

ROSCOE TOWNSHIP
MEETING OF THE TOWNSHIP BOARD
Wednesday, March 8th, 2023– 7:00pm
5792 Elevator Road – Roscoe IL
Regular Monthly Meeting of the Township Board

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Public Comments
- V. Approval of Prior Meeting’s Minutes – Website Posting to Follow
- VI. Approval of Bills
 - a. Supervisor’s Report – Fund and Bank Balances
- VII. New Business
 - a. Set Monthly Board Meeting Calendar for 2023/24
 - b. Set Annual Meeting Agenda
 - c. Approve Auditor Engagement – PARC Grant
 - d. Approve Cemetery Mowing Proposal
 - e. Approve Resolution #R-2023-3-8 Authorizing Funds to Roscoe Township Historical Society for Exterior Maintenance
- VIII. Reports
 - a. Highway Commissioner’s Report
 - b. Clerk’s /Sup Asst Report
 - c. Assessor’s Report
 - d. Township Attorney’s Report
 - e. Cemetery Report
 - f. Historical Society Update – If Any
- IX. Unfinished Business
 - a. Construction Update – If any
- X. Public Comments (Restricted to Agenda Items)
- XI. Adjournment

Annual Meeting will be April 11th, 2023, at 7pm in the Township Offices

Next Regular Meeting will be March 8th, 2023, at 7pm in the Township Offices

ROSCOE TOWNSHIP

SPECIAL MEETING OF THE TOWNSHIP BOARD

5792 ELEVATOR ROAD-ROSCOE, IL. 61073

THE SPECIAL MEETING OF THE SUPERVISOR AND BOARD OF TRUSTEES OF ROSCOE TOWNSHIP WAS HELD ON MONDAY, JANUARY 30TH, 2023, AT THE TOWNSHIP OFFICES, 5792 ELEVATOR ROAD, ROSCOE, ILLINOIS.

THE MEETING WAS CALLED TO ORDER BY SUPERVISOR BOB NOWICKI AT 7:00 PM. PLEDGE OF ALLEGIANCE WAS SAID.

ROLL CALL WAS TAKEN, AND THE FOLLOWING MEMBERS WERE PRESENT; SUPERVISOR BOB NOWICKI, TRUSTEE ELIZABETH LINDQUIST, TRUSTEE PHIL RHYMER, TRUSTEE CHUCK GILBERT, AND TRUSTEE PAT HENDERSON. ALSO ATTENDING WERE TOWNSHIP ATTORNEY TOM GREEN, TOWNSHIP CLERK GARY BLASCOE, AND SUPERVISOR ASSISTANT DAWN CASSADY.

NEW BUSINESS: A MOTION WAS MADE BY TRUSTEE CHUCK GILBERT TO APPROVE THE AGREEMENT WITH USFWS-FOUNDERS PARK SEEDING, AND LANDSCAPING PLAN. SECONDED BY TRUSTEE ELIZABETH LINDQUIST. ROLL CALL WAS TAKEN. ALL VOTED YES, MOTION CARRIED. A MOTION WAS MADE BY TRUSTEE CHUCK GILBERT TO APPROVE SECURITY AGREEMENT WITH PER MAR. SECONDED BY ELIZABETH LINDQUIST. ROLL CALL WAS TAKEN, ALL VOTED YES, MOTION CARRIED. A MOTION WAS MADE BY PHIL RHYMER TO APPROVE EXPENSES TO EQUIP THE COMMUNITY CENTER, NOT TO EXCEED \$30,000. SECONDED BY TRUSTEE CHUCK GILBERT. ROLL CALL WAS TAKEN, ALL VOTED YES, MOTION CARRIED.

PUBLIC COMMENTS: NONE

ADJOURNMENT: AT 8:00 PM, TRUSTEE PHIL RHYMER MADE A MOTION TO ADJOURN THE MEETING. SECONDED BY TRUSTEE ELIZABETH LINDQUIST. THE MEETING WAS ADJOURNED AT 8:00 PM.

RESPECTFULLY SUBMITTED,

GARY W. BLASCOE

ROSCOE TOWNSHIP CLERK

**THE NEXT REGULAR ROSCOE TOWNSHIP BOARD MEETING WILL BE HELD ON
FEBRUARY 8TH, 2023, AT 7:00 PM IN THE TOWNSHIP OFFICES.**

MINUTES OF ROSCOE TOWNSHIP BOARD MEETING

FEBRUARY 8TH, 2023

The Regular meeting of the Supervisor and Board of Trustees of Roscoe Township was held on Wednesday, February 8th, 2023, at the Township Offices, 5792 Elevator Road, Roscoe, Illinois.

The meeting was called to order by Supervisor Bob Nowicki at 7:00 pm. Pledge of Allegiance was said.

Roll Call was taken, and the following members were present; Supervisor Bob Nowicki, Trustee Elizabeth Lindquist, Trustee Phil Rhymer, Trustee Chuck Gilbert, and Trustee Pat Henderson. Also attending were Township Attorney Tom Green, Township Clerk Gary Blascoe, Road Commissioner Steve Schreier, and Supervisor Assistant Dawn Cassady.

Public Comments: None

Approval of Prior Minutes: A motion was made by Trustee Chuck Gilbert to approve the January 11th, 2023 Regular Meeting Minutes. Seconded by Trustee Phil Rhymer. All voted yes, motion carried. A motion was made by Trustee Phil Rhymer to approve the January 25th, 2023 Special Meeting Minutes. All voted yes, motion carried.

Approval of Bills: A motion was made by Trustee Phil Rhymer to approve the General Town Fund Bills of \$186,849.77. Seconded by Trustee Chuck Gilbert. Roll Call was taken, all voted yes, motion carried. A motion was made by Trustee Pat Henderson to approve the General Road Fund Bills of \$172,461.86. Seconded by Trustee Elizabeth Lindquist. Roll Call was taken, all voted yes, motion carried. A motion was made by Trustee Phil Rhymer to approve the Cemetery Fund Bills of \$2,941,96. Seconded by Trustee Pat Henderson. Roll Call was taken, all voted yes, motion carried.

Supervisor's Report-Fund and Bank Balances are in the packets.

New Business: Approve the purchase of a commercial refrigerator and dishwasher. Supervisor Assistant Dawn Cassady stated that the cost of both appliances would be \$6800.00. Must meet certain standards. A motion was made by Trustee Phil Rhymer to purchase a commercial refrigerator and

dishwasher. Seconded by Trustee Chuck Gilbert. Roll Call was taken, all voted yes, motion carried. Approve SGA Design of Founder's Park Shelter & Site Plan. This is to approve the use of the Saavedra Group Architect, Dan Saavedra, to continue the conceptual design of the shelter and site plan. This will be subject to the review of the service agreement. Time is an all important factor. A motion was made by Trustee Chuck Gilbert to approve the use of Saavedra Group Architect, Dan Saavedra, to continue with the conceptual design of the Multi-purpose Pavilion and site plan. Seconded by Trustee Elizabeth Lindquist. Roll Call was taken, three voted for the motion, Trustee Phil Rhymer and Trustee Pat Henderson voted no. Motion carried. A motion was made by Trustee Phil Rhymer to approve the conceptual plans of the Founder's Park Shelter, and site plans. Seconded by Trustee Elizabeth Lindquist. Roll Call was taken, all voted yes, except Trustee Pat Henderson voted no.

Reports: Highway Commissioner's Report-New truck in and being used. Clerk's Report-None, Sup. Asst. Report-Historical Society has a special meeting on March 25th, at the Community Building, and an Open House is scheduled on April 15th, at the Community Building, for a round table discussion, and the Historical Society will be scanning your old photos at this time to. Assessor's Report-None, Township Attorney's Report-None, Cemetery Report-Financials in Packet, Historical Society Update-progress being made on construction in the interior, and the exterior will be finished like the Community Building.

