

Wauponsee Township Board Meeting Minutes

February 15, 2023

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	Electronically Present
	Andy Chandler	Physically Present
	Russ Higgins	Not 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 18th meeting was presented. A motion to approve the minutes was made by Trustee Chandler and seconded by Trustee Lowery.

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

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

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Russ Higgins	
	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 and reconciled to Quicken
- Went over YTD comparison
 - Income running \$6000.00 ahead of last year
 - Expense running \$2000.00 ahead of least year

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

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Russ Higgins	
	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:

- Went over expenses
- Replaced time clock system

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

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Russ Higgins	
	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 and discussed needing to prepare Annual Meeting Agenda and 2024 meeting dates. A motion was made by Trustee Carr and seconded by Trustee Lowery to approve the Clerk's report as presented.

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

The motion passed on a roll call vote.

New Business

Discussed need to find a new Audit firm.

Old Business

Adjournment

Being no further business, Supervisor Wiesbrook made a motion to adjourn the meeting. Trustee Chandler 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 15, 2023

Andy Chandler Trustee
Jeff Carr Trustee
Gary Lowery Trustee
Russ Higgins Trustee
Ed Wiesbrook Supervisor
So Ho Township Clerk

Ed Wiesbrook

From: Tanya Downey <Tanya@KenGoodwinCPA.net>
Sent: Thursday, February 2, 2023 11:40 AM
To: Ed Wiesbrook
Subject: Town payroll
Attachments: Town Feb 941 payment.pdf; Town Feb IL 941 payment.pdf; PAYROLL.PDF

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Ed,

Town payroll is attached.

Payroll deposits will be deducted on 2/3 for the following amounts:

Federal - 1785.94	<i>with held</i>	<i>Employer</i>	
SS - 643.44	321.72	321.72	
MC - 150.50	75.25	75.25	
Fed - 992.00	<u>992.00</u>	<u>396.97</u>	
IL - 251.91	1388.97		= 1785.94 Fed
Thanks,	251.91		<u>251.91</u> state
Tanya			2037.85 payroll taxes

02/02/2023

Rpt B,2 Page 1

11:30:37

Report Date: 02/02/2023 Thru: 02/02/2023

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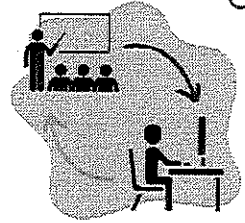
Date	Sta	Gross	MCWH	SSWH	FITW	SITW	OtherPay	Net
Carr, Jeff								
02/02	A10	100.00	1.45	6.20	0.00	4.95	0.00	87.40
total		100.00	1.45	6.20	0.00	4.95	0.00	87.40
Chandler, Andrew								
02/02	A10	100.00	1.45	6.20	0.00	4.95	0.00	87.40
total		100.00	1.45	6.20	0.00	4.95	0.00	87.40
Hastings, Scot T.								
02/02	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								
02/02	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								
02/02	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								
02/02	A10	3021.30	43.81	187.32	292.00	149.55	0.00	2348.62
total		3021.30	43.81	187.32	292.00	149.55	0.00	2348.62
Wiesbrook, Edward D.								
02/02	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	992.00	251.91	0.00	3548.10

2037.85 payroll taxes
 5585.95 total payroll

TC 2

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2023 Hybrid Learning Events



The TOI Education Program is pleased to offer several **Hybrid Learning Events** for Township Officials and Staff. These **Hybrid Learning Events** will blend in-person instruction with the ability to participate virtually via Zoom from the comfort of home. They will focus on a singular topic over an afternoon with the ability to ask questions of a Township Attorney.

The **in-person session** capacity is limited to 25 attendees; the cost is \$25. The **online session** capacity is unlimited; the cost is \$15. The seminars are scheduled from 1pm to 4 pm to accommodate travel time.

All online registrants will receive the login link prior to the scheduled event.

Please fill in all information below and print clearly.

