

MINUTES OF THE MEETING

SOUTH ROCK ISLAND TOWNSHIP BOARD

STATE OF ILLINOIS
County of Rock Island
South Rock Island Township

The South Rock Island Township Board met at the Township Clerk's Office, 4330 11th Street, Rock Island, IL, on June 27, 2022, at 4:15 pm.

Roll Call:

Officials present: Supervisor Grace Diaz Shirk, Trustee Mark Parr, Jr, Trustee Frank Skafidas (leaving at 6:16 pm), Trustee Bill Sowards, and Trustee KJ Whitley. No officials were absent. Township Clerk Nick Camlin reported the presence of a quorum. Assessor Nichole Parker was also present.

Approval of the Agenda and Meeting Minutes:

Sowards moved, and Whitley seconded, to approve the Agenda (*Record*). Voice vote. Motion carried.

Parr moved, and Skafidas seconded, to approve the May 23, 2022, Township Board meeting minutes.

Voice vote. Motion carried.

Reports:

Grace Diaz Shirk provided the Supervisor's Report (*Record*). Supervisor Shirk informed the Township Board that the refund sought from El Patron was received.

The Supervisor and Township Board discussed the standards for IMRF eligibility at 1,000 working hours per year, pursuant to a 2014 Township Board Resolution.

The Junior Chef program began June 15, 2022, with 23 participants, and ends July 13, 2022. Kids Camp will also have 23 participants and will run from July 18, 2022, to July 22, 2022.

Supervisor Shirk informed the Township Board of new employee Tara Tollenaer, and that Case Worker Katie Miller would be on maternity leave soon, with a due date of August 13, 2022.

The Supervisor announced that the Township Audit will be conducted July 7, 2022, by Jeanette Creger, Vicki Hess, and Kevin Koski.

There was discussion about Township employee wages. Considering job responsibilities and descriptions, an analysis may be needed to be fair and equitable. There was consensus to look into initiating a study.

Volunteer Boy Scouts will be mulching the Township grounds, and the Supervisor would like to consider a donation to the organization.

Nick Camlin verbally provided the Township Clerk's Report. Township Clerk Camlin stated that he received a FOIA request from Bulty for residential and commercial permits on June 13, 2022, and responded on June 14, 2022, that the Township doesn't issue building permits and referred the FOIA to the City of Rock Island.

Nichole Parker provided the Assessor's Report (*Record*). Assessor Parker stated that she turned in assessment files to the County on June 15, 2022.

The Supervisor reviewed the May 2022 General/Emergency Assistance Report (*Record*).

The May 2022 Client/Public/Senior Citizen Report was printed on the Agenda.

Supervisor Shirk recognized Kevin Nolan, who addressed the Township Board regarding the new Milan Harvest Festival to support the students of Rock Island (*Record*). It is planned for Labor Day weekend and will include vendors, security, and family activities. Mr Nolan described the funding and asked for assistance from the Township. Supervisor Shirk stated that the Township Board will discuss participation.

Treasurer's Report and Town Fund & Relief Fund Bills:

The Supervisor provided the Treasurer's Report for May 2022 (*Record*).

The Township Board audited the bills and claims (*Record*). Skafidas moved, and Whitley seconded, to

MINUTES OF THE MEETING

authorize the payment of the Town Fund and Relief Fund bills and transfers in the amount of \$55,655.62. Roll call vote. Five votes in favor: Parr, Skafidas, Sowards, Whitley, and Shirk. No votes in opposition. Motion carried.

Unfinished Business:

Supervisor Shirk discussed revisions to the Township Personnel Policy. Sowards moved, and Skafidas seconded, to approve of the revised Township Personnel Policy (*Record*). Roll call vote. Five votes in favor: Parr, Skafidas, Sowards, Whitley, and Shirk. No votes in opposition. Motion carried.

New Business:

Sowards moved, and Parr seconded, to approve purchase of MACI for health insurance for clients at a cost of \$2,015. Roll call vote. Five votes in favor: Parr, Skafidas, Sowards, Whitley, and Shirk. No votes in opposition. Motion carried.