Unfinished Business: Review and approve the final facility rental policy agreement. A motion was made by Trustee Phil Rhymer to approve the review of the final facility rental policy agreement. Seconded by Trustee Chuck Gilbert. Roll Call was taken, all voted yes. Motion carried. Review and approve the purchase tables and chairs for the Community Building. Supervisor Assistant Dawn Cassady state that the following will be purchased; 15-60" Round tables, 4-8' Rectangular tables, 2 dollies for Round tables, 2 dollies for 132-Vinyl Chairs, for approximately \$14,599.00. A motion was made by Trustee Chuck Gilbert to approve the purchase of tables and chairs for the Community Building. Seconded by Trustee Phil Rhymer. Roll Call was taken, all voted yes. Motion carried. Approve of purchase of cupola, with two airplane weathervanes. A motion was made to approve the purchase of a cupola and two airplane

weathervanes, by Trustee Chuck Gilbert. Seconded by Elizabeth Lindquist. Roll Call was taken, all voted yes. Motion carried.

Public Comments: Paneling for the Community Building will be delivered next week. Punch list to be sent out to all Township Board members. Ladder to be purchased for the loft in the Community Building.

Adjournment: At 8:36 pm, A motion was made by Trustee Phil Rhymer to adjourn the meeting. Seconded by Trustee Elizabeth Lindquist. All voted yes, motion carried. The meeting was adjourned at 8:36 pm.

Respectfully submitted,

Gary W. Blascoe

Roscoe Township

The next Regular Roscoe Township Board Meeting will be held on March 8th, 2023, at 7 pm in the Township Offices.

**ROSCOE TOWNSHIP
GENERAL Monthly Bills Report
February 2023**

GENERAL - ALL FUNDS
General Town Fund

Type	Date	Num	Name	Memo	Account	Amount
Bill	02/07/2023	0156205	Entre Computer Solutions	BACK UP AND RECOVERY	Computer Maintenance	105.50
Bill	02/03/2023	Feb2023Service	Lentell's Disposal		Maint Bldg/Equip	75.00
Bill	02/03/2023	646138	Mid-City Office Supply		Office Supplies G/GA/A/GR	71.82
Bill	02/03/2023	645815	Mid-City Office Supply		Office Supplies G/GA/A/GR	47.09
Bill	02/06/2023	30004778	Petty Cash	pGoes with food Manager Certification	Training	12.00
Bill	02/01/2023	Food Manager Cert	Food Manager Cert		Training	126.00
Bill	02/01/2023	Visa Home Depot	Visa 1173	Desk for community Center	Parc Grant Community Center	279.99
Bill	02/01/2023	Visa Knobbox	Visa 1173	Knobbox For community center key	Parc Grant Community Center	491.00
Bill	02/01/2023	Feb 2023	Charter Communications		Utilities	71.24
Bill	02/07/2023	74154	ABC Fire & Safety	4 fire extinguishers for community center	Parc Grant Community Center	320.00
Bill	02/08/2023	4236419	RK Dixon	47766	Office Supplies G/GA/A/GR	49.63
Bill	02/08/2023	1/6-2/6 2023	ComEd 33026 Com Center	Community Center 1/6-2/6 2023	Utilities	210.46
Bill	02/08/2023	334345-187	Rock Valley Culligan (gen)		Office Supplies G/GA/A/GR	27.10
Bill	02/08/2023	8403	Rock River Pest Control LLC	Feb 2023 Service	Maint Bldg/Equip	75.00
Bill	02/13/2023	19067Feb 2023	ComEd 19067 HonPath		Utilities	189.73
Bill	02/13/2023	9058 -1/9-2/7	ComEd 19058 R&B	Street Light	Utilities	44.90
Bill	02/13/2023	86099Feb 2023	ComEd 86099 RJCross Park	11588 Cedarbrook Road Cross Park	Utilities	94.54
Bill	02/13/2023	25009 Feb 2023	ComEd 25009 General Main	Split 5792 Elevator Road	Utilities	193.33
Bill	02/13/2023	7005 Feb 2023	ComEd 07005 HonPath	18 Hononegah Road	Utilities	185.24
Bill	02/13/2023	70017 Feb 2023	ComEd 70017KM	12585 Wilmington Circle	Utilities	247.96
Bill	02/13/2023	800104251452	IP Communications Inc	Phones	Utilities	243.73
Bill	02/13/2023	Visa Amazon	Visa 1173	cordless mouse Assessor	Office Supplies G/GA/A/GR	21.55
Bill	02/13/2023	5143297688	Cintas First Aid & Safety	Medical supplies to restock cabinet	Office Supplies G/GA/A/GR	32.58
Bill	02/10/2023	79073 Feb 2023	Nicor6124579073 Cross House	Cross House	Utilities	293.01
Bill	02/10/2023	4180 6 Feb 2023	Nicor Gas 4180 6 Com. Ctr.	Utilities for comm crt. - 1/12/2023-2/12/2023	Utilities	341.46
Bill	02/14/2023	3395	Ace Hardware Roscoe		Maint Bldg/Equip	15.18
Bill	02/28/2023	Feb 2023	Cleaning Crews	Janservice	Cleaning G/GR	105.00
Bill	02/15/2023	154802	Entre Computer Solutions	BACK UP AND RECOVERY	Computer Maintenance	150.50
Bill	02/15/2023	647149 1	Mid-City Office Supply		Office Supplies G/GA/A/GR	52.45
Bill	02/15/2023	647149 0	Mid-City Office Supply		Office Supplies G/GA/A/GR	65.92
Bill	02/15/2023	82008677	Ulline	ULINE supplies for Community Center prepayment	Parc Grant Community Center	8,800.00
Bill	02/22/2023	647731-0	Mid-City Office Supply	Printers and Ink	Front Office Items	1,065.90
Bill	02/22/2023	647731-0	Mid-City Office Supply		Parc Grant Community Center	876.34
Bill	02/27/2023	Visa Amazon	Visa 1173	Office Supplies	Office Supplies G/GA/A/GR	40.79
Bill	02/27/2023	H353303219	Roscoe Historical Society	Used for cemetery and community center HS purchase	Office Supplies G/GA/A/GR	1,323.97
Bill	02/27/2023	February	Intuit	Quickbooks Plus Annual Subscription	Computer Maintenance	1,399.00
Bill	02/27/2023	4274797	RK Dixon	47766	Office Supplies G/GA/A/GR	37.16

ROSCOE TOWNSHIP
GENERAL Monthly Bills Report
February 2023

Type	Date	Num	Name	Memo	Account	Amount
Bill	02/27/2023	Lowes	Nowicki Robert	reimbursement for partial payment on Lowes purchase	Parc Grant Community Center	2,683.22
Bill	02/27/2023	Customer Charge.	Four Rivers Sanitation Authority	Cross House	Maint Bldg/Equip	9.43
Bill	02/27/2023	12/1-2/1/2023	North Park Water	12/1 to 2/1/2023	Utilities	44.26
Bill	02/27/2023	647731-2	Mid-City Office Supply	Paper plates	Parc Grant Community Center	33.59
Bill	02/27/2023	Statement No.72	BSLBV Attorneys At Law	Acct. #88851-000Z	Legal Services G/GA/AGR	2,358.75
Bill	02/27/2023	AdobeFeb 2023	Visa 1173	Feb	Computer Maintenance	15.93
Bill	02/27/2023	AdobeFeb272023	Visa 1173	Feb	Computer Maintenance	50.98
Bill	02/27/2023	Feb 2023	Microsoft MS Bill Info Office 365	Feb 2023	Office Supplies G/GA/AGR	166.95
Bill	02/27/2023	Feb 2023	Zoom	Feb 2023	Office Supplies G/GA/AGR	14.99
Total General Town Fund						23,160.17
Assessor						
Bill	02/08/2023	C22L4RA05X	Rally Appraisal	Assessment Hearing Testimony	Legal Services G/GA/AGR	200.00
Bill	02/27/2023	2232023	Ray Ferguson	Legal Fees Assessor	Legal Services G/GA/AGR	1,425.00
Total Assessor						1,625.00
General Assistance Fund						
Bill	02/08/2023	TOI GATTI	Visa 1173	GATTI Training Rockford April 28th 2023	Gen Assistance Contingencies	150.00
Total General Assistance Fund						150.00
RECREATION - ALL FUNDS						
Recreation Fund						
Bill	02/08/2023	58048 FEB 2023	ComEd 58048 Cross House		Utilities	64.13
Bill	02/27/2023	19013.001	Saavedra Gehlhausen Architects	19013.00 Constuction Adm Phase 100%	Future Recreational Projects	9,100.00
Bill	02/28/2023	15038	Winnabago Health Department	Health inspection cost for community center	Operating Supplies	75.00
Total Recreation Fund						9,239.13
Total RECREATION - ALL FUNDS						9,239.13
Total GENERAL - ALL FUNDS						34,174.30
TOTAL						34,174.30
Payroll						19219.27
Total						53,393.57