January 11 - Employee Handbook on Township Government and Preparing for the Upcoming Year

- \$25 In-Person Course
- \$15 Online Course

February 17- Decennial Committee on Local Government Consolidation and Efficiency Act.

- \$25 In-Person Course
- \$15 Online Course

Name: Ed Wiesbrook

Township Position: Supervisor

County/Township: Grundy / Wauparisee

Address: PO Box 969

City, State, Zip: Morris, IL 60450

Phone/Email: 815 942 4243 edwiesbrook@waupariseetownship.org

Registration is \$25/person OR \$15/person, depending on course type. Refunds cannot be given for any cancellations received after the deadline to register.

Payment method: Check or Credit Card. Please make checks payable to Township Officials of Illinois.

Credit Card (Visa / MasterCard only) Card Number: [REDACTED] Exp: [REDACTED]

Signature: [Handwritten Signature]

Return to the TOI office by fax at 217.744.7419, email to kayla@toi.org, or mail to 3217 Northfield Dr., Springfield, IL 62702.

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

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County of **GRUNDY**
WAUPONSEE Township

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

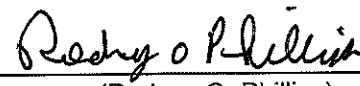
Month of **FEBRUARY 2023**

Date	Order No.	Payable to	For What	General Road & Bridge Fund
2/16/2023	4053	Verizon	cell phone	\$ 147.58
2/16/2023	4054	Comcast	tv,phone,internet	\$ 335.72
2/16/2023	4055	Nicor Gas	acct. #8627200289 9-South Bldg.	\$ 590.70
2/16/2023	4056	Nicor Gas	acct. #19-66-71-2000 0 North Bldg.	\$ 334.45
2/16/2023	4057	ComEd	Acct. #2607121042 South Bldg.	\$ 170.50
2/16/2023	4058	ComEd	Acct.#9359639007 North Bldg.	\$ 47.29
2/16/2023	4059	Megan Valdivia	clean office x 2 2.7.23 & 1.24.23	\$ 120.00
2/16/2023	4060	Nuway Disposal	cust #20-2679122 dumpster	\$ 57.91
2/16/2023	4061	Ken Goodwin, CPA	Qrtly work 4th qtr 2022	\$ 130.00
2/16/2023	4062	Township Highway Commission	2023 Dues	\$ 75.00
	Online	Bankcard Processing Center	gas, cleaning supplies, batteries, lunch, time cl	\$ 1,814.62
		Employment Tax	SS \$24.80/MC \$5.80/SWT \$9.90	\$ 40.50
2/2/2023	4052	Sharon Kimes	Gross \$200.00/MC \$2.90/SS \$12.40/SWT \$9.90	\$ 174.80
2/16/2023	4063	Wauponsee Township	Reimburse R&B employment tax	\$ 148.48
2/16/2023	4065	McGrath Office Equipment	Copier Rent	\$ 414.00
2/16/2023	4066	Bonnell Industries	New Box and Spreader for Peterbilt	\$ 90,620.00
Monthly Total				\$ 95,221.55

Monthly Summary Of Receipts, Expenditures, & Balances

Beginning Month Balance		
Receipts During Month	\$	95,221.55
Ending Month Balance	\$	(95,221.55)

Attest 
(Scot Hastings)

Signed 
(Rodney O. Phillips)

OLD NATIONAL BANK

P. O. Box 718
Evansville, IN 47705

COMBINED STATEMENT

ACCOUNT INFORMATION

DATE 01/31/2023
ACCOUNT NUMBER [REDACTED]

00010605 FP264302012318381900 06 000000000 0115497 008

PAGE 1 OF 7

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

CLIENT CARE CONTACT INFORMATION

Client Care: 800-731-2265
Visit us Online: www.oldnational.com
Written Inquiries: P. O. Box 419
Evansville, IN 47703

