

Official Proceedings of the Washington Township Board of Trustees

April 20, 2009

**Washington Township Center
30200 Town Center Road, Beecher, IL**

Special Board Meeting called to order to Prepare and Review 2009-10 Town (Corporate) Budget and to set the hour and dates for the Town Account and Road & Bridge Account Budget Hearings. Meeting agenda and guest sign-in sheet are attached.

Supervisor Howard called the meeting to order at 7:02 p.m. and led the Pledge of Allegiance and asked for a moment of silence for the men and women serving in the United States Armed Forces and for those who gave the ultimate sacrifice for their country.

Roll call:

Present: Supervisor Bob Howard **Trustees:** Dan Waterman, Ted Deery, Dennis Koehn, Trustee Elmer Becker

Other Officials present: Clerk Joe Burgess

Public Commentary: None

AGENDA ITEMS:

1. *Prepare and Review 2009-2010 Town (Corporate) Budget* – The board reviewed a preliminary working copy of the 2009 - 2010 budget ordinance (#09-01) as prepared by the Supervisor and Clerk. A discussion took place regarding additional revenue that would be received from the Community Building Fund, which received misallocated tax revenue from the Will County Treasurer during the 2008 and 2009 tax distributions. Due to a computation error, funds totaling \$15,779 were sent through electronic payments to the Community Building Fund and these funds should have been deposited into the corporate account. The Board also added a \$30,000 revenue line item for an RTA matching grant that will be released to the township; however, this grant can only be used for transportation related items. An additional \$7,000 in transportation revenue was added which would include passenger fares, outside payments (American Cancer Society, Medicare) and solicited donations from area businesses. The board then reviewed each expenditure line item in the budget and made adjustments as deemed necessary. Supervisor Howard noted that \$25,000 for Accounting Services was necessary because a complete audit of the township accounts will be required during 2009. Several board members questioned why it was necessary to budget \$25,000 for an audit when the last audit was considerably lower. Howard explained that the total requested included money for monthly accounting services and that the proposal from Legacy Professionals, a CPA firm from Chicago, was for a complete audit and the price quoted was “not to exceed” \$20,000. The board recommended that at least one other proposal be requested for these services just to be certain the Legacy proposal was fair and competitive. After further discussion the Board determined to allocate \$2000 to Donations, \$8000 to Senior Programs and \$5000 to Youth Programs. It was also decided to place \$10,000 into Contingencies. The Insurance Fund and General Assistance Fund were also reviewed and line items were adjusted as necessary.

The major items of the 2009-10 General Town Fund Budget are as follows:

- **Beginning balance: \$42,766**
- Total Revenue: \$307,783
- Total Funds: \$350,549

- Expenditures:
- Administration \$239,297
- Assessor \$15,235
- Transportation \$33,230
- Contingencies \$10,000
- Total Expenditures \$297,762

- **Ending Balance \$52,787**

The major items of the 2009-10 Insurance Fund are as follows:

- **Beginning balance: \$12,181**
- Total Revenue: \$12,579
- Total Funds: \$24,760

- Expenditures:
- Insurance \$10,200
- Total Expenditures \$10,200

- **Ending Balance \$14,560**

The major items of the 2009-10 General Assistance Fund are as follows:

- **Beginning balance: \$12,199**
- Total Revenue: \$15,709
- Total Funds: \$27,908

- Expenditures:
- Home Relief \$11,000
- Total Expenditures \$11,000

- **Ending Balance \$16,908**

Upon completion of the budget and ordinance discussion, Supervisor Howard requested a motion to tentatively adopt Budget & Appropriation Ordinance #09-01.

MOTION:

Trustee Waterman made a motion to tentatively adopt the *Washington Township Budget & Appropriation Ordinance #09-01* and to prepare it for public inspection. Trustee Koehn seconded the motion. There was no additional discussion on the motion. Roll call vote: Waterman – yes, Koehn – yes, Howard – yes, Deery – yes, Becker – yes. **Motion passed 5-0.**

2. *Set Date and Time for Town Account Budget Hearing* – Clerk Burgess recommended holding the Budget Hearing on June 1, 2009 at 6:30 pm. The hearing would precede the regularly scheduled Board meeting and will satisfy all legal requirements pertaining to the Budget being available for public inspection for 30 days prior to the hearing.

MOTION:

Trustee Deery made a motion to hold the Public Hearing for the proposed *Washington Township Budget & Appropriation Ordinance #09-01*, at 6:30 pm, on June 1, 2009, at the Washington Township Center. Trustee Waterman seconded the motion. There was no discussion on the motion. Roll call vote: Deery – yes, Waterman – yes, Koehn – yes, Becker – yes, Howard – yes. **Motion passed 5-0.**

3. *Set Date and Time for Town Account Budget Hearing* - Commissioner Meyer was not in attendance. Clerk Burgess will contact Meyer and request the time and date that the Road District Budget Hearing will be held and will properly publish the notice.

Adjournment:

Being no further business or discussion, Trustee Deery made a motion to adjourn. Motion was seconded by Trustee Becker, and after being unanimously approved by voice vote, the Board Meeting adjourned at 8:49 p.m.

Respectfully submitted,

Joseph Burgess – Town Clerk

Approved by Board of Trustees Date: _____