

# Wauponsee Township Board Meeting Minutes

## January 17, 2024

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 Hastings 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	Present
	Andy Chandler	Present
	Gary Lowery	Present
Supervisor:	Scot Hastings	Present
Road Commissioner:	Bucky Phillips	Present
Township Clerk	Russ Higgins	Present

### Residents Present

None

### Public Comment/Statements

None

### Approval of Minutes

Meeting minutes for the December 20<sup>th</sup> 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
	Gary Lowery	Yes
Supervisor:	Scot Hastings	Yes

The motion passed on a roll call vote.

### Approval of Claims

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

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Gary Lowery	Yes
Supervisor:	Scot Hastings	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
	Gary Lowery	Yes
Supervisor:	Scot Hastings	Yes

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

### Supervisor's Report

Supervisor Hastings presented the following report:

Financial status of Road and Bridge and Town Fund shared. Report attached

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

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Gary Lowery	Yes
Supervisor:	Scot Hastings	Yes

The motion passed on a roll call vote.

#### Road Commissioner's Report

Commissioner Phillips presented the following report:

No Report

#### Clerk's Report

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

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

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Gary Lowery	Yes
Supervisor:	Scot Hastings	Yes

The motion passed on a voice vote.

## New Business

### **Conley Road Drainage**

A motion was made by Trustee Lowery and seconded by Trustee Chandler to approve payment of \$9000.00 to Precision Drainage for the purpose of tile installation and associated costs on the west side of Conley Road. The approval will be voided if the project is not completed by January 2025.

Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Gary Lowery	Yes
Supervisor:	Scot Hastings	Yes

The motion passed on a roll call vote.

### **Outside Accounting Services**

Supervisor Hastings shared that we were still gathering information on potential services for audit.

### **Trustee Vacancy**

Russ Higgins will contact David Benson to attend February 21<sup>st</sup> meeting

## Old Business

None

## Adjournment

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

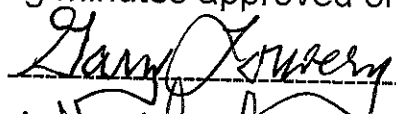
Trustees:	Jeff Carr	Yes
	Andy Chandler	Yes
	Gary Lowery	Yes
Supervisor:	Scot Hastings	Yes

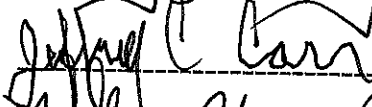
The motion passed on a roll call vote.


The meeting was adjourned at 8:05 PM.

Next Meeting  
February 21, 2024

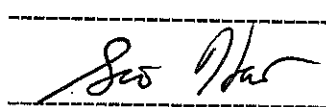
Meeting minutes approved on February 21, 2024

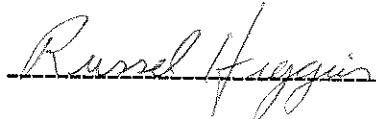
  
----- Trustee

  
----- Trustee

  
----- Trustee

----- Trustee

  
----- Supervisor

  
----- Township Clerk

**Ed Wiesbrook**

**From:** Tanya Downey <Tanya@KenGoodwinCPA.net>  
**Sent:** Wednesday, December 27, 2023 3:25 PM  
**To:** Ed Wiesbrook  
**Subject:** payroll  
**Attachments:** PAYROLL.PDF; Town Dec 941 payment (2).pdf; Town Dec IL 941 payment (2).pdf

Ed,

Payroll is attached.