Whitley moved, and Shirk seconded, to approve term life insurance benefits up to \$150,000, on a sliding scale, for Township staff at a cost of \$16 per month, per employee. Roll call vote. Five votes in favor: Parr, Skafidas, Sowards, Whitley, and Shirk. No votes in opposition. Motion carried.

Whitley moved, and Skafidas seconded, to donate \$500 to Milan Harvest Festival for Friends of the Fest sponsorship for \$500. Roll call vote. Five votes in favor: Parr, Skafidas, Sowards, Whitley, and Shirk. No votes in opposition. Motion carried.

No action was taken on a request for donation from the Rock Island & Milan Booster Club for the Wendland-Moran Memorial Golf Outing.

Whitley moved, and Skafidas seconded, to donate \$275 to Alleman High School for sponsorship of three seasons of athletic programs. Roll call vote. Five votes in favor: Parr, Skafidas, Sowards, Whitley, and Shirk. No votes in opposition. Motion carried.

Sowards moved, and Parr seconded, to donate \$200 for sponsorship of the 2022 Rock Island Labor Day Parade. Roll call vote. Four votes in favor: Parr, Sowards, Whitley, and Shirk. No votes in opposition. Motion carried.

Public Comments:

None.

Adjournment:

At 6:32 pm Sowards moved, and Shirk seconded, to adjourn the meeting.

**THIS IS A CERTIFIED COPY OF THE MINUTES OF THE MEETING APPROVED
BY THE SOUTH ROCK ISLAND TOWNSHIP BOARD ON JULY 25, 2022.**

Seal—>

Nick Camlin, Township Clerk

Date

AGENDA

**South Rock Island Township
Board Meeting
June 27, 2022
4:15 p.m.**

- I. Call to Order/Roll Call**
- II. Pledge of Allegiance**
- III. Supervisor Prayer**
- IV. Approval of Agenda**
- V. Approval of Minutes from May 23, 2022 meeting**
- VI. Reports**
 - A. Supervisor's Report
 - B. Clerk's Report
 - C. Assessor's Report
 - D. General/Emergency Assistance Client Review for May
 - E. Client/Public/Senior Citizen Report
 - 1. Bus Tickets for Public & Clients for May -11
 - 2. South Rock Island Township Senior Relief Program for June:
Hy-Vee – Total of 42
 - 3. Senior Denture Program for June -0
- VII. Treasurer's Report and Authorization and Transfers of Town Fund and Relief Fund Bills**
- VIII. Unfinished Business**
 - A. Approval of personnel policy
- IX. New Business**
 - A. Approval of MACI insurance program- \$2,015
 - B. Life Insurance policy for all staff
 - C. Milan Harvest festival
 - D. Donations
 - a) Rock Island Booster Club- Wendland-Moran Memorial Golf Outing
 - b) 2022-2023 Alleman athletics advertising for sports programs
 - c) Approval of Parade Sponsorship
- X. Public Comments**
- XI. Adjournment**