SUMMARY OF ACCOUNTS

Type of Account	Account Number	Current Balance
Deposits		
PUBLIC FUNDS INTEREST CHECKING	[REDACTED]	\$549,272.83
SELECT PUBLIC FDS SAV	[REDACTED]	\$13,043.66
Total of Your Deposits		\$562,316.49

PUBLIC FUNDS INTEREST CHECKING

601308018

ACCOUNT SUMMARY

Previous Statement Balance	12/31/2022	\$563,765.05
Deposits/Credits	1	\$3,521.46
Withdrawals/Debits	23	-\$18,023.14
Total Service Charges		\$0.00
Interest Paid		\$9.46
Current Statement Balance	01/31/2023	\$549,272.83
Days in Statement Period	31	

OVERDRAFT CHARGES SUMMARY

	THIS CYCLE	YEAR TO DATE 2023
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

DEPOSITS AND OTHER CREDITS

DATE	TRACER	TRANSACTION DESCRIPTIONS	AMOUNT
01/19	1900000	Deposit	\$3,521.46
01/31	999	INTEREST PAYMENT	\$9.46



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ROAD & BRIDGE CHECKING

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R&B Checking
2/10/2023

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Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			563,765.05
Checks and Payments	23	Items	-18,023.14
Deposits and Other Credits	3	Items	3,530.92
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			549,272.83

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			549,272.83
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2023:			549,272.83
Checks and Payments	16	Items	-4,601.55
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			544,671.28

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ROAD & BRIDGE SAVINGS

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R&B Savings
2/10/2023

Page 1

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			13,043.33
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	0.33
Ending Balance of Bank Statement:			13,043.66

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			13,043.66
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2023:			13,043.66
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			13,043.66

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OLD NATIONAL BANK

P. O. Box 718
Evansville, IN 47705

COMBINED STATEMENT

ACCOUNT INFORMATION

DATE 01/31/2023
ACCOUNT NUMBER [REDACTED]

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00010606 FP264302012318381900 06 000000000 0115498 006

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

CLIENT CARE CONTACT INFORMATION

Client Care: 800-731-2265
Visit us Online: www.oldnational.com
Written Inquiries: P. O. Box 419
Evansville, IN 47703

SUMMARY OF ACCOUNTS

Type of Account	Account Number	Current Balance
Deposits		
PUBLIC FUNDS INTEREST CHECKING	[REDACTED]	\$95,928.51
SELECT PUBLIC FDS SAV	[REDACTED]	\$5,012.97
Total of Your Deposits		\$100,941.48

PUBLIC FUNDS INTEREST CHECKING 601367014

ACCOUNT SUMMARY

Previous Statement Balance	12/31/2022	\$90,262.41
Deposits/Credits	2	\$11,177.99
Withdrawals/Debits	8	-\$5,513.42
Total Service Charges		\$0.00
Interest Paid		\$1.53
Current Statement Balance	01/31/2023	\$95,928.51
Days in Statement Period	31	

OVERDRAFT CHARGES SUMMARY

	THIS CYCLE	YEAR TO DATE 2023
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

DEPOSITS AND OTHER CREDITS

DATE	TRACER TRANSACTION DESCRIPTIONS	AMOUNT
01/19	1900000 Deposit	\$10,014.58
01/19	1900000 Deposit	\$1,163.41



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00010606 0509512 0001-0005 FP264302012318381900 06 L 00115498

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SR4

00010606 0509512 0001-0005

TOWN FUND CHECKING

TF Checking
2/6/2023

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			90,262.41
Checks and Payments	8	Items	-5,513.42
Deposits and Other Credits	3	Items	11,179.52
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			95,928.51

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			95,928.51
Checks and Payments	2	Items	-174.80
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2023:			95,753.71
Checks and Payments	9	Items	-5,585.95
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			90,167.76

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TOWN FUND SAVINGS

TF Savings
2/6/2023

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Reconciliation Summary

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BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			5,012.84
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	0.13
Ending Balance of Bank Statement:			5,012.97