Payroll deposits will be deducted on 12/29 for the following amounts:

		Withheld	Employer	Combined
Federal - 695.06				
State - 63.11	MC	18.49	18.49	36.98
Thanks,	SS	79.04	79.04	158.08
Tanya	Cal	500.00		500.00
		<u>597.53</u>	<u>97.53</u>	<u>695.06</u>
	IL	63.11		63.11
				<u>758.17</u>
			Total Payroll Tax	

12/27/2023

Rpt B,2 Page 1

15:07:27

Report Date: 12/27/2023 Thru: 12/27/2023

<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>
Wiesbrook, Edward D.								
12/27	A10	1274.85	18.49	79.04	500.00	63.11	0.00	614.21
<u>total</u>		<u>1274.85</u>	<u>18.49</u>	<u>79.04</u>	<u>500.00</u>	<u>63.11</u>	<u>0.00</u>	<u>614.21</u>
Total		1274.85	18.49	79.04	500.00	63.11	0.00	614.21

Payroll tax 758.17  
 Total payroll 1372.38

**Ed Wiesbrook**

**From:** Tanya Downey <Tanya@KenGoodwinCPA.net>  
**Sent:** Wednesday, January 3, 2024 2:48 PM  
**To:** Ed Wiesbrook  
**Subject:** payroll  
**Attachments:** PAYROLL.PDF; Town Jan 941 payment.pdf; Town Jan IL 941 payment.pdf

Payroll is attached.

Payroll deposits will be deducted on 1/5 for the following amounts:

Federal - 842.58  
State - 183.85

Thanks,  
Tanya

	Withheld	Employer	Combined
mc	55.31	55.31	110.62
ss	236.48	236.48	472.96
Fed	259.00		259.00
	<hr/> 550.79	<hr/> 291.79	<hr/> 842.58
IL	<del>183.85</del> 183.85		183.85
			<hr/> 1026.43



01/03/2024

Rpt B,2 Page 1

14:35:48

Report Date: 01/03/2024 Thru: 01/03/2024

Date	Sta	Gross	MCWH	SSWH	FITW	SITW	OtherPay	Net
Carr, Jeff		4081						
01/03	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		4082						
01/03	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.		4083						
01/03	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
Lowery, Gary		4084						
01/03	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		4085						
01/03	A10	3021.30	43.81	187.32	59.00	149.55	0.00	2581.62
total		3021.30	43.81	187.32	59.00	149.55	0.00	2581.62
Total		3814.13	55.31	236.48	259.00	183.85	0.00	3079.49

Payroll Tax 1026.43

Total Payroll 4105.92

TC 4

**Ed Wiesbrook**

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**From:** Quicken Membership <noreply@quicken.com>  
**Sent:** Friday, December 15, 2023 2:48 AM  
**To:** Ed Wiesbrook  
**Subject:** Your renewal request is ready to go

**Quicken**

**Hi Edward,**

Thanks for using Quicken Classic to manage your finances. Your subscription has been set to renew on 12/15/2024.

**Quicken Classic Deluxe (US)**

**Start date**

12/15/2023

**Next auto renewal date**

12/15/2024

**Price**

\$63.62

**Order number**

[REDACTED]

**Customer**

Edward D Wiesbrook

N/A

N/A, IL 60450

Need to change something? Visit [My Account](#).

Need a hand? [Contact Quicken Support](#).

Thanks,

FC 5

**Transaction**  
1/1/2024 through 1/17/2024

Date	Accto...	Num	Description	Memo	Amount
<b>EXPENSES</b>					
			TF Expenditures		-4,105.92
			Admin		-4,105.92
			Personnel		-4,105.92
			Emp. Tax Withheld		-1.45
...	TF C...	408...	Jeff Carr	SS	6.20
			Medicare		1.45
			IL Income Tax		4.95
...	TF C...	408...	Andrew Chandler	SS	6.20
			Medicare		1.45
			IL Income Tax		4.95
...	TF C...	408...	Scot Hastings	SS	30.56
			Medicare		7.15
			Federal Income Tax		200.00
			State Income Tax		24.40
...	TF C...	408...	Gary Lowery	SS	6.20
			SS		187.32
			Medicare		43.81
			Federal Income Tax		59.00
			IL Income Tax		149.55
...	TF C...	...	IRS Usatapyrmt		-550.79
...	TF C...	...	Il Dept Of Revenue	Town fund IL tax withheld	-183.85
			Employment taxes		-290.34
...	TF C...	408...	Gary Lowery	Medicare	1.45
			IL Income Tax		0.00
...	TF C...	...	IRS Usatapyrmt		-291.79
			Salaries		-3,814.13
...	TF C...	408...	Jeff Carr		-100.00
...	TF C...	408...	Andrew Chandler		-100.00

