

WAUCONDA TOWNSHIP

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Lincoln Knight
Supervisor

Danielle Rose
Clerk

Scott Weisbruch
Highway Commissioner

Kristin Carlson
Assessor

AGENDA WAUCONDA TOWNSHIP BOARD

REGULAR MEETING
March 20, 2024 6:00 P.M.

1. CALL TO ORDER / ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. VOTE: APPROVAL OF AGENDA
4. VOTE: APPROVE CONSIDERATION OF CONSENT AGENDA BY OMNIBUS VOTE
5. CONSENT AGENDA
 - A. APPROVE PAYMENT OF TOWN FUND BILLS-February 22, 2024- March 20, 2024
 - B. APPROVE PAYMENT OF ROAD DISTRICT BILLS- February 22, 2024-March 20, 2024
 - C. APPROVE MINUTES OF BOARD MEETING- February 21, 2024
6. VOTE: APPROVE ITEMS A-C CONSENT AGENDA
7. HISTORICAL SOCIETY REPORT
8. PUBLIC COMMENT: For *in-person attendance*: Citizens wishing to address the Township Board on Township business may do so only during the public comment section after requesting to speak by completing the sign-in form near the entrance to the Township Hall at the start of the meeting. Please keep remarks concise. Individual speakers will be limited to three minutes. All audience comments must be recognized by the Supervisor including questions to other Board members, staff or petitioners. When there is a controversial issue or large group present, the Supervisor may limit the total amount of time allocated to those who want to speak and all who speak are asked to comply with the established time limit.
9. NEW BUSINESS: A) VOTE: Accept the Wauconda Highway District's adoption of Wauconda Township Personnel Policies and Procedure Manual
B) VOTE: Accept the Wauconda Assessor's Office adoption of Wauconda Township Personnel Policies and Procedure Manual
10. VOTE: ANNUAL MEETING AGENDA
11. REPORT: SUPERVISOR: END OF FISCAL YEAR 2023
12. SUPERVISOR'S REPORT
13. ELECTED OFFICIAL'S REPORTS
14. ADJOURNMENT

