

Wauponsee Township Board Meeting Minutes

April 11, 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 7:30 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	Not Present
Supervisor:	Ed Wiesbrook	Physically Present
Road Commissioner:	Bucky Phillips	Physically Present
Township Clerk	Scot Hastings	Physically Present

Residents Present:

Public Comment/Statements

None

Approval of Minutes

Meeting minutes for the March 15th meeting were presented. A motion to approve the minutes was made by Trustee Higgins and seconded by Trustee Carr.

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

The motion passed on a roll call vote.

Approval of Claims

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

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

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

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

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Russ Higgins	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
- CD is maturing – renewing for 9 month term
- Setup collateral agreement with bank to spread deposits over 250K

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

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Russ Higgins	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.

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

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

The motion passed on a roll call vote.

New Business

Decennial Committee

Supervisor went over new requirements and we will hold organizational meeting after May meeting. A motion was made by Supervisor Wiesbrook and seconded by Trustee Chandler to approve the Decennial Committee plan as presented.

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

The motion passed on a roll call vote.

Debit/Credit Card Policy

Supervisor Wiesbrook discussed creating debit card spending limits for the Supervisor (\$250) and the Road Commissioner (\$2500.00). A motion was made by Trustee Carr and seconded by Trustee Higgins to approve the spending limits as presented.

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

The motion passed on a roll call vote.

Old Business

None

Adjournment

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

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

The motion passed on a roll call vote.

The meeting was adjourned at 8:20 PM.

Meeting minutes approved on May 17, 2023

Andy Chandler Trustee

Russ Higgins Trustee

Jeff Carr Trustee

----- Trustee

Ed Wiesbrook Supervisor

So No Township Clerk

Ed Wiesbrook

From: Tanya Downey <Tanya@KenGoodwinCPA.net>
Sent: Tuesday, April 4, 2023 10:23 AM
To: Ed Wiesbrook
Subject: Town payroll
Attachments: Town April 941 payment.pdf; Town April IL 941 payment.pdf; PAYROLL.PDF

7

Ed,

Town payroll is attached.

Payroll deposits will be deducted on 4/6 for the following amounts:

	withheld	Employer	
Federal - 1564.94			
State - 251.91	2643.4155	321.72	321.72
Thanks,	150.50 Medicare	75.25	15.25
Tanya	771.00 Inc Tax	<u>771.00</u>	<u> </u>
	<u>1564.94</u>	1167.97	+ 396.97 = 1564.94
	IL	<u>257.91</u>	<u>251.91</u>
		1419.88	<u>1816.85</u>
		<u>396.97</u>	Total Payroll tax

TC #1

04/04/2023

Rpt B,2 Page 1

10:08:18

Report Date: 04/04/2023 Thru: 04/04/2023

8

<u>Date</u>	<u>Sta</u>	<u>Gross</u>	<u>MCWH</u>	<u>SSWH</u>	<u>FITW</u>	<u>SITW</u>	<u>OtherPay</u>	<u>Net</u>
Carr, Jeff								
04/04	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								
04/04	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.								
04/04	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								
04/04	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								
04/04	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								
04/04	A10	3021.30	43.81	187.32	71.00	149.55	0.00	2569.62
total		3021.30	43.81	187.32	71.00	149.55	0.00	2569.62
Wiesbrook, Edward D.								
04/04	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	771.00	251.91	0.00	3769.10

payroll tax 1816.85
 Total payroll 5585.95

TC2



P. O. Box 718
Evansville, IN 47705

COMBINED STATEMENT	
ACCOUNT INFORMATION	
DATE	03/31/2023
ACCOUNT NUMBER	[REDACTED]

60

00011684 FP264304012313154000 06 000000000 0120800 007

PAGE 1 OF 6

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

00011684 0539375 0001-0006

SUMMARY OF ACCOUNTS		
Type of Account	Account Number	Current Balance
Deposits		
PUBLIC FUNDS INTEREST CHECKING	[REDACTED]	\$453,665.05
SELECT PUBLIC FDS SAV	[REDACTED]	\$13,043.98
Total of Your Deposits		\$466,709.03