TC 6

1/16/2024

Transaction  
1/1/2024 through 1/17/2024

Date	Accto... Num	Description	Memo	Amount
	... TF C... 408...	Scot Hastings		-492.83
	... TF C... 408...	Gary Lowery		-100.00
	... TF C... 408...	Rodney Phillips		-3,021.30
		<b>OVERALL TOTAL</b>		<b>-4,105.92</b>

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T



Transaction  
1/1/2024 through 1/17/2024

RBC

Date	Accto...	Num	Description	Memo	Amount
<b>EXPENSES</b>					
					-28,891.42
					-28,891.42
					-554.33
					-554.33
					-554.33
					-147.83
					-406.50
					-28,337.09
					-1,777.64
					-1,490.42
					-961.19
					-529.23
					-186.29
					-186.29
					-186.29
					-186.29
					-100.93
					-100.93
					-100.93
					-100.93
					-26,559.45
					-120.00
					-120.00
					-120.00
					-120.00
					-25,856.00
					-3,356.00
					-22,500.00
					-583.45
					-49.36
					-49.36
					-42.25
					-42.25
					-77.80
					-77.80
					-338.66
					-338.66
					-75.38
					-75.38
					-28,891.42
					-28,891.42

# OLD NATIONAL BANK




P. O. Box 718  
Evansville, IN 47705

COMBINED STATEMENT	
ACCOUNT INFORMATION	
DATE	12/31/2023
ACCOUNT NUMBER	[REDACTED]

PAGE 1 OF 5

[REDACTED]

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

CLIENT CARE CONTACT INFORMATION	
	Client Care: 800-731-2265
	Visit us Online: <a href="http://www.oldnational.com">www.oldnational.com</a>
	Written Inquiries: P. O. Box 419 Evansville, IN 47703

## SUMMARY OF ACCOUNTS

Type of Account	Account Number	Current Balance
<b>Deposits</b>		
PUBLIC FUNDS INTEREST CHECKING	[REDACTED]	\$113,222.90
SELECT PUBLIC FDS SAV	[REDACTED]	\$5,013.47
<b>Total of Your Deposits</b>		<b>\$118,236.37</b>

**PUBLIC FUNDS INTEREST CHECKING** [REDACTED]

## ACCOUNT SUMMARY

Previous Statement Balance	11/30/2023	\$119,212.08
Deposits/Credits	1	\$308.94
Withdrawals/Debits	11	-\$6,300.09
Total Service Charges		\$0.00
Interest Paid		\$1.97
Current Statement Balance	12/31/2023	\$113,222.90
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
12/21	2100000	Deposit	\$308.94
12/29	999	INTEREST PAYMENT	\$1.97



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[REDACTED]

BR 1

00009844 0582823 0001-0005

PERFORMER  
RECEIVED  
DATE  
TIME

### Reconciliation Summary

**BANK STATEMENT -- CLEARED TRANSACTIONS:**

Previous Balance:		119,212.08
Checks and Payments	11 Items	-6,300.09
Deposits and Other Credits	1 Item	308.94
Service Charge	0 Items	0.00
Interest Earned	1 Item	1.97
Ending Balance of Bank Statement:		113,222.90

**YOUR RECORDS -- UNCLEARED TRANSACTIONS:**

Cleared Balance:		113,222.90
Checks and Payments	8 Items	-4,720.13
Deposits and Other Credits	0 Items	0.00
Register Balance as of 1/16/2024:		108,502.77
Checks and Payments	0 Items	0.00
Deposits and Other Credits	0 Items	0.00
Register Ending Balance:		108,502.77