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			5,012.97
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2023:			5,012.97
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			5,012.97

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OLD NATIONAL BANK

P. O. Box 718
Evansville, IN 47705

COMBINED STATEMENT

ACCOUNT INFORMATION

DATE 01/31/2023
ACCOUNT NUMBER [REDACTED]

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00009772 FP264302012318381900 06 000000000 0114664 003

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

CLIENT CARE CONTACT INFORMATION

Client Care: 800-731-2265
Visit us Online: www.oldnational.com
Written Inquiries: P. O. Box 419
Evansville, IN 47703

SUMMARY OF ACCOUNTS

Type of Account	Account Number	Current Balance
Deposits		
PUBLIC FUNDS INTEREST CHECKING	[REDACTED]	\$27,354.87
CERTIFICATE OF DEPOSIT	[REDACTED]	\$41,242.92
Matures on 04/04/23		
Total of Your Deposits		\$68,597.79

PUBLIC FUNDS INTEREST CHECKING 501966014

ACCOUNT SUMMARY

Previous Statement Balance	12/31/2022	\$27,354.41
Deposits/Credits	0	\$0.00
Withdrawals/Debits	0	\$0.00
Total Service Charges		\$0.00
Interest Paid		\$0.46
Current Statement Balance	01/31/2023	\$27,354.87
Days in Statement Period	31	

OVERDRAFT CHARGES SUMMARY

	THIS CYCLE	YEAR TO DATE 2023
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

DEPOSITS AND OTHER CREDITS

DATE	TRACER TRANSACTION DESCRIPTIONS	AMOUNT
01/31	999 INTEREST PAYMENT	\$0.46

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00009772 0504936 0001-0002

GENERAL ASSISTANCE CKING

GA Checking
2/6/2023

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Reconciliation Summary

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BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			27,354.41
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	0.46
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>27,354.87</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			27,354.87
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2023:			27,354.87
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			<u>27,354.87</u>

SR8

GENERAL ASSISTANCE CD

GA CD
2/6/2023

Reconciliation Summary

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BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			40,434.24
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	808.68
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			41,242.92

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			41,242.92
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/31/2023:			41,242.92
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			41,242.92

SR9

TF + GA Thru 50
Income/Expense Comparison by Category
 4/1/2021 through 1/31/2023

2/10/2023

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Category	4/1/2021- 1/31/2022	4/1/2022- 1/31/2023	Amount Difference
INCOME			
<i>Tax deposit was debited from TF instead of R+B. Booky has claim to reimburse</i>			
Gen Assist Revenue			
Interest	797.47	813.32	15.85
Property Tax	596.23	99.21	-497.02
TOTAL Gen Assist Revenue	1,393.70	912.53	-481.17
TF Revenue			
Highway Super. Salary Reimb.	19,514.58	19,514.58	0.00
Interest & Dividends	6.70	12.66	5.96
Miscellaneous	410.85	-148.48	-559.33
Pers. Prop. Replacement Tax	4,322.57	7,534.90	3,212.33
Property Tax	56,159.26	60,134.59	3,975.33
Rents Received	5,000.00	5,000.00	0.00
TOTAL TF Revenue	85,413.96	92,048.25	6,634.29
TOTAL INCOME	86,807.66	92,960.78	6,153.12

EXPENSES

Gen Assist Expenditures

Admin

Commodities	150.00	75.25	74.75
Contractual Services	5.00	0.00	5.00
Training	100.00	0.00	100.00
TOTAL Contractual Services	105.00	0.00	105.00
TOTAL Admin	255.00	75.25	179.75

Home Relief

Contractual Services

Shelter	0.00	515.00	-515.00
TOTAL Contractual Services	0.00	515.00	-515.00
TOTAL Home Relief	0.00	515.00	-515.00
TOTAL Gen Assist Expenditures	255.00	590.25	-335.25