ROSCOE TOWNSHIP
Payroll Summary
February 2023

Employee Wages, Taxes and Adjustments	Biascoe, Gary W	Cassady, Dawn M	Hanson, Rhonda S	Nowicki, Robert J	Schreier, Steve A	Servant, Cynthia A	TOTAL
Gross Pay							
Elected Officials G	541.67	0.00	0.00	1,833.33	2,083.33	3,384.62	7,842.95
Supervisor Assistant	0.00	950.00	0.00	0.00	0.00	0.00	950.00
Hourly 75% GEN	0.00	0.00	1,683.87	0.00	0.00	0.00	1,683.87
Total Gross Pay	541.67	950.00	1,683.87	1,833.33	2,083.33	3,384.62	10,476.82
Deductions from Gross Pay							
Health	0.00	0.00	-164.22	0.00	0.00	0.00	-164.22
IMRF	0.00	0.00	-75.77	0.00	0.00	0.00	-75.77
Total Deductions from Gross Pay	0.00	0.00	-239.99	0.00	0.00	0.00	-239.99
Adjusted Gross Pay	541.67	950.00	1,443.88	1,833.33	2,083.33	3,384.62	10,236.83
Net Pay	541.67	950.00	1,443.88	1,833.33	2,083.33	3,384.62	10,236.83
Employer Taxes and Contributions							
Medicare (company)	7.86	13.77	22.17	26.59	30.21	49.07	149.67
Social Security (company)	33.59	58.90	94.82	113.66	129.16	200.93	631.06
Dental Company 2	0.00	0.00	17.75	0.00	0.00	0.00	17.75
Health Insurance (company)	0.00	0.00	304.96	0.00	0.00	0.00	304.96
HSA (company)	0.00	0.00	56.26	0.00	0.00	0.00	56.26
IMRF (company)	0.00	0.00	266.42	0.00	0.00	0.00	266.42
Total Employer Taxes and Contributions	41.45	72.67	762.38	140.25	159.37	260.00	1,426.12

ROSCOE TOWNSHIP GENERAL Payroll Summary February 2023

	Berner, Deb...	Fisher, Kirst...	Hawes, Joan...	Loch, Alyssa...	Zintak, Patri...	TOTAL
Employee Wages, Taxes and Adjustments						
Gross Pay						
Hourly ASR	3,159.80	243.51	786.90	377.24	1,183.40	5,750.85
Personal/Sick Assessor Staff	158.60	0.00	0.00	0.00	0.00	158.60
Total Gross Pay	3,318.40	243.51	786.90	377.24	1,183.40	5,909.45
Adjusted Gross Pay	3,318.40	243.51	786.90	377.24	1,183.40	5,909.45
Net Pay	3,318.40	243.51	786.90	377.24	1,183.40	5,909.45
Employer Taxes and Contributions						
Medicare (company)	39.26	3.53	11.41	5.47	16.16	75.83
Social Security (company)	167.86	15.10	48.79	23.39	69.09	324.23
Health Insurance (company)	406.52	0.00	0.00	0.00	0.00	406.52
HSA (company)	75.00	0.00	0.00	0.00	0.00	75.00
IMRF (company)	525.30	0.00	0.00	0.00	0.00	525.30
Total Employer Taxes and Contributions	1,213.94	18.63	60.20	28.86	85.25	1,406.88

ROSCOE TOWNSHIP ROAD & BRIDGE Monthly Bills Report

February 2023

Type	Date	Num	Name	Memo	Account	Credit	Amount	
Bill	02/07/2023	56912	Smith Oil Corporation	Tax	Gas & Oil GR/HR		85.91	
Bill	02/07/2023	56913	Smith Oil Corporation	uls #2 Diesel	Gas & Oil GR/HR		1,666.29	
Bill	02/07/2023	56913	Smith Oil Corporation	Tax	Gas & Oil GR/HR		217.76	
Bill	02/08/2023	10339973	Welders Supply Company		Operating Supplies GR/HR		108.21	
Bill	02/15/2023	5402760685	Morton Salt	Road Salt	SALT Road		9,993.84	
Bill	02/15/2023	1034102	Welders Supply Company	1 year pre paid rental	Operating Supplies GR/HR		180.00	
Bill	02/21/2023	0632290	Rock Valley Culligan (r&b)		Operating Supplies GR/HR		34.10	
Bill	02/21/2023	57310	Smith Oil Corporation	E 10 unl Reg 87	Gas & Oil GR/HR		553.35	
Bill	02/21/2023	57310	Smith Oil Corporation	Tax	Gas & Oil GR/HR		88.53	
Bill	02/21/2023	57311	Smith Oil Corporation	uls #2 Diesel	Gas & Oil GR/HR		1,321.63	
Bill	02/21/2023	57311	Smith Oil Corporation	Tax	Gas & Oil GR/HR		203.31	
Bill	02/27/2023	41401	Occupational Health Centers	Drug Screen Kerry Barber	Operating Supplies GR/HR		64.00	
Check	02/02/2023	15039	Secretary of State	2022 Chevy Lic Plate	Plow Truck		10.00	
Total								23571.31
TOTAL								46,853.58