PUBLIC FUNDS INTEREST CHECKING	601308018
---------------------------------------	------------------

ACCOUNT SUMMARY		
Previous Statement Balance	02/28/2023	\$454,234.14
Deposits/Credits	2	\$2,851.45
Withdrawals/Debits	15	-\$3,428.26
Total Service Charges		\$0.00
Interest Paid		\$7.72
Current Statement Balance	03/31/2023	\$453,665.05
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
03/14	1400000	Deposit	\$1,744.45
03/14	1400000	Deposit	\$1,107.00



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ROAD & BRIDGE CHECKING

R&B Checking
4/5/2023

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Reconciliation Summary

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BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			454,234.14
Checks and Payments	15	Items	-3,428.26
Deposits and Other Credits	3	Items	2,859.17
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			453,665.05

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			453,665.05
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 3/31/2023:			453,665.05
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			453,665.05

JR 2

ROAD & BRIDGE SAVINGS

Reconciliation Summary

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BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			13,043.66
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	0.32
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			<u>13,043.98</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			13,043.98
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 3/31/2023:			13,043.98
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			13,043.98

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OLD NATIONAL BANK

P. O. Box 718
Evansville, IN 47705

COMBINED STATEMENT

ACCOUNT INFORMATION

DATE 03/31/2023
ACCOUNT NUMBER [REDACTED]

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00011685 FP264304012313154000 06 000000000 0120801 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]	\$85,893.81
SELECT PUBLIC FDS SAV	[REDACTED]	\$5,013.09
Total of Your Deposits		\$90,906.90

PUBLIC FUNDS INTEREST CHECKING 601367014

ACCOUNT SUMMARY

Previous Statement Balance	02/28/2023	\$90,300.91
Deposits/Credits	2	\$1,007.32
Withdrawals/Debits	8	-\$5,415.90
Total Service Charges		\$0.00
Interest Paid		\$1.48
Current Statement Balance	03/31/2023	\$85,893.81
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
03/14	1400000 Deposit	\$576.32 ✓
03/14	1400000 Deposit	\$431.00 ✓



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00011685 0539382 0001-0005

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:		90,300.91
Checks and Payments	8 Items	-5,415.90
Deposits and Other Credits	3 Items	1,008.80
Service Charge	0 Items	0.00
Interest Earned	0 Items	0.00
Ending Balance of Bank Statement:		<u>85,893.81</u>

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:		85,893.81
Checks and Payments	1 Item	-87.40
Deposits and Other Credits	0 Items	0.00
Register Balance as of 3/31/2023:		85,806.41
Checks and Payments	0 Items	0.00
Deposits and Other Credits	0 Items	0.00
Register Ending Balance:		<u>85,806.41</u>

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TOWN FUND SAVINGS

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:		
Checks and Payments	0	Items
Deposits and Other Credits	1	Item
Service Charge	0	Items
Interest Earned	0	Items

5,012.97

0.00
0.12
0.00
0.00

Ending Balance of Bank Statement:

5,013.09

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:		
Checks and Payments	0	Items
Deposits and Other Credits	0	Items

5,013.09

0.00
0.00

Register Balance as of 3/31/2023:

Checks and Payments	0	Items
Deposits and Other Credits	0	Items

5,013.09

0.00
0.00

Register Ending Balance:

5,013.09

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P. O. Box 718
Evansville, IN 47705

COMBINED STATEMENT

ACCOUNT INFORMATION

DATE 03/31/2023
ACCOUNT NUMBER [REDACTED]

16

00010868 FP264304012313154000 06 000000000 0119984 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]	\$27,355.75
CERTIFICATE OF DEPOSIT	[REDACTED]	\$41,242.92
Matures on 04/04/23		
Total of Your Deposits		\$68,598.67