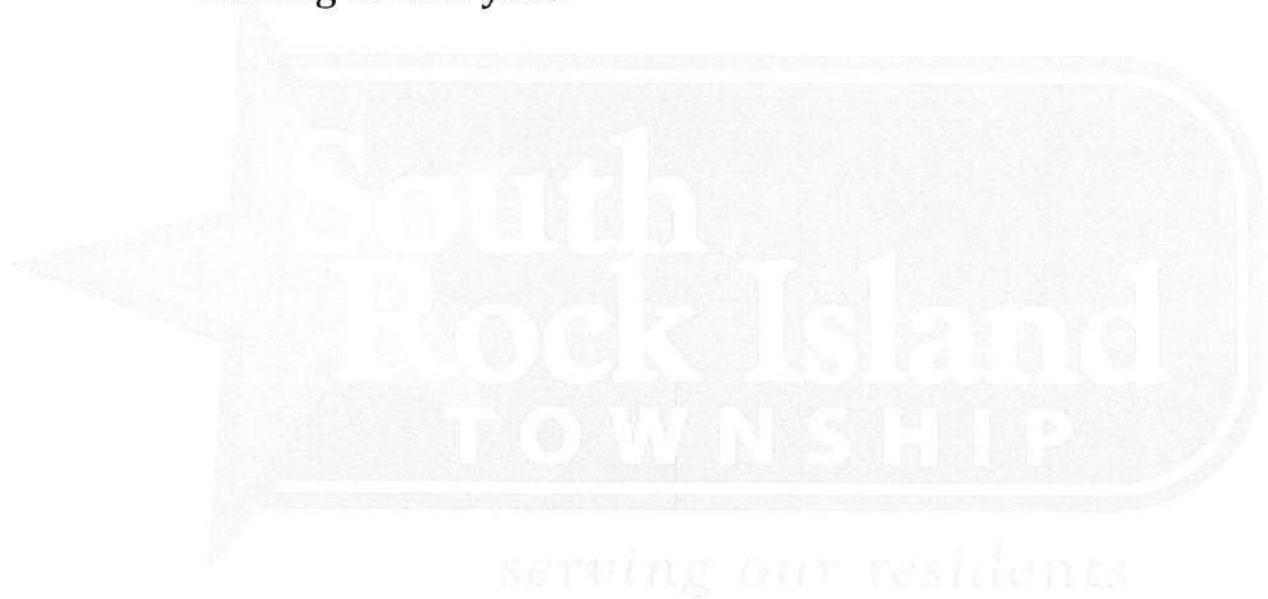
Supervisor Report for June 2022

1. El Patron – Refunded
2. Resolution 1,000 hours – 2014-3
3. June Chef - June 15 through July 13 (23)
4. Kids Camp – July 18th through July 22nd (23)
5. Katie's Due Date – August 13th
6. Citizen of the Year –
7. Dawn Cox/Tara Tolleneer – Moving pictures to the July meeting 4:00
8. Newsletter – Turn in a.s.a.p.
9. Audit – moved up – July 7th
10. Wendy/Tara
11. Mulch/ Boy Scouts –
- 12.

Assessor's Report

June 27, 2022

- Senior Freeze: 505
- Home Visits: 6
- Turned in Download from PAMS on June 15th
- Moline Class July 11th & July 12th
- E-Mailed Kelly at the County Clerk's for list of residents turning 65 this year.



Assistance Report for May 2022

652 Total residents came into the township for various reasons.

General Assistance

31 People inquired about General Assistance.

2 of those are active clients.

0 of those were approved for General Assistance.

0 client was terminated

0 client was sanctioned for up to 90 days.

1 client was denied assistance for various reasons.

8 Vendor vouchers were processed.

0 Medical vouchers were processed.

Emergency Assistance

0 People inquired about Emergency Assistance.

0 Clients was approved.

0 Voucher was processed.

0 Person denied

Additional Assistance

0 Cases were processed for Additional Assistance

GIVEAWAY

364 People (inside giveaway)

134 People (outside giveaway)

Leaf Bags

480 Leaf bags

Miscellaneous

11 Bus tickets were given out.

38 Residents came in for copies, laminations, or faxes.

50 Residents came in for other reasons.

5 Bills were processed and paid for Assistance.

Intergovernmental Townships

Edgington Township no cases were processed.

Rural Township no cases were processed.

Drury Township no cases were processed.

Preemption Township no cases were processed.

Buffalo Prairie Township no cases were processed.

Andalusia Township no cases were processed.





If you are interested in becoming a vendor, becoming a volunteer, learning about our sponsorship opportunities, or would like additional information, please contact Kevin Nolan or Stephanie Purdy at milanh harvestfestival@gmail.com or visit the Milan Harvest Festival Facebook page.



Milan Harvest Festival to be held Labor Day Weekend

A family friendly, weekend long event, you will not want to miss!

MILAN, IL February 17, 2022 - Back by popular demand! The Rock Island-Milan Little League, in collaboration with the Village of Milan, will host the Milan Harvest Festival on Labor Day weekend, 2022 at Camden Park in Milan, IL. In addition to a wide variety of carnival rides and games, there will be food vendors, live music, a beer garden, craft fair/farmer's market, exhibitor's area, disc golf tournament, 1-mile fun run, 5k race, and fireworks!

There will be a soft opening on Thursday, September 1st from 5pm – 10pm. The festival will be open on Friday, September 2nd from 5pm to 11pm, Saturday, September 3rd from noon – 11pm, Sunday, September 4th from noon – 11pm (fireworks starting at dusk), and Monday, September 5th from noon – 4pm.