Total Hard Road Fund
Total ROAD & BRIDGE - ALL FUNDS
TOTAL
Payroll

ROSCOE TOWNSHIP ROAD & BRIDGE Monthly Bills Report February 2023

ROAD & BRIDGE - ALL FUNDS
General Road Fund

Type	Date	Num	Name	Memo	Account	Credit	Amount	
Bill	02/03/2023	520181	Jerry's Auto Parts		Maintenance - Trucks GR		59.80	
Bill	02/03/2023	Feb2023Service	Lentell's Disposal		Maint Bldg/Equip		25.00	
Bill	02/03/2023	646138	Mid-City Office Supply		Office Supplies G/GA/A/GR		23.94	
Bill	02/03/2023	645815	Mid-City Office Supply		Office Supplies G/GA/A/GR		15.69	
Bill	02/01/2023	296463	Rogers Ready Mix & Materias Inc	Sand for mix with salt	Maintenance - Roads GR/HR		1,785.49	
Bill	02/01/2023	Visa Farm & Fleet	Visa 1173		Maint Bldg/Equip		25.17	
Bill	02/01/2023	Feb 2023	Charter Communications		Utilities		23.75	
Bill	02/07/2023	282023	Bloom's Tree Service	Tree removal Kinnick warblers way and atwom	Maintenance - Roads GR/HR		2,100.00	
Bill	02/07/2023	262023	Petty Cash	Installed ignition module.	Maintenance - Trucks GR		44.00	
Bill	02/08/2023	4236419	RK Dixon		Office Supplies G/GA/A/GR		16.54	
Bill	02/13/2023	52105 Feb 2023	ComEd 52105 R&B	#2 Road 5792 Elevator Road	Utilities		481.20	
Bill	02/13/2023	25009 Feb 2023	ComEd 25009 General Main	Split 5792 Elevator Road	Utilities		64.44	
Bill	02/13/2023	800104251452	IP Communications Inc		Utilities		81.24	
Bill	02/13/2023	5143297688	Cintas First Aid & Safety	Medical supplies to restock cabinet	Office Supplies G/GA/A/GR		97.74	
Bill	02/13/2023	520377	Jerry's Auto Parts		Maintenance - Trucks GR		59.80	
Bill	02/09/2023	520420	Jerry's Auto Parts		Maintenance - Trucks GR		57.35	
Bill	02/13/2023	520582	Jerry's Auto Parts		Maintenance - Trucks GR		13.95	
Bill	02/10/2023	520470	Jerry's Auto Parts		Maintenance - Trucks GR		37.95	
Bill	02/14/2023	2142023	Petty Cash	Stihl HT 25 Pole Saw Spark Plug	Maintenance - Trucks GR		24.00	
Bill	02/28/2023	Feb 2023	Cleaning Crews		Cleaning G/GR		35.00	
Bill	02/15/2023	647149 1	Mid-City Office Supply		Office Supplies G/GA/A/GR		17.48	
Bill	02/15/2023	647149 0	Mid-City Office Supply		Office Supplies G/GA/A/GR		21.97	
Bill	02/21/2023	3413	Ace Hardware Roscoe	New locks and Keys	Maint Bldg/Equip		138.98	
Bill	02/21/2023	3414	Ace Hardware Roscoe	Misc. fasteners	Maint Bldg/Equip		2.70	
Bill	02/21/2023	520922	Jerry's Auto Parts		Maintenance - Trucks GR		17.98	
Bill	02/01/2023	6221	Calvary Bookkeeping	Intuit QB help with Dental and Vison Entre	Accounting/Auditing G/GA/A/GR		82.50	
Bill	02/27/2023	3420	Ace Hardware Roscoe	Misc. fasteners	Maint Bldg/Equip		4.00	
Bill	02/27/2023	4274797	RK Dixon	47766	Office Supplies G/GA/A/GR		12.39	
Bill	02/27/2023	Feb2023	U S Cellular	Shop Cell	Cellular Phones GR/G		249.21	
Bill	02/27/2023	3274	N-Trak Group	mix for the roads	Maintenance - Roads GR/HR		1,575.67	
Bill	02/27/2023	Statement No.72	BSLBY Attorneys At Law	Acct. #88851-000Z	Legal Services G/GA/A/GR		786.25	
Bill	02/27/2023	521204	Jerry's Auto Parts		Maintenance - Trucks GR		123.73	
Bill	02/27/2023	702158	Finley Dencker	Lamp	Maintenance - Trucks GR		92.58	
Bill	02/27/2023	Feb 2023	Microsoft MS Bill Into Office 365		Office Supplies G/GA/A/GR		55.65	
Total General Road Fund							0.00	8,253.14
Hard Road Fund								502.20

ROSCOE TOWNSHIP ROAD & BRIDGE Monthly Payroll Summary February 2023

Employee Wages, Taxes and Adjustments

	Anderson, R	Barber, K	Edwards, J	Hanson, R	Hanson, T	Jones, H	Kiser, K	Moeller, S	Nimmer, H	Nimmer, M	Olson, T	Wood, R	TOTAL
Gross Pay													
Comp Earned R&B	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Comp Paid R&B	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	997.20	0.00	0.00	0.00	997.20
Hourly 25% ROAD	0.00	0.00	0.00	560.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	560.89
Hourly ROAD	0.00	1,446.48	0.00	0.00	3,618.56	2,799.00	2,901.15	0.00	4,271.34	476.52	0.00	0.00	15,513.05
Overtime (x1.5)	0.00	0.00	0.00	0.00	291.13	0.00	0.00	0.00	0.00	16.25	0.00	0.00	307.38
Personal/Sick Hard Road	0.00	0.00	0.00	0.00	34.25	81.00	122.85	0.00	49.86	0.00	0.00	0.00	287.96
Plowing R&B	104.00	0.00	346.50	0.00	0.00	0.00	0.00	305.25	0.00	0.00	115.50	107.25	978.50
Total Gross Pay	104.00	1,446.48	346.50	560.89	3,943.94	2,880.00	3,024.00	305.25	5,318.40	492.77	115.50	107.25	18,644.98
Adjusted Gross Pay	104.00	1,446.48	346.50	560.89	3,943.94	2,880.00	3,024.00	305.25	5,318.40	492.77	115.50	107.25	18,644.98
Net Pay	104.00	1,446.48	346.50	560.89	3,943.94	2,880.00	3,024.00	305.25	5,318.40	492.77	115.50	107.25	18,644.98
Employer Taxes and Contributions													
Medicare (company)	1.51	20.97	5.02	7.39	54.20	41.76	40.86	4.43	73.65	7.14	1.67	1.56	260.16
Social Security (company)	6.45	89.68	21.48	31.58	231.75	178.56	174.72	18.93	314.89	30.56	7.16	6.65	1,112.41
Dental Company 2	0.00	0.00	0.00	5.93	11.52	0.00	11.52	0.00	11.52	0.00	0.00	0.00	40.49
Vision Company 2	0.00	0.00	0.00	1.55	1.55	0.00	1.55	0.00	1.55	0.00	0.00	0.00	6.20
Health Insurance (company)	0.00	0.00	0.00	101.56	406.52	0.00	406.52	0.00	406.52	-625.42	0.00	0.00	695.70
HSA (company)	0.00	0.00	0.00	18.74	75.00	0.00	75.00	0.00	75.00	0.00	0.00	0.00	243.74
IMRF (company)	0.00	0.00	0.00	88.79	624.33	455.90	478.70	0.00	841.90	78.01	0.00	0.00	2,567.63
Total Employer Taxes and Contributions	7.96	110.65	26.50	256.54	1,404.87	676.22	1,188.87	23.36	1,725.03	-509.71	8.83	8.21	4,926.33

ROSCOE TOWNSHIP
Payroll Summary - Cemetery
February 2023

	<u>Ryan, Mar...</u>	<u>TOTAL</u>
Employee Wages, Taxes and Adjustments		
Gross Pay		
Salaries Cemetery	1,384.62	1,384.62
Total Gross Pay	<u>1,384.62</u>	<u>1,384.62</u>
Deductions from Gross Pay		
IMRF	-62.30	-62.30
Total Deductions from Gross Pay	<u>-62.30</u>	<u>-62.30</u>
Adjusted Gross Pay	<u>1,322.32</u>	<u>1,322.32</u>
Net Pay	<u>1,322.32</u>	<u>1,322.32</u>
Employer Taxes and Contributions		
Medicare (company)	20.07	20.07
Social Security (company)	85.84	85.84
IMRF (company)	219.18	219.18
Total Employer Taxes and Contributions	<u>325.09</u>	<u>325.09</u>

10:18 AM

03/06/23

ROSCOE TOWNSHIP Reconciliation Summary

SENB Bank

HECKING, Period Ending 02/28/2023

	<u>Feb 28, 23</u>
Beginning Balance	74,692.29
Cleared Transactions	
Checks and Payments - 104 items	-374,896.38
Deposits and Credits - 6 items	371,072.00
Total Cleared Transactions	<u>-3,824.38</u>
Cleared Balance	<u><u>70,867.91</u></u>
Uncleared Transactions	
Checks and Payments - 62 items	-105,895.21
Deposits and Credits - 5 items	29,371.35
Total Uncleared Transactions	<u>-76,523.86</u>
Register Balance as of 02/28/2023	<u><u>-5,655.95</u></u>
Ending Balance	-5,655.95

1:45 PM

03/01/23

ROSCOE TOWNSHIP
Reconciliation Summary
SENB Bank (TRANSFER ACCT) - Period Ending 02/28/2023