PUBLIC FUNDS INTEREST CHECKING 501966014

ACCOUNT SUMMARY

Previous Statement Balance	02/28/2023	\$27,355.29
Deposits/Credits	0	\$0.00
Withdrawals/Debits	0	\$0.00
Total Service Charges		\$0.00
Interest Paid		\$0.46
Current Statement Balance	03/31/2023	\$27,355.75
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
03/31	999 INTEREST PAYMENT	\$0.46



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SR7

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GEN. ASSISTANCE CHECKING

GA Checking
4/2/2023

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Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:		
Checks and Payments	0	Items
Deposits and Other Credits	1	Item
Service Charge	0	Items
Interest Earned	0	Items

27,355.29

0.00
0.46
0.00
0.00

27,355.75

Ending Balance of Bank Statement:

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:		
Checks and Payments	0	Items
Deposits and Other Credits	0	Items

27,355.75

0.00
0.00

Register Balance as of 3/31/2023:

Checks and Payments	0	Items
Deposits and Other Credits	0	Items

27,355.75
0.00
0.00

Register Ending Balance:

27,355.75

JR8

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GENERAL ASSISTANCE CD

GA CD
4/2/2023

Reconciliation Summary

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 3/31/2023:

Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00

Register Ending Balance:

41,242.92

JR 9

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OLD NATIONAL BANK

ONE MAIN STREET
1-800-731-BANK

EVANSVILLE IN 47708



*****AUTO**ALL FOR AADC 604

3-21-2023

96 0.4760 AB 0.507 1 1 96



WAUPONSEE TOWNSHIP

PO BOX 969

MORRIS IL 60450-0969

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Final Maturity Notice

YOUR CERTIFICATE OF DEPOSIT WILL MATURE 4/04/23.

PLEASE PRESENT THE CERTIFICATE OF DEPOSIT IDENTIFIED ON THIS NOTICE TO THE BANK AS OF THE ABOVE MATURITY DATE. INTEREST WILL NOT ACCRUE AFTER THE MATURITY DATE.

Detail Information

Grace period 10 days from maturity

CERTIFICATE	6420531088
ISSUE DATE	4/04/18
ISSUE VALUE	38,100.04
INTEREST AMOUNT	827.12
MATURING BALANCE	42,070.04
MATURITY DATE	4-04-23

5 yr CD @ 2.00%

Options available

9 mo	3.95%
12 mo	0.36%
15 mo	4.09%
13 mo	3.97%
5 year	0.86%

4/7/2023

Amount

Memo

Description

Num

Account

Date

TF & GA

Itemized Categories

4/1/2023 through 5/1/2023

EXPENSES

TF Expenditures

Admin

Personnel

Emp. Tax Withheld

4/4/2023 TF Checking 4010 ...Jeff Carr

4/4/2023 TF Checking 4011 ...Andrew Chandler

4/4/2023 TF Checking 4012 ...Scot Hastings

4/4/2023 TF Checking 4013 ...Russel Higgins

4/4/2023 TF Checking 4014 ...Gary Lowery

4/4/2023 TF Checking 4015 ...Rodney Phillips

4/4/2023 TF Checking 4016 ...Edward Wiesbrook

4/6/2023 TF Checking ...IRS Usat taxpymt

-5,585.95
-5,585.95
-5,585.95
-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

71.00

149.55

79.04

18.49

500.00

63.11

-1,167.97

20

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TF&GA

Itemized Categories

4/1/2023 through 5/1/2023

4/7/2023

Page 2

Date	Account	Num	Description	Memo	Amount
4/6/2023	TF Checking		II Dept Of Reven Edi Pymnts	Town Fund IL tax withheld	-251.91
Employment taxes					
4/6/2023	TF Checking		...IRS Usataxpymt		-396.97
Salaries					
4/4/2023	TF Checking	4010	...Jeff Carr		-100.00
4/4/2023	TF Checking	4011	...Andrew Chandler	gross	-100.00
4/4/2023	TF Checking	4012	...Scot Hastings		-492.83
4/4/2023	TF Checking	4013	...Russel Higgins		-100.00
4/4/2023	TF Checking	4014	...Gary Lowery		-100.00
4/4/2023	TF Checking	4015	...Rodney Phillips		-3,021.30
4/4/2023	TF Checking	4016	...Edward Wiesbrook		-1,274.85