TF Expenditures

Admin

Contractual Services

Accounting	130.00	0.00	130.00
Audit	474.00	495.00	-21.00
Bank & Other Fees	0.00	75.25	-75.25
Payroll Fees	973.59	440.87	532.72
TOTAL Accounting	1,577.59	1,011.12	566.47
Dues	401.94	336.94	65.00
Liability Insurance	2,884.00	2,884.00	0.00
Postage	0.00	61.44	-61.44

JR 10

Income/Expense Comparison by Category

4/1/2021 through 1/31/2023

2/10/2023

Category	4/1/2021- 1/31/2022	4/1/2022- 1/31/2023	Amount Difference
Publishing	153.76	0.00	153.76
TOTAL Contractual Services	5,017.29	4,293.50	723.79
Personnel			
Emp. Tax Withheld	-3,289.16	0.00	-3,289.16
Employment taxes	3,557.42	3,939.10	-381.68
Salaries	56,778.78	51,489.80	5,288.98
TOTAL Personnel	57,047.04	55,428.90	1,618.14
TOTAL Admin	62,064.33	59,722.40	2,341.93
Void Checks	0.00	0.00	0.00
TOTAL TF Expenditures	62,064.33	59,722.40	2,341.93
TOTAL EXPENSES	62,319.33	60,312.65	2,006.68
OVERALL TOTAL	24,488.33	32,648.13	8,159.80

SR 11

R+B thro Jan
Income/Expense Comparison by Category
 4/1/2021 through 1/31/2023

2/10/2023

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Page 1

Category	4/1/2021- 1/31/2022	4/1/2022- 1/31/2023	Amount Difference
INCOME			
R&B Interest Income	56.68	82.24	25.56
R&B Miscellaneous Income	40,294.26	0.00	-40,294.26
R&B Property Tax	428,446.81	450,476.83	22,030.02
R&B Replacement Tax	13,082.64	22,805.79	9,723.15
TOTAL INCOME	481,880.39	473,364.86	-8,515.53
EXPENSES			
R&B Admin - Personnel			
Salaries	19,514.58	19,514.58	0.00
TOTAL R&B Admin - Personnel	19,514.58	19,514.58	0.00
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	331.91	302.35	29.56
TOTAL R&B Admin Commodities	331.91	302.35	29.56
R&B Admin Contractual Services			
Accounting Service			
Paychex	719.77	0.00	719.77
TOTAL Accounting Service	719.77	0.00	719.77
Contract Payment	5,927.66	4,815.53	1,112.13
General Insurance	7,417.00	7,417.00	0.00
Postage	113.00	0.00	113.00
Publishing	0.00	51.46	-51.46
Telephone	3,533.58	4,406.01	-872.43
Training	100.00	109.95	-9.95
TOTAL R&B Admin Contractual Serv...	17,811.01	16,799.95	1,011.06
R&B Admin Other			
Miscellaneous Expencc	114.94	136.96	-22.02
TOTAL R&B Admin Other	114.94	136.96	-22.02
R&B Maint Capital Outlay			
Building	0.00	31,844.53	-31,844.53
Vehicle	161,574.58	0.00	161,574.58
TOTAL R&B Maint Capital Outlay	161,574.58	31,844.53	129,730.05
R&B Maint Commodities			
Building	4,913.63	667.00	4,246.63
Diesel Fuel	2,465.75	3,073.84	-608.09
Equipment	3,159.54	7,372.53	-4,212.99
Gasoline	1,635.91	1,277.31	358.60