BR-2



# Town Fund

TF Savings  
1/13/2024

Page 1

## Reconciliation Summary

### BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			5,013.34
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:			5,013.47

### YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			5,013.47
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 12/31/2023:			5,013.47
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			5,013.47

BR3

# OLD NATIONAL BANK

P. O. Box 718  
Evansville, IN 47705

COMBINED STATEMENT

ACCOUNT INFORMATION

DATE 12/31/2023  
ACCOUNT NUMBER [REDACTED]

PAGE 1 OF 2

CLIENT CARE CONTACT INFORMATION

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

[REDACTED]

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

00009071 0578609 0001-0002

SUMMARY OF ACCOUNTS

Type of Account	Account Number	Current Balance
<b>Deposits</b>		
PUBLIC FUNDS INTEREST CHECKING	[REDACTED]	\$23,398.86
CERTIFICATE OF DEPOSIT Matures on 01/14/24	[REDACTED]	\$43,045.90
<b>Total of Your Deposits</b>		<b>\$66,444.76</b>

PUBLIC FUNDS INTEREST CHECKING

ACCOUNT SUMMARY

Previous Statement Balance	11/30/2023	\$23,398.46
Deposits/Credits	0	\$0.00
Withdrawals/Debits	0	\$0.00
Total Service Charges		\$0.00
Interest Paid		\$0.40
Current Statement Balance	12/31/2023	\$23,398.86
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
12/29	999 INTEREST PAYMENT	\$0.40



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[REDACTED]

BR4

# Reconciliation Summary

## BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			23,398.46
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	0.40
Ending Balance of Bank Statement:			23,398.86

## YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			23,398.86
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 12/31/2023:			23,398.86
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			23,398.86

BR5

# Reconciliation Summary

## BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			42,552.52
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	493.38
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			43,045.90

## YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			43,045.90
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 12/31/2023:			43,045.90
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			43,045.90

BR6

# OLD NATIONAL BANK

P. O. Box 718  
Evansville, IN 47705

COMBINED STATEMENT

ACCOUNT INFORMATION

DATE 12/31/2023  
ACCOUNT NUMBER [REDACTED]

PAGE 1 OF 4

CLIENT CARE CONTACT INFORMATION

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

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

## SUMMARY OF ACCOUNTS

Type of Account	Account Number	Current Balance
<b>Deposits</b>		
PUBLIC FUNDS INTEREST CHECKING	[REDACTED]	\$520,255.68
SELECT PUBLIC FDS SAV	[REDACTED]	\$13,044.97
<b>Total of Your Deposits</b>		<b>\$533,300.65</b>

## PUBLIC FUNDS INTEREST CHECKING

## ACCOUNT SUMMARY

Previous Statement Balance	11/30/2023	\$521,270.01
Deposits/Credits	1	\$935.14
Withdrawals/Debits	6	-\$1,958.32
Total Service Charges		\$0.00
Interest Paid		\$8.85
Current Statement Balance	12/31/2023	\$520,255.68
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
12/21	2100000	Deposit	\$935.14
12/29	999	INTEREST PAYMENT	\$8.85



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BR7

00009843 0582818 0001-0004

FDIC  
Member  
Equal Housing  
Lender

# Reconciliation Summary

## BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			13,044.64
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:			13,044.97

## YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			13,044.97
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 12/31/2023:			13,044.97
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			13,044.97

BRB

# Reconciliation Summary

## BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			521,270.01
Checks and Payments	6	Items	-1,958.32
Deposits and Other Credits	1	Item	935.14
Service Charge	0	Items	0.00
Interest Earned	1	Item	8.85
Ending Balance of Bank Statement:			<u>520,255.68</u>

## YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			<u>520,255.68</u>
Checks and Payments	4	Items	-798.32
Deposits and Other Credits	0	Items	0.00
Register Balance as of 1/16/2024:			519,457.36
Checks and Payments	13	Items	-28,891.42
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			<u>490,565.94</u>