"I'm very excited to have the festival back! After an absence for several years, we've got a good group of people willing to take charge of the event and really make it something special," says the Mayor of the Village of Milan, Duane Dawson. "We are moving our annual firework display from July 3rd to Labor Day weekend to really draw in a crowd," he continued.

The purpose of the Milan Harvest Festival is to provide our neighbors and visitors with exceptional entertainment that makes them proud to be a part of this community. In addition, all proceeds from the Milan Harvest Festival will be reinvested in the youth sports programs in our community to provide a positive experience for those who might not have a healthy, active outlet or an opportunity to play sports.

Kevin Nolan, a Quad City native, long-time board member of the Rock Island-Milan Little League, and president and CEO of Ecogistics in Moline stated, "I grew up in Milan and always enjoyed going to the Milan Indian Summer Festival as a kid and as a parent, sharing that same memory with my children. A lot of us have had a stressful past two years and we just want to be able to provide an option for people to enjoy themselves for a weekend while supporting a good cause."

If you are interested in learning about our sponsorship opportunities, becoming a vendor, becoming a volunteer, or would like additional information, please contact Kevin Nolan or Stephanie Purdy at milanharvestfestival@gmail.com or visit the Milan Harvest Festival Facebook page.

Schedule of Events



- **Thursday, September 1st:**
Carnival Soft opening 5:00-10:00pm
Wristband Special \$25 (5pm – 10pm)
- **Friday, September 2nd:**
Carnival 5:00pm – 11:00pm
Wristband Special \$30 (5pm – 11pm)
Live Music – Corporate Rock 7:00-10:00pm
- **Saturday, September 3rd:**
Carnival 12:00pm – 11:00pm
Wristband Special \$30 (5pm – 11pm)
Disc golf tournament (Ran by Iron Lion Disc Golf) 9:00am – 4:00pm @ Camden 2
Live Music – Soul Storm 7:00pm-10:00pm
- **Sunday, September 4th:**
1 mile Fun Run 8:00am
5k Race 8:30am
Carnival 12:00pm – 11:00pm
Wristband Special \$30 (5pm – 11pm)
Craft Fair in Camden Center 9:00am – 4:00pm
Live Music – Smooth Groove 6:00pm – 9:00pm
Fireworks at dusk
- **Monday, September 5th:**
Carnival 12:00pm – 4:00pm
Wristband Special \$25 (noon-4pm)

Wristband special for entire weekend: \$75 in advance or \$85 starting at 5:00pm on Thursday.

Milan Harvest Festival Craft Fair & Farmers Market

Sunday, September 4th, 2022

9:00am – 4:00pm

The Camden Centre – 2701 1st St E, Milan, IL 61264

Set up starts at 7am (NO EARLY BIRDS) and you must be there by 8:00am.
PLEASE SUBMIT APPLICATIONS AND PAYMENT NO LATER THAN AUGUST 26, 2022

Application Form

Name: _____ Phone Number: _____

Email: _____

Business Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Names of helpers working in your booth: _____

Product(s) Sold: _____

Please read each option carefully and mark your selection:

<u>QTY</u>	<u>ITEM</u>	<u>AMOUNT</u>	<u>TOTAL</u>
	12x12 Space Rental (inside the Camden Centre)	\$ 65.00	
	10x10 Space Rental (outside the Camden Centre)	\$ 65.00	
	10x10 Tent Rental (outside only)	\$ 150.00	
	6 ft Table Rental	\$ 15.00	
	Electric Hook Up (inside only)	\$ 10.00	
	Chairs (up to 4 per 10x10 space)	\$ 5.00	
		Grand Total	

Make checks payable to:
Milan Harvest Festival
Attn: Katie Noack
PO Box 104, Milan, IL 61264

Applications received after the August 26th deadline will incur a \$10 late fee. Please include the late fee in your payment.

Until you receive a confirmation from us, your spot is not guaranteed.

Email milanhavestfestival@gmail.com for more information.

The Milan Harvest Festival welcomes you to the Milan Harvest Festival Craft Fair and Farmers Market. We would like to thank you for your support of our festival. With our effort and your support, we hope to make this an exceptional event for all. Please keep in mind the following rules so we can have a successful outcome.

