203.98
Telephone	3,272.21	3,826.88	-554.67
Training	0.00	100.00	-100.00
TOTAL R&B Admin Contractual Serv...	13,458.18	18,104.31	-4,646.13
R&B Admin Other			
Miscellaneous Expence	828.64	114.94	713.70
TOTAL R&B Admin Other	828.64	114.94	713.70
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	2,747.34	3,159.54	-412.20

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SRB

Income/Expense Comparison by Category

4/1/2020 through 1/31/2022

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2/14/2022

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Category	4/1/2020- 1/31/2021	4/1/2021- 1/31/2022	Amount Difference
Gasoline	406.80	1,635.91	-1,229.11
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	2,168.97	-659.07
TOTAL R&B Maint Commodities	11,809.25	30,081.39	-18,272.14
R&B Maint Contractual Services			
Building	1,163.37	18,192.79	-17,029.42
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	33,823.86	91,465.04
Snow Removal	8,778.12	5,876.05	2,902.07
Utilities	3,153.56	2,828.88	324.68
Vehicle	409.65	36.00	373.65
TOTAL R&B Maint Contractual Servi...	152,213.74	72,205.88	80,007.86
R&B Maint Other			
Miscellaneous Expencc	581.50	563.59	17.91
TOTAL R&B Maint Other	581.50	563.59	17.91
R&B Maint Personnel			
Salaries	11,014.13	12,896.78	-1,882.65
Emp. Tax Withheld	0.00	-139.03	139.03
Employment Taxes	1,358.15	1,114.06	244.09
TOTAL Salaries	12,372.28	13,871.81	-1,499.53
TOTAL R&B Maint Personnel	12,372.28	13,871.81	-1,499.53
R&B Void Checks	0.00	0.00	0.00
TOTAL EXPENSES	211,500.50	316,362.99	-104,862.49
OVERALL TOTAL	207,796.13	165,517.40	-42,278.73

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Budget 2021-2022 FY

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

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2/12/2022

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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	331,283.45	794,524.09	463,240.64
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	18,937.37	21,900.00	2,962.63
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	6,341.66	6,300.00	-41.66
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	4,245.94	4,300.00	54.06
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	1,245.94	2,500.00	1,254.06
Miscellaneous Expence	1,245.94	2,500.00	1,254.06
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

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2/12/2022

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Category	4/1/2021 Actual	- Budget	3/31/2022 Difference
R&B Maint Commodities	31,724.25	70,500.00	38,775.75
Bridge	0.00	0.00	0.00
Building	5,221.99	9,500.00	4,278.01
Diesel Fuel	3,596.28	7,000.00	3,403.72
Equipment	3,159.54	10,000.00	6,840.46
Gasoline	1,839.88	2,500.00	660.12
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	83,106.80	430,500.00	347,393.20
Bridge	0.00	95,000.00	95,000.00
Building	18,312.79	24,000.00	5,687.21
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	43,154.38	250,000.00	206,845.62
Snow Removal	5,876.05	15,000.00	9,123.95
Utilities	4,279.28	8,000.00	3,720.72
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	1,094.33	2,000.00	905.67
Miscellaneous Expence	1,094.33	2,000.00	905.67
R&B Maint Personnel	13,753.69	50,000.00	36,246.31
Salaries	13,753.69	50,000.00	36,246.31
Emp. Tax Withheld	-220.08	0.00	220.08
Employment Taxes	1,076.99	10,000.00	8,923.01
Other Salaries	12,896.78	40,000.00	27,103.22
Other R&B Maint Personnel	0.00	0.00	0.00
Net Difference:	137,505.15	-355,014.09	492,519.24

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.

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 ILCS 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.
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.

* Assumes fiscal year begins April 1

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.
09/27/22	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.

* Assumes fiscal year begins April 1

Wauponee Township Board Meeting Agenda February 16, 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
7. New Business
8. Other Items
9. Adjournment

Next Meeting: March 16, 2022