Trustees

Kevin McKernan

Ed Lochmayer

Mary Beth Santi

Jim Whitehead

WAUCONDA TOWNSHIP 1ST OF THE MONTH BILLS

March 8, 2024

Accrual Basis

Type	Date	Num	Name	Memo	Class	Split	Amount
01 - GENERAL FUND							
01.4000 - SALARY EXPENSE							
01.4008 - OFFICIALS/PERSONNEL HEALTH INS							
Check	03/08/2024	2457	BLUE CROSS & BLUE SHIELD	201402	GENERAL	01.101 - DISBURSING A...	3,655.54
Check	03/08/2024	2458	DELTA DENTAL	31554	GENERAL	01.101 - DISBURSING A...	257.34
Check	03/08/2024	2461	BLUE CROSS & BLUE SHIELD OF IL	FP58978-1	GENERAL	01.101 - DISBURSING A...	71.25
Total 01.4008 - OFFICIALS/PERSONNEL HEALTH INS							3,984.13
Total 01.4000 - SALARY EXPENSE							3,984.13
01.5200 - CONTRACTUAL SERVICES							
01.5215 - COMPUTER SERVICES							
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	GENERAL	01.101 - DISBURSING A...	539.75
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	GENERAL	01.101 - DISBURSING A...	120.00
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	GENERAL	01.101 - DISBURSING A...	45.99
Total 01.5215 - COMPUTER SERVICES							705.74
01.5216 - TELEPHONE/FAX/INTERNET /IT							
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	GENERAL	01.101 - DISBURSING A...	33.63
Total 01.5216 - TELEPHONE/FAX/INTERNET /IT							33.63
01.5222 - TRAINING							
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	GENERAL	01.101 - DISBURSING A...	75.00
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	GENERAL	01.101 - DISBURSING A...	75.00
Total 01.5222 - TRAINING							150.00
01.5224 - UTILITIES							
Check	03/08/2024	2452	HINCKLEY SPRINGS		GENERAL	01.101 - DISBURSING A...	45.97
Check	03/08/2024	2456	NICOR GAS		GENERAL	01.101 - DISBURSING A...	159.66
Check	03/08/2024	2464	COMED		GENERAL	01.101 - DISBURSING A...	326.37
Check	03/08/2024	2469	VILLAGE OF WAUCONDA - UTILITY		GENERAL	01.101 - DISBURSING A...	18.88
Total 01.5224 - UTILITIES							550.88
01.5225 - DISPOSAL							
Check	03/08/2024	2460	LRS		GENERAL	01.101 - DISBURSING A...	82.16
Total 01.5225 - DISPOSAL							82.16
01.5251 - HISTORICAL HOUSE							
Check	03/08/2024	2454	NICOR GAS		GENERAL	01.101 - DISBURSING A...	197.76
Check	03/08/2024	2465	COMED		GENERAL	01.101 - DISBURSING A...	95.67
Check	03/08/2024	2467	VILLAGE OF WAUCONDA - UTILITY		GENERAL	01.101 - DISBURSING A...	37.76
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	GENERAL	01.101 - DISBURSING A...	93.95
Total 01.5251 - HISTORICAL HOUSE							425.14
Total 01.5200 - CONTRACTUAL SERVICES							1,947.55
01.5700 - OTHER							
01.5710 - FORMER EMPLOYEES							
Check	03/08/2024	2457	BLUE CROSS & BLUE SHIELD	201402	GENERAL	01.101 - DISBURSING A...	753.72
Check	03/08/2024	2458	DELTA DENTAL	31554	GENERAL	01.101 - DISBURSING A...	145.56
Check	03/08/2024	2461	BLUE CROSS & BLUE SHIELD OF IL	FP58978-1	GENERAL	01.101 - DISBURSING A...	45.52
Total 01.5710 - FORMER EMPLOYEES							944.80
Total 01.5700 - OTHER							944.80
12 - ASSESSOR							
12.4000 - SALARY EXPENSES							
12.4003 - PERSONNEL HEALTH INSURANCE							
Check	03/08/2024	2457	BLUE CROSS & BLUE SHIELD	201402	ASSESSOR	01.101 - DISBURSING A...	2,402.34
Check	03/08/2024	2458	DELTA DENTAL	31554	ASSESSOR	01.101 - DISBURSING A...	196.41
Check	03/08/2024	2461	BLUE CROSS & BLUE SHIELD OF IL	FP58978-1	ASSESSOR	01.101 - DISBURSING A...	29.21
Total 12.4003 - PERSONNEL HEALTH INSURANCE							2,627.96
Total 12.4000 - SALARY EXPENSES							2,627.96
12.5200 - CONTRACTUAL SERVICES							
12.5203 - TELEPHONE/FAX							
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	ASSESSOR	01.101 - DISBURSING A...	29.59
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	ASSESSOR	01.101 - DISBURSING A...	30.00
Total 12.5203 - TELEPHONE/FAX							59.59
12.5204 - WATER							
Check	03/08/2024	2453	HINCKLEY SPRINGS		ASSESSOR	01.101 - DISBURSING A...	54.45
Total 12.5204 - WATER							54.45
12.5209 - UTILITIES							
Check	03/08/2024	2456	NICOR GAS		ASSESSOR	01.101 - DISBURSING A...	159.66
Check	03/08/2024	2464	COMED		ASSESSOR	01.101 - DISBURSING A...	398.36
Check	03/08/2024	2469	VILLAGE OF WAUCONDA - UTILITY		ASSESSOR	01.101 - DISBURSING A...	18.88
Total 12.5209 - UTILITIES							576.90
12.5210 - DISPOSAL							
Check	03/08/2024	2460	LRS		ASSESSOR	01.101 - DISBURSING A...	82.16
Total 12.5210 - DISPOSAL							82.16
12.5214 - INTERNET							
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	ASSESSOR	01.101 - DISBURSING A...	33.63
Total 12.5214 - INTERNET							33.63
Total 12.5200 - CONTRACTUAL SERVICES							806.73
12.5600 - COMMODITIES							
12.5601 - OFFICE/OPERATING SUPPLIES							
Check	03/08/2024	2470	FIRST NATIONAL BANK OF OMAHA 7542		ASSESSOR	01.101 - DISBURSING A...	275.54
Check	03/08/2024	2470	FIRST NATIONAL BANK OF OMAHA 7542		ASSESSOR	01.101 - DISBURSING A...	-63.99
Total 12.5601 - OFFICE/OPERATING SUPPLIES							211.55
Total 12.5600 - COMMODITIES							211.55
Total 12 - ASSESSOR							3,646.24
Total 01 - GENERAL FUND							10,522.72

WAUCONDA TOWNSHIP 1ST OF THE MONTH BILLS

March 8, 2024

Accrual Basis

Type	Date	Num	Name	Memo	Class	Split	Amount
02 · GENERAL ASSISTANCE							
02.4000 · SALARY EXPENSE							
02.4002 · PERSONNEL HEALTH NSURANCE							
Check	03/08/2024	2457	BLUE CROSS & BLUE SHIELD	201402	GA	01.101 · DISBURSING A...	1,394.38
Check	03/08/2024	2458	DELTA DENTAL	31554	GA	01.101 · DISBURSING A...	159.14
Check	03/08/2024	2461	BLUE CROSS & BLUE SHIELD OF IL	FP58978-1	GA	01.101 · DISBURSING A...	6.19
Total 02.4002 · PERSONNEL HEALTH NSURANCE							1,559.71
Total 02.4000 · SALARY EXPENSE							1,559.71
02.5200 · CONTRACTUAL SERVICES							
02.5216 · TELEPHONE/FAX/INTERNET/IT							
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	GA	01.101 · DISBURSING A...	33.63
Total 02.5216 · TELEPHONE/FAX/INTERNET/IT							33.63
Total 02.5200 · CONTRACTUAL SERVICES							33.63
Total 02 · GENERAL ASSISTANCE							1,593.34
05 · SENIOR SERVICE							
05.4000 · SALARY EXPENSE							
05.4006 · PERSONNEL HEALTH INSURANCE							
Check	03/08/2024	2457	BLUE CROSS & BLUE SHIELD	201402	SENIOR SERVICES	01.101 · DISBURSING A...	753.72
Check	03/08/2024	2458	DELTA DENTAL	31554	SENIOR SERVICES	01.101 · DISBURSING A...	97.04
Check	03/08/2024	2461	BLUE CROSS & BLUE SHIELD OF IL	FP58978-1	SENIOR SERVICES	01.101 · DISBURSING A...	10.22
Total 05.4006 · PERSONNEL HEALTH INSURANCE							860.98
Total 05.4000 · SALARY EXPENSE							860.98
05.5200 · CONTRACTUAL SERVICES							
05.5216 · TELEPHONE/FAX/INTERNET/IT							
Check	03/08/2024	2459	VERIZON	242221870-00001	SENIOR SERVICES	01.101 · DISBURSING A...	53.61
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	SENIOR SERVICES	01.101 · DISBURSING A...	21.32
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	SENIOR SERVICES	01.101 · DISBURSING A...	33.63
Total 05.5216 · TELEPHONE/FAX/INTERNET/IT							108.56
05.5225 · UTILITIES							
Check	03/08/2024	2463	COMED		SENIOR SERVICES	01.101 · DISBURSING A...	882.91
Check	03/08/2024	2468	VILLAGE OF WAUCONDA - UTILITY		SENIOR SERVICES	01.101 · DISBURSING A...	37.76
Total 05.5225 · UTILITIES							920.67
Total 05.5200 · CONTRACTUAL SERVICES							1,029.23
05.5600 · COMMODITIES							
05.5601 · OFFICE SUPPLIES							
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	SENIOR SERVICES	01.101 · DISBURSING A...	41.42
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	SENIOR SERVICES	01.101 · DISBURSING A...	36.95
Total 05.5601 · OFFICE SUPPLIES							78.37
Total 05.5600 · COMMODITIES							78.37
Total 05 · SENIOR SERVICE							1,968.58
06 · ROAD & BRIDGE FUND							
06.5200 · CONTRACTUAL SERVICES							
06.5212 · TELEPHONE							
Check	03/08/2024	2459	VERIZON	242221870-00001	ROAD & BRIDGE	01.101 · DISBURSING A...	107.44
Total 06.5212 · TELEPHONE							107.44
06.5220 · DUES							
Check	03/08/2024	2474	FIRST NATIONAL BANK OF OMAHA 9319	9319	ROAD & BRIDGE	01.101 · DISBURSING A...	14.99
Total 06.5220 · DUES							14.99
06.5225 · UTILITIES							
Check	03/08/2024	2455	NICOR GAS		ROAD & BRIDGE	01.101 · DISBURSING A...	609.42
Check	03/08/2024	2466	COMED		ROAD & BRIDGE	01.101 · DISBURSING A...	247.94
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	ROAD & BRIDGE	01.101 · DISBURSING A...	88.27
Check	03/08/2024	2471	FIRST NATIONAL BANK OF OMAHA 7716	7716	ROAD & BRIDGE	01.101 · DISBURSING A...	33.61
Check	03/08/2024	2472	VILLAGE OF WAUCONDA - UTILITY		ROAD & BRIDGE	01.101 · DISBURSING A...	28.23
Check	03/08/2024	2473	VILLAGE OF WAUCONDA - UTILITY		ROAD & BRIDGE	01.101 · DISBURSING A...	37.76
Total 06.5225 · UTILITIES							1,045.23
Total 06.5200 · CONTRACTUAL SERVICES							1,167.66
06.5600 · COMMODITIES							
06.5622 · EQUIPMENT MAINT SUPPLIES							
Check	03/08/2024	2474	FIRST NATIONAL BANK OF OMAHA 9319	9319	ROAD & BRIDGE	01.101 · DISBURSING A...	61.51
Check	03/08/2024	2474	FIRST NATIONAL BANK OF OMAHA 9319	9319	ROAD & BRIDGE	01.101 · DISBURSING A...	33.95
Check	03/08/2024	2474	FIRST NATIONAL BANK OF OMAHA 9319	9319	ROAD & BRIDGE	01.101 · DISBURSING A...	31.98
Total 06.5622 · EQUIPMENT MAINT SUPPLIES							127.44
Total 06.5600 · COMMODITIES							127.44
Total 06 · ROAD & BRIDGE FUND							1,295.10
07 · PERMANENT ROAD							
07.4000 · SALARY EXPENSE							
07.4006 · PERSONNEL HEALTH INSURANCE							
Check	03/08/2024	2457	BLUE CROSS & BLUE SHIELD	201402	PERM. ROAD	01.101 · DISBURSING A...	6,331.24
Check	03/08/2024	2458	DELTA DENTAL	31554	PERM. ROAD	01.101 · DISBURSING A...	577.51
Check	03/08/2024	2461	BLUE CROSS & BLUE SHIELD OF IL	FP58978-1	PERM. ROAD	01.101 · DISBURSING A...	66.17
Total 07.4006 · PERSONNEL HEALTH INSURANCE							6,974.92
Total 07.4000 · SALARY EXPENSE							6,974.92
07.5200 · CONTRACTUAL SERVICES							
07.5224 · DISPOSAL							
Check	03/08/2024	2462	LRS		PERM. ROAD	01.101 · DISBURSING A...	286.80
Total 07.5224 · DISPOSAL							286.80
Total 07.5200 · CONTRACTUAL SERVICES							286.80
Total 07 · PERMANENT ROAD							7,261.72
TOTAL							22,641.46

**WAUCONDA TOWNSHIP
UNPAID WARRANTS
As of March 15, 2024**

Type	Date	Num	Due Date	Open Balance
ACE HARDWARE				
Bill	03/15/2024		03/25/2024	25.17
Total ACE HARDWARE				25.17
ACTIVE ALARM COMPANY				
Bill	03/15/2024	146224	03/25/2024	115.50
Total ACTIVE ALARM COMPANY				115.50
AIRGAS USA LLC				
Bill	03/15/2024	9146876426	03/25/2024	217.58
Total AIRGAS USA LLC				217.58
AMAZON				
Bill	03/15/2024	1C6J-4VJG-D94T	03/25/2024	492.13
Total AMAZON				492.13
AMERICAN BACKFLOW & FIRE PREVENTION INC				
Bill	03/15/2024	25328	03/25/2024	686.00
Total AMERICAN BACKFLOW & FIRE PREVENTION INC				686.00
CINTAS				
Bill	03/15/2024	5201155454	03/25/2024	57.42
Total CINTAS				57.42
COMED				
Bill	03/15/2024		03/25/2024	13,969.16
Total COMED				13,969.16
ELA TOWNSHIP				
Bill	03/15/2024	WAU02292024	03/25/2024	882.00
Total ELA TOWNSHIP				882.00
EXPERT COPIER SERVICE				
Bill	03/15/2024		03/25/2024	150.00
Total EXPERT COPIER SERVICE				150.00
FISHER AUTO PARTS				
Bill	03/15/2024	326-352326	03/25/2024	87.72
Total FISHER AUTO PARTS				87.72
GOV. ACCOUNTING & PRO. SERV., LLC				
Bill	03/15/2024	2465	03/25/2024	361.25
Total GOV. ACCOUNTING & PRO. SERV., LLC				361.25
ILLINOIS ASSESSORS ASSOCIATION				
Bill	03/15/2024	DUES	03/25/2024	90.00
Total ILLINOIS ASSESSORS ASSOCIATION				90.00
LAKE COUNTY ASESORS ASSOCIATION				
Bill	03/15/2024		03/25/2024	1,080.00
Total LAKE COUNTY ASESORS ASSOCIATION				1,080.00
LAW OFFICES ANCEL GLINK				
Bill	03/15/2024	102584	03/25/2024	191.25
Total LAW OFFICES ANCEL GLINK				191.25
LINCOLN.KNIGHT				
Bill	03/15/2024	MILEAGE	03/25/2024	321.60

**WAUCONDA TOWNSHIP
UNPAID WARRANTS
As of March 15, 2024**

Type	Date	Num	Due Date	Open Balance
Total LINCOLN.KNIGHT				321.60
LISA.KNIGHT				
Bill	03/15/2024	WELLCARE	03/25/2024	79.00
Bill	03/15/2024	EXPO 2024	03/25/2024	29.94
Total LISA.KNIGHT				108.94
MCELROY PLUMBING INC				
Bill	03/15/2024	8316-COOKHOUSE	03/25/2024	582.00
Total MCELROY PLUMBING INC				582.00
MCGILL LANDSCAPING INC				
Bill	03/15/2024	21873MG	03/25/2024	155.55
Total MCGILL LANDSCAPING INC				155.55
MELNYK TRANS INC				
Bill	03/15/2024	0001907	03/25/2024	800.00
Total MELNYK TRANS INC				800.00
NICOR GAS				
Bill	03/15/2024		03/25/2024	360.29
Bill	03/15/2024		03/25/2024	597.12
Bill	03/15/2024		03/25/2024	956.04
Total NICOR GAS				1,913.45
NJS ENTERPRISES, INC.				
Bill	03/15/2024	240500	03/25/2024	1,938.00
Bill	03/15/2024	240489	03/25/2024	900.75
Total NJS ENTERPRISES, INC.				2,838.75
OREILLY				
Bill	03/15/2024	022824	03/25/2024	304.32
Total OREILLY				304.32
POSTMASTER				
Bill	03/15/2024		03/25/2024	272.00
Total POSTMASTER				272.00
QUILL				
Bill	03/15/2024	37692241	03/25/2024	46.67
Total QUILL				46.67
WAUCONDA CARWASH				
Bill	03/15/2024	101969	03/25/2024	37.98
Total WAUCONDA CARWASH				37.98
WAUCONDA DISTRICT #118				
Bill	03/15/2024	4073	03/25/2024	1,642.47
Total WAUCONDA DISTRICT #118				1,642.47
TOTAL				27,428.91