

AGENDA

General Assistance

**Lockport Township Government
1463 S. Farrell Road
Lockport, IL 60441
Community Center**

**October 9, 2018
6:30 PM**

Approval of Minutes- Monthly Meeting September 11, 2018

Approval of Bills- \$12,856.07

Citizens Wishing To Address The Board

New Business

Old Business

- **Financial Aid Monthly Breakdown Report**

Adjournment

LOCKPORT, ILLINOIS

SEPTEMBER 11, 2018

TOWN CLERK'S RECORD BOOK

GENERAL ASSISTANCE

The Lockport Township Board of Trustees met at the Lockport Township Government Building, Community Center, 1463 S. Farrell Road, Lockport, Illinois on Tuesday September 11, 2018 at 6:40 PM with Supervisor Ron Alberico presiding.

Present were Assessor Debbi Mason, Highway Commissioner John Cielenski, Trustees Gregg Bickus, Barb Boyce, Barb Delaney and Dean Morelli, Collector Karen Johnson, Attorney Gary Mueller and Deputy Clerk Jessica Strickland. Also present were Dave Meyer from Wermer, Rogers, Doran & Ruzon, LLC, Delinda Herod, Bob Loewe, Terry Broadhurst and Grant Spooner filming the meeting. Absent was Clerk Denise Mushro Rumchak. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, the Lockport Township website (Clerk's section), the calendar and also on the Community Center door.

On a Motion of Boyce, seconded by Delaney to approve the minutes from the previous regular monthly meeting held on August 14, 2018.

MOTION CARRIED

Trustee Bickus stated that the Township is paying more for administration than for assistance.

Trustee Delaney inquired why it takes two employees to conduct business in the General Assistance department. Supervisor Alberico stated that the majority of the Board agreed to hire an additional employee for this department. Trustee Delaney asked about the duties and responsibilities of this employee. Supervisor Alberico stated that this particular employee is no longer employed at the Township and he is hiring a new person to replace her. Trustee Delaney asked if a public notice was advertised for the position. Supervisor Alberico commented no he did not put a public notice out, but asked around and had someone in mind and continued by saying a hiring policy was suggested at a meeting, but never voted on. Supervisor Alberico also stated that Trustee Delaney cannot dictate a hiring procedure without Board approval.

On a Motion of Boyce, seconded by Delaney to approve total bills and payroll in the amount of \$8,126.22. Roll call vote resulted in Alberico Aye, Bickus Aye, Boyce Aye, Delaney Nay and Morelli Aye.

MOTION CARRIED

Supervisor Alberico read the financial aid monthly report:

In the month of August, there were 10 New Applications Taken Out, 3 Applications Not Returned, 8 Applications Returned, and 6 Applications from Previous Months. The application breakdown is as followed: 2 Returned Applications Waiting for Information, -0- Application to be Processed, -0- Denied- Income Greater then Assistance Amount, 3 Denied- Failure to Provided Information, -0- Denied- Withdrew Application, -0- Recoupment, 3 Approved- General Assistance, 5 Approved- Emergency Assistance, 2 Re-Qualifying General Assistance Applications Approved, -0- Re-Opened General Assistance Approved and -0- Re-Qualifying General Assistance Application Denied. The total financial aid applications approved were 6 Emergency Applications and 5 General Assistance Applications.

Supervisor Alberico read the financial aid breakdown for the month of August: 3 Housing, 1 Gas, 2 Electric, 2 Water, 0 Garbage, -0- Medication, 5 Fuel and 1 Food.

On a Motion of Boyce, seconded by Delaney to adjourn the meeting at 6:45 PM.