1. All applications must be returned by the deadline to ensure your space in our show. Spaces and electrical outlets are assigned in the order the applications are received.
2. The Milan Harvest Festival committee reserves the right to change space assignments as necessary.
3. Please be onsite and ready to go between 8:00am – 9:00am. Your table can be given away by 9:30am. Please call Katie at 309-737-8127 if you are unable to make it on time.
4. You are responsible for clean-up of your assigned space. Please be packed up and have your area cleaned by 6:00pm on Sunday.
5. NOTHING CAN BE HUNG ON THE WALLS OR ADHERED TO THE FLOOR. You are to utilize the space provided. All doorways and entrances must be clear from obstructions.
6. Vendors must provide your own extension cords (if needed).
7. We will do our best to honor any requests but is not guaranteed.
8. Exhibitors are responsible for collection and recording Sales Tax of 8.25%.
9. No change is given from the Milan Harvest Festival. Please come prepared.
10. We do NOT permit live animals of any kind.
11. We cannot accommodate large canopy structures indoors.
12. NO MONEY WILL BE REFUNDED OR TRANSFERRED DUE TO INCLEMENT WEATHER. NO TRANSFERS WILL BE ALLOWED. MONEY REFUNDED TWO WEEKS PRIOR TO SHOW, IF NOTIFICATION TO KATIE NOACK IS GIVEN IN WRITING.
13. If these rules are violated in any way, the Milan Harvest Festival has the right to revoke your contract.
14. The Milan Harvest Festival reserves the right to reject any application.
15. Please do not bother the Camden Centre or the Village of Milan for information. Please call Katie Noack at 309-737-8127.

IN CONSIDERATION OF BEING ALLOWED TO EXHIBIT AT THE MILAN HARVEST FESTIVAL, I ASSUME ALL RESPONSIBILITY AND LIABILITY FOR MY OWN EXHIBIT AND ANY HELPER I MAY HAVE WORKING WITH ME. I AGREE TO RELIEVE MILAN HARVEST FESTIVAL OF ANY LIABILITY FOR ANY DAMAGES BEYOND DUE CARE. INCLUDING CLAIMS FOR LOSS, DAMAGE, OR INJURY. WHILE AT THE SHOW, I FURTHER AGREE TO RELIEVE ALL LIABILITIES FROM THE CAMDEN CENTRE OR INCLUDING ANYONE CONNECTED WITH THIS FACILITY DURING THE CALENDAR YEAR OF 2022. I UNDERSTAND THAT INSURING MY OWN MERCHANDISE OR PUBLIC LIABILITY INSURANCE FOR ME WILL BE AT MY OWN EXPENSE.

I have read, agree, and will abide by the rules of this application.

Printed Name: _____

Signature: _____ Date: _____

FOR OFFICE USE ONLY:

Date Received: _____ Amount Paid: _____

Paid with: Cash _____ OR Check # _____



Food Vendor Application & Contractual Agreement for Participant in the 2022 Milan Harvest Festival



Thursday, September 1st – Monday, September 5th

(Please complete the following two pages and submit with your payment.)

Company Name: _____

Owner Name: _____

Address: _____

Phone Number: _____

Email: _____

Website: _____

Food Truck ☐

Food Trailer ☐

Food Cart ☐

Truck/Trailer dimensions: _____ (frontage) x _____ (depth)

Server window (check one for food truck/trailer): _____ (passenger side) **OR** _____ (driver side)

Menu Items: _____

All 5 days

Early Bird Special (Ends June 30, 2022)

ITEM	AMOUNT	TOTAL
Food truck/trailer	\$ 300.00	
Food Cart	\$ 150.00	
1 booth	\$ 150.00	
2 booths	\$ 250.00	
10x10 Tent Rental	\$ 150.00	
6 ft Table Rental	\$ 15.00	
	Grand Total	

All 5 days

Rates on or after July 1, 2022

ITEM	AMOUNT	TOTAL
Food truck/trailer	\$ 400.00	
Food Cart	\$ 200.00	
1 booth	\$ 200.00	
2 booths	\$ 350.00	
10x10 Tent Rental	\$ 150.00	
6 ft Table Rental	\$ 15.00	
	Grand Total	

Please make check payable to:

Milan Harvest Festival
PO Box 104
Milan, IL 61264

Contractual Agreement with the Milan Harvest Festival

The undersigned hereby makes the application to the Milan Harvest Festival (hereinafter called MHF) to operate a FOOD booth during the Milan Harvest Festival from Thursday, September 1st through Monday, September 5th, 2022, according to the under-mentioned terms and conditions.