	<u>Feb 28, 23</u>	
Beginning Balance		1,852,085.91
Cleared Transactions		
Checks and Payments - 1 item	-371,072.00	
Deposits and Credits - 7 items	8,292.05	
Total Cleared Transactions	<u>-362,779.95</u>	
Cleared Balance		<u><u>1,489,305.96</u></u>
Register Balance as of 02/28/2023		1,489,305.96
Ending Balance		1,489,305.96

Transactions

Balance as of: 03-01-2023
Transaction History: Business Savings
Available Balance: \$168,650.00
Current Balance: \$168,650.00
Debit: \$0.00
Credit: \$168,650.00

DATE	DESCRIPTION	AMOUNT	BALANCE
01-19-2023	Deposit	\$168,650.00	\$168,650.00
01-19-2023	Opening Deposit	\$0.00	\$0.00

1:27 PM

03/01/23

ROSCOE TOWNSHIP
Reconciliation Summary
Blackhawk CD, Period Ending 02/28/2023

	<u>Feb 28, 23</u>
Beginning Balance	200,050.50
Cleared Balance	200,050.50
Register Balance as of 02/28/2023	200,050.50
Ending Balance	200,050.50

1:25 PM

03/01/23

ROSCOE TOWNSHIP
Reconciliation Summary
Blackhawk CD#7011107, Period Ending 02/28/2023

	<u>Feb 28, 23</u>
Beginning Balance	545,608.26
Cleared Balance	545,608.26
Register Balance as of 02/28/2023	545,608.26
Ending Balance	545,608.26

Roscoe Township Balance Sheet Feb 2023

General Account Funds

General Town & Assessor Fund

Beginning Balance from Jan 2023	1,191,284.83	
Income received during month	1,675.29	
Expenses approved this meeting	(53,268.69)	
Adjustments		
Ending Balance for February 2023	1,139,691.43	

General Assistance Fund

Beginning Balance from January 2023	56,734.23	
Income received during month	67.64	
Expenses approved this meeting	(150.00)	
Adjustments		
Ending Balance for February 2023	56,651.87	

Cemetery Fund

Beginning Balance from January 2023	38,758.81	
Income received during month	5,111.20	
Expenses approved this meeting	(3,556.94)	
Adjustments		
Ending Balance for February 2023	40,313.07	

General Account Fund Ending Balance

\$ 1,236,656.37

Road Account Funds

General Road Fund

Beginning Balance from January 2023	342,882.62	
Income received during month	408.80	
Expenses approved this meeting	(9,068.00)	
Adjustments		
Ending Balance for February 2023	334,223.42	

Hard Road Fund

Beginning Balance from Jan 2023	293,363.12	
Income received during month	349.76	
Expenses approved this meeting	(37,785.58)	
Adjustments		
Ending Balance for February 2023	255,927.30	

Special Bridge Fund

Beginning Balance from Jan 2023	569,817.35	
Income received during month	679.36	
Expenses approved this meeting	-	
Adjustments		
Ending Balance for Jan 2023	570,496.71	

Road Account Fund Ending Balance

\$ 1,160,647.43

Roscoe Township Total Fund Balance

\$ 2,397,303.80

Roscoe Township Total Equity

Roscoe Township Bank Account Balances

Money Market Account	1,489,305.96
Checking Account	70,867.91
Grant Acc	168,650.00
Bank Balance	1,728,823.87
CD Investments	745,658.76
Outstanding checks	(76,523.86)
Adjustment (Liabilities)	(654.97)
	2,397,303.80

70175412 CD Investment Blackhawk	200,050.50	Maturity 03/19/2024
70176894 CD Investment Blackhawk	545,608.26	Maturity 07/19/2023
	<u>745,658.76</u>	

	General Township	Maturity	Interest	
12/31/2022	\$ 200,050.50		\$ 50.50	
9/19/2022	\$ 200,000.00		\$ 53.72	3/19/2024
6/30/2022	\$ 430,964.91		\$ 53.72	
3/31/2022	\$ 430,911.19	9/19/2022	\$ 53.71	
1/6/2022	\$ 430,857.48		\$ 53.70	
9/30/2021	\$ 430,803.78	3/21/2022	\$ 53.70	
6/30/2021	\$ 430,750.08	9/20/2021	\$ 53.68	
3/31/2021	\$ 430,696.40		\$ 265.34	
			\$ 372.72	

	Special Bridge	Maturity	Interest
1/31/2023	\$ 545,608.26		\$ 3,416.55
10/31/2022	\$ 542,191.71		\$ 3,183.84
7/19/2022	\$ 539,007.87		\$ 67.18
4/29/2022	\$ 538,940.69		\$ 67.17
1/31/2022	\$ 538,873.52		\$ 67.17
10/31/2021	\$ 538,806.35		\$ 67.16
8/4/2021 70176894	\$ 538,739.19	1/18/2022	\$ 335.58
4/30/2021 70176894	\$ 538,403.61		\$ 332.42
1/31/2021 70176894	\$ 538,071.19	7/20/2021	\$ 2,792.84

ROSCOE TOWNSHIP CALENDAR 2023-24
Second Wednesday of the Month
7pm at the Township Offices

2023

April	11th	2023 Annual Meeting
April	12th	Board Meeting
May	10th	Board Meeting
June	14th	Board Meeting
July	12th	Board Meeting
August	9th	Board Meeting
September	13th	Board Meeting (Publish AUDIT AVAILABLE FOR INSPECTION)
October	11th	Board Meeting – Review & Set Tentative Levies
November	8th	Board Meeting – Final Vote on Levies
December	13th	Review & Set Tentative Budget

2024

January	10th	Board Meeting – Finalize Tentative Budget
February	14th	Layover Period for Budget
March	13th	2024/25 Budget Hearing / Board Meeting: Set Monthly Calendar For 2024/25; Set Annual Meeting Agenda
April	9th	2023 Annual Meeting

**ANNUAL MEETING
APRIL 11th, 2023
7:00 PM
Township Hall, 5792 Elevator Road, Roscoe
AGENDA**

CALL THE MEETING TO ORDER – CLERK GARY W. BLASCOE

ELECTION OF MODERATOR

SWEARING IN OF MODERATOR

ADOPTION OF AGENDA

READING OF THE MINUTES

APPROVAL OF THE MINUTES

THE ANNUAL REPORT – SUPERVISOR BOB NOWICKI

APPROVAL OF THE ANNUAL REPORT

ROAD COMMISSIONER REPORT

CEMETERY BOARD REPORT

ASSESSOR REPORT

QUESTIONS AND COMMENTS FROM THE FLOOR

ADJOURNMENT

NEXT ANNUAL MEETING WILL BE APRIL 9th, 2024



SIEPERT & CO., LLP
Certified Public Accountants
www.siepert.com

March __, 2023

Board of Trustees and Management
Roscoe Township
5792 Elevator Road
Roscoe, IL 61073

DRAFT

We are pleased to confirm our understanding of the terms of our engagement and the nature and limitations of the services we are to provide for Roscoe Township related to the Illinois Department of Natural Resources billing requirements for project PARC #21-115 as of March __, 2023.

We will apply the procedures described below to the financial records. By signing this engagement letter, you agree to those procedures and acknowledge that the procedures are appropriate for the intended purpose of the engagement, which is to comply with the Illinois Department of Natural Resources billing requirements for project PARC #21-115 upon completion. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants (AICPA). Those standards require that we obtain your written agreement to the procedures to be applied and your acknowledgment that those procedures are appropriate for the intended purpose of the engagement, as described in this letter. A refusal to provide such agreement and acknowledgment will result in our withdrawal from the engagement. We make no representation that the procedures we will perform are appropriate for the intended purpose of the engagement or for any other purpose.