BR-9

# Income/Expense Comparison by Category

4/1/2022 through 1/16/2024

1/16/2024

Page 1

Category	4/1/2022- 1/16/2023	4/1/2023- 1/16/2024	Amount Difference
<b>INCOME</b>			
<b>Gen Assist Revenue</b>			
Interest	812.86	1,806.73	993.87
Property Tax	99.21	104.73	5.52
<b>TOTAL Gen Assist Revenue</b>	<b>912.07</b>	<b>1,911.46</b>	<b>999.39</b>
<b>TF Revenue</b>			
Highway Super. Salary Reimb.	9,500.00	9,500.00	0.00
Interest & Dividends	11.13	14.90	3.77
Miscellaneous	-148.48	0.00	148.48
Pers. Prop. Replacement Tax	6,371.49	5,100.23	-1,271.26
Property Tax	60,134.59	59,639.78	-494.81
Rents Received	5,000.00	5,000.00	0.00
<b>TOTAL TF Revenue</b>	<b>80,868.73</b>	<b>79,254.91</b>	<b>-1,613.82</b>
<b>TOTAL INCOME</b>	<b>81,780.80</b>	<b>81,166.37</b>	<b>-614.43</b>
<b>EXPENSES</b>			
Uncategorized	0.00	614.21	-614.21
<b>Gen Assist Expenditures</b>			
<b>Admin</b>			
Commodities	75.25	0.00	75.25
<b>TOTAL Admin</b>	<b>75.25</b>	<b>0.00</b>	<b>75.25</b>
<b>Home Relief</b>			
<b>Contractual Services</b>			
Shelter	515.00	300.00	215.00
Utility Payment	0.00	557.37	-557.37
<b>TOTAL Contractual Services</b>	<b>515.00</b>	<b>857.37</b>	<b>-342.37</b>
<b>TOTAL Home Relief</b>	<b>515.00</b>	<b>857.37</b>	<b>-342.37</b>
<b>TOTAL Gen Assist Expenditures</b>	<b>590.25</b>	<b>857.37</b>	<b>-267.12</b>
<b>TF Expenditures</b>			
<b>Admin</b>			
<b>Contractual Services</b>			
Accounting	0.00	300.00	-300.00
Audit	495.00	0.00	495.00
Bank & Other Fees	75.25	0.00	75.25
Payroll Fees	440.87	453.62	-12.75
<b>TOTAL Accounting</b>	<b>1,011.12</b>	<b>753.62</b>	<b>257.50</b>
Dues	336.94	336.94	0.00
Liability Insurance	2,884.00	2,855.00	29.00
Maint. Serv. - Equip.	0.00	414.00	-414.00
Postage	61.44	0.00	61.44

*GA TF Compare 1*



# Income/Expense Comparison by Category

4/1/2022 through 1/16/2024

1/16/2024

Page 2

Category	4/1/2022- 1/16/2023	4/1/2023- 1/16/2024	Amount Difference
Training	0.00	100.00	-100.00
Travel Expenses	0.00	93.01	-93.01
<b>TOTAL Contractual Services</b>	<b>4,293.50</b>	<b>4,552.57</b>	<b>-259.07</b>
<b>Personnel</b>			
Emp. Tax Withheld	0.00	662.09	-662.09
Employment taxes	3,939.10	3,922.35	16.75
Salaries	51,489.80	50,014.95	1,474.85
<b>TOTAL Personnel</b>	<b>55,428.90</b>	<b>54,599.39</b>	<b>829.51</b>
Void Checks	0.00	0.00	0.00
<b>TOTAL Admin</b>	<b>59,722.40</b>	<b>59,151.96</b>	<b>570.44</b>
<b>TOTAL TF Expenditures</b>	<b>59,722.40</b>	<b>59,151.96</b>	<b>570.44</b>
<b>TOTAL EXPENSES</b>	<b>60,312.65</b>	<b>60,623.54</b>	<b>-310.89</b>
<b>OVERALL TOTAL</b>	<b>21,468.15</b>	<b>20,542.83</b>	<b>-925.32</b>

