

Wauponee Township Board Meeting Minutes

October 13, 2015

The regular scheduled meeting of the Board of Trustees of Wauponee Township of Grundy County, the State of Illinois was held on the above date at the Wauponee Township Road and Bridge Office for the purpose of conducting normal business. Supervisor Fannin opened the meeting at 7:00 pm. The Pledge of Allegiance to the flag followed immediately.

The meeting attendance roll call results are shown below.

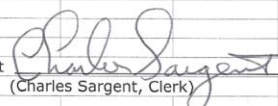
Trustees:	Jeff Carr	Physically Present
	Tom Baker	Absent
	Neil Romines	Physically Present
	Tom Sparrow	Physically Present
Supervisor:	Steven Fannin	Physically Present
Road Commissioner:	Mark Doerfler	Physically Present

Residents Present:
None

Public Comments
None

Approval of Minutes

Meeting minutes for the September 9th meeting was presented. A motion to approve the minutes as presented was made by Trustee Romines and seconded by Trustee Carr. The motion passed on a voice vote.

Wauponee To	
August 8	
Employee	Monthly Salary
Baker, Tom	\$ 100.00
Carr, Jeff	\$ 100.00
Romines, Neil	\$ 100.00
Sparrow, Tom	\$ 100.00
Sargent, Charles	\$ 416.67
Fannin, Steve	\$ 916.67
Doerfler, Mark	\$ 2,343.75
	\$ 4,077.09
Payable To	For
ComEd	Electric service
NICOR	Service 19-66
EFTPS	Federal 941's
IL TAXNET	State tax on-li
Payable To	For
Attest  (Charles Sargent, Clerk)	

Commented [C1]:

Approval of Claims

A motion was made by Trustee Romines and seconded by Trustee Carr to authorize the Wauponsee Township Fund claims and approve the fund summary report as presented.

Trustees:	Jeff Carr	Yes
	Tom Baker	Absent
	Neil Romines	Yes
	Tom Sparrow	Yes
Supervisor:	Steven Fannin	Yes

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

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

Trustees:	Jeff Carr	Yes
	Tom Baker	Absent
	Neil Romines	Yes
	Tom Sparrow	Yes
Supervisor:	Steven Fannin	Yes

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

Supervisor's Report

Supervisor Fannin reported the following:

- The building demo bids will be available for the November meeting.
- An extension of the audit report date was requested and granted. The new date is November 26, 2015

Road Commissioners Report

Commissioner Doerfler reported the following:

- The tree trimming to prevent snow plow damage and limbs in the ROW is nearly complete. Should be complete this week.
- The First Christian Church addition results in drainage to the ROW. It is the property owner's responsibility to maintain the required drainage system. The township determined the required grade and hauled away the top soil. Troutman was contracted to do the work with the bill for the finishing, seed and labor submitted to the church.
- The state budget issue has resulted in the MFT being held at the state level and not distributed to the local governments. The Road District revised budget was reviewed and presented. The Road District currently has sufficient funds to cover expenses; however, money had to be moved around to different line items in order to show a positive balance. The revision to the budget will be finalized in February.

Clerk's Report

No Report. The clerk was absent from the meeting. The proceedings were recorded and later transcribed.

Old Business

Old Township Hall Demolition Bid Status

The demo bids will be e-mailed to the Board members when they are received. The actual demo is estimated at two days work.

Audit Report Status

As noted previously an extension of the audit due date to Nov. 26, 2015 was granted.

New Business

Appointment of Trustee to replace T. Sparrow.

Three potential candidates were identified. A resume from each one will be reviewed at the November meeting. Plans for interviews will be made at that time.

Adjournment

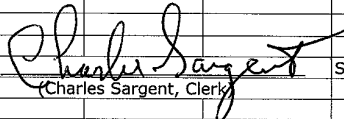
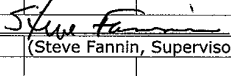
Being no further business, Trustee Romines made a motion to adjourn the meeting. Trustee Carr seconded the motion, which carried on a voice vote. The meeting was adjourned at 7:45 PM.