OVERALL TOTAL -5,585.95

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5/9/23

R&B
Itemized Categories
 4/1/2023 through 5/1/2023

Date	Account	Num	Description	Memo	Amount
EXPENSES					
R&B Admin Commodities					
Office Supplies					
4/7/2023	R&B Check...	Online...	Bank Card Processing Center	envelopes	-47.14
R&B Admin Contractual Services					
Contract Payment					
4/7/2023	R&B Check...	4085	US Postal Service	mail box yearly fee	-332.00
4/7/2023	R&B Check...	Online...	Bank Card Processing Center		-384.00
Telephone					
4/7/2023	R&B Check...	4083	Verizon	942005006-00001	-147.85
4/7/2023	R&B Check...	4084	Com Cast	#8771200190287280	-325.53
Training					
4/7/2023	R&B Check...	Online...	Bank Card Processing Center	jack stands	-25.00
R&B Maint Commodities					
Equipment					
4/7/2023	R&B Check...	Online...	Bank Card Processing Center	wire wheel & buffing wheel	-19.74
Gasoline					
4/7/2023	R&B Check...	Online...	Bank Card Processing Center	Gas	-128.21
R&B Maint Contractual Services					
Building					
4/7/2023	R&B Check...	4086	Megan Valdivia	Clean Office x 2	-120.00
Equipment					
4/7/2023	R&B Check...	Online...	Bank Card Processing Center	emery cloth	-22.30
Utilities					
4/7/2023	R&B Check...	4079	Nicor Gas - North Building	Natural Gas	-119.07
4/7/2023	R&B Check...	4080	Nicor Gas - South Building	Natural Gas	-298.84
4/7/2023	R&B Check...	4081	Com Ed - North Building	935639007	-47.77
4/7/2023	R&B Check...	4082	Com Ed - South Building	2607121042	-135.20
4/7/2023	R&B Check...	4087	Nuway Disposal	Monthly charge for dumpster	-57.23

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SRB

Itemized Categories
4/1/2023 through 5/1/2023

Date	Account	Num	Description	Memo	Amount
R&B Maint Personnel					
Salaries					
Emp. Tax Withheld					
4/4/2023	R&B Check...	4078	...Sharon Kimes		-172.24
				Medicare Tax Withheld	2.32
				Social Security Tax Withheld	9.92
				Federal Income Tax Withheld	0.00
				IL Income Tax Withheld	7.92
4/6/2023	R&B Check...		...IRS Usat taxpymt R&B		-12.24
4/6/2023	R&B Check...		Il Dept Of Reven Edi Pymnts	R&B IL tax withheld	-7.92
Employment Taxes					
4/6/2023	R&B Check...		...IRS Usat taxpymt R&B		-12.24
Other R&B Maint Personnel:Salaries					
4/4/2023	R&B Check...	4078	...Sharon Kimes		-160.00
					-160.00
OVERALL TOTAL					-2,382.12

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SR 14



BNY MELLON

Broker/Dealer Services
101 Barclay Street, 4th Floor East
New York, NY 10286

Date: 03/27/23

~~XXXXXXXXXX~~

ATTN: ED WIESBROOK-SUPERVISOR
WAUPONSEE TOWNSHIP
PO BOX 969
MORRIS , IL 60450

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Account Id: ~~XXXXXXXXXX~~

Tax Id Number: ~~XXXXXXXXXX~~

This advice is supplied as part of the Tri-Party Collateral agreement among the Customer, Old National Bank and The Bank of New York Mellon. Any questions should be directed to pfcollateralreports@bnymellon.com, Attn: Collateralized Deposit, Account ID : ~~XXXXXXXXXX~~: Old National Bank, (212)815-7011.

As agent we confirm the following collateralized deposit information received from Old National Bank as of close of business on each of the following listed days.