We will perform the following procedures:

- A. Verify that all contracts listed on the schedule were for work germane to the scope of the approved PARC project as described on the signed Project Agreement and any amendments thereto, and, with the exception of project professional services (A/E) contracts, were executed after the project start date indicated on the signed Project Agreement. Identify and report any exceptions.
- B. With the exception of Professional Services (A/E) contracts, verify that the local project sponsor (grantee) has complied with applicable state statutes and applicable local ordinances concerning bidding requirements for construction contracts. Identify and report any exceptions.

BELOIT
1920 W. Hart Road
Beloit, WI 53511
p 608.365.2266
f 608.364.8727

SYCAMORE
2380 Bethany Road
Sycamore, IL 60178
p 815.787.7657
f 815.787.6797

ROSCOE
4278 E. Rockton Road
Roscoe, IL 61073
p 815.623.8818
f 815.623.9361

- C. Verify that all publicly bid construction contracts executed for the project were awarded to the low bidder. Identify and report any exceptions and attach written justification from local project sponsor (grantee) for their awarding any contract to someone other than the low bidder.
- D. Verify that all change orders to the construction contracts are germane to the approved PARC project scope and that any change orders of \$10,000 or more were approved by DNR. Identify and report any noted exceptions and attach a copy of any change order noted as an exception
- E. Sample a minimum of 25% of the project expenditures listed on the “Schedule of Expenditures” (sample shall represent at least 50% of total project expenditure value) and trace to the local project sponsor’s accounting record system and verify the costs are germane to the project scope and, with the exception of project professional services (A/E fees), were incurred during the project period specified on the signed Project Agreement. Identify and report any noted exceptions.
- F. Verify that “Prevailing Wage” language was included in any/all construction contract(s). Identify and report any exceptions.
- G. Verify that local matching dollars for the project did not include federal or other state funds.

DRAFT

Because the agreed-upon procedures listed above do not constitute an examination or review, we will not express an opinion or conclusion on the financial records. In addition, we have no obligation to perform any procedures beyond those listed above.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. Our report will be addressed to the Board of Trustees of Roscoe Township. If we encounter restrictions in performing our procedures, we will discuss the matter with you. If we determine the restrictions are appropriate, we will disclose the restrictions in our report. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

There may exist circumstances that, in our professional judgment, will require we withdraw from the engagement. Such circumstances include the following:

- You refuse to provide written agreement to the procedures and acknowledge that they are appropriate for the intended purpose of the engagement.

- You fail to provide requested written representations, or we conclude that there is sufficient doubt about the competence, integrity, ethical values, or diligence of those providing the written representations, or we conclude that the written representations provided are otherwise not reliable.
- We determine that the description of the procedures performed or the corresponding findings are misleading in the circumstances of the engagement.
- We determine that restrictions on the performance of procedures are not appropriate.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, should any such matters come to our attention, we will communicate them in accordance with professional standards and applicable law. In addition, if, in connection with this engagement, matters come to our attention that contradict the financial records, we will disclose those matters in our report.

You agree to the procedures to be performed and acknowledge that they are appropriate for the intended purpose of the engagement.

You are responsible for the financial records. In addition, you are responsible for providing us with (1) access to all information of which you or the appropriate party are aware that is relevant to the performance of the agreed-upon procedures on the subject matter, (2) additional information that we may request from the appropriate party for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the Township from whom we determine it necessary to obtain evidence relating to performing those procedures.

At the conclusion of our engagement, we will require certain written representations in the form of a representation letter from management that, among other things, will confirm management's responsibility for the financial records in accordance with Roscoe Township's procedures and the requirements of the Illinois Department of Natural Resources.

Michael Phalin is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees for these services will be based on the actual time spent at our standard hourly rates plus travel and other out-of-pocket expenses. Our invoices for these fees will be rendered as work progresses and are payable within 30 days. Balances past 30 days due are subject to a 1.5% per month late charge. If the balance due exceeds 90 days, future work will cease until arrangements are made to bring the balance current. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination even if we have not completed our reports. You

will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. Your signature on this letter will constitute a personal guarantee of the amounts owed to Siepert & Co., LLP for services rendered.

Any claim arising out of this engagement letter shall be commenced within one year of the delivery of the work product to you, regardless of any longer period of time for commencing such claim as may be set by law.

We reserve the right to withdraw from this engagement without completing our services, for any reason, including, but not limited to, if you fail to comply with the terms of this engagement letter, or as we determine professional standards require.

It is our policy to keep records related to this engagement for seven years. However, Siepert & Co., LLP does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies.

By signing this letter, you acknowledge and agree that upon expiration of the seven year period, Siepert & Co., LLP shall be free to destroy our records related to this engagement.

In the interest of facilitating our services to the Township, we may send data over the Internet, store electronic data via computer software applications hosted remotely on the Internet, or allow access to data through third-party vendors' secured portals or clouds. Electronic data that is confidential to the Township may be transmitted or stored using these methods. We may use third-party service providers to store or transmit this data, such as providers of tax return preparation software. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and data access secure in accordance with our obligations under applicable laws and professional standards. We also require all of our third-party vendors to do the same.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors. You consent to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement.

To enhance our services to you, we may use Net Client CS, a collaborative, virtual workspace in a protected, online environment. Net Client CS allows for real-time collaboration across geographic boundaries and time zones and allows Siepert & Co., LLP and you to share data, engagement information,

knowledge, and deliverables in a protected environment. You agree that Siepert & Co., LLP has no responsibility for the activities of Thomson Reuters and agree to indemnify and hold Siepert & Co., LLP harmless with respect to any and all claims arising from or related to the operation of Net Client CS. While Thomson Reuters backs up your files to a third-party server, we recommend that you also maintain your own backup files of these records. Upon termination of this agreement, unless a subsequent engagement letter is accepted, Net Client CS will be discontinued on the 15th day of the month subsequent to the termination.

You agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If the need for additional procedures arises, or the procedures need to be modified, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will consider whether they need to acknowledge in writing their agreement with the procedures performed or to be performed and their acknowledgment that the procedures are appropriate for their purposes.

Sincerely,

DRAFT
SIEPERT & CO., LLP
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of Roscoe Township.

By: _____

Title: _____

Date: _____

Green Thumb Lawn Care
9506 Loveridge Rd.
Garden Prairie, IL 61038

To:
Roscoe Township
5792 Elevator Rd.
Roscoe, IL 61073

Phone: (815) 623-7323 Date: January 5, 2023

Specifications and Estimates for mowing are as follows:

This contract is for the 2023 mowing season at Pinnacle Hill Cemetery.

- The cost will be \$260.00 per mow. This includes mowing, trimming around bushes, trees, headstones, etc., blowing off walks, and trash removal as necessary (Note: average 26-32 mows per year).
- The hourly rate to pick up flowers, find and paint marker stakes will be \$27.00 per hour. There will be no additional charge for removal of debris from this work.
- The hourly rate to trim bushes and fence lines work where equipment is needed) will be \$32.50 per hour. There will be no additional charge for removal of debris from this work.
- NO fuel surcharge will be added.

2/24/23

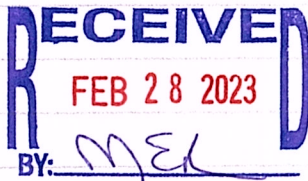
Roscoe Township Board,

I would like to thank you for the many years working together and allowing me to take care of Willowbrook Cemetery.

My bid for mowing only this year is \$320⁰⁰ per mow. Trimming every other time would be \$30.00 extra. Any additional work trimming bushes, putting down mulch, removing dressings etc. would be done at \$30⁰⁰ per hour rate.