GA TF Compare 2

# Income/Expense Comparison by Category

4/1/2022 through 1/16/2024

1/16/2024

Page 1

Category	4/1/2022- 1/16/2023	4/1/2023- 1/16/2024	Amount Difference
<b>INCOME</b>			
<b>R &amp; B Revenue</b>			
Interest Income	72.78	72.41	-0.37
Property Tax	450,476.83	472,389.25	21,912.42
Replacement Tax	19,284.33	15,437.70	-3,846.63
Social Security	0.00	375.96	375.96
<b>TOTAL R &amp; B Revenue</b>	<b>469,833.94</b>	<b>488,275.32</b>	<b>18,441.38</b>
<b>TOTAL INCOME</b>	<b>469,833.94</b>	<b>488,275.32</b>	<b>18,441.38</b>
<b>EXPENSES</b>			
<b>R &amp; B Expenditures</b>			
Administration	0.00	37.93	-37.93
<b>Commodities</b>			
Office Supplies	302.35	358.63	-56.28
<b>TOTAL Commodities</b>	<b>302.35</b>	<b>358.63</b>	<b>-56.28</b>
Contractual Services	0.00	179.40	-179.40
Contract Payment	4,815.53	1,613.02	3,202.51
General Insurance	7,417.00	7,343.00	74.00
Publishing	0.00	265.00	-265.00
Telephone	3,922.86	4,515.60	-592.74
Training	109.95	25.00	84.95
<b>TOTAL Contractual Services</b>	<b>16,265.34</b>	<b>13,941.02</b>	<b>2,324.32</b>
<b>Other</b>			
Miscellaneous Expence	136.96	0.00	136.96
<b>TOTAL Other</b>	<b>136.96</b>	<b>0.00</b>	<b>136.96</b>
<b>Personnel</b>			
Salaries	9,500.00	10,675.00	-1,175.00
<b>TOTAL Personnel</b>	<b>9,500.00</b>	<b>10,675.00</b>	<b>-1,175.00</b>
Void Checks	0.00	0.00	0.00
<b>TOTAL Administration</b>	<b>26,204.65</b>	<b>25,012.58</b>	<b>1,192.07</b>
<b>Capital Outlay</b>			
Equipment	0.00	59,900.00	-59,900.00
<b>TOTAL Capital Outlay</b>	<b>0.00</b>	<b>59,900.00</b>	<b>-59,900.00</b>
<b>Maintenance</b>			
<b>Capital Outlay</b>			
Building	31,844.53	0.00	31,844.53
<b>TOTAL Capital Outlay</b>	<b>31,844.53</b>	<b>0.00</b>	<b>31,844.53</b>
<b>Commodities</b>			
Building	667.00	2,481.82	-1,814.82
Diesel Fuel	1,832.70	1,663.30	169.40