The collateral segregated on your behalf is as follows:

DATE: 03/27/23 Total Deposits As of 03/24/23: \$377,232.46 Margin %: 102.00

CUSIP	DESCRIPTION	QUANTITY	MARKET VALUE
XXXXXXXXXX	FMAC FERM 2.500% 11/25/51	464,099.00	384,778.67
TOTAL MKT VALUE			384,778.67
FDIC insurance			250 000
			<u>634778.67</u>

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Income/Expense by Category

4/1/2022 through 3/31/2023

Category	4/1/2022- 4/30/2022	5/1/2022- 5/31/2022	6/1/2022- 6/30/2022	7/1/2022- 7/31/2022	8/1/2022- 8/31/2022	9/1/2022- 9/30/2022
INCOME						
Gen Assist Revenue	809.13	0.49	0.45	18.64	43.14	6.90
R&B Interest Income	7.72	8.10	6.06	4.72	7.64	8.11
R&B Property Tax	0.00	0.00	0.00	180,627.44	194,453.30	29,334.09
R&B Replacement Tax	0.00	8,781.00	0.00	3,619.03	413.19	0.00
R&B TOIRMA Dividend	0.00	0.00	0.00	0.00	0.00	0.00
TF Revenue	1.00	2,902.32	0.84	11,874.65	25,891.54	3,886.38
TOTAL INCOME	817.85	11,691.91	7.35	96,144.48	220,808.81	33,235.48
EXPENSES						
Gen Assist Expenditures	0.00	0.00	0.00	0.00	75.25	0.00
R&B Admin - Personnel	0.00	0.00	0.00	0.00	0.00	0.00
R&B Admin Commodities	0.00	0.00	244.35	58.00	0.00	0.00
R&B Admin Contractual Services	725.99	7,869.72	619.53	447.83	862.71	457.63
R&B Admin Other	0.00	24.01	0.00	0.00	96.46	0.00
R&B Maint Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
R&B Maint Commodities	1,028.07	6,665.24	3,717.12	1,237.61	1,027.64	621.03
R&B Maint Contractual Services	1,266.63	5,878.14	240,886.16	22,277.89	508.59	2,223.52
R&B Maint Personnel	2,869.54	284.19	2,486.20	0.00	337.49	230.10
R&B Void Checks	0.00	0.00	0.00	0.00	0.00	0.00
TF Expenditures	5,585.98	8,599.92	5,922.89	5,715.95	5,553.55	5,585.95
TOTAL EXPENSES	43,015.74	29,321.22	253,876.25	29,737.28	8,461.69	9,118.23
OVERALL TOTAL	-42,197.89	-17,629.31	-253,868.90	66,407.20	212,347.12	24,117.25

Biddings
31,539.53

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Income/Expense by Category

4/1/2022 through 3/31/2023

	4/7/2023	10/1/2022- 10/31/2022	11/1/2022- 11/30/2022	12/1/2022- 12/31/2022	1/1/2023- 1/31/2023	2/1/2023- 2/28/2023	3/1/2023- 3/31/2023	OVERALL TOTAL
	29.50	3.36	0.46	0.46	0.42	0.46	0.46	913.41
B/D	10.10	9.86	10.47	9.46	8.06	8.04	8.04	98.34
Prop Tax	132,262.59	13,254.12	545.29	0.00	0.00	0.00	0.00	450,476.83
	4,874.73	0.00	1,596.38	3,521.46	0.00	1,744.45	1,744.45	24,550.24
	0.00	0.00	0.00	0.00	0.00	1,107.00	1,107.00	1,107.00
AF Revenue	33,629.11	1,756.99	1,074.38	11,031.04	149.89	1,008.92	1,008.92	93,207.06
	170,806.03	15,024.33	3,226.98	14,562.42	158.37	3,868.87	3,868.87	570,352.88
	515.00	0.00	0.00	0.00	0.00	0.00	0.00	590.25
	9,500.00	0.00	0.00	10,014.58	0.00	0.00	0.00	19,514.58
	0.00	0.00	0.00	0.00	336.75	63.00	63.00	702.10
	469.08	503.92	4,308.93	534.61	2,288.05	473.51	473.51	19,561.51
	0.00	0.00	16.49	0.00	0.00	0.00	0.00	213.21
	0.00	305.00	0.00	0.00	0.00	0.00	0.00	122,464.53
	461.17	2,771.19	3,555.49	3,538.40	215.87	638.40	638.40	25,477.23
	7,909.34	1,141.94	32,735.25	860.73	1,320.85	1,820.19	1,820.19	318,829.23
	153.41	0.00	0.00	896.26	363.78	258.36	258.36	7,879.33
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	5,585.95	5,608.30	6,024.17	5,539.74	5,602.69	5,503.30	5,503.30	70,828.39
	24,593.95	10,330.35	46,640.33	21,384.32	100,824.24	8,756.76	8,756.76	586,060.36
	146,212.08	4,693.98	-43,413.35	-6,821.90	-100,665.87	-4,887.89	-4,887.89	-15,707.48