Meeting minutes approved on November 11, 2015

- Trustee
- Trustee
- Trustee
- Trustee
- Supervisor

Minutes submitted by:

----- Township Clerk

Wauponsee Township Town Fund						
13-Oct-15						
Employee	Monthly Salary	FICA	Medicare	State	Total/Month	
Carr, Jeff	\$ 100.00	\$ 6.20	\$ 1.45	\$ 3.75	\$ 88.60	
Romines, Neil	\$ 100.00	\$ 6.20	\$ 1.45	\$ 3.75	\$ 88.60	
Sparrow, Tom	\$ 100.00	\$ 6.20	\$ 1.45	\$ 3.75	\$ 88.60	
Sargent, Charles	\$442.17	\$ 27.41	\$ 6.41	\$ 16.58	\$ 391.76	
Fannin, Steve	\$916.67	\$ 56.83	\$ 13.29	\$ 34.38	\$ 812.17	
Doerfler, Mark	\$2,487.21	\$ 154.21	\$ 36.06	\$ 93.27	\$ 2,203.67	
	\$ 4,146.05			Total	\$ 3,673.40	
Payable To	For				Town Fund	
ComEd	Electric service 9359639007				\$ 51.05	
NICOR	Service 19-66-71-2000 0				\$ -	
Steve's Lawn	10/9, 10/14, 10/21, 10/28				\$ 200.00	
EFTPS	Federal 941's on-line				\$ 1,335.09	
			FICA	\$ 1,082.09		
			MED	\$ 253.00		
IL TAXNET	State tax on-line (August)				\$ 436.30	
			Total	\$ 2,022.44		
Payable To	For				General Assistance Fund	
K. Eltrevoog	Rent Assistance (SB)				150	
Com Ed	Utility Assistance (KG)				200	
			Total	\$ 350.00		
Loan/Transfer						
			Total	\$ -		
			Total All	\$ 5,695.84		
Attest			Signed			
	(Charles Sargent, Clerk)			(Steve Fannin, Supervisor)		

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

County of **GRUNDY**
WAUPONSEE Township

To: CRAIG CASSEM, County Engineer
245 North Illinois Route 47
Morris, Illinois 60450

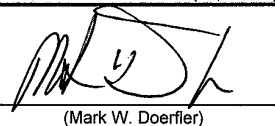
Month of **OCTOBER 2015**

Date	Order No.	Payable to	For What	General Road & Bridge Fund
10.12.15	6763	Rodney Jones	Labor Gross \$960, IST\$36, Med\$13.92, FICA\$59.52	\$ 850.56
10.12.15	6764	Mike Meloun	Labor Gross\$960, IST\$36, Med\$13.92, FICA\$59.52	\$ 850.56
10.12.15	6765	Mike Meloun	Labor Gross\$1225, IST\$45.94, Med\$17.76, FICA\$75.95	\$ 1,085.35
10.12.15	6766	Rodney Jones	Labor Gross\$1435, IST\$53.81, Med\$20.81, FICA\$88.97	\$ 1,071.41
10.12.15	6767	Camz Communications	Truck 1 Light Install	\$ 2,360.00
10.12.15	6768	B&R Designs	Safety Vest Logo	\$ 22.50
10.12.15	6769	Troutman Excavating	Sand From 2014-2015 Snow Removal	\$ 1,050.00
10.12.15	6770	Steve Miller	2015 Tree Servey Arborist Fee	\$ 200.00
10.12.15	6771	Central Limestone	Stone -- West Southmor Rd	\$ 277.02
10.12.15	6772	LaFarge	Stone -- Old Pine Bluff Rd	\$ 69.09
10.12.15	6773	Tri County Stockdale	Seed, Mat, Fert -- Old Pine Bluff, W. Southmor, Beth Dr	\$ 1,598.75
10.12.15	6774	Menards	Supplies	\$ 85.81
10.12.15	6775	AT&T	Internet Fee	\$ 50.00
10.12.15	6776	Matteson Ace	Supplies	\$ 13.77
10.12.15	6777	Big R	Fuel Transfer Tank and pump	\$ 577.46
10.12.15	6778	Illinois Truck and Equipment	Harley Rake Rental	\$ 150.00
10.12.15	6779	Funks Trailer	Licence Plate Light Truck 4	\$ 13.95
10.12.15	6780	Waste Management	Dumpster Empty	\$ 74.62
10.12.15	6781	The Turf Team	Weed Eater String	\$ 59.95
10.12.15	6782	Precision Farm Drainage	Tile for Old Pine Bluff Rd	\$ 1,915.12
10.12.15	6783	AC Pavement Striping	Center and Edge Lines -- Darin Rd	\$ 4,248.56
10.12.15	6784	Com Ed	Electrical Service	\$ 105.45
10.12.15	6785	Starrow Development	Fuel -- Gas	\$ 386.63
10.12.15	6786	Peterson Computer Consulting	Toughbook and Desktop Computer Service	\$ 600.00
10.12.15	6787	Bank Card Processing Center	Credit Card Pay, OOMA -- 1 Year Service	\$ 71.13
10.12.15	6788	Wauponsee Township	2nd Installment Highway Com. Salary	\$ 7,523.26
10.12.15	6789	Mark Doerfler	Cell Phone Reimburse	\$ 100.00
10.12.15	6790	D Construction	2015 Hotmix Asphalt Project	\$ 63,300.00
10.12.15	6791	Chucks Seal Coating	Driveway on Old Pine Bluff Rd	\$ 3,450.00
Monthly Total				\$ 92,160.95