Thanks

Rod Chambers



**ROSCOE TOWNSHIP
WINNEBAGO COUNTY, ILLINOIS**

RESOLUTION NO. R-2023-3-8

**A RESOLUTION OF THE BOARD OF TRUSTEES OF ROSCOE TOWNSHIP
AUTHORIZING THE TRANSFER OF FUNDS TO THE ROSCOE TOWNSHIP
HISTORICAL SOCIETY FOR THE PURPOSE OF EXTERIOR MAINTENANCE ON
THE PROPERTY COMMONLY KNOWN AS 4562 HONONEGAH ROAD ROSCOE,
ILLINOIS 61073**

Whereas, Roscoe Township (“Township”) is the fee simple title owner of a parcel of real estate commonly known as 4562 Hononegah Road, Roscoe, Illinois, 61073, PIN number 04-29-251-015 (the “Property”); and

Whereas, the exterior of the Property, specifically the brick portion of the 1840s structure, is in need of maintenance to remove the paint in order for restoration to begin; and

Whereas, the Township entered into a 25-year lease with the Roscoe Township Historical Society (“Society”) on July 10, 2019, which states in Item 9 of that agreement, that the Township is responsible for certain items of maintenance, including the maintenance of the exterior walls, and

Whereas, the Township is authorized under 60 ILCS 1/275-5 of the IL Township Code to distribute funds not exceeding \$10,000 to a museum or historical society for the operation and maintenance of said museum or historical society, and

Whereas, the Township determines that the general township fund contains funds not derived from tax levy that are not needed for township purposes during the remainder of the current fiscal year, and;

Whereas, the Township determines that it is in the best interest of the Township, as the owner of the Property, to improve and restore the property, and;

Whereas, it would be in the public interest to assist the Society with the maintenance needed in order to proceed with promoting a greater knowledge of the history of the Township, its people, and storage of its historical artifacts.

Now Therefore Be It Resolved, by the Supervisor and Board of Trustees of Roscoe Township, Winnebago County, Illinois, that:

1. The Township is authorized to distribute funds from the General Town Fund to the Society for the purpose of exterior brick maintenance on the property commonly known as 4562 Hononegah Road Roscoe, IL, PIN number 04-29-251-015, in an amount not to exceed \$10,000.00, subject to review by the Township Attorney.

2. This Resolution shall be in full force and effect immediately upon its adoption.

Adopted this 8th day of March 2023.

ATTEST:

ROSCOE TOWNSHIP
WINNEBAGO COUNTY, ILLINOIS
BOARD OF TRUSTEES

Gary Blascoe, Clerk

Bob Nowicki, Supervisor

Pat Henderson, Trustee

Phil Rhymer, Trustee

Elizabeth Lindquist, Trustee

Chuck Gilbert, Trustee

Ayes: _____

Nays: _____

Absent: _____

EXHIBIT “A”
APPLICABLE CODE

ARTICLE 275. TOWNSHIP FUNDS FOR

MUSEUMS OR HISTORICAL SOCIETIES

(60 ILCS 1/275-5)

Sec. 275-5. Distribution to museum or historical society. Whenever a township board determines that the general township fund of the township contains funds not derived from a township tax levy that are not needed for township purposes during the remainder of the then current fiscal year, the board may by resolution direct that all or any portion of those funds (not to exceed \$10,000) be distributed to a not for profit museum or historical society to be used for the operation and maintenance of the museum or historical society. (Source: P.A. 82-783; 88-62.)

(60 ILCS 1/275-10)

Sec. 275-10. Purposes of museum or historical society. Any museum or historical society for which township funds are distributed under this Article shall be maintained and operated, in addition to any other purposes, for the following purposes:

(1) To foster and promote a sense of understanding and pride in the accomplishments and achievements of the people of the township.

(2) To promote a greater knowledge of the history of the township and its relationship to the history of the State of Illinois and the United States.

(3) To provide access to historical relics and items by the people of the township and in particular the youth of the township.

(Source: Laws 1967, p. 82; P.A. 88-62.)

(60 ILCS 1/275-15)

Sec. 275-15. Use of funds; financial statement.

(a) Any funds paid to a not for profit museum or historical society must be used solely for the maintenance and operation of the museum or historical society.

(b) Within 60 days after the close of the fiscal year of any museum or historical society for which funds were provided under this Article, the museum or historical society that received the funds shall file with the township clerk a complete statement of the financial affairs of the museum or historical society for the fiscal year. The statement must be verified under oath and must show, for the fiscal year, (i) the amount expended in the maintenance and operation of the museum or historical society and the reasons for the expenditure; (ii) the amount of township funds received; (iii) the amount and source of any other funds received for those purposes; and (iv) the amount remaining on hand for maintenance and operation of the museum or historical society. The township clerk shall record the statement in the record book of the township and shall cause the statement to be published in a newspaper having general circulation in the Township within 30 days after it is filed with the clerk. (Source: Laws 1967, p. 82; P.A. 88-62.)

ROSCOE TOWNSHIP
FUND BALANCES
As of February 28, 2023

	<u>Feb 28, 23</u>
ASSETS	0.00
LIABILITIES & EQUITY	
Equity	
General Town Fund Balance	1,139,691.43
General Assistance Fund Balance	56,651.87
Cemetery Fund Balance	40,313.07
General Road & Bridge Fund Bal	334,223.42
Hard Road Fund Balance	255,927.30
Special Bridge Fund Balance	570,496.71
Total Equity	<u>2,397,303.80</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,397,303.80</u></u>

ROSCOE TOWNSHIP
FUND BALANCES
As of January 31, 2023

	<u>Jan 31, 23</u>
ASSETS	0.00
LIABILITIES & EQUITY	
Equity	
General Town Fund Balance	1,191,284.83
General Assistance Fund Balance	56,734.23
Cemetery Fund Balance	38,758.81
General Road & Bridge Fund Bal	342,882.62
Hard Road Fund Balance	293,363.12
Special Bridge Fund Balance	569,817.35
Total Equity	<u>2,492,840.96</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,492,840.96</u></u>