*R+B compare 1*

# Income/Expense Comparison by Category

4/1/2022 through 1/16/2024

1/16/2024

Page 2

Category	4/1/2022- 1/16/2023	4/1/2023- 1/16/2024	Amount Difference
Equipment	5,582.53	11,115.82	-5,533.29
Gasoline	1,058.89	2,534.20	-1,475.31
Lubricants	1,028.07	0.00	1,028.07
Operating Supplies	74.34	339.63	-265.29
Road	9,342.37	7,026.91	2,315.46
Vehicle	1,498.66	353.04	1,145.62
<b>TOTAL Commodities</b>	<b>21,084.56</b>	<b>25,514.72</b>	<b>-4,430.16</b>
<b>Contractual Services</b>			
Bridge	1,620.00	109,036.40	-107,416.40
Building	6,935.71	8,598.77	-1,663.06
Contract Payment	2,058.15	196.00	1,862.15
Equipment	295.26	22.30	272.96
Rentals	2,740.00	8,116.97	-5,376.97
Road	290,822.66	173,436.55	117,386.11
Snow Removal	4,390.29	0.00	4,390.29
Utilities	4,564.04	4,012.59	551.45
Vehicle	1,401.35	0.00	1,401.35
<b>TOTAL Contractual Services</b>	<b>314,827.46</b>	<b>303,419.58</b>	<b>11,407.88</b>
<b>Personnel</b>			
Salaries	6,879.39	7,938.00	-1,058.61
Emp. Tax Withheld	-74.24	0.00	-74.24
Employment Taxes	452.04	697.14	-245.10
<b>TOTAL Salaries</b>	<b>7,257.19</b>	<b>8,635.14</b>	<b>-1,377.95</b>
<b>TOTAL Personnel</b>	<b>7,257.19</b>	<b>8,635.14</b>	<b>-1,377.95</b>
<b>TOTAL Maintenance</b>	<b>375,013.74</b>	<b>337,569.44</b>	<b>37,444.30</b>
<b>TOTAL R &amp; B Expenditures</b>	<b>401,218.39</b>	<b>422,482.02</b>	<b>-21,263.63</b>
<b>TOTAL EXPENSES</b>	<b>401,218.39</b>	<b>422,482.02</b>	<b>-21,263.63</b>
<b>OVERALL TOTAL</b>	<b>68,615.55</b>	<b>65,793.30</b>	<b>-2,822.25</b>

*R+B Compare 2*

# Township and Road District Checklist

## 2024 Township Calendar

Checklist dates are now available on the Events Calendar at [toi.org](http://toi.org)

01/30/24	Assessors Budget*		
01/31/24	1099, W-2 and W-3 forms deadline		
02/01/24	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.
03/01/24	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.
03/25/24	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 1st prior to the annual meeting. Agenda must be included in the meeting notice that is approved by the township board.
03/25/24	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.
03/31/24	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.
04/01/24	Fiscal Year Starts*	50 ILCS 330/3	First day of fiscal year for most townships, road districts, and MTADs. However, board can change the fiscal year.
04/01/24	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.
04/01/24	Monthly Report to County Engineer	605 IL CS 5/6-201.13	Within 30 thirty days after issuing warrants the highway commissioner reports to the county engineer a list of such warrants showing where money is spent, for what purpose, and the amount expended. Use DCEO Form #39 or design own form. <b>Report is due each month.</b>
04/07/24	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.
04/08/24	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.

04/08/24	<b>Highway Commissioners Report</b>	605 ILCS 5/6-201.15	Highway commissioner in <b>single township road district</b> 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.
04/08/24	<b>Annual Accounting</b>	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.
04/09/24	<b>Annual Town Meeting</b>	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 <b>may</b> postpone the annual town meeting to the first Tuesday following the last day of Passover or Ramadan.
04/30/24	<b>District Treasurer's Report*</b>	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.
05/01/24	<b>Statement of Economic Interest</b>	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.
05/30/24	<b>Budget Notice*</b>	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.
05/30/24	<b>Budget Inspection*</b>	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.
06/30/24	<b>Budget Hearing &amp; Adoption*</b>	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. ( <b>Do not adopt at the annual town meeting.</b> ) The township budget may be adopted at the public hearing. The road district budget <b>shall</b> be adopted at the public hearing.
07/30/24	<b>Budget Filing*</b>	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.
09/27/24	<b>Fiscal Responsibility Report Card*</b>	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.
09/27/24	<b>Comptroller's Report*</b>	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.

# **Wauponsee Township Board Meeting Agenda January 17, 2024 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
  - Conley Road Drainage
  - Audit
  - Outside accounting services
  - Trustee Vacancy
8. Other Items
9. Adjournment

**Next Meeting: February 21, 2024**