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SR 18

THE TOWNSHIP OFFICIALS OF ILLINOIS RECOMMENDED PROCEDURES FOR COMPLIANCE WITH THE DECENNIAL COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY ACT

By Jerry Crabtree, Executive Director of TOI and Keri-Lyn J. Krafthefer, Ancel Glink, P.C.

On June 10, 2022, Governor Pritzker signed the Decennial Committee on Local Government Efficiency Act, 50 ILCS 70/1 *et seq.*, into law. This law requires Illinois townships, road districts and township multi-assessment districts to convene a committee to study and report on local government efficiency. There are certain actions your entity must take to begin compliance with this law by no later than June 10, 2023.

WHO DOES THIS APPLY TO? This new law applies to all township-related governing bodies (Townships, Road Districts, and Multi Township Assessment Districts). It also applies to all other units of local government that levy taxes but excludes municipalities and counties.

WHAT DO WE HAVE TO DO? Under this law, you must:

- 1. Form a committee to study local efficiencies and meet for the first time no later than June 10, 2023;
- 2. Have the committee meet at least three times;
- 3. Prepare a written report with recommendations (if any) on
 - a. Efficiencies.
 - b. Increased accountability; and
- 4. File the report with the county board.

WHO HAS TO BE ON THE COMMITTEE? Section 10(b) of the Act specifies that the committee's membership shall include the elected or appointed members of the governing board (for townships, that means the Supervisor and Trustees). In addition, it must include any chief executive officer of the Township (such as a Township administrator or manager), or "other township officers." The committee includes at least two township residents appointed by the Supervisor. The supervisor may also appoint others to serve on the committee if desired. Meetings are to be chaired by the Township Supervisor or his/her designee. Committee members are not compensated but can be reimbursed for any committee-related expenses.

WHAT DOES THE COMMITTEE HAVE TO DO? The Committee is required to meet at least three (3) times, with the first meeting occurring no later than June 10, 2023. The Committee meeting can be the same day as your township board meeting. It can even be a part of your regular township board meeting, provided you list the committee meeting as a part of your agenda and have a majority of the committee members present. All other requirements of the Open Meetings Act (notice, minutes, etc.) also apply to these committee meetings.

Decennial Committee

WHAT NEEDS TO HAPPEN AT THESE COMMITTEE MEETINGS?

The committee must “summarize its work and findings within a written report, which shall include recommendations in respect to increased accountability and efficiency and shall provide the report to the county board in which the governmental unit is located no later than 18 months after the formation of the committee.” 50 ILCS 70/25. The goal is for the Committee to study and report on local government efficiencies. Ultimately, this can be as simple or complex as you make it. We recommend the following:

First meeting: This meeting would essentially be an “organizational” meeting. Identify committee members, set deadlines for next steps, designate different committee members to compile information and identify efficiencies your government currently has in place, and whether there are increased opportunities for efficiency and whether there are additional opportunities for accountability. This would include identifying any intergovernmental agreements you currently have in place, or whether there are additional opportunities for intergovernmental cooperation (sharing equipment, personnel, resources, etc.) Your committee can also discuss at this meeting whether the committee members want to gather and analyze information, or whether you want to employ specialists in public administration and governmental management or other consultants. Keep in mind, however, that this law is an unfunded mandate, so payment for anyone you hire will have to come from your existing funds. See the sample form report we have included so you can get a sense of the information you should be gathering.