1. We will operate a booth(s) (10 foot by 10 foot or the size of the food truck/trailer) that have been designated to use by the MHF as follows (circle all that apply):
 - Thursday, September 1st from 5:00pm-10:00pm
 - Friday, September 2nd from 5:00pm-11:00pm
 - Saturday, September 3rd from noon-11:00pm
 - Sunday, September 4th from noon-11:00pm
 - Monday, September 5th from noon-4:00pm
2. We agree to pay the nonrefundable entry fee in advance, with there being no other charges.
3. We agree that it will be our responsibility to erect the required facilities prior to the event and that the MHF shall have the right to approve the appearance and type of booth.
4. We agree to be bound by the location of our assigned booth, as determined by the MHF.
5. No hydro or water facilities are provided to any booth. You may bring your own small generator.
6. We will be responsible for the behavior of our staff and of the public in our booth and will, at all times, maintain a reasonable standard of conduct.
7. We will be allowed to setup our booth(s) up to three (3) hours prior to the start of the festival each day.
8. We will remove the booth(s) and all debris each day, no later than one (1) hour after carnival closes.
9. The MHF and its members assume no responsibility or liability for any loss, damage, or injuries occurring or suffered during the operation of the booth, within the area of operation of the booth, nor does the MHF assume any liability or responsibility for financial loss of any kind.
10. We agree to abide by reasonable rules and regulations as determined by the MHF.
11. The MHF reserves the right to rescind this Agreement and to require the booth be vacated in the event of a breach of this Agreement.
12. We agree to indemnify and save the MHF harmless in respect of any loss or liability or any injuries occasioned.
13. This Agreement is non-assignable without the consent of the MHF.

Signature: _____ Date: _____

Printed Name: _____

Milan Harvest Festival

September 1st – September 5th

SPONSORSHIP REGISTRATION FORM

Organization Name: _____

Contact Person: _____ Phone #: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____

Website Address: _____

SPONSORSHIP LEVELS

☐ Harvest Sponsor: Minimum \$10,000 (Includes largest logo on t-shirt, Social Media Advertising, Group Signage, Media Recognition, 10 carnival ride wristbands, 10 free t-shirts, 4x8 individual signage, shout out from Emcee, VIP tent for fireworks, and recognition on all promotional material.)

☐ Main Stage Sponsor: Minimum \$7,500 (Includes large logo on t-shirt, Social Media Advertising, Group Signage, Media Recognition, 4 carnival ride wristbands, 4 free t-shirts, 3x6 individual signage, and VIP tent for fireworks.)

☐ Maple Sponsor: Minimum \$5,000 (Includes logo on t-shirt, Social Media Advertising, Group Signage, Media Recognition, 2 carnival ride wristbands, 2 free t-shirts, and 4x4 individual signage.)

☐ Community Partner: Minimum \$2,500 (Includes logo on t-shirt, Social Media Advertising, Group Signage, and Media Recognition.)

☐ Friend of the Festival: Minimum \$500 (Includes logo on t-shirt, Social Media Advertising, and Group Signage.)

501 (c) 3 number is 88-1604934. Please consult with your accountant for tax deductions. Thank you!

PAYMENT INFORMATION

☐ My company provides matching donations

☐ Check: payable to **Milan Harvest Festival**

☐ Credit Card Information: _____ Visa _____ MasterCard _____ Discover _____ Amex

Amount: _____ Card #: _____

Name (as it appears on card): _____

Exp. Date: _____ CSC: _____ Billing Address: _____

City: _____ State: _____ Zip: _____

Signature: _____

Please return completed form via mail or email to:

PO Box 104, Milan, IL 61264 or milanharvestfestival@gmail.com



HOFFMAN & TRANEL, PC
Certified Public Accountants

INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

Grace Diaz Shirk, