

**ROSCOE TOWNSHIP**  
**MEETING OF THE TOWNSHIP BOARD**  
**Wednesday, October 11th, 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. Approval of Pavilion Drawings for Bidding – Dan Saavedra
  - b. Ratify/Approve IMRF Resolution #R-2023-8-9-1
  - c. Approval of Tentative General Town Levy Ordinance #2023-1G
  - d. Approval of Tentative Road Levy Ordinance #2023-2R
  - e. Approval of Ad for Request for Proposals – Cemetery Lawn Care
- 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 / Old Business
- X. Public Comments (Restricted to Agenda Items)
- XI. Adjournment

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

**ROSCOE TOWNSHIP**  
**MEETING OF THE TOWNSHIP BOARD**  
**SEPTEMBER 13<sup>TH</sup>, 2023**

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

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

**Public Comments: None**

**Approval of Prior Minutes:** A motion was made by Trustee Chuck Gilbert to approve the minutes of August 9<sup>th</sup>, 2023, Regular Meeting Minutes. Seconded by Trustee Phil Rhymer. All voted yes, motion carried.

**Approval of Bills:** General Town Fund of \$67,486.06. A motion was made by Trustee Phil Rhymer to approve, seconded by Trustee Elizabeth Lindquist. Roll Call was taken, all approved, motion carried. General Road Bills of \$302,662.78. A motion was made by Trustee Pat Henderson to approve, seconded by Trustee Chuck Gilbert. Roll Call was taken, all approved, motion carried. Cemetery Bills of \$10,490.41. A motion was made by Trustee Phil Rhymer to approve, seconded by Trustee Elizabeth Lindquist. Roll Call was taken, all approved, motion carried.

**Supervisor's Reports:** Fund & Bank Balances in the packets.

**New Business:** Approval of the Cupola Installation cost of \$3500, by CPR Roofing Inc. Start date 10/6/2023. A motion was made by Trustee Chuck Gilbert to approve, seconded by Trustee Phil Rhymer. Roll Call was taken, all approved, motion carried. Approval of the Window Shades for the Community Center, of \$7324.88. A motion was made by Trustee Chuck Gilbert to approve, seconded by Trustee Pat Henderson. Roll Call was taken, all approved, motion carried. Approval of Resolution #R-2023-9-13. Re-establishment of Cemetery Committee, Mary to serve, 3 persons needed, \$1,000 wages. A motion was

made by Trustee Phil Rhymer, seconded by Trustee Pat Henderson. Roll Call was taken, all approved, motion carried. Upcoming Website Changes: Dawn gave a brief discussion of different alternatives for our website. No action taken on this tonight, will need extra time.

Reports: Highway Commissioner's Report-Steve stated that there is clean up of the chip & seal. Trees have been a big problem this year. Culverts will be paved soon. Clerk's Report-None, Sup. Asst. Report- Oct. 12<sup>th</sup>, Twp/50 North will be having breakfast at 8:30 am. Open to anyone over 50 years old. Assessor's Report-None, Township Attorney's Report-None, Cemetery Report-In the packet, Historical Society Update-Phil stated that the electric and the picture window will be replaced and re-worked, plus the chimney will be tuck pointed.

Unfinished/Old Business: Pavilion Update-Met with Saavedra on minor changes, new drawings coming. Phil gave a review of the brief changes to the site plan and construction plans. Design review to be presented at a Special Meeting in the future.

Public Comments: None

Adjournment: At 7:50 PM, a motion was made by Trustee Phil Rhymer to adjourn the meeting. Seconded by Trustee Pat Henderson. All voted yes, motion carried. The meeting was adjourned at 7:50 PM.

Respectfully submitted,

Gary W. Blascoe

Roscoe Township Clerk

The next Regular Meeting will be October 11<sup>th</sup>, 2023, at 7 PM in the Township Offices.

**ROSCOE TOWNSHIP**  
**SPECIAL MEETING OF THE TOWNSHIP BOARD**  
**SEPTEMBER 21<sup>ST</sup>, 2023**

The Special Meeting was called to order at 7:04 PM by Supervisor Bob Nowicki. Pledge of Allegiance was said.

Roll Call was taken and the following members were present; Supervisor Bob Nowicki, Trustees Pat Henderson, Chuck Gilbert, Phil Rhymer, and Elizabeth Lindquist. Also present were the following; Township Attorney Tom Green, Township Clerk Gary Blascoe, and Administrator Assistant Rhonda Hanson and Mary Ryan. Dawn Cassady was absent.

**New Business:** Approve October Community Center Programming Costs-Mary stated the 50 North Senior Group are helping with a breakfast event for our 50 and older community residents. \$1704.60 contract to be signed by our Supervisor for catering. A motion was made by Trustee Chuck Gilbert, seconded by Elizabeth Lindquist. Roll Call was taken, all voted for, except for Trustee Pat Henderson. Motion carried. Approve Revisions to Facility Usage Policy-Need to develop Standard Operating Procedures in the future. Much discussion on this topic. Carry over/no action taken at this time. Approve Website fees/agreement if applicable. \$100/month to host it, \$500.00 to set up the Website. A motion was made by Trustee Phil Rhymer, seconded by Chuck Gilber. Roll Call was taken, all voted yes, motion carried.

**Public Comments:** None

**Adjournment:** A motion was made by Trustee Phil Rhymer to adjourn the meeting at 8:15 PM. Seconded by Trustee Elizabeth Lindquist. Motion carried.

Submitted by,

Gary W. Blascoe

Township Clerk

Next Regular meeting will be 7 PM, October 11<sup>th</sup>, 2023, in the Township Offices.

# ROSCOE TOWNSHIP GENERAL Monthly Bills Report

Type	Date	Num	Memo	Account	Amount
Bill	09/07/2023	0010041835	Aaron's Lock & Safe	Maint Bldg/Equip	107.00
Bill	09/01/2023	Sept 2023	Charter Communications	Utilities	71.24
Bill	09/01/2023	9058 -8/4 -9/5/2023	ComEd 19058 R&B	Utilities	42.65
Bill	09/01/2023	800104251944	IP Communications Inc	Utilities	244.18
Bill	09/01/2023	Sept 2023	Lentell's Disposal	Maint Bldg/Equip	75.00
Bill	09/01/2023	40855 Sept	Merchant Fee Service	Office Supplies G/GA/A/GR	32.60
Bill	09/12/2023	5175011981	Cintas First Aid & Safety	Office Supplies G/GA/A/GR	47.59
Bill	09/12/2023	19067 Sept 2023	ComEd 19067 HonPath	Utilities	194.59
Bill	09/12/2023	70017 Sept 2023	ComEd 70017KM	Utilities	315.31
Bill	09/12/2023	7005 Sept 2023	ComEd 07005 HonPath	Utilities	187.21
Bill	09/12/2023	25009 Sept 2023	ComEd 25009 General Main	Utilities	328.11
Bill	09/12/2023	86099 Sept 2023	ComEd 86099 RJCross Park	Utilities	246.48
Bill	09/12/2023	8817	Rock River Pest Control LLC	Maint Bldg/Equip	90.00
Bill	09/12/2023	Sept 2023	Zoom	Office Supplies G/GA/A/GR	15.99
Bill	09/12/2023	Adobe Sept 2023	Visa 1173	Computer Maintenance	21.24
Bill	09/14/2023	79073 Sept 2023	Nicor60124579073 Cross House	Utilities	19.72
Bill	09/14/2023	4711094	RK Dixon	Office Supplies G/GA/A/GR	49.62
Bill	09/14/2023	110153	Siepert & Co., LLP	Accounting/Auditing G/GA/A/C	1,500.00
Bill	09/14/2023	000347	Wex Bank Mobil	Vehicle/GAS	68.00
Bill	09/13/2023	665420-0	Mid-City Office Supply	Office Supplies G/GA/A/GR	240.00
Bill	09/13/2023	Visa USPS	Visa 1173	Postage	66.00
Bill	09/13/2023	Visa Schnucks	Visa 1173	Office Supplies G/GA/A/GR	51.72
Bill	09/26/2023	Sept 2023	Microsoft MS Bill Info Office 365	Office Supplies G/GA/A/GR	216.60
Bill	09/29/2023	Sept 29 2023	Cleaning Crews	Cleaning G/GR	157.50
Bill	09/27/2023	00040	Arthur Agency -Totally Township Websites Website set up	Office Supplies G/GA/A/GR	243.00
Bill	09/29/2023	8/28/-9/27/ 2023	Nicor00597320001	Utilities	42.37
Bill	09/29/2023	4743640	RK Dixon	Office Supplies G/GA/A/GR	37.16
Bill	09/29/2023	Statement No.79	BSLBV Attorneys At Law	Legal Services G/GA/A/GR	2,205.75
Bill	09/22/2023	Visa Check	Visa 1173	Office Supplies G/GA/A/GR	119.98
Bill	09/29/2023	00161849	Entre Computer Solutions	Computer Maintenance	114.50
Total General Town Fund					<u>7,151.11</u>

GENERAL - ALL FUNDS  
General Town Fund

Total General Town Fund

# ROSCOE TOWNSHIP GENERAL Monthly Bills Report

~~September 2023~~

RECREATION - ALL FUNDS  
Recreation Fund

Type	Date	Num	Memo	Account	Amount
Bill	09/05/2023	Neal Security D	Community Center Deposit Refund	Security Deposit Refund Sept 3rd.	300.00
Bill	09/11/2023	4095	Ace Hardware Roscoe	Mineral Spirits	19.18
Bill	09/11/2023	4093	Ace Hardware Roscoe	Graffiti Remover Bug and Tar Spray	17.98
Bill	09/08/2023	4086	Ace Hardware Roscoe	Towels Gloves Wheel hub	39.96
Bill	09/01/2023	58048 Sept. 2023	ComEd 58048 Cross House	Maintenance & Equipment	27.64
Bill	09/06/2023	1112024	RBG Janitorial	Facility Maintenance Cleaning 2x monthly; Cleaning CC	260.00
Bill	09/11/2023	Eiler Security D	Community Center Deposit Refund	Security Deposit Refund Aug 24th and S Comm Ctr Rental Refund	100.00
Bill	09/11/2023	Williams Security D	Community Center Deposit Refund	Security Deposit Refund Sept 9th	300.00
Bill	09/12/2023	044755	Wex Bank Mobil	Park	4.87
Bill	09/12/2023	044117	Wex Bank Mobil	Park	52.00
Bill	09/21/2023	Wiedow Security D	Community Center Deposit Refund	Security Deposit Refund Sept 16 2023	300.00
Bill	09/21/2023	Sarver Security D	Community Center Deposit Refund	Security Deposit Refund Sept 17 2023	300.00
Bill	09/13/2023	323261	Jack's Tires Sales & Service	Maintenance & Equipment	58.50
Bill	09/13/2023	8832	Rock River Pest C/C	Pest Control Sept Service	120.00
Bill	09/25/2023	Villas Oakfied S/D	Community Center Deposit Refund	Security Deposit Refund Sept 20 2023	300.00
Bill	09/25/2023	Tonya White S/D	Community Center Deposit Refund	Security Deposit Refund Sept 20 2023	300.00
Bill	09/25/2023	Amanda Clevenz	Community Center Deposit Refund	Security Deposit Refund Sept 23 2023	300.00
Bill	09/25/2023	Cofoid S/D	Community Center Deposit Refund	Security Deposit Refund Sept 24 2023 (Comm Ctr Rental Refund	275.00
Bill	09/25/2023	U10000090584	GFL Environmental Com Center	Community Center	76.17
Bill	09/20/2023	665420-1	Mid-City Office Supply	Supplies	25.16
Bill	09/20/2023	9252023	T Mobile	Visa Internet	50.00
Bill	09/20/2023	Visa Schnucks	Visa 1173	Utilities CC	26.94
Bill	09/20/2023	Visa General Dollar	Visa 1173	Programming CC	4.55
Bill	09/26/2023	Visa Hoffman House	Visa 1173	Programming CC	1,599.75
Bill	09/29/2023	Hobby Lobby	Nowicki Robert	Programming CC	48.47
Bill	09/29/2023	667065-0	Mid-City Office Supply	Sandwich Board and Chaulk	96.95
Bill	09/29/2023	057718	Wex Bank Mobil	Supplies	300.00
Bill	09/29/2023	057726	Wex Bank Mobil	Park	134.96
Bill	09/19/2023	050490	Wex Bank Mobil	Park	204.14
Bill	09/29/2023	057722	Wex Bank Mobil	Park	30.21
Total Recreation Fund					5,672.43

# ROSCOE TOWNSHIP GENERAL Monthly Bills Report

Type	Date	Num	Memo	Account	Amount
Total RECREATION - ALL FUNDS					5,672.43
Total GENERAL - ALL FUNDS					12,823.54
<b>TOTAL</b>					<b>12,823.54</b>
Payroll			Total		23,372.91
<b>TOTAL</b>					<b>36,196.44</b>

**ROSCOE TOWNSHIP**  
**GENERAL Payroll Summary**  
 September 2023

	Berner, Deb...	Fisher, Kirst...	Hawes, Joan...	Loch, Alyssa...	Zintak, Patri...	TOTAL
<b>Employee Wages, Taxes and Adjustments</b>						
Gross Pay	3,505.20	754.08	838.20	631.22	869.95	6,598.65
Hourly ASR						
<b>Total Gross Pay</b>	<b>3,505.20</b>	<b>754.08</b>	<b>838.20</b>	<b>631.22</b>	<b>869.95</b>	<b>6,598.65</b>
Adjusted Gross Pay	3,505.20	754.08	838.20	631.22	869.95	6,598.65
<b>Net Pay</b>	<b>3,505.20</b>	<b>754.08</b>	<b>838.20</b>	<b>631.22</b>	<b>869.95</b>	<b>6,598.65</b>
<b>Employer Taxes and Contributions</b>						
Medicare (company)	41.97	10.94	12.15	9.15	11.62	85.83
Social Security (company)	179.45	46.75	51.97	39.13	49.66	366.96
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)	554.88	0.00	0.00	0.00	0.00	554.88
<b>Total Employer Taxes and Contributions</b>	<b>1,257.82</b>	<b>57.69</b>	<b>64.12</b>	<b>48.28</b>	<b>61.28</b>	<b>1,489.19</b>



**ROSCOE TOWNSHIP**  
**Payroll Summary**  
 September 2023

	Blasco...	Cassa...	Gilbert...	Hanso...	Hender...	Lindqu...	Nowic...	Rhyme...	Schrei...	Servan...	TOTAL
<b>Employee Wages, Taxes and Adjustments</b>											
<b>Gross Pay</b>											
Elected Officials G	541.67	0.00	750.00	0.00	750.00	750.00	1,833.33	750.00	2,083.33	3,384.62	10,842.95
Supervisor Assistant	0.00	950.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	950.00
HolidayGen75%	0.00	0.00	0.00	108.44	0.00	0.00	0.00	0.00	0.00	0.00	108.44
Hourly 75% GEN	0.00	0.00	0.00	1,631.44	0.00	0.00	0.00	0.00	0.00	0.00	1,631.44
Vac 75% Hourly Gen	0.00	0.00	0.00	57.75	0.00	0.00	0.00	0.00	0.00	0.00	57.75
<b>Total Gross Pay</b>	<b>541.67</b>	<b>950.00</b>	<b>750.00</b>	<b>1,797.63</b>	<b>750.00</b>	<b>750.00</b>	<b>1,833.33</b>	<b>750.00</b>	<b>2,083.33</b>	<b>3,384.62</b>	<b>13,590.58</b>
<b>Deductions from Gross Pay</b>											
Health	0.00	0.00	0.00	-164.19	0.00	0.00	0.00	0.00	0.00	0.00	-164.19
IMRF	0.00	0.00	0.00	-80.89	0.00	0.00	0.00	0.00	0.00	0.00	-80.89
<b>Total Deductions from Gross Pay</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-245.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-245.08</b>
<b>Adjusted Gross Pay</b>	<b>541.67</b>	<b>950.00</b>	<b>750.00</b>	<b>1,552.55</b>	<b>750.00</b>	<b>750.00</b>	<b>1,833.33</b>	<b>750.00</b>	<b>2,083.33</b>	<b>3,384.62</b>	<b>13,345.50</b>
<b>Net Pay</b>	<b>541.67</b>	<b>950.00</b>	<b>750.00</b>	<b>1,552.55</b>	<b>750.00</b>	<b>750.00</b>	<b>1,833.33</b>	<b>750.00</b>	<b>2,083.33</b>	<b>3,384.62</b>	<b>13,345.50</b>
<b>Employer Taxes and Contributions</b>											
Medicare (company)	7.86	13.78	10.87	23.83	10.87	10.87	26.58	10.87	30.20	49.08	194.81
Social Security (company)	33.58	58.90	46.50	101.87	46.50	46.50	113.67	46.50	129.17	209.85	833.04
Dental Company 2	0.00	0.00	0.00	17.74	0.00	0.00	0.00	0.00	0.00	0.00	17.74
Health Insurance (company)	0.00	0.00	0.00	304.91	0.00	0.00	0.00	0.00	0.00	0.00	304.91
HSA (company)	0.00	0.00	0.00	56.25	0.00	0.00	0.00	0.00	0.00	0.00	56.25
IMRF (company)	0.00	0.00	0.00	284.56	0.00	0.00	0.00	0.00	0.00	0.00	284.56
Vison Company 3	0.00	0.00	0.00	3.18	0.00	0.00	0.00	0.00	0.00	0.00	3.18
<b>Total Employer Taxes and Contributions</b>	<b>41.44</b>	<b>72.68</b>	<b>57.37</b>	<b>792.34</b>	<b>57.37</b>	<b>57.37</b>	<b>140.25</b>	<b>57.37</b>	<b>159.37</b>	<b>258.93</b>	<b>1,694.49</b>

# ROSCOE TOWNSHIP ROAD & BRIDGE Monthly Bills Report

September 2023

**ROAD & BRIDGE - ALL FUNDS**  
**General Road Fund**

Type	Date	Num	Name	Memo	Account	Amount
Bill	09/01/2023	Sept 2023	Charter Communications		Utilities	23.75
Bill	09/01/2023	800104251944	IP Communications Inc		Utilities	81.40
Bill	09/01/2023	Sept 2023	Lentell's Disposal		Maint Bldg/Equip	25.00
Bill	09/01/2023	64178	Northern Illinois Services Co		Maintenance - Roads GR/HR	36.72
Bill	09/07/2023	218712	West Side Tractor Sales	Vp15p 3/4 NPT	Maintenance - Trucks GR	405.72
Bill	09/12/2023	5175011981	Cintas First Aid & Safety	Medical supplies to restock cabin	Office Supplies G/GA/A/GR	142.77
Bill	09/12/2023	25009	ComEd 25009 General Main	Split 5792 Elevator Road	Utilities	109.37
Bill	09/12/2023	52105	ComEd 52105 R&B	#2 Road 5792 Elevator Road	Utilities	224.89
Bill	09/14/2023	Visa Poms	Visa 1173		Maintenance - Trucks GR	329.85
Bill	09/14/2023	4711094	RK Dixon	47766	Office Supplies G/GA/A/GR	16.55
Bill	09/14/2023	110153	Siepert & Co., LLP		Accounting/Auditing G/GA/A/GR	500.00
Bill	09/12/2023	Visa Farm & Fleet	Visa 1173		Maint Bldg/Equip	143.01
Bill	09/13/2023	6038523-00	Reinders Distribution Co		Maintenance - Roads GR/HR	159.49
Bill	09/13/2023	Visa Schnucks	Visa 1173		Office Supplies G/GA/A/GR	17.25
Bill	09/20/2023	1445	Kitto's Automotive		Maintenance - Trucks GR	219.01
Bill	09/26/2023	Sept 2023	Microsoft MS Bill Info Office 365		Office Supplies G/GA/A/GR	13.47
Bill	09/29/2023	Sept 29 2023	Cleaning Crews		Cleaning G/GR	52.50
Bill	09/27/2023	00040	Arthur Agency - Totally Township Websites		Office Supplies G/GA/A/GR	81.99
Bill	09/27/2023	Visa Farm & Fleet	Visa 1173		Maint Bldg/Equip	22.36
Bill	09/29/2023	4184	Ace Hardware Roscoe		Maint Bldg/Equip	6.99
Bill	09/29/2023	8/28/-9/27/ 2023	Nicor00597320001		Utilities	14.12
Bill	09/29/2023	64367	Northern Illinois Services Co		Maintenance - Roads GR/HR	69.23
Bill	09/29/2023	4743640	RK Dixon	47766	Office Supplies G/GA/A/GR	12.39
Bill	09/29/2023	Statement No.79	BSLBV Attorneys At Law	Acct. #88851-000Z	Legal Services G/GA/A/GR	735.25
Bill	09/22/2023	Visa Check	Visa 1173		Office Supplies G/GA/A/GR	40.00
Bill	09/29/2023	Sept 2023	U S Cellular	Shop Cell	Cellular Phones GR/G	236.31
<b>Total General Road Fund</b>						<b>3,719.39</b>

**Hard Road Fund**

Bill	09/12/2023	65477	Smith Oil Corporation	uls #2 B11 Bio Diesel	Gas & Oil GR/HR	1,125.31
Bill	09/12/2023	65477	Smith Oil Corporation	Tax	Gas & Oil GR/HR	177.59
Bill	09/12/2023	65478	Smith Oil Corporation	E 10 unl Reg 87	Gas & Oil GR/HR	780.08

# ROSCOE TOWNSHIP ROAD & BRIDGE Monthly Bills Report

Type	Date	Num	Name	Memo	Account	Amount
Bill	09/12/2023	65478	Smith Oil Corporation	Tax	Gas & Oil GR/HR	127.29
Bill	09/13/2023	33034096	Conserv F/S Caledonia		Operating Supplies GR/HR	204.02
Bill	09/13/2023	665420-0	Mid-City Office Supply		Office Supplies G/GA/A/GR	80.02
Bill	09/29/2023	Third Payment	Deere Credit Inc		John Deere Loader	24,639.31
Bill	09/29/2023	19429	Rock River Service Co.		Operating Supplies GR/HR	1,568.00
Total Hard Road Fund						28,701.62
Total ROAD & BRIDGE - ALL FUNDS						32,421.01
<b>TOTAL</b>						<b>32,421.01</b>
Payroll						25,671.45
Total						<b>58,092.46</b>

**ROSCOE TOWNSHIP**  
**ROAD & BRIDGE Monthly Payroll Summary**  
 September 2023

4:21 PM  
 10/04/23

Employee Wages, Taxes and Adjustments	Banker, Ashton M	Barber, Kerry M	Hanson, Rhonda S	Hanson, Tim A	Jones, Haden J	Kiser, Keynan W	Nimmer, Harold N	TOTAL
Gross Pay								
Comp Earned R&B	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	156.48	670.80	827.28
HolidayRB	0.00	0.00	0.00	189.04	149.04	156.48	275.20	769.76
HolidayRoad25%	0.00	0.00	35.93	0.00	0.00	0.00	0.00	35.93
Hourly 25% ROAD	0.00	0.00	543.82	0.00	0.00	0.00	0.00	543.82
Hourly ROAD	2,244.00	1,177.77	0.00	2,552.04	2,682.72	2,816.64	4,558.00	16,031.17
Overtime (x1.5)	0.00	0.00	0.00	319.05	0.00	0.00	0.00	319.05
Vac 25% Hourly Road	0.00	0.00	19.25	0.00	0.00	0.00	0.00	19.25
Vacation Hard Road	0.00	182.60	0.00	1,039.72	149.04	0.00	0.00	1,371.36
<b>Total Gross Pay</b>	<b>2,244.00</b>	<b>1,360.37</b>	<b>599.00</b>	<b>4,099.85</b>	<b>2,980.80</b>	<b>3,129.60</b>	<b>5,504.00</b>	<b>19,917.62</b>
<b>Adjusted Gross Pay</b>	<b>2,244.00</b>	<b>1,360.37</b>	<b>599.00</b>	<b>4,099.85</b>	<b>2,980.80</b>	<b>3,129.60</b>	<b>5,504.00</b>	<b>19,917.62</b>
<b>Net Pay</b>	<b>2,244.00</b>	<b>1,360.37</b>	<b>599.00</b>	<b>4,099.85</b>	<b>2,980.80</b>	<b>3,129.60</b>	<b>5,504.00</b>	<b>19,917.62</b>
<b>Employer Taxes and Contributions</b>								
Medicare (company)	32.53	19.72	7.94	56.46	46.06	42.39	76.34	281.44
Social Security (company)	139.13	84.34	33.94	241.42	196.94	181.26	326.39	1,203.42
Dental Company 2	0.00	0.00	5.92	23.66	0.00	23.66	23.66	76.90
Health Insurance (company)	0.00	0.00	101.61	406.52	0.00	406.52	406.52	1,321.17
HSA (company)	0.00	0.00	18.75	75.00	0.00	75.00	75.00	243.75
IMRF (company)	0.00	0.00	94.83	649.01	502.83	495.42	871.28	2,613.37
Vison Company 3	0.00	0.00	1.06	4.24	0.00	4.24	4.24	13.78
<b>Total Employer Taxes and Contributions</b>	<b>171.66</b>	<b>104.06</b>	<b>264.05</b>	<b>1,456.31</b>	<b>745.83</b>	<b>1,228.49</b>	<b>1,783.43</b>	<b>5,753.83</b>

## ROSCOE TOWNSHIP GENERAL Monthly Bills Report

Type	Date	Num	Name	Memo	Account	Amount
Bill	09/11/2023	166099	Rod Chambers	Mowing	Lawn/Labor Maintenance Willowbk	640.00
Bill	09/11/2023	166099	Rod Chambers	TRIM	Lawn/Labor Maintenance Willowbk	30.00
Bill	09/13/2023	55564	Ack Ack Nursery		Tree/Shrub Remove/Replacement	820.00
Bill	09/20/2023	U10000089263	GFL ENVIRONMENTALPinnHill	Pinnacle Hill Oct 1 2023- Oct 31 2023	Waste Removal Pinnacle Hill	97.23
Bill	09/29/2023	97320	Rogers Ready Mix & Materias Inc	Base for Bench	Cemetery Contingency	134.96
Bill	09/08/2023	2663	Green Thumb Lawn Care	Mow	Lawn/Labor Maintenance Roscoe	3,000.00
Bill	09/08/2023	2663	Green Thumb Lawn Care	Mow	Lawn/Labor Maintenance PinnHill	780.00
Bill	09/11/2023	6676 6677	Hallen Burial Vault Inc	Ingram Straw Wood Kunlosa Friend	Stone Setting Cemetery	3,195.00
Bill	09/11/2023	6676 6677	Hallen Burial Vault Inc	Post- Bruschi	Burials Expense Cemetery	1,750.00
Total Cemetery Fund						<u>10,447.19</u>
Total GENERAL - ALL FUNDS						<u>10,447.19</u>
TOTAL						<u><u>10,447.19</u></u>

3:22 PM

10/04/23

**ROSCOE TOWNSHIP**  
**Reconciliation Summary**  
Blackhawk CD# [REDACTED], Period Ending 09/30/2023

---

	<u>Sep 30, 23</u>
Beginning Balance	200,150.26
Cleared Transactions	
Deposits and Credits - 1 item	<u>50.45</u>
Total Cleared Transactions	<u>50.45</u>
Cleared Balance	<u>200,200.71</u>
Register Balance as of 09/30/2023	200,200.71
Ending Balance	200,200.71

3:21 PM

10/04/23

**ROSCOE TOWNSHIP**

**Reconciliation Summary**

**Blackhawk CD# [REDACTED], Period Ending 09/30/2023**

---

	<u>Sep 30, 23</u>
Beginning Balance	552,393.27
Cleared Balance	552,393.27
Register Balance as of 09/30/2023	552,393.27
Ending Balance	552,393.27

**ROSCOE TOWNSHIP**  
**Reconciliation Summary**  
**SENB OSLAD GRANT, Period Ending 09/30/2023**

---

	<u>Sep 30, 23</u>
Beginning Balance	168,687.65
Cleared Transactions	
Deposits and Credits - 1 item	<u>21.26</u>
Total Cleared Transactions	<u>21.26</u>
Cleared Balance	<u><u>168,708.91</u></u>
Register Balance as of 09/30/2023	168,708.91
Ending Balance	168,708.91



**ROSCOE TOWNSHIP**  
**Reconciliation Summary**  
SENB Bank ~~20000~~ CHECKING, Period Ending 09/30/2023

---

	<u>Sep 30, 23</u>
Beginning Balance	45,817.37
Cleared Transactions	
Checks and Payments - 126 items	-383,845.31
Deposits and Credits - 4 items	375,499.55
Total Cleared Transactions	<u>-8,345.76</u>
Cleared Balance	<u>37,471.61</u>
Uncleared Transactions	
Checks and Payments - 53 items	<u>-44,860.19</u>
Total Uncleared Transactions	<u>-44,860.19</u>
Register Balance as of 09/30/2023	<u><u>-7,388.58</u></u>
New Transactions	
Checks and Payments - 17 items	-19,071.26
Deposits and Credits - 1 item	110,000.00
Total New Transactions	<u>90,928.74</u>
Ending Balance	<u><u>83,540.16</u></u>

**ROSCOE TOWNSHIP**  
**Reconciliation Summary**  
**SENB Bank (TRANSFER ACCT) ~~2000~~, Period Ending 09/30/2023**

---

	<u>Sep 30, 23</u>
<b>Beginning Balance</b>	1,805,269.28
<b>Cleared Transactions</b>	
Checks and Payments - 1 item	-375,000.00
Deposits and Credits - 10 items	<u>577,938.75</u>
<b>Total Cleared Transactions</b>	<u>202,938.75</u>
<b>Cleared Balance</b>	<b><u>2,008,208.03</u></b>
<b>Register Balance as of 09/30/2023</b>	<b>2,008,208.03</b>
<b>New Transactions</b>	
Checks and Payments - 1 item	<u>-110,000.00</u>
<b>Total New Transactions</b>	<u>-110,000.00</u>
<b>Ending Balance</b>	<b><u>1,898,208.03</u></b>

## Roscoe Township Balance Sheet SEPTEMBER 2023

### General Account Funds

#### General Town & Assessor Fund

Beginning Balance from AUGUST 2023	1,129,356.13	
Income received during month	262,078.01	
Expenses approved this meeting	(36,196.44)	
Adjustments	2,514.79	
Ending Balance for SEPTEMBER 2023	1,357,752.49	

#### General Assistance Fund

Beginning Balance from AUGUST 2023	57,195.33	
Income received during month	895.18	
Expenses approved this meeting	-	
Adjustments	-	
Ending Balance for SEPTEMBER 2023	58,090.51	

#### Cemetery Fund

Beginning Balance from AUGUST 2023	52,685.51	
Income received during month	22,274.87	
Expenses approved this meeting	(10,447.19)	
Adjustments	-	
Ending Balance for SEPTEMBER 2023	64,513.19	

#### General Account Fund Ending Balance

**\$ 1,480,356.19**

### Road Account Funds

#### General Road Fund

Beginning Balance from AUGUST 2023	372,607.58	
Income received during month	22,772.02	
Expenses approved this meeting	(3,719.39)	
Adjustments	(863.05)	
Ending Balance for SEPTEMBER 2023	390,797.16	

#### Hard Road Fund

Beginning Balance from AUGUST 2023	250,037.74	
Income received during month	263,843.90	
Expenses approved this meeting	(54,373.07)	
Adjustments	667.40	
Ending Balance for SEPTEMBER 2023	460,175.97	

#### Special Bridge Fund

Beginning Balance from AUGUST 2023	586,466.58	
Income received during month	3,671.48	
Expenses approved this meeting	-	
Adjustments	-	
Ending Balance for SEPTEMBER 2023	590,138.06	

#### Road Account Fund Ending Balance

**\$ 1,441,111.19**

### Roscoe Township Total Fund Balance

**\$ 2,921,467.38**

**Roscoe Township Total Equity**

Roscoe Township Bank Account Balances

Money Market Account	2,008,208.03
Checking Account	37,471.61
Grant Acc	168,708.91
<b>Bank Balance</b>	<b>2,214,388.55</b>
CD Investments	752,593.98
Outstanding checks	(44,860.19)
Adjustment (Liabilities)	(654.96)
	2,921,467.38

70175412 CD Investment Blackhawk	200,200.71	Maturity 03/19/2024
70176894 CD Investment Blackhawk	552,393.27	Maturity 07/19/2024
	<u>752,593.98</u>	

	General Township	Maturity	Interest	
9/30/2023	\$ 200,200.71		\$ 50.45	
6/30/2023	\$ 200,150.26		\$ 50.44	
3/31/2023	\$ 200,099.82		\$ 49.32	
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	
			\$ 737.83	

	Special Bridge	Maturity	Interest
7/31/2023	\$ 552,393.27		\$ 3,421.67
4/30/2023	\$ 548,971.60		\$ 3,363.34
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
			\$ 13,693.25

## Roscoe Township Balance Sheet SEPTEMBER 2023

### General Account Funds

General Town & Assessor Fund		
Beginning Balance from AUGUST 2023	1,129,356.13	
Income received during month	262,078.01	
Expenses approved this meeting	(36,196.44)	
Adjustments	2,514.79	
Ending Balance for SEPTEMBER 2023	1,357,752.49	
General Assistance Fund		
Beginning Balance from AUGUST 2023	57,195.33	
Income received during month	895.18	
Expenses approved this meeting	-	
Adjustments		
Ending Balance for SEPTEMBER 2023	58,090.51	
Cemetery Fund		
Beginning Balance from AUGUST 2023	52,685.51	
Income received during month	22,274.87	
Expenses approved this meeting	(10,447.19)	
Adjustments		
Ending Balance for SEPTEMBER 2023	64,513.19	
<b>General Account Fund Ending Balance</b>		<b>\$ 1,480,356.19</b>

### Road Account Funds

General Road Fund		
Beginning Balance from AUGUST 2023	372,607.58	
Income received during month	22,772.02	
Expenses approved this meeting	(3,719.39)	
Adjustments	(863.05)	
Ending Balance for SEPTEMBER 2023	390,797.16	
Hard Road Fund		
Beginning Balance from AUGUST 2023	250,037.74	
Income received during month	263,843.90	
Expenses approved this meeting	(54,373.07)	
Adjustments	667.40	
Ending Balance for SEPTEMBER 2023	460,175.97	
Special Bridge Fund		
Beginning Balance from AUGUST 2023	586,466.58	
Income received during month	3,671.48	
Expenses approved this meeting	-	
Adjustments		
Ending Balance for SEPTEMBER 2023	590,138.06	
<b>Road Account Fund Ending Balance</b>		<b>\$ 1,441,111.19</b>

**Roscoe Township Total Fund Balance**

**\$ 2,921,467.38**

**Roscoe Township Total Equity**

Roscoe Township Bank Account Balances

Money Market Account	2,008,208.03
Checking Account	37,471.61
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70176894 CD Investment Blackhawk	552,393.27	Maturity 07/19/2024
	<u>752,593.98</u>	

	General Township	Maturity	Interest	
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6/30/2023	\$ 200,150.26		\$ 50.44	
3/31/2023	\$ 200,099.82		\$ 49.32	
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	
			\$ 737.83	

	Special Bridge	Maturity	Interest
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4/30/2023	\$ 548,971.60		\$ 3,363.34
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
			\$ 13,693.25

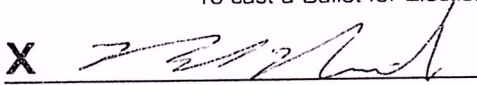
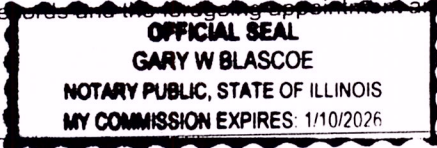
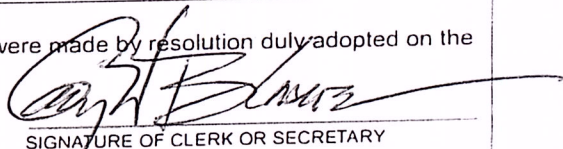


# NOTICE OF APPOINTMENT OF AUTHORIZED AGENT

IMRF Form 2.20 (Rev. 10/2014)

### INSTRUCTIONS

- The governing body of an IMRF employer (including townships) can appoint any qualified party as the employer's IMRF Authorized Agent.
- The governing body makes the appointment by adopting a resolution.
- The clerk or secretary of the governing body must certify the appointment (see Certification below).
- Mail the completed form to the Illinois Municipal Retirement Fund.
- A copy of the completed form should be retained by the employer.
- The new Authorized Agent will need to register for a new User ID on IMRF Employer Access.

EMPLOYER NAME Roscoe Township		EMPLOYER IMRF I.D. NUMBER 05859	
AUTHORIZED AGENT'S SALUTATION <input type="checkbox"/> Dr. <input checked="" type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.	LAST NAME Nowicki	FIRST NAME Robert	MIDDLE INITIAL JR., SR., II, ETC. J.
TYPE OF GOVERNING BODY Township			
DATE APPOINTMENT MADE (MM/DD/YYYY) 8/9/2023	EFFECTIVE DATE OF APPOINTMENT (MM/DD/YYYY) 8/9/2023	POSITION TITLE Township Supervisor	
Powers and duties delegated to Authorized Agent pursuant to Sec. 7-135 of Illinois Pension Code by governing body (P.A. 97-0328 removed the requirement that the Authorized Agent be a participant in IMRF to file a petition or cast a ballot):			
To file Petition for Nominations of an Executive Trustee of IMRF		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
To cast a Ballot for Election of an Executive Trustee of IMRF		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
 SIGNATURE OF AUTHORIZED AGENT NAMED ABOVE		8-9-2023 DATE (MM/DD/YYYY)	
<b>CERTIFICATION</b>			
I, <u>Dawn M. Cassady</u> NAME		do hereby certify that I am <u>Asst to Supervisor</u> CLERK OR SECRETARY	
of the <u>Roscoe Township</u> NAME OF EMPLOYER			
and the keeper of its books and records and the foregoing appointment and delegation were made by resolution duly adopted on the date indicated.			
SEAL			 SIGNATURE OF CLERK OR SECRETARY
<b>BUSINESS ADDRESS</b>			
All correspondence and communications with the Authorized Agent are to be addressed as follows:			
NAME (IF DIFFERENT FROM ABOVE) <input type="checkbox"/> Mr. <input type="checkbox"/> Ms.			
BUSINESS ADDRESS 5792 Elevator Road			
CITY STATE AND ZIP + 4 Roscoe IL 61073			
DAYTIME TELEPHONE NO. (with Area Code) 815-623-7323		ALTERNATE TELEPHONE NUMBER (with Area Code) 815-299-6550	
FAX NO. (with Area Code) 815-623-7343		EMAIL ADDRESS bnowicki@roscoetownship.org	

IMRF

2211 York Road Suite 500 Oak Brook, IL 60523-2337

Employer Only Phone: 1-800-728-7971 Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673) Fax (630) 706-4289

www.imrf.org

**ROSCOE TOWNSHIP  
WINNEBAGO COUNTY, ILLINOIS**

**RESOLUTION NO. R-2023-8-9-1**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF ROSCOE TOWNSHIP  
AUTHORIZING THE APPOINTMENT OF AN AUTHORIZED AGENT FOR IMRF**

**Whereas**, Roscoe Township (“Township”) is a participant in the Illinois Municipal Retirement Fund (“IMRF”); and

**Whereas**, IMRF requires the appointment of an Authorized Agent to be duly authorized by Resolution of the governing body; and

**Whereas**, the Township wishes to appoint Supervisor Bob Nowicki as their Authorized Agent.

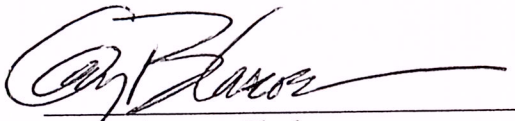
**Now Therefore Be It Resolved**, by the Board of Trustees of Roscoe Township, Winnebago County, Illinois, that:

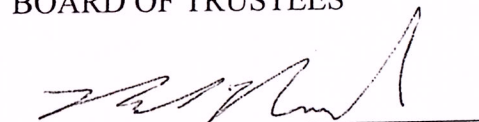
1. The Township appoints Supervisor Bob Nowicki as the IMRF Authorized Agent.
2. This Resolution shall be in full force and effect immediately upon its adoption.

Adopted this 9th day of August 2023.

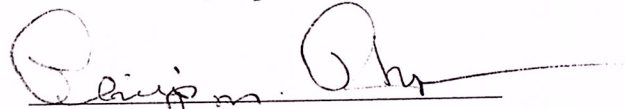
ATTEST:

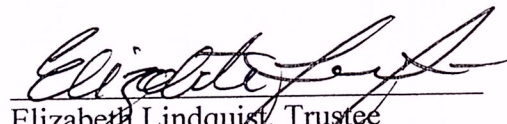
ROSCOE TOWNSHIP  
WINNEBAGO COUNTY, ILLINOIS  
BOARD OF TRUSTEES

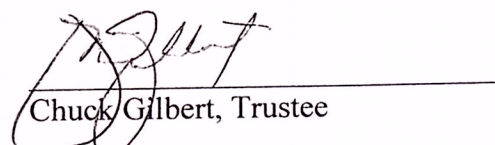
  
\_\_\_\_\_  
Gary Blascoe, Clerk

  
\_\_\_\_\_  
Bob Nowicki, Supervisor

Absent  
\_\_\_\_\_  
Pat Henderson, Trustee

  
\_\_\_\_\_  
Phil Rhymen, Trustee

  
\_\_\_\_\_  
Elizabeth Lindquist, Trustee

  
\_\_\_\_\_  
Chuck Gilbert, Trustee



**RESOLUTION 2023- 1G**

**TENTATIVE LEVY**

**WHEREAS**, the Board of Trustees of the Township of Roscoe, Illinois is in the process of preparing the budget for the fiscal year beginning April 1, 2024, and ending March 31, 2025, and

**WHEREAS** the Truth in Taxation Law requires that at least 20 days before adoption of the tax levy the Township shall estimate the amount of taxes to be levied and, if said estimated taxes to be raised by taxation would exceed the previous year aggregate extended real estate taxes by 5% or more, a public hearing on said levy is required before the adoption of said levy. Also, a notice of said hearing is to be published in a newspaper of general circulation not more than 14 days nor less than 7 days prior to the date of the public hearing.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township hereby estimates that the total aggregate levy for tax year 2023 is **\$789,000.00** with said amount being comprised of the following specific levies:

General Fund	1:	\$748,000.00
General Assistance Fund	2:	\$ 2,000.00
Cemetery Fund	3:	\$ 39,000.00

**Total aggregate levy: \$789,000.00**

**BE IT FURTHER RESOLVED** that no public hearing is required because the 2023 estimated tax levy will not exceed the 2022 extended taxes by more than 5%.

**BE IT FURTHER RESOLVED** that this resolution is effective immediately upon adoption.

Adopted this 11<sup>th</sup> day of October 2023.

<u>BOARD OF TRUSTEES</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bob Nowicki	_____	_____	_____
Elizabeth Lindquist	_____	_____	_____
Phil Rhymer	_____	_____	_____
Pat Henderson	_____	_____	_____
Chuck Gilbert	_____	_____	_____

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Gary W. Blascoe – Clerk

**RESOLUTION 2023-1R**

**TENTATIVE LEVY**

**WHEREAS**, the Board of Trustees of the Township of Roscoe, Illinois is in the process of preparing the budget for the fiscal year beginning April 1, 2024, and ending March 31, 2025, and;

**WHEREAS** the Truth in Taxation Law requires that at least 20 days before adoption of the tax levy the Township shall estimate the amount of taxes to be levied and, if said estimated taxes to be raised by taxation would exceed the previous year aggregate extended real estate taxes by 5% or more, a public hearing on said levy is required before the adoption of said levy. Also, a notice of said hearing is to be published in a newspaper of general circulation not more than 14 days nor less than 7 days prior to the date of the public hearing.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township hereby estimates that the total aggregate levy for tax year 2023 is **\$810,000.00** with said amount being comprised of the following specific levies:

Road & Bridge Fund 1:	\$ 81,880.00
Hard Road Fund 2:	\$720,800.00
Special Bridge Fund 3:	\$ 7,320.00

**Total aggregate levy: \$810,000.00**

**BE IT FURTHER RESOLVED** that no public hearing is required because the 2023 estimated tax levy will not exceed the 2022 extended taxes by more than 5%.

**BE IT FURTHER RESOLVED** that this resolution is effective immediately upon adoption.

Adopted this 11th day of October 2023.

<u>BOARD OF TRUSTEES</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bob Nowicki	_____	_____	_____
Elizabeth Lindquist	_____	_____	_____
Phil Rhymer	_____	_____	_____
Pat Henderson	_____	_____	_____
Chuck Gilbert	_____	_____	_____

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Gary W. Blascoe – Clerk

# Roscoe Township

## Request for Proposal – 2024 Mowing of Township Cemeteries

Roscoe Cemetery – 5949 Harrison St.

Willowbrook Cemetery – 12962 Willowbrook Road

Pinnacle Hill Cemetery – 14639 Pleasant Valley Road

Roscoe Township is accepting proposals for the 2024 mowing requirements at our three cemeteries. Proposals are to be individually submitted for each location, but need not be for all.

- Price per mowing and trimming around burial stones. Use of a leaf blower is required to clean driveway and paved pathways.
- Hourly rate for spring cleanup, trimming bushes, storm damage cleanup, and other minor misc. duties in and around the cemetery.

The contractor shall furnish all necessary equipment and labor for mowing service and shall at all times provide a sufficient amount of equipment and labor to maintain adequate service.

Prior to the execution of the agreement, the Contractor shall maintain in full force and effect throughout the term of the contract, general liability and workman's compensation insurance acceptable to the Township.

The Township and the Contractor agree that the Contractor shall submit monthly statements to the Township, detailing the dates worked, hours worked and type of task performed.

Please attach to the proposal any supporting material your company feels necessary that would provide further benefits to the Roscoe Township. Such as listing of client references and years of company provided experience.