Monthly Summary Of Receipts, Expenditures, & Balances

Beginning Month Balance		
Receipts During Month	\$	92,160.95
Ending Month Balance	\$	(92,160.95)

Attest 
(Charles Sargent)

Signed 
(Mark W. Doerfler)

Proposed Budget Adjustment
October 20015

Balances				
Checking Ending 9/30/15	Savings Ending 9/30/15	Deposit 10/1/15	Deposit 10/1/15	Total Local Fund Assets
\$ 72,310.65	\$ 13,000.00	\$ 117,788.41	\$ 952.40	\$ 204,051.46
				\$ 24,400.00
				\$ 9,000.00
				\$ 237,451.46

October Expenses	\$ 92,102.13
Total after October Expenses	\$ 111,949.33

MFT Breakdown	
Current Balance	\$ 900.00
July	\$ 3,500.00
August	\$ 3,500.00
September	\$ 3,500.00
October	\$ 3,500.00
November	\$ 3,500.00
December	\$ 3,500.00
January	\$ 3,500.00
TOTAL	\$ 25,400.00

Items To Be Paid With MFT Funds	
Maintenance Commodities	
Snow Removal -- Sand	\$ 1,500.00
Snow Removal -- Salt	\$ 8,200.00
Snow Removal -- Trucking	\$ 2,700.00
Maintenance Personnel	
Salaries -- Labor	\$ 12,000.00
TOTAL	\$ 24,400.00

Budget Adjustment Explained

Maintenance Contractual Services -- Road			
Actual	Budget	Difference	Adjusted To
\$ 117,495.58	\$ 90,000.00	\$ (27,495.58)	\$ -
			\$ 9,935.13
Maintenance Commodities -- Lubricants			
Actual	Budget	Difference	Adjusted To
\$ 1,100.40	\$ 2,000.00	\$ 899.60	\$ (800.00)
			\$ 99.60
Maintenance Commodities -- Road			
Actual	Budget	Difference	Adjusted To
\$ 32,228.12	\$ 50,000.00	\$ 17,771.88	\$ (10,000.00)
			\$ 7,771.88
Maintenance Commodities -- Snow Removal			
Actual	Budget	Difference	Adjusted To
\$ 839.55	\$ 5,000.00	\$ 4,160.45	\$ (4,160.45)
			\$ -
Maintenance Commodities -- Vehicle			
Actual	Budget	Difference	Adjusted To
\$ 2,690.58	\$ 10,000.00	\$ 7,309.42	\$ (5,000.00)
			\$ 2,309.42
Maintenance Contractual Services -- Building			
Actual	Budget	Difference	Adjusted To
\$ -	\$ 10,000.00	\$ 10,000.00	\$ (10,000.00)
			\$ -
Maintenance Personnel -- Salaries			
Actual	Budget	Difference	Adjusted To
\$ 31,076.72	\$ 55,000.00	\$ 23,923.28	\$ (12,000.00)
			\$ 11,923.28

