



TOWNSHIP OF LOCKPORT

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DENISE MUSHRO RUMCHAK
Lockport Township Clerk

AGENDA

TOWN FUND

**August 14, 2018
6:30 PM
Community Center**

**Approval of Minutes- Monthly Meeting July 10, 2018
Workshop Meeting July 31, 2018
Executive Session March 6, 2018**

Approval of Bills- \$145,591.24

Citizens Wishing to Address the Board

Assessor's Report

Clerk's Report

Trustees Comments and Suggestions

Building Report

- **Approval for Meals on Wheels to Utilize the Kitchen**

New Business

- **Approval to Appoint a Committee for Refuse Referendum**
- **Approval to Designate an Honorable Name for a Fairmont Street**
- **Approval for up to 12 People to Attend the TOI Confernece**

Old Business

Meetings and Correspondence

Executive Session

- **If called by the Board. Action may be taken afterwards.**

Adjournment

LOCKPORT, ILLINOIS

JULY 10, 2018

TOWN CLERK'S RECORD BOOK

TOWN FUND

The Lockport Township Board of Trustees met at the Lockport Township Government Building, Community Center, 1463 S. Farrell Road, Lockport, Illinois on Tuesday July 10, 2018 at 6:59 PM with Supervisor Ron Alberico presiding.

Present were Clerk Denise Mushro Rumchak, 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 Rita Facchina from CASA, Julie Carco from Meals on Wheels, Jim Bilotta from Aqua Illinois, Delinda Herod, Bob Loewe, and Grant Spooner filming the meeting. Absent was Assessor Debbi Mason. 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 Delaney, seconded by Boyce to approve the minutes from the previous regular monthly meeting held on June 12, 2018. Commissioner Cielenski would like the minutes to reflect that he was present for the initial phase of the Township's website, but did not stay to assist with the color, layout, style, feel and homepage elements.

MOTION CARRIED

On a Motion of Delaney, seconded by Boyce to approve the total bills and payroll in the amount of \$124,610.41. Roll call vote resulted in Alberico Aye, Bickus Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Citizens Wishing to Address the Board- Delinda Herod stated that the general election is less than four months away. She said she went onto the Wheatland Township website and found an informational letter that was provided to their residents that stated the proposed rate for garbage, recycling and yard waste for each year. Delinda asked Supervisor Alberico if he could request proposals from different haulers so the residents can be informed on their monthly rate. Supervisor Alberico commented he would love to provide this information but needs to check to make sure he is authorized to do so.

There was discussion with the Board in regards to the number of unincorporated Lockport Township voters. Trustee Morelli asked Clerk Rumchak to obtain this information from the Will County Clerk's office.

Assessor's Report- Assessor Mason was absent.

Clerk's Report- Clerk Rumchak informed the Board that the initial phase of the Township website is complete which included the layout, colors and font. The next step will be providing content for each individual page. She informed the officials that they will need to provide updated information for their pages of the website.

Baby/Youth Wellness Clinic will be held on Thursday July 12, 2018 from 10 AM to 1 PM at Advance Pediatric Care in Lockport. Clerk Rumchak stated there are no patients currently scheduled for this clinic. The next Wellness Clinic will be for newborns only.

The Community Baby Shower will be held on Sunday September 16, 2018 from 1 PM to 4 PM at the Lockport Township Government building. Clerk Rumchak mentioned that the Township will be a drop off site and donations are currently being accepted.

Clerk Rumchak filed Resolution No. 2018-2 (garbage, recycling and yard waste disposal) with the Will County Clerk's office today. This referendum will appear on the November election ballot.

The Crest Hill Library will be hosting Grandparents Day Out on Friday August 10, 2018 from 10 AM to 1 PM. Lockport Township will be participating in this event.

The Will County Clerk's office will be mailing out new voter identification cards to all active registered voters in Will County on July 13, 2018. The card will state the resident's precinct and polling place. Clerk Rumchak informed the residents to sign the back of their voter

cards once they receive them. The next election will be held on November 6, 2018.

Trustee Comments and Suggestions- Trustee Bickus suggested asking Wheatland Township to provide their bid packet information so the Township can mimic those documents to obtain proposals from the waste hauler companies. Supervisor Alberico stated that if he is authorized to obtain bids, he would like to provide the monthly proposals rates in the Township's fall newsletter. Supervisor Alberico asked Attorney Mueller to see if it is legal for the Township to obtain waste disposal proposals.

Building Report- Supervisor Alberico stated that last month the Building Committee met and had a discussion in regards to the needs and wants for the building. The members will be creating a priority list of the needs and wants for the building on Wednesday July 11, 2018.

Supervisor Alberico informed the Board that residents were in the building after the Township's offices were closed. The residents were in the building for three to four minutes. As a result of this incident, the building will be updated with more cameras, motion detectors, door contact sensors and panic buttons.

Supervisor Alberico mentioned that there was a bathroom plumbing issue in the Food Pantry. He stated if this problem occurs again, the Food Pantry bathroom will be for employees only. Clerk Rumchak asked Supervisor Alberico who is responsible for the bill. Supervisor Alberico commented the Food Pantry.

Supervisor Alberico disclosed that the enclosure for the garbage dumpsters was completed today.

New Business- Rita Facchina, a representative from CASA, gave an informational speech and expressed her gratitude to the Township Board for their continuous support. Trustee Delaney thanked Rita for her participation in the program.

Julie Carco, director of Meals on Wheels, addressed the Board to request the use of the Township's kitchen and Community Center. She explained that the Meals on Wheels program provides nutritious meals to senior age 60 and older. Meals on Wheels would like to utilize the building Monday through Friday from 9 AM to 1 PM. The kitchen would be used to warm the prepared meals for delivery or for the dining area in the community center. The Board agreed to have a workshop meeting to discuss their request in further detail.

Supervisor Alberico congratulated Delinda Herod and the Fairmont Community Group for being recognized by the NAACP for their contributions to the community.

Old Business- Supervisor Alberico stated that Canal Days in Lockport was a success.