MOTION CARRIED

POOR RELIEF**CHECKS WRITTEN SINCE LAST MEETING TO BE APPROVED:****ADMINISTRATION**

Payroll Account Salary - Vershay-Hall	2,989.70
IMRF	208.98
FICA	166.82
Medicare	39.02
Blue Cross/Blue Shield - Hospitalization	2,105.26
Delta Dental - Hospitalization	89.77
EyeMed - Hospitalization	11.72
Reliance Standard Life	17.40
Township Officials of Illinois - InService Trainir	100.00
	<u>5,728.67</u>

RENT

Woodlands of Crest Hill	550.00
	<u>550.00</u>

MISC

Ice Mountain - Misc	55.90
	<u>55.90</u>

ASSISTANCE UTILITIES

Commonwealth Edison	284.97
	<u>284.97</u>

VOUCHERS TO BE APPROVED:**ADMINISTRATION**

Minarich Graphics - Printing	169.85
Quill - Office Supplies	558.58
Wermer Rodgers - Auditing	5,200.00
	<u>5,928.43</u>

ASSISTANCE UTILITIES

Commonwealth Edison	65.00
NiCor	65.00
Lockport Twp Sewer & Water	63.10
Village of Romeoville Water	115.00
	<u>308.10</u>

GRAND TOTAL: \$12,856.07

LOCKPORT TOWNSHIP GENERAL ASSISTANCE BUDGET SHEET 2018-19

MONTH	ACCT #	CATEGORY	APPROPRIATED	EXPENDED	BALANCE	APPROVED	BALANCE
		ADMINISTRATIVE:					
	4200	Salaries Full Time - Vershay	38,193.00	(21,933.45)	16,259.55	(2,989.70)	13,269.85
	4202	Salaries Full Time - Camper	5,000.00	(5,000.00)	0.00	0.00	0.00
	4210	Salaries Part Time	0.00	0.00	0.00	0.00	0.00
	4510	Hospitalization Insurance	30,000.00	(13,519.23)	16,480.77	(2,224.15)	14,256.62
	4620	IMRF	3,100.00	(1,895.61)	1,204.39	(208.98)	995.41
	4610	FICA	2,700.00	(1,541.08)	1,158.92	(166.82)	992.10
	4615	Medicare	700.00	(359.42)	340.58	(39.02)	301.56
	5120	Equipment Maintenance	3,000.00	(325.24)	2,674.76	0.00	2,674.76
	5490	Other Prof. Services	6,200.00	0.00	6,200.00	(5,200.00)	1,000.00
	5520	Telephone	500.00	0.00	500.00	0.00	500.00
	5530	Publishing	500.00	0.00	500.00	0.00	500.00
	5540	Printing	1,000.00	0.00	1,000.00	(169.85)	830.15
	5930	Rent	0.00	0.00	0.00	0.00	0.00
	5630	In-Service Training	1,000.00	0.00	1,000.00	(100.00)	900.00
	5920	Insurance General	5,000.00	(1,886.00)	3,114.00	0.00	3,114.00
	4530	Insurance Unemployed	200.00	(55.34)	144.66	0.00	144.66
	5330	Northern Legal Defense	500.00	0.00	500.00	0.00	500.00
	6510	Office Supplies	6,000.00	(1,842.07)	4,157.93	(558.58)	3,599.35
	8300	Equipment Purchases	8,000.00	(1,313.90)	6,686.10	0.00	6,686.10
	6520	Operating Supplies	3,000.00	(135.30)	2,864.70	0.00	2,864.70
			114,593.00	(49,806.64)	64,786.36	(11,657.10)	53,129.26
		RELIEF:					
	5810	Physician Services	500.00	0.00	500.00	0.00	500.00
	5820	Hospitalization (In Patient)	400.00	0.00	400.00	0.00	400.00
	5830	Hospitalization (Out Patient)	400.00	0.00	400.00	0.00	400.00
	6850	Drugs	4,000.00	0.00	4,000.00	0.00	4,000.00
	5840	Dental Services	100.00	0.00	100.00	0.00	100.00
	5850	Other Medical	5,000.00	0.00	5,000.00	0.00	5,000.00
	5855	Will/Grundy Medical Clinic	500.00	0.00	500.00	0.00	500.00
	5860	Funeral & Burial	1,000.00	0.00	1,000.00	0.00	1,000.00
	5881	Fuel	10,000.00	(680.40)	9,319.60	(65.00)	9,254.60
	5882	Lights	12,000.00	(754.28)	11,245.72	(349.97)	10,895.75
	5883	Water	5,500.00	(1,351.94)	4,148.06	(178.10)	3,969.96
	5884	Garbage	1,000.00	(120.00)	880.00	0.00	880.00
	5870	Rent	40,000.00	(2,948.38)	37,051.62	(550.00)	36,501.62
	5885	Telephone	500.00	0.00	500.00	0.00	500.00
	4540	Workmen's Comp. Workfare	2,200.00	(1,680.32)	519.68	0.00	519.68
	6810	Food	14,000.00	0.00	14,000.00	0.00	14,000.00
	5856	Will Co. Community Concerns	1,000.00	0.00	1,000.00	0.00	1,000.00
	6875	Emergency Services	5,000.00	(1,072.78)	3,927.22	0.00	3,927.22
	6900	Miscellaneous	8,000.00	(3,336.33)	4,663.67	(55.90)	4,607.77
		TOTALS:	111,100.00	(11,944.43)	99,155.57	(1,198.97)	97,956.60
			225,693.00	(61,751.07)	163,941.93	(12,856.07)	151,085.86

FINANCIAL AID MONTHLY REPORT

Month of: September-18

of New Applications Taken Out: 7

of Applications Not Returned: 2

of Applications Returned: * 6

of Applications From Previous Months: * 2

* Total Applications: 8

Application Breakdown:

of Returned Applications Waiting for Information: 3
of Applications to be Processed 0

of Applications Denied:

Income Greater then Asst Amount: 0
Failure to Provide Information: 3
 Keep Scheduled appointment 0
 Recoupment 0

of Applications Approved For:

GA: (General Asst.) 0
 Last Months Outstanding Appl 0
EA: (Emergency Asst.) 2
 Last Months Outstanding Appl 0

of Re-Qualifying GA Applications (Approved): 1
of Re-Opened GA Cases (Approved): 0
of Re-Qualifying GA Applications (Denied): 4

TOTAL OF FINANCIAL AID APPLICATIONS APPROVED:

EMERGENCY: 2

GENERAL: 1

Financial Aid Breakdown

	<u>Housing</u>	<u>Gas</u>	<u>Electric</u>	<u>Water</u>	<u>Garbage</u>	<u>Medication</u>	<u>Fuel</u>	<u>Food</u>	Balance	Balance	Balance
									\$25.00	\$20.00	\$25.00
2017											
January											
February	4	2	5	4	0	0	1	4			
March	3	1	3	4	1	0	4	10			
April	4	1	2	3	0	0	4	6			
May	3	0	3	3	0	0	4	5	4		2
Added Cards (35)									12		
June	4	1	1	1	0	0	3	4	9	24	17
July	3	2	2	2	0	0	3	0	6	21	16
August	2	1	3	4	1	0	3	1	3	21	16
September	2	3	1	3	0	0	3	5	0	20	16
October	3	2	2	2	0	0	0	0	0	18	13
November	3	2	2	2	0	0	0	0	0	18	13
December	2	1	1	0	0	0	0	0	0	18	13
	33	16	25	28	2	0	25	35			

	<u>Housing</u>	<u>Gas</u>	<u>Electric</u>	<u>Water</u>	<u>Garbage</u>	<u>Medication</u>	<u>Fuel</u>	<u>Food</u>	Balance	Balance	Balance
									\$25.00	\$20.00	\$25.00
2018											
January	2	1	1	0	0	0	0	3	0	17	11
February	2	1		1			0	0	0	17	11
March	1	1		2			0	0	0	17	11
April	2	1	1	3	1	0	0	0	0	17	11
May	3	1	1	1			24	0	20	17	11
June	3	2	2	2			24	0	20	17	11
July	1	2	3	2			24	0	20	17	11
August	3	1	2	2			5	1	19	17	10
September	1	1	3	2			0	0	19	17	10
October											
November											
December											
	18	11	13	15	1	0					