ROSCOE TOWNSHIP
Profit & Loss by Class

February 2023

	General T... (GENERA...)	Assessor (GENERA...)	Cemetery ... (GENERA...)	General A... (GENERA...)	Recreatio... (RECREA...)	Total REC... (GENERA...)	Total GEN... (GENERA...)	General R... (ROAD & ...)	Hard Road... (ROAD & ...)	Special Br... (ROAD & ...)	Total ROA... (ROAD & ...)	Unclassified	TOTAL
Ordinary Income/Expense													
Income													
REVENUE													
Interest Income	1,420.29	0.00	46.20	67.64	0.00	0.00	1,534.13	408.80	349.76	679.36	1,437.92	0.00	2,972.05
Other Income	255.00	0.00	0.00	0.00	0.00	0.00	255.00	0.00	0.00	0.00	0.00	0.00	255.00
Cemetery Burials	0.00	0.00	3,725.00	0.00	0.00	0.00	3,725.00	0.00	0.00	0.00	0.00	0.00	3,725.00
Cemetery Lots	0.00	0.00	825.00	0.00	0.00	0.00	825.00	0.00	0.00	0.00	0.00	0.00	825.00
Stone Setting	0.00	0.00	515.00	0.00	0.00	0.00	515.00	0.00	0.00	0.00	0.00	0.00	515.00
Total REVENUE	1,675.29	0.00	5,111.20	67.64	0.00	0.00	6,854.13	408.80	349.76	679.36	1,437.92	0.00	8,292.05
Total Income	1,675.29	0.00	5,111.20	67.64	0.00	0.00	6,854.13	408.80	349.76	679.36	1,437.92	0.00	8,292.05
Gross Profit	1,675.29	0.00	5,111.20	67.64	0.00	0.00	6,854.13	408.80	349.76	679.36	1,437.92	0.00	8,292.05
Expense													
PAYROLL EXPENSES													
Vision Ins Company	4.24	0.00	0.00	0.00	0.00	0.00	4.24	0.00	6.21	0.00	6.21	0.00	10.45
Dental Ins Company	17.75	0.00	0.00	0.00	0.00	0.00	17.75	5.91	34.57	0.00	40.48	0.00	58.23
IL State Stipend	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Assistant	1,683.87	0.00	0.00	0.00	0.00	0.00	1,683.87	560.89	0.00	0.00	560.89	0.00	2,244.76
Assessor's Staff A	0.00	5,909.45	0.00	0.00	0.00	0.00	5,909.45	0.00	0.00	0.00	0.00	0.00	5,909.45
Elected Officials G	7,842.95	0.00	0.00	0.00	0.00	0.00	7,842.95	0.00	0.00	0.00	0.00	0.00	7,842.95
FICA Employer	776.49	400.06	105.91	0.00	0.00	0.00	1,282.46	38.97	1,333.60	0.00	1,372.57	0.00	2,655.03
Health Insur Employer	304.96	406.52	0.00	0.00	0.00	0.00	711.48	101.56	584.14	0.00	695.70	0.00	1,407.18
HSA Employer	56.26	75.00	0.00	0.00	0.00	0.00	131.26	18.74	225.00	0.00	243.74	0.00	375.00
IMRF Employer	266.42	525.30	219.18	0.00	0.00	0.00	1,010.90	88.79	2,478.84	0.00	2,567.63	0.00	3,578.53
Regular Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,084.09	0.00	18,084.09	0.00	18,084.09
Salaries Cemetery	0.00	0.00	1,384.62	0.00	0.00	0.00	1,384.62	0.00	0.00	0.00	0.00	0.00	1,384.62
Supervisor Assistant	950.00	0.00	0.00	0.00	0.00	0.00	950.00	0.00	0.00	0.00	0.00	0.00	950.00
Unemployment Employer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total PAYROLL EXPENSES	11,902.94	7,316.33	1,709.71	0.00	0.00	0.00	20,928.98	814.86	22,756.45	0.00	23,571.31	0.00	44,500.29
COMMODITIES MATERIALS SUPPLIES													
Gas & Oil GR/HR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,638.98	0.00	4,638.98	0.00	4,638.98
Office Supplies G/GA/GR	1,952.00	0.00	0.00	0.00	0.00	0.00	1,952.00	261.40	0.00	0.00	2,213.40	0.00	2,213.40
Operating Supplies GR/HR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	386.31	0.00	386.31	0.00	386.31
SALT Road	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,993.84	0.00	9,993.84	0.00	9,993.84
Total COMMODITIES MATERIALS SUPPLI...	1,952.00	0.00	0.00	0.00	0.00	0.00	1,952.00	261.40	15,019.13	0.00	15,280.53	0.00	17,232.53
CONTRACTUAL SERVICES													
Accounting/Auditing G/GA/GR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	82.50	0.00	0.00	82.50	0.00	82.50
Cellular Phones GR/G	0.00	0.00	0.00	0.00	0.00	0.00	0.00	249.21	0.00	0.00	249.21	0.00	249.21
Cleaning G/GR	105.00	0.00	0.00	0.00	0.00	0.00	105.00	35.00	0.00	0.00	35.00	0.00	140.00
Computer Maintenance	1,721.91	0.00	0.00	0.00	0.00	0.00	1,721.91	0.00	0.00	0.00	0.00	0.00	1,721.91
Legal Services G/GA/GR	2,358.75	1,625.00	0.00	0.00	0.00	0.00	3,983.75	786.25	0.00	0.00	786.25	0.00	4,770.00
Maint Bldg/Equip	174.61	0.00	0.00	0.00	0.00	0.00	174.61	195.85	0.00	0.00	195.85	0.00	370.46
Maintenance - Roads GR/HR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,461.16	0.00	0.00	5,461.16	0.00	5,461.16
Maintenance - Trucks GR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	531.14	0.00	0.00	531.14	0.00	531.14
Training	138.00	0.00	0.00	0.00	0.00	0.00	138.00	0.00	0.00	0.00	0.00	0.00	138.00
Utilities	2,159.86	0.00	0.00	0.00	0.00	0.00	2,159.86	650.63	0.00	0.00	650.63	0.00	2,810.49
Total CONTRACTUAL SERVICES	6,658.13	1,625.00	0.00	0.00	0.00	0.00	8,283.13	7,991.74	0.00	0.00	7,991.74	0.00	16,274.87
Recreation Commodities													
Operating Supplies	0.00	0.00	0.00	0.00	75.00	75.00	75.00	0.00	0.00	0.00	0.00	0.00	75.00
Total Recreation Commodities	0.00	0.00	0.00	0.00	75.00	75.00	75.00	0.00	0.00	0.00	0.00	0.00	75.00
Cross House													
Utilities	0.00	0.00	0.00	0.00	64.13	64.13	64.13	0.00	0.00	0.00	0.00	0.00	64.13
Total Cross House	0.00	0.00	0.00	0.00	64.13	64.13	64.13	0.00	0.00	0.00	0.00	0.00	64.13

ROSCOE TOWNSHIP
Profit & Loss by Class

February 2023

Cash Basis

	General T... (GENERA...	Assessor (GENERA...	Cemetery ... (GENERA...	General A... (GENERA...	Recreatio... (RECREA...	Total REC... (GENERA...	Total GEN... (GENERA...	General R... (ROAD & ...	Hard Road... (ROAD & ...	Special Br... (ROAD & ...	Total ROA... (ROAD & ...	Unclassified	TOTAL
Cemetery CONTRACTUAL SERVICES													
Burials Expense Cemetery	0.00	0.00	1,750.00	0.00	0.00	0.00	1,750.00	0.00	0.00	0.00	0.00	0.00	1,750.00
Waste Removal Pinnacle Hill	0.00	0.00	97.23	0.00	0.00	0.00	97.23	0.00	0.00	0.00	0.00	0.00	97.23
Total Cemetery CONTRACTUAL SERVICES	0.00	0.00	1,847.23	0.00	0.00	0.00	1,847.23	0.00	0.00	0.00	0.00	0.00	1,847.23
CAPITAL OUTLAY													
Front Office Items	1,065.90	0.00	0.00	0.00	0.00	0.00	1,065.90	0.00	0.00	0.00	0.00	0.00	1,065.90
Plow Truck	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	0.00	10.00	0.00	10.00
Total CAPITAL OUTLAY	1,065.90	0.00	0.00	0.00	0.00	0.00	1,065.90	0.00	10.00	0.00	10.00	0.00	1,075.90
Future Capital Outlay													
Parc Grant Community Center	13,484.14	0.00	0.00	0.00	0.00	0.00	13,484.14	0.00	0.00	0.00	0.00	0.00	13,484.14
Future Recreational Projects	0.00	0.00	0.00	0.00	9,100.00	9,100.00	9,100.00	0.00	0.00	0.00	0.00	0.00	9,100.00
Total Future Capital Outlay	13,484.14	0.00	0.00	0.00	9,100.00	9,100.00	22,584.14	0.00	0.00	0.00	0.00	0.00	22,584.14
Budgeted Expenditures													
Gen Assistance Contingencies	0.00	0.00	0.00	150.00	0.00	0.00	150.00	0.00	0.00	0.00	0.00	0.00	150.00
Total Budgeted Expenditures	0.00	0.00	0.00	150.00	0.00	0.00	150.00	0.00	0.00	0.00	0.00	0.00	150.00
Reconciliation Discrepancies													
Total Expense	35,086.23	8,941.33	3,556.94	150.00	9,239.13	9,239.13	56,975.63	9,068.00	37,785.58	0.00	46,853.58	0.00	103,829.21
Net Ordinary Income	-33,412.94	-8,941.33	1,554.26	-82.36	-9,239.13	-9,239.13	-50,121.50	-8,659.20	-37,435.82	679.36	-45,415.66	0.00	-95,537.16
Other Income/Expense													
Other Expense													
Close Net Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-95,524.60	-95,524.60
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-95,524.60	-95,524.60
Net Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	95,524.60	95,524.60
Net Income	-33,412.94	-8,941.33	1,554.26	-82.36	-9,239.13	-9,239.13	-50,121.50	-8,659.20	-37,435.82	679.36	-45,415.66	95,524.60	-12.56