Second meeting: We recommend that you use this meeting to take the information you have gathered and compile it into the report. You can identify any additional information you may need to prepare a final report.

Third meeting: We recommend that you finalize and approve the report at your third meeting.

Remember, there is a minimum of three meetings required. You can have as many meetings as you need or want, provided you have at least three. You can have these meetings throughout the year leading up to the report deadline, which is 18 months after your original committee meeting.

Additional Requirements: At the end of each meeting, the committee must “conduct a survey of residents who attended asking for input on the matters discussed at the meeting.” The easiest way to comply with this would be to simply poll the people present at the meeting while at the meeting, but the law also provides that the Committee can survey people by emailing them. (House Bill 4228 – modifying 50 ILCS 70/20).

WHAT DO WE DO WITH THE REPORT ONCE WE HAVE PREPARED IT?

Section 25 of the Act requires the Committee to provide its report to the county board.

ROAD DISTRICTS

House Bill 4228, which was passed by the Illinois General Assembly on January 5, 2023 became Public Act 102-1136 on February 10, 2023. The new law provides that a highway commissioner

of a township road district within a county with a population under 400,000 may form a joint committee with the Township for purposes of the Act, instead of convening separate committee meetings and preparing a separate report.

Joint Committee shall include:

The Township Trustees

The Highway Commissioner

Two (2) residents served by the township /road district appointed by the township supervisor with the consent of the board.

One (1) resident appointed by the highway commissioner.

Township Supervisor who serves as chair of the committee

The joint report consists of two(2) sections

A. Township Report

B. Road District Report

SAMPLE REPORT for a Single Township

We have created a sample report that you may use as a guide or the form itself. Your township is not required to use this form. Our hope is not that all townships have a "cookie cutter report," but that you seriously consider each of the topics specified. We have also included a checklist of policies that townships are required to have, just to flag them for you in case you do not have them. In order to make sure that you properly comply with your government's obligations under this new law, we suggest that you have your legal counsel review this form to determine whether it is suitable for your township committee's purposes. TOI will make this form available on its website in a modifiable version.

Township and Road District Checklist

2023 Township Calendar

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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 toi.org

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 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.
04/09/23	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. Use DCEO Form #6 or your own form. Statement is not required to be published in a newspaper.

04/10/23	Highway Commissioner's 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.
04/10/23	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.
04/11/23	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 or Ramadan, the township board may postpone the annual town meeting to the first Tuesday following the last day of Passover or Ramadan.
04/30/23	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.
05/01/23	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.
05/30/23 <i>May</i>	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.
05/30/23 <i>Jun</i>	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.
06/30/23	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.
07/30/23	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.
09/27/23	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.
09/27/23	Comptroller's Report*	50 ILCS 310/3 50 ILCS 310/6	Last day to file Annual Financial Report with state comptroller's office and county clerk. Must be filed within 6 months from end of fiscal year. The report also serves as the Fiscal Responsibility Report Card.
09/30/23	Annual Treasurer's Report Completed*	30 ILCS 15/1	Last day for the supervisor to prepare combined Annual Treasurer's Report for township and road district. Report must be completed within 6 months from end of fiscal year, sworn to and filed with county clerk.

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Wauponse Township Board Meeting Agenda April 11, 2023 at 7:30 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
 - Supervisor Annual Report
 - Road District Annual Report
 - Annual Accounting Report
6. Unfinished Business
7. New Business
 - Decennial Committee
 - Debit/Credit Card Policy
8. Other Items
9. Adjournment

Next Meeting: May 17, 2023