SR 12

Income/Expense Comparison by Category

4/1/2021 through 1/31/2023

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2/10/2023

Page 2

Category	4/1/2021- 1/31/2022	4/1/2022- 1/31/2023	Amount Difference
Lubricants	53.52	1,028.07	-974.55
Operating Supplies	755.80	74.34	681.46
Road	8,789.78	9,362.37	-572.59
Snow Removal	6,138.49	268.84	5,869.65
Vehicle	2,168.97	1,498.66	670.31
TOTAL R&B Maint Commodities	30,081.39	24,622.96	5,458.43
R&B Maint Contractual Services			
Bridge	0.00	1,620.00	-1,620.00
Building	18,192.79	7,055.71	11,137.08
Contract Payment	3,823.30	2,058.15	1,765.15
Equipment	125.00	295.26	-170.26
Rentals	7,500.00	2,740.00	4,760.00
Road	33,823.86	260,057.37	-226,233.51
Snow Removal	5,876.05	35,155.58	-29,279.53
Utilities	2,828.88	5,304.77	-2,475.89
Vehicle	36.00	1,401.35	-1,365.35
TOTAL R&B Maint Contractual Servi...	72,205.88	315,688.19	-243,482.31
R&B Maint Other			
Miscellaneous Expencc	563.59	0.00	563.59
TOTAL R&B Maint Other	563.59	0.00	563.59
R&B Maint Personnel			
Salaries	12,896.78	6,879.39	6,017.39
Emp. Tax Withheld	-139.03	-74.24	-64.79
Employment Taxes	1,114.06	452.04	662.02
TOTAL Salaries	13,871.81	7,257.19	6,614.62
TOTAL R&B Maint Personnel	13,871.81	7,257.19	6,614.62
R&B Void Checks	0.00	0.00	0.00
TOTAL EXPENSES	316,069.69	416,166.71	-100,097.02
OVERALL TOTAL	165,810.70	57,198.15	-108,612.55

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TF + GA - Feb Claims
 Itemized Categories - Feb 2023
 2/1/2023 through 2/28/2023

Date	Account	Num	Description	Tag	Memo	Clr	Amount
EXPENSES							
	TF Expenditures						
	Admin						
	Other Expenditures						
	Miscellaneous						
2/16/2023	TF Checking		Township Officials Of Illinois		Decennial Committee virtual se...		-5,600.95
							-5,600.95
							-5,600.95
							-15.00
							-15.00
							-15.00
							-5,585.95
							0.00
							6.20
							1.45
							4.95
							6.20
							1.45
							4.95
							30.56
							7.15
							200.00
							24.40
							6.20
							1.45
							4.95
							6.20
							1.45
							187.32
							43.81
							292.00
							149.55
							79.04
							18.49

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Itemized Categories - Feb 2023

2/1/2023 through 2/28/2023

2/10/2023

Date	Account	Num	Description	Tag	Memo	Clr	Amount
2/3/2023	TF Checking	...	IRS Usataxpymt		Fed Income Tax		500.00
2/3/2023	TF Checking	...	II Dept Of Reven Edi Pymnts		IL Income Tax		63.11
					Town Fund IL tax withheld		-1,388.97
							-251.91
							-396.97
2/3/2023	TF Checking	...	IRS Usataxpymt				-396.97
							-5,188.98
2/2/2023	TF Checking	3997	...Jeff Carr				-100.00
2/2/2023	TF Checking	3998	...Andrew Chandler				-100.00
2/2/2023	TF Checking	3999	...Scot Hastings		gross		-492.83
2/2/2023	TF Checking	4000	...Russel Higgins				-100.00
2/2/2023	TF Checking	4001	...Gary Lowery				-100.00
2/2/2023	TF Checking	4002	...Rodney Phillips				-3,021.30
2/2/2023	TF Checking	4003	...Edward Wiesbrook				-1,274.85

OVERALL TO... -5,600.95

claim

total

JR 15

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R+B Feb Clams
Itemized Categories - Feb 2023
 2/1/2023 through 2/28/2023