Supervisor Alberico received a thank you letter from AARP, Bridges to a New Day and Golden Age Club for the Township's donation.

The Lockport Township Park District sent a thank you letter for the Township participation in the Touch a Truck event.

Supervisor Alberico stated that the Board needs to go into an executive session to discuss property. Supervisor Alberico invited Collector Johnson, Attorney Mueller and Jim Bilotta from Aqua Illinois to join the Board in executive session.

On a Motion of Delaney, seconded by Boyce to come out of regular session at 7:33 PM.

MOTION CARRIED

On a Motion of Bickus, seconded by Delaney to go back into regular session at 8:38 PM, everyone that went into executive session meeting was present: Supervisor, Clerk, four Trustees, Collector and Attorney.

MOTION CARRIED

On a Motion of Bickus, seconded by Boyce to adjourn the meeting at 8:39 PM.

MOTION CARRIED

LOCKPORT, ILLINOIS

JULY 31, 2018

WORKSHOP MEETING

TOWN CLERK'S RECORD BOOK

TOWN FUND

A workshop meeting was held on Tuesday, July 31, 2018, 6:00 PM at Lockport Township Government, 1463 S. Farrell Road, Lockport, IL 60441, in the Multi-Purpose Room #127. Supervisor Ron Alberico presiding.

Present were Trustees Gregg Bickus, Barb Boyce, Barb Delaney and Dean Morelli and Deputy Clerk Jessica Strickland. Also present was Julie Carco from Meals on Wheels. Absent were Clerk Denise Rumchak and Assessor Debbi Mason. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, on the Township website (Clerk's section), and the calendar and also on the Multi-Purpose door.

The meeting was held to answer any questions or concerns with Meals on Wheels occupying the kitchen and Community Center Monday through Friday from 9 AM to 1 PM at the Lockport Township Government building.

Trustee Delaney asked Julie Carco to announce the Meals on Wheels mission statement. Julie stated the primary mission is to provide one hot nourishing meal per day, both in a congregate setting and to the homebound seniors.

Trustee Delaney inquired about the everyday action of the staff and hours of operation. Julie commented that all the meals are cooked in a commissary kitchen in Batavia and then delivered to the facility at approximately 8:30 AM. Julie explained that one staff member will need to be in the building at 8:00 AM to turn the warming ovens on. The staff will then package the meals per route. There is a total of 57 meals that are delivered. The drivers will start their route at 10:15-10:45 AM and should return within an hour. Julie mentioned that the site manager will be preparing the meals for any seniors who attend the congregated dining. Trustee Delaney stated it is unfair to not allow other organizations to use the Community Center until after 1 PM. Trustee Delaney is also concerned about the seniors disturbing the government offices during congregate dining. The Board discussed Meals on Wheels utilizing the multi-purpose room for congregate dining.

There was discussion with the Board about the mandatory licenses and certificates needed for Meals on Wheels to operate out of the Township building kitchen.

Trustee Bickus asked Supervisor Alberico what renovations are currently being done to the kitchen. Supervisor Alberico commented that per the Health Department, the sinks need to have three equal compartments. These sinks are currently being installed by the maintenance men. The Board walked to the kitchen and discussed the renovations that still need to be completed to pass the Health Department inspection. Julie Carco mentioned that Meals on Wheels will need an area to place the warming ovens and at least two drawers with locks to store paperwork with personal information. Trustee Delaney mentioned that the Board agreed that if any organization received approval to utilize the kitchen, that they would have to pay for any renovations. Trustee Delaney asked Supervisor Alberico who is paying for the renovations. Supervisor Alberico commented that the Township is paying because Meals on Wheels does not have the money and the kitchen needs to be up to code.

Trustee Morelli asked Julie Carco if Meals on Wheels has been asked to leave their current location. Julie commented no, but the current location does not have the best layout for seniors. Trustee Morelli asked if their organization looked anywhere else to relocate. Julie stated they did look into Central Square and it was not a possibility. Trustee Morelli expressed his concern that no other organization would be able to use the kitchen until have 1 PM and suggested having multiple locations for this program. Julie

explained that it needs to be a permanent location per the contract with the funding source.

Trustee Morelli asked how the staff member from Meals on Wheels would access the building at 8 AM. Supervisor Alberico stated they would receive a fob to enter.

There was discussion with the Board in regards to parking issues.

Trustee Bickus asked if an agreement/contract has been created. Supervisor Alberico stated he received a contract from Meals on Wheels and sent the document to the attorney to be reviewed.

There was additional discussion with the Board and Julie Carco.

On a Motion of Boyce, seconded by Delaney to adjourn at 6:27 PM.

MOTION CARRIED

DENISE MUSHRO RUMCHAK, TOWN CLERK

TOWN FUND MEETING

August 14, 2018

CHECKS WRITTEN TO BE APPROVED:

White Oak Library District	Library Replacement Tax - July 2018	000-3422	37,213.05
US Postal Service	Postage - Assessor	001-6511	300.00
Secretary Of State	Miscellaneous - Notary-G. Penaherrera	001-6900	10.00
Ready Refresh by Nestle	Miscellaneous - Assessor	001-6900	36.92
Gary Mueller	Legal - Clerk	002-5330	78.00
Shaw Media	Publishing - Town Clerk (Prevailing Wage)	002-5530	97.28
Ready Refresh by Nestle	Miscellaneous - Town Clerk - water	002-6900	3.33
Quill Corporation	Equipment Purchase - Calculator	003-8300	130.99
Health Care Service Corp	Hospital - August 2018	004-4510	13,304.91
Euclid Manager	Delta Dental & Vision - August 2018	004-4510	710.10
Reliance Standard Life Ins	Life Insurance - August 2018	004-4510	313.20
IL Direct. Of Employ. Security	Unemployment Ins. 2nd Qtr of 2018	004-4530	330.12
IMRF	IMRF - July 2018	004-4620	2,684.08
ESI Hosted Services	Data Communications - Town	004-5520	268.45
AT&T	Data Communications - Town	004-5520	63.28
Comcast Cable	Data Communications - Town	004-5520	309.55
Com Ed	Utilities	004-5710	1,335.71
Nicor	Utilities	004-5710	84.77
Illinois State University	Scholarship for Allison Hankins	004-5999	1,000.00
University of Illinois	Scholarship for Daniel Spatz	004-5999	1,000.00
Lockport FISH Pantry	FISH Pantry	004-6007	1,600.00
Quinlan Security Systems	Alarm Maint - Install/Config Exacq Client Software	004-8921	145.00
Quinlan Security Systems	Alarm Maint - 3 mos cellular monitoring/ disarming	004-8921	140.37
Business Card	Custodial Supplies	004-8925	199.93
Business Card	Custodial Supplies	004-8925	65.71
Do All Fence	Capital Improvements - Dumpster Enclosure	004-8930	5,875.00
Meurer & Sons Plumbing	Capital Improvements - Gas Leak	004-8930	1,724.33
Business Card	Projects	004-8935	6.70
Citi Cards	Projects - Canal Day Parade	004-8935	279.80
Payroll Account	FICA 7-20-2018	004-4610	769.41
Payroll Account	FICA 8-3-2018	004-4610	821.15
Payroll Account	FICA Officials 8/1/18	004-4610	1,536.55
Payroll Account	Medicare 7/20/18	004-4615	179.97
Payroll Account	Medicare 8/3/18	004-4615	192.04
Payroll Account	Medicare Officials 8/1/18	004-4615	359.34

Ron Alberico	Salary 7/1/2018 through 7/31/2018	004-4311	6,137.92
Denise Rumchak	Salary 7/1/2018 through 7/31/2018	004-4312	4,738.17
Debbi Mason	Salary 7/1/2018 through 7/31/2018	004-4313	5,502.58
John Cielenski	Salary 7/1/2018 through 7/31/2018	004-4314	5,649.17
Ron Alberico	R & B Treas. 7/1/2018 through 7/31/2018	004-4315	83.37
Barb Boyce	Salary 7/1/2018 through 7/31/2018	004-4316	750.00
Dean Morelli	Salary 7/1/2018 through 7/31/2018	004-4316	750.00
Barb Delaney	Salary 7/1/2018 through 7/31/2018	004-4316	750.00
Gregg Bickus	Salary 7/1/2018 through 7/31/2018	004-4316	750.00
Karen Johnson	Salary 7/1/2018 through 7/31/2018	004-4317	50.00
Barb Delaney	Reimb for July 2018 Hospitalization	004-4510	554.80

Salaries - Payroll Account

Gloria Penaherrera	Salary 7/9/2018 through 7/20/2018	001-4203	814.27
Mary Ann Williamson	Salary 7/9/2018 through 7/20/2018	001-4205	1,340.38
Stephanie Flores	Salary 7/9/2018 through 7/20/2018	001-4207	1,379.81
Assessor - Part Time - M. Flores	Salary 7/9/2018 through 7/20/2018	001-4210	318.00
Assessor - Part Time - K. Mason	Salary 7/9/2018 through 7/20/2018	001-4210	0.00
Assessor - Part Time - M. Ivey	Salary 7/9/2018 through 7/20/2018	001-4210	408.00
Assessor - Part Time - J. Hager	Salary 7/9/2018 through 7/20/2018	001-4210	310.50
Assessor - Part Time - D.McMillin	Salary 7/9/2018 through 7/20/2018	001-4210	0.00
Assessor - Part Time - B Scialabba	Salary 7/9/2018 through 7/20/2018	001-4210	270.00
Cheryl Vance	Salary 7/9/2018 through 7/20/2018	001-4220	948.27
Madie Holndoner	Salary 7/9/2018 through 7/20/2018	001-4221	730.62
Debra Scialabba	Salary 7/9/2018 through 7/20/2018	001-4222	730.62
Dennis Cooper	Salary 7/9/2018 through 7/20/2018	001-4223	814.27
Anthony Pacilli	Salary 7/9/2018 through 7/20/2018	001-4224	950.00
Jessica Strickland	Salary 7/9/2018 through 7/20/2018	002-4201	1,299.38
Extra Hours - Jess Strickland	Salary 7/9/2018 through 7/20/2018	002-4211	48.12
Clerk - Part Time - Ann Brunzie	Salary 7/9/2018 through 7/20/2018	002-4210	228.00
Sharon Hartley	Salary 7/9/2018 through 7/20/2018	003-4201	2,148.96
Bev Alberico	Salary 7/9/2018 through 7/20/2018	003-4210	156.00

Salaries - Payroll Account

Gloria Penaherrera	Salary 7/23/2018 through 8/3/2018	001-4203	814.27
Mary Ann Williamson	Salary 7/23/2018 through 8/3/2018	001-4205	1,340.38
Stephanie Flores	Salary 7/23/2018 through 8/3/2018	001-4207	1,379.81
Assessor - Part Time - M. Flores	Salary 7/23/2018 through 8/3/2018	001-4210	318.00
Assessor - Part Time - M. Ivey	Salary 7/23/2018 through 8/3/2018	001-4210	360.00
Assessor - Part Time - J. Hager	Salary 7/23/2018 through 8/3/2018	001-4210	540.00
Assessor - Part Time - K Masoner	Salary 7/23/2018 through 8/3/2018	001-4210	468.00
Assessor - Part Time - D.McMillin	Salary 7/23/2018 through 8/3/2018	001-4210	0.00
Assessor - Part Time - B Scialabba	Salary 7/23/2018 through 8/3/2018	001-4210	540.00
Cheryl Vance	Salary 7/23/2018 through 8/3/2018	001-4220	948.27
Madie Holndoner	Salary 7/23/2018 through 8/3/2018	001-4221	730.62
Debra Scialabba	Salary 7/23/2018 through 8/3/2018	001-4222	730.62
Dennis Cooper	Salary 7/23/2018 through 8/3/2018	001-4223	814.27
Anthony Pacilli	Salary 7/23/2018 through 8/3/2018	001-4224	950.00
Jessica Strickland	Salary 7/23/2018 through 8/3/2018	002-4201	1,299.38
Jessica Strickland 3-x hrs	Salary 7/23/2018 through 8/3/2018	002-4211	72.18
Clerk - Part Time - Ann Brunzie	Salary 7/23/2018 through 8/3/2018	002-4211	198.00
Clerk - Part Time - Candi ThuringerAn	Salary 7/23/2018 through 8/3/2018	002-4210	0.00
Sharon Hartley	Salary 7/23/2018 through 8/3/2018	003-4201	2,148.96
Bev Alberico	Salary 7/23/2018 through 8/3/2018	003-4210	78.00

125,511.01

BILLS TO BE APPROVED

Velocita	Equipment Maintenance - Assessor	001-5120	247.80
Quill	Office Supplies - Assessor	001-6510	566.31
Cirone Computer Consulting, Inc	Equipment Purchase - Assessor	001-8300	8,645.00
US Bank	Equipment Purchase - Assessor	001-8300	525.82
Martin Whalen	Equip. Maint - Town Clerk	002-5120	188.37
Velocita	Equip. Maint - Town Clerk	002-5120	697.95
PNC Bank	Office Supplies - Town Clerk	002-6510	40.07
Velocita	Office Supplies - Town Clerk	002-6510	28.00
Quill	Office Supplies - Town Clerk	002-6510	150.93
Velocita	Equipment Purchase -Town Clerk	002-8300	1,409.50
Velocita	Equip. Maint - Supervisor	003-5120	209.70
Ron Alberico	Training - Travel Expense	003-5630	112.27
Velocita	Equip Purchase - Supervisor	003-8300	1,320.20
Quill	Equip Purchase - Supervisor	003-8300	246.97
Gary Mueller	Legal	004-5330	1,378.00
City of Lockport - Water	Utilities	004-5710	66.32
ComEd	Utilities	004-5710	1,516.63
Pace	Pace-April/May 2018	004-5740	1,022.27
Romeoville Area Chamber of Com.	Miscellaneous - Dues	004-6900	100.00
Mark Klement	Yard Maint	004-8922	600.00
Warehouse Direct	Cust. Supplies	004-8925	133.18
Kin-Ko Ace Central Office	Capital Improvements	004-8930	17.94
Indiquoise	Projects - Website	004-8935	440.00
Transport Safety Lane	Projects -Truck Safety Lane	004-8935	31.00
Shred X	Projects - GA & Water	004-8935	155.00
Velocita	Projects	004-8935	231.00

BILLS TO BE APPROVED**20,080.23****CHECKS WRITTEN TO BE APPROVED****125,511.01****BILLS TO BE APPROVED****20,080.23****TOTAL TO BE APPROVED****145,591.24**

August 14, 2018

MONTH August 14, 2018

ACC'T #	CATEGORY	APPROP.	EXPENDED	BALANCE	TO BE	
					APPROVED	BALANCE
1-4203	Dep. Assessor-G.Penaherrera	21,171.00	(8,142.68)	13,028.32	(1,628.54)	11,399.78
1-4205	Dep. Assessor-M. Williamson	34,850.00	(13,403.92)	21,446.08	(2,680.76)	18,765.32
1-4207	Comm. Appraiser - S. Flores	45,672.00	(13,798.04)	31,873.96	(2,759.62)	29,114.34
1-4210	Part Time Employees	30,000.00	(13,044.00)	16,956.00	(3,532.50)	13,423.50
1-4211	Extra Hours Worked-O.T.	4,000.00	(248.75)	3,751.25	0.00	3,751.25
1-4220	Clerical Full Time-C Vance	24,665.00	(9,482.68)	15,182.32	(1,896.54)	13,285.78
1-4221	Full Time - Clerical M. Holndoner	19,000.00	(4,749.03)	14,250.97	(1,461.24)	12,789.73
1-4222	Full Time - Clerical D. Scialabba	19,000.00	(7,306.20)	11,693.80	(1,461.24)	10,232.56
1-4223	Full Time - Clerical D. Cooper	21,171.00	(8,142.68)	13,028.32	(1,628.54)	11,399.78
1-4224	Dep. Comm Appraiser -J. Pacilli	30,750.00	(9,500.00)	21,250.00	(1,900.00)	19,350.00
1-5120	Equipment Maintenance	12,000.00	(3,293.65)	8,706.35	(247.80)	8,458.55
1-5330	Legal Service	1,000.00	0.00	1,000.00	0.00	1,000.00
1-5490	Appraisals	1,000.00	0.00	1,000.00	0.00	1,000.00
1-5495	Consultant	1,000.00	0.00	1,000.00	0.00	1,000.00
1-5520	Telephone - Assessor	100.00	0.00	100.00	0.00	100.00
1-5530	Publishing	300.00	0.00	300.00	0.00	300.00
1-5540	Printing	500.00	0.00	500.00	0.00	500.00
1-5610	Dues	500.00	(20.00)	480.00	0.00	480.00
1-5630	Training	8,000.00	(1,973.14)	6,026.86	0.00	6,026.86
1-5650	Publications	300.00	0.00	300.00	0.00	300.00
1-6510	Office Supplies	3,500.00	(2,661.06)	838.94	(566.31)	272.63
1-6511	Postage	300.00	0.00	300.00	(300.00)	0.00
1-6900	Miscellaneous	1,500.00	(237.62)	1,262.38	(46.92)	1,215.46
1-6990	Contingency	2,500.00	0.00	2,500.00	0.00	2,500.00
1-8300	Equipment Purchase	20,000.00	(2,334.69)	17,665.31	(9,170.82)	8,494.49
		302,779.00	(98,338.14)	204,440.86	(29,280.83)	175,160.03

Add back:

LOCKPORT TOWNSHIP TOWN FUND BUDGET SHEET 2018 - 2019

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MONTH August 14, 2018

ACC'T #	CATEGORY	APPROP.	EXPENDED	BALANCE	TO BE	
					APPROVED	BALANCE
2-4201	Town Clerk Secretary	33,784.00	(12,993.92)	20,790.08	(2,598.76)	18,191.32
2-4210	Town Clerk Part Time	9,000.00	(3,660.00)	5,340.00	(426.00)	4,914.00
2-4211	Extra Hours Worked-O.T.	1,000.00	(693.82)	306.18	(120.30)	185.88
2-5120	Town Clerk Equip. Maint.	10,500.00	(2,441.57)	8,058.43	(886.32)	7,172.11
2-5330	Legal Service	2,000.00	(625.00)	1,375.00	(78.00)	1,297.00
2-5530	Town Clerk Publishing	1,000.00	(375.36)	624.64	(97.28)	527.36
2-5540	Town Clerk Printing	1,500.00	0.00	1,500.00	0.00	1,500.00
2-5610	Town Clerk Dues	500.00	(350.00)	150.00	0.00	150.00
2-5630	Town Clerk In Training	1,000.00	0.00	1,000.00	0.00	1,000.00
2-5920	Town Clerk Gen. Ins.	100.00	0.00	100.00	0.00	100.00
2-6510	Town Clerk Office Sup.	2,500.00	(247.69)	2,252.31	(219.00)	2,033.31
2-6511	Town Clerk Postage	500.00	0.00	500.00	0.00	500.00
2-6900	Town Clerk Misc.	1,000.00	(107.30)	892.70	(3.33)	889.37
2-6990	Town Clerk Contingency	1,000.00	0.00	1,000.00	0.00	1,000.00
2-8300	Town Clerk Equip. Purc.	3,500.00	0.00	3,500.00	(1,409.50)	2,090.50
		68,884.00	(21,494.66)	47,389.34	(5,838.49)	41,550.85

Add Back:

3-4201	Supervisor Bookkeeper	55,873.00	(21,489.64)	34,383.36	(4,297.92)	30,085.44
3-4202	Media/Bookkeeper	7,500.00	0.00	7,500.00	0.00	7,500.00
3-4210	Supervisor Part Time	3,500.00	(1,882.00)	1,618.00	(234.00)	1,384.00
3-4211	Extra Hours Worked-O.T.	2,000.00	0.00	2,000.00	0.00	2,000.00
3-5110	Building Maintenance	300.00	0.00	300.00	0.00	300.00
3-5120	Equipment Maintenance	2,500.00	(29.25)	2,470.75	(209.70)	2,261.05
3-5530	Publishing	600.00	0.00	600.00	0.00	600.00
3-5540	Printing	600.00	(113.50)	486.50	0.00	486.50
3-5610	Dues	300.00	(35.00)	265.00	0.00	265.00
3-5630	Training	500.00	(40.00)	460.00	(112.27)	347.73
3-5920	General Insurance	100.00	0.00	100.00	0.00	100.00
3-6510	Office Supplies	1,500.00	(512.56)	987.44	0.00	987.44
3-6900	Miscellaneous	500.00	0.00	500.00	0.00	500.00
3-6990	Contingency	1,500.00	0.00	1,500.00	0.00	1,500.00
3-8300	Equipment Purchase	6,000.00	(1,387.30)	4,612.70	(1,698.16)	2,914.54
		83,273.00	(25,489.25)	57,783.75	(6,552.05)	51,231.70

TOTAL PAGE TWO	152,157.00	(46,983.91)	105,173.09	(12,390.54)	92,782.55
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Add Back:

LOCKPORT TOWNSHIP TOWN FUND BUDGET SHEET 2018 - 2019

PAGE 3

MONTH August 14, 2018

ACC'T #	CATEGORY	APPROP.	EXPENDED	BALANCE	TO BE	
					APPROVED	BALANCE
4-4311	Supervisor	73,217.00	(30,251.40)	42,965.60	(6,137.92)	36,827.68
4-4312	Town Clerk	56,520.00	(23,352.43)	33,167.57	(4,738.17)	28,429.40
4-4313	Assessor	66,362.00	(27,512.90)	38,849.10	(5,502.58)	33,346.52
4-4314	Highway Commissioner	67,387.00	(27,842.47)	39,544.53	(5,649.17)	33,895.36
4-4315	R & B Treasurer	1,000.00	(416.65)	583.35	(83.37)	499.98
4-4316	Board of Trustees	36,000.00	(15,000.00)	21,000.00	(3,000.00)	18,000.00
4-4317	Collector	600.00	(250.00)	350.00	(50.00)	300.00
4-4320	M. Turrisi - Payroll Clerk	26,394.00	0.00	26,394.00	0.00	26,394.00
4-4510	Hospitalization	200,000.00	(61,137.76)	138,862.24	(14,883.01)	123,979.23
4-5310	Accounting Service	27,000.00	0.00	27,000.00	0.00	27,000.00
4-5320	Engineering	5,000.00	0.00	5,000.00	0.00	5,000.00
4-5330	Legal Service	15,000.00	(6,050.00)	8,950.00	(1,378.00)	7,572.00
4-5490	Consulting-Quickbooks/Payroll	10,000.00	0.00	10,000.00	0.00	10,000.00
4-5520	Data Communications	10,000.00	(2,975.55)	7,024.45	(641.28)	6,383.17
4-5660	Seminars / Workshops	4,000.00	0.00	4,000.00	0.00	4,000.00
4-5710	Utilities	10,000.00	(5,553.45)	4,446.55	(3,003.43)	1,443.12
4-5740	Pace Bus	6,000.00	(1,367.02)	4,632.98	(1,022.27)	3,610.71
4-5745	Cable TV - Lockport	500.00	0.00	500.00	0.00	500.00
4-5746	Cable TV - Crest Hill	500.00	(500.00)	0.00	0.00	0.00
4-5750	State of the City	1,000.00	(380.00)	620.00	0.00	620.00
4-5950	Mosquito Control	40,000.00	(39,348.00)	652.00	0.00	652.00
4-5960	Township Cleanup	5,000.00	0.00	5,000.00	0.00	5,000.00
4-5980	E.M.A. Formerly ESDA	2,500.00	0.00	2,500.00	0.00	2,500.00
4-6900	Miscellaneous	3,000.00	(1,688.91)	1,311.09	(100.00)	1,211.09
4-6990	Contingency	20,000.00	0.00	20,000.00	0.00	20,000.00
4-8900	Building Maint.-F.T.	14,000.00	0.00	14,000.00	0.00	14,000.00
4-8910	Building Maint.-P.T.	12,000.00	0.00	12,000.00	0.00	12,000.00
4-8920	Elevator Maint.	1,500.00	(1,181.38)	318.62	0.00	318.62
4-8921	Alarm Maint.	3,000.00	0.00	3,000.00	(285.37)	2,714.63
4-8922	Yard Maint.	3,000.00	(1,563.96)	1,436.04	(600.00)	836.04
4-8925	Custodial Supplies	5,000.00	(1,026.70)	3,973.30	(398.82)	3,574.48
4-8930	Capital Improvements	100,000.00	(15,548.14)	84,451.86	(7,617.27)	76,834.59
4-8935	Projects	150,000.00	(34,460.08)	115,539.92	(1,143.50)	114,396.42
		975,480.00	(297,406.80)	678,073.20	(56,234.16)	621,839.04

Add back:

LOCKPORT TOWNSHIP TOWN FUND BUDGET SHEET 2018 - 2019

PAGE 4

MONTH August 14, 2018

ACC'T #	CATEGORY	APPROP.	EXPENDED	BALANCE	TO BE	
					APPROVED	BALANCE
04-5982	Guardian Angel Home	500.00	0.00	500.00	0.00	500.00
04-5984	Community Service Council	500.00	0.00	500.00	0.00	500.00
04-5986	Historical Society	500.00	0.00	500.00	0.00	500.00
04-5992	Child Advocacy	1,000.00	0.00	1,000.00	0.00	1,000.00
04-5993	Habitat For Humanity	6,400.00	0.00	6,400.00	0.00	6,400.00
04-5995	Joyful Again	250.00	0.00	250.00	0.00	250.00
04-5996	Circle of Love	500.00	0.00	500.00	0.00	500.00
04-5997	Hospice	2,000.00	(2,000.00)	0.00	0.00	0.00
04-5998	Misc. Community Programs	1,500.00	(100.00)	1,400.00	0.00	1,400.00
04-5999	Scholarship Program	4,000.00	(1,000.00)	3,000.00	(2,000.00)	1,000.00
04-6000	United Way	500.00	0.00	500.00	0.00	500.00
04-6001	Crisis Line	500.00	0.00	500.00	0.00	500.00
04-6002	WILCO	250.00	0.00	250.00	0.00	250.00
04-6004	Care Trak	1,000.00	0.00	1,000.00	0.00	1,000.00
04-6005	Bridges to a New Day	100.00	(100.00)	0.00	0.00	0.00
04-6006	Fairmont Food Pantry	3,500.00	(3,000.00)	500.00	0.00	500.00
04-6007	Lockport FISH Pantry	19,200.00	(8,000.00)	11,200.00	(1,600.00)	9,600.00
04-6008	Youth Music Program	3,000.00	(860.79)	2,139.21	0.00	2,139.21
04-6010	CASA	2,000.00	0.00	2,000.00	0.00	2,000.00
		<u>47,200.00</u>	<u>(15,060.79)</u>	<u>32,139.21</u>	<u>(3,600.00)</u>	<u>28,539.21</u>
	add back:					
04-4530	Unemployment Ins.	3,000.00	(273.65)	2,726.35	(330.12)	2,396.23
04-4610	FICA	44,600.00	(15,436.69)	29,163.31	(3,127.11)	26,036.20
04-4615	MEDICARE	10,600.00	(3,617.15)	6,982.85	(731.35)	6,251.50
04-4620	IMRF	45,000.00	(11,047.37)	33,952.63	(2,684.08)	31,268.55
04-5910	Liability Insurance	42,000.00	(26,597.24)	15,402.76	0.00	15,402.76
		<u>145,200.00</u>	<u>(56,972.10)</u>	<u>88,227.90</u>	<u>(6,872.66)</u>	<u>81,355.24</u>
	add back:					
	TOTAL PAGE FOUR	<u>192,400.00</u>	<u>(72,032.89)</u>	<u>120,367.11</u>	<u>(10,472.66)</u>	<u>109,894.45</u>
	TOTAL PAGE 1	302,779.00	(98,338.14)	204,440.86	(29,280.83)	175,160.03
	TOTAL PAGE 2	152,157.00	(46,983.91)	105,173.09	(12,390.54)	92,782.55
	TOTAL PAGE 3	975,480.00	(297,406.80)	678,073.20	(56,234.16)	621,839.04
	TOTAL PAGE 4	192,400.00	(72,032.89)	120,367.11	(10,472.66)	109,894.45
		<u>1,622,816.00</u>	<u>(514,761.74)</u>	<u>1,108,054.26</u>	<u>(108,378.19)</u>	<u>999,676.07</u>

RECAPITULATION

Beginning of month balance as of:	6/1/18	
Certificates of Deposit		\$ 500,000.00
Savings Account		1,285,256.71
Checking Account		22,242.98
		<hr/>
		\$ 1,807,499.69
Revenue		607,089.91
Expenditures		(110,959.51)
		<hr/>
		\$ 2,303,630.09
Non-Revenue		
Sale of Warrant		0.00
Payment of Warrant		0.00
		<hr/>
End of month balance as of:	6/30/18	*\$ 2,303,630.09
Certificate of Deposit/Money Market		500,000.00
Saving Account		1,792,346.62
Checking Account		11,283.47
		<hr/>
		*\$ 2,303,630.09
Non-Revenue;Outstanding		
Bond		0.00
Tax Warrant		0.00

REVENUE:

6/7/18	Will Cty Treasurer;2017 R.E.Taxes,Mobile Home,Back Tax Adj	455,589.09
6/8/18	Misc Fees;Passport-L.Ely	35.00
6/8/18	Quill Corp;Refund-Overpayment;Town Clerk	205.99
6/8/18	Harris Bank;Interest-CD#5028	350.61
6/21/18	Will Cty Treasurer;2017 R.E.Taxes	150,883.23
6/29/18	First Midwest Bank:Interest on Savings	25.99
		<hr/>
		607,089.91

Checking Book Balance	6/29/18	11,283.47
Outstanding Checks		21,788.20
Checking Bank Balance	6/29/18	<hr/> 33,071.67

OUTSTANDING CHECKS

<u>Number</u>	<u>Amount</u>
19555	19.56
19584	500.00
19586	100.00
19609	13,304.91
19611	313.20
19612	52.90
19619	58.34
19620	200.00
19623	7,171.40
19624	40.00
19625	27.89
	<hr/>
	21,788.20

**MEMORANDUM OF AGREEMENT
(NON-FINANCIAL)
BETWEEN
(TO BE COMPLETED)
AND**

Kankakee County Community Services, Inc. of Will County

This agreement is entered between the (TO BE COMPLETED) Nutrition Program (AGENCY) and the (SITE) for the achievement of optimal service delivery to the residents of Will County.

The parties of this agreement hereby confirm cooperative planning and co-ordination of services in the best interest of older adults in Will County.

The (AGENCY) and (SITE) agrees to the following.

1. **RENTAL FEE:** The (SITE) agrees to provide space to the (AGENCY) free of charge. This shall include kitchen facilities and dining area, including tables, chairs, and storage space. (SITE) further agrees to allow agency employees and agents access to washroom facilities and ingress and egress to and from space provided.
2. **AGREEMENT TERMS:** The terms of this Agreement shall commence on the 1st day of October, (YEAR) and shall terminate the 30th day of September, (YEAR) or pursuant to the provisions of paragraph 5 of this agreement.
3. **PURPOSE OF AGREEMENT:** The purpose of this agreement is for the preparation of serving hot meals to any eligible older adult and for the purpose of educational and recreational programs for such senior citizens. (AGENCY) reserves the right to refuse service to any individual because of disruptive behavior to the program. Any person refused service shall be informed of the appeals process in writing. (AGENCY) agrees not to discriminate against any person because of race, color, religion, sex, national origin or ancestor.
4. **HOURS OF AGREEMENT:** The premises shall be made available to the (AGENCY) during the hours of (TO BE COMPLETED), Monday through Friday, except for holidays (unless otherwise specified).
5. **TERMINATION OF AGREEMENT:** It is agreed that this Agreement is for a period of twenty four (24) months. It is further agreed that this Agreement may be terminated upon thirty (30) days written notice by either the (AGENCY) or the (SITE).

6. MAINTENANCE, REPAIRS, UTILITIES, AND ADHERENCE TO SAFETY AND HEALTH CODES: It is mutually agreed the (SITE) shall be responsible for all maintenance costs, janitorial services, pest control, waste disposal, utility costs, and cost of repairs both structural and non-structural.

(SITE) shall maintain building in compliance with the fire and safety codes as well as the public health department requirements regarding food service. (SITE) shall provide (AGENCY) Copies of fire inspections and pest control services.

(AGENCY) agrees to pay for their telephone.

7. PERSONAL PROPERTY: It is mutually agreed that a written inventory is taken of any items or equipment belonging to the (SITE) and may not be removed by the (AGENCY) upon termination of the Agreement. Any items or equipment belonging to the (AGENCY) may be removed upon said termination.

8. INSURANCE: The (AGENCY) covenants and agrees to protect and save harmless the (SITE) from any and all claims for injuries to persons or property by reason of any accident or happening upon the premises during the lease time in which the accident or happening was due to the fault of the (AGENCY), its' Employees or Agents. The (AGENCY) agrees to protect the site under its' general liabilities insurance coverage, the amount of such liability insurance shall be the limit presently carried by the certificate of insurance if required.

9. AGENCY / SITE CLOSING: In the event (AGENCY) must close due to weather or some other unavoidable circumstance, the (AGENCY) will notify WJOL (1340am) by 7:00am that day. When the (AGENCY) is closed the Nutrition Program and all other services are cancelled at every location. The (AGENCY) cannot authorize another entity to operate the Nutrition Program and be in compliance with our insurance coverage. The Site Manager, Volunteers, and scheduled programs for that day will be notified as early as possible. If and when possible clients will be called but it must be understood that calls cannot be placed to over 700 clients. The Host Agency will be contacted if at all possible.

10. NOTICES: All notices required or permitted hereunder shall be in writing and may be given through the mail or delivered during business hours in care of the Executive Director, (TO BE COMPLETED), 25 1 N. Center St., Joliet, IL. 60435 or to the (SITE) until further notice to the contrary is given.

11. WILL COUNTY HEALTH DEPARTMENT REGULATIONS:

It is agreed that the (SITE) will ensure that the facilities are kept up to the standards of the Will County Health Department.

12. **FIRE/SAFETY:** The (SITE) will ensure that the facilities are kept up to the standards set forth by local and state fire code requirements.

13. **504 COMPLIANCE:** (SITE) Agrees to maintain or to bring into compliance, at no charge to the program, the facility used by the (AGENCY). Federal law requires compliance by 1994.

14. **TOBACCO USE:** The (SITE) will be maintained as a no smoking/or tobacco use. If the host agency has an area designated for tobacco use, it is agreed our participants will use said area, otherwise all tobacco use will be outside the building.

It is hereby understood that neither party of this agreement has an obligation to pay wages, salaries, insurance or their benefits to staff members of the other party.

The agreement shall be reviewed by the (AGENCY'S) Directors annually and updated as needed.

EXECUTIVE DIRECTOR
(AGENCY)

DESIGNATED REPRESENTATIVE
(SITE)

DATE

DATE

For your info, the following are my comments:

- A. Rental Fee---note that the proposal has the Township providing the tables, chairs, and storage space for the same. Though I anticipate storage space can be worked out, I am not in a position to determine whether or not the Township has the requisite tables and chairs needed for Meals on Wheels;
- B. Agreement to Terms---be cognizant of the timeline here. I would not advise setting a timeline that surpasses the current, remaining term of office for the elected officials. After the election, the then-constituted Board could reconfirm the commitments of this Memorandum;
- C. Hours of Agreement----obviously, make sure that the timeline in this agreement matches the current operating time for the Township. According to the presentation to the Board, there should NOT be a need for meal preparation to commence prior to 9:00 am;
- D. Termination of agreement---though I am in favor of the 30 day notice provision on behalf of the Township, this verbiage should be strengthened to indicate that termination may be for or without cause;
- E. Maintenance----I believe that the Food Pantry pays for its own dumpster. I also believe the Pantry is to pay for any pest/rodent control, as needed. Meals on Wheels should have to pay for pest/rodent control as well as any dumpster or garbage needed. Concerning janitorial fees, it may be prudent to determine the extent of the janitorial services that are envisioned for this program. We may need to make sure that this project does not unduly burden our janitorial staff (or, for example, require hiring another janitorial position to cover the work required by Meals on Wheels);
- F. Insurance---whatever insurance Meals has needs to be shared with the Township's insurance provider. The Township's insurance provider needs to approve the policy and limits of coverage provided. The proposed language to this agreement only provides that Meals will provide insurance at a level/limit "presently carried by the certificate of insurance, if required". I am not sure what this means;
- G. Paragraph 11---I expect that the Township will be in compliance with the Will County Health Department regulations, however, Meals will be preparing hot meals. This is totally different than the Food Pantry. If Meals is doing something violative of the regulations of the County Health Department, Township cannot be required to "fix" this or these violations; Meals will be and will remain in control over how the service is provided and the meals prepared;
- H. 504 Compliance--- I do not know the dictates of this provision of Federal Law. Without further clarification, the Township must be provided with the specific terms as this Agreement requires the Township to maintain the building in compliance with this (unknown) Federal guideline.

Please let me know if you need anything further concerning this potential user of the building. Take care. Thank you for allowing me to review this proposal.

Gary

**Township Officials of Illinois Annual Educational Conference
Advance Registration Form
November 11 – 13, 2018**

(Please use one form per delegate; if paying for multiple delegates with one check/credit card,
please submit forms together for accurate processing)

Advance Registration Deadline is October 26, 2018

<p>SECTION I – REGISTRATION INFORMATION</p> <p>County: _____ Township: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>City: _____ State: _____ Zip Code: _____</p> <p>Phone: _____</p> <p>Email: _____</p>	<p>Township Position:</p> <p><input type="checkbox"/> Assessor</p> <p><input type="checkbox"/> Attorney</p> <p><input type="checkbox"/> GA Caseworker</p> <p><input type="checkbox"/> Highway Commissioner</p> <p><input type="checkbox"/> Senior Citizen</p> <p><input type="checkbox"/> Supervisor</p> <p><input type="checkbox"/> Tax Collector</p> <p><input type="checkbox"/> Township Clerk</p> <p><input type="checkbox"/> Trustee</p> <p><input type="checkbox"/> Youth Committee</p> <p><input type="checkbox"/> Other _____ (specify)</p>
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SECTION II – REGISTRATION FEES

MEMBERS

**Registrations received on or before
October 26, 2018:**

Full Registration – \$165 per person
Monday Registration Only – \$110 per person
Tuesday Registration Only – \$95 per person

On-site registration:

Full Registration – \$195 per person
Monday Registration Only – \$135 per person
Tuesday Registration Only – \$120 per person

NON-MEMBERS

Registrations received on or before October 26, 2018 – \$240 per person; On-site registrations – \$290 per person

Single-day registration includes admittance to non-ticketed activities occurring on that day ONLY. Monday only registrant MAY NOT attend Sunday or Tuesday events, and Tuesday only registrant MAY NOT attend Sunday or Monday events. Registration information may be picked up only on the day for which you have registered.

Full Registration Monday Only Registration Tuesday Only Registration

GUESTS – Does not include admission to sessions.

**Registrations received on or before
October 26, 2018:**

Full Conference – \$80
Includes: Sunday Exhibit Hall, Monday Exhibit Hall breakfast & lunch, and Tuesday lunch
Monday Only – \$36 Includes: Monday breakfast & lunch
Tuesday Only – \$25 Includes: Tuesday lunch

On-site registration:

Full Conference – \$90
Monday Only – \$45
Tuesday Only – \$30

Guest Registration Full Monday Only Tuesday Only

Name of guest as it should appear on badge _____

Registration Fee (see all fees above).....\$ _____

Tickets must be ordered on or before October 26, 2018. Special event tickets will not be sold on-site.

_____ Awards Breakfast ticket – \$25.00 each.....\$ _____

_____ Banquet ticket – \$55.00 each.....\$ _____

TOTAL AMOUNT ENCLOSED\$ _____



Joliet Area Community Hospice

Serving the Community Since 1982

July 20, 2018

Lockport Township
Township Supervisor
Ronald Alberico
1463 S. Farrell Road
Lockport, IL 60441

Dear Friends of Joliet Hospice,

Our mission at Joliet Area Community Hospice is to help all our patients live peacefully, in comfort, and with dignity to the last moment of life. Your donation helps us to continue our mission of providing comprehensive and compassionate palliative, hospice and bereavement services to our patients and their families.

Thank you for your generous grant of \$2,000.00 received on 06/21/2018 to support Joliet Area Community Hospice. No goods or services were provided in exchange for this donation.*

Thank you, again, for your continued support. For your information and convenience, you might consider using our secure website at www.Joliethospice.org for future donations.

With best wishes,

Mary K. Sheehan RN, MSN, MBA
CEO

If you have a change of address, are receiving more than one copy of our mailings, or would like to be added or removed from our mailing list, please contact Connie Simkowski at 815-740-4104 Ext 263.

***Joliet Area Community Hospice is a tax-exempt charitable organization with a 501(c)(3) classification; federal tax ID 36-3191281. Your gift is tax-exempt to the extent allowed by tax laws.**

Please save this receipted donation acknowledgement for tax purposes.

We do not issue year-end statements.

250 Water Stone Circle • Joliet, IL 60431

Main: 815.740.4104 • Toll Free: 800.360.1817 • Fax: 815.740.4107 • Hospice Home: 815.460.3225
www.joliethospice.org • E-mail: info@joliethospice.org