Budget 2015-2016
4/1/2015 through 3/31/2016 Using FY 2015-2016

10/13/2015

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Category Description	4/1/2015 Actual	Budget	3/31/2016 Difference
INCOME			
Interest	0.00	25.00	-25.00
Loan From Township	0.00	0.00	0.00
Misc. Deposit	0.00	34,000.00	-34,000.00
Standard Bank Loan	0.00	35,000.00	-35,000.00
Tax Income	0.00	345,000.00	-345,000.00
Transfer from Road and Bridge Savings	0.00	0.00	0.00
TOTAL INCOME	0.00	414,025.00	-414,025.00
EXPENSES			
Admin Capitol Outlay			
Equipment	500.00	500.00	0.00
Other Admin Capitol Outlay	0.00	0.00	0.00
TOTAL Admin Capitol Outlay	500.00	500.00	0.00
Admin Commodities			
Office Supplies	280.13	500.00	219.87
Other Admin Commodities	0.00	0.00	0.00
TOTAL Admin Commodities	280.13	500.00	219.87
Admin Contractual Service			
Contract Payment	424.61	550.00	125.39
Insurance	7,271.00	7,300.00	29.00
Legal Service	100.00	500.00	400.00
Postage	1.82	100.00	98.18
Printing	61.10	100.00	38.90
Publishing	0.00	0.00	0.00
Telephone	1,127.27	2,150.00	1,022.73
Training	83.40	200.00	116.60
Traveling Expense	0.00	200.00	200.00
Other Admin Contractual Service	0.00	0.00	0.00
TOTAL Admin Contractual Service	9,069.20	11,100.00	2,030.80
Admin Other	28.65	3,000.00	2,971.35
Admin Personnel			
Salaries	14,923.26	14,800.00	-123.26
Other Admin Personnel	0.00	0.00	0.00
TOTAL Admin Personnel	14,923.26	14,800.00	-123.26
GC Highway Commissioners	0.00	0.00	0.00
Maint Capitol Outlay			
Building	1,384.06	2,100.00	715.94
Equipment	0.00	2,000.00	2,000.00
Vehicle	42,081.34	43,000.00	918.66
Other Maint Capitol Outlay	0.00	0.00	0.00
TOTAL Maint Capitol Outlay	43,465.40	47,100.00	3,634.60
Maint Commodities			
Bridge	0.00	0.00	0.00
Building	1,177.32	1,500.00	322.68

Budget 2015-2016
4/1/2015 through 3/31/2016 Using FY 2015-2016

10/13/2015

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Category Description	4/1/2015 Actual	- Budget	3/31/2016 Difference
Diesel Fuel	3,421.69	10,000.00	6,578.31
Equipment	3,069.56	4,000.00	930.44
Gasoline	2,079.62	3,000.00	920.38
Lubricants	1,100.40	2,000.00	899.60
Operating Supplies	3,452.00	8,000.00	4,548.00
Road	32,228.12	50,000.00	17,771.88
Snow Removal	839.55	5,000.00	4,160.45
Vehicle	2,690.58	10,000.00	7,309.42
Other Maint Commodities	0.00	0.00	0.00
TOTAL Maint Commodities	50,058.84	93,500.00	43,441.16
Maint Contractual Service			
Bridge	0.00	0.00	0.00
Building	0.00	10,000.00	10,000.00
Contract Payment	0.00	0.00	0.00
Engineering Services	0.00	2,500.00	2,500.00
Equipment	3,569.07	5,000.00	1,430.93
Rentals	6,407.10	10,000.00	3,592.90
Road	117,495.58	90,000.00	-27,495.58
Snow Removal	7,969.72	10,000.00	2,030.28
Utilities	1,771.23	6,000.00	4,228.77
Vehicle	2,885.46	5,000.00	2,114.54
Other Maint Contractual Service	0.00	0.00	0.00
TOTAL Maint Contractual Service	140,098.16	138,500.00	-1,598.16
Maint Other			
Miscellaneous Expencc	625.15	900.00	274.85
Other Maint Other	35,287.77	35,000.00	-287.77
TOTAL Maint Other	35,912.92	35,900.00	-12.92
Maint Personnel			
Salaries	31,076.72	55,000.00	23,923.28
Other Maint Personnel	0.00	0.00	0.00
TOTAL Maint Personnel	31,076.72	55,000.00	23,923.28
TOTAL EXPENSES	325,413.28	399,900.00	74,486.72
OVERALL TOTAL	-325,413.28	14,125.00	-339,538.28

**Wauponsee Township Board
Meeting Agenda
October 13, 2015
7:00pm at 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. Old Business
Township Hall Demolition Bid Review
Audit Report Status
7. New Business
Appointment of Trustee to replace T. Sparrow
8. Adjournment

Next Meeting; November 11, 2015