Date	Account	Num	Description	Tag	Memo	Clr	Amount
EXPENSES							
R&B Admin Commodities							
Office Supplies							
2/16/2023	R&B Check...	Onlin...	Bank Card Processing Ce...		cleaning supplies		-12.70
					Time Clock		-324.05
R&B Admin Contractual Services							
Accounting Service							
Other R&B Admin Contractual Services:Accounting Service							
2/16/2023	R&B Check...	4061	Ken Goodwin CPA		4th quarter 2022		-130.00
Contract Payment							
2/16/2023	R&B Check...	4062	Township Highway Commi...		2023 Dues		-75.00
2/16/2023	R&B Check...	Onlin...	Bank Card Processing Ce...		Microsoft Annual License		-1,185.75
2/16/2023	R&B Check...	4065	McGrath Office Supply		6 MONTHS		-414.00
Telephone							
2/16/2023	R&B Check...	4053	Verizon		942005006-00001		-483.30
2/16/2023	R&B Check...	4054	Com Cast		#8771200190287280		-147.58
R&B Admin Other							
Miscellaneous Expenditure							
2/16/2023	R&B Check...	Onlin...	Bank Card Processing Ce...		lunch Bonnell salesman		-76.25
R&B Maint Capital Outlay							
Equipment							
2/16/2023	R&B Check...	4066	Bonnell Industries		New box & spreader for Pet...		-76.25
R&B Maint Commodities							
Gasoline							
2/16/2023	R&B Check...	Onlin...	Bank Card Processing Ce...		Gas		-90,620.00
Operating Supplies							
2/16/2023	R&B Check...	Onlin...	Bank Card Processing Ce...		batteries for openers		-202.07
R&B Maint Contractual Services							
Building							
							-13.80
							-13.80
							-1,320.85
							-120.00

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Itemized Categories - Feb 2023

2/1/2023 through 2/28/2023

2/10/2023

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Date	Account	Num	Description	Tag	Memo	Clr	Amount
2/16/2023	R&B Check...	4059	Megan Valdivia		Clean Office x 2 1.24.23 & ...		-120.00
Utilities							
2/16/2023	R&B Check...	4055	Nicor Gas - South Building		Natural Gas		-1,200.85
2/16/2023	R&B Check...	4056	Nicor Gas - North Building		Natural Gas		-590.70
2/16/2023	R&B Check...	4057	Com Ed - South Building		2607121042		-334.45
2/16/2023	R&B Check...	4058	Com Ed - North Building		935639007		-170.50
2/16/2023	R&B Check...	4060	Nuway Disposal		Monthly charge for dumpster		-47.29
R&B Maint Personnel							
Salaries							
Emp. Tax Withheld							
2/2/2023	R&B Check...	4052	...Sharon Kimes		Medicare		2.90
					Social Security		12.40
					Fed income tax		0.00
					IL income tax		9.90
2/3/2023	R&B Check...	...	IRS Usataxpymt R&B				-15.30
2/3/2023	R&B Check...	...	II Dept Of Reven Edi Pymnts				-9.90
2/16/2023	R&B Check...	4063	...Wauponsee Township		R&B IL tax withheld		-74.24
Employment Taxes							
2/3/2023	R&B Check...	...	IRS Usataxpymt R&B				-89.54
2/16/2023	R&B Check...	4063	...Wauponsee Township				-15.30
Other R&B Maint Personnel:Salaries							
2/2/2023	R&B Check...	4052	...Sharon Kimes				-74.24
							-200.00
							-200.00

OVERALL TO... -95,221.55

claim

total

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SR 17

Historical Budget

4/1/2022 through 3/31/2023 Using TF+GA Budgets

2/10/2023

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Category	Actual	2023 Budget	Difference
INCOME	92,960.78	87,190.00	5,770.78
Gen Assist Revenue	912.53	790.00	122.53
Interest	813.32	700.00	113.32
Property Tax	99.21	90.00	9.21
TF Revenue	92,048.25	86,400.00	5,648.25
Highway Super. Salary Reimb.	19,514.58	19,000.00	514.58
Interest & Dividends	12.66	400.00	-387.34
Miscellaneous	-148.48	0.00	-148.48
Pers. Prop. Replacement Tax	7,534.90	3,000.00	4,534.90
Property Tax	60,134.59	59,000.00	1,134.59
Rents Received	5,000.00	5,000.00	0.00
EXPENSES	65,913.60	91,300.00	25,386.40
Gen Assist Expenditures	590.25	5,700.00	5,109.75
Admin	75.25	0.00	-75.25
Contractual Services	0.00	0.00	0.00
Contingencies	0.00	2,000.00	2,000.00
Home Relief	515.00	3,700.00	3,185.00
Contractual Services	515.00	3,700.00	3,185.00
Shelter	515.00	3,200.00	2,685.00
TF Expenditures	65,323.35	85,600.00	20,276.65
Admin	65,323.35	82,600.00	17,276.65
Capital Outlay	0.00	3,000.00	3,000.00
Commodities-Supplies	0.00	500.00	500.00
Office Supplies	0.00	0.00	0.00
Contractual Services	4,293.50	8,150.00	3,856.50
Accounting	1,011.12	2,050.00	1,038.88
Dues	336.94	400.00	63.06
Liability Insurance	2,884.00	3,000.00	116.00
Postage	61.44	200.00	138.56
Publishing	0.00	1,000.00	1,000.00
Other Expenditures	15.00	450.00	435.00
Miscellaneous	15.00	450.00	435.00
Personnel	61,014.85	70,500.00	9,485.15
Emp. Tax Withheld	0.00	0.00	0.00
Employment taxes	4,336.07	6,500.00	2,163.93
Salaries	56,678.78	64,000.00	7,321.22
Contingencies	0.00	3,000.00	3,000.00
Net Difference:	27,047.18	-4,110.00	31,157.18

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4,534.90
1,134.59

March Payroll = 5600

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R+B Thru Feb
Historical Budget

4/1/2022 through 3/31/2023 Using R&B 2022-2023 FY Budget

2/10/2023

Page 1

Category	Actual	2023 Budget	Difference
INCOME	473,364.86	460,059.38	13,305.48
R&B Interest Income	82.24	60.00	22.24
R&B Maintenance Fees	0.00	0.00	0.00
R&B Miscellaneous Income	0.00	10,000.00	-10,000.00
R&B Property Tax	450,476.83	449,999.38	477.45
R&B Replacement Tax	22,805.79	0.00	22,805.79
EXPENSES	511,388.26	965,491.96	454,103.70
R&B Admin - Personnel	19,514.58	24,999.96	5,485.38
R&B Admin Capital Outlay	0.00	500.00	500.00
R&B Admin Commodities	639.10	1,000.00	360.90
R&B Admin Contractual Services	19,088.00	27,200.00	8,112.00
R&B Admin Other	213.21	2,500.00	2,286.79
R&B Maint Capital Outlay	122,464.53	100,000.00	-22,464.53
R&B Maint Commodities	24,838.83	73,500.00	48,661.17
R&B Maint Contractual Services	317,009.04	685,791.96	368,782.92
R&B Maint Other	0.00	0.00	0.00
R&B Maint Personnel	7,620.97	50,000.04	42,379.07
Net Difference:	-38,023.40	-505,432.58	467,409.18

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Township and Road District Checklist

2023 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.

01/30/23	Assessors Budget*		
01/31/23	1099, W-2 and W-3 forms deadline		
02/01/23	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.
03/01/23	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.
03/27/23	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.
03/27/23	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.
03/31/23	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.
04/01/23	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.
04/01/23	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.
04/01/23	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. Report is due each month.
04/09/23	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.
04/09/23	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. Statement is not required to be published in a newspaper.
04/10/23	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. Report is not required to be published in a newspaper.
04/10/23	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.

* Assumes fiscal year begins April 1

Wauponse Township Board Meeting Agenda February 15, 2023 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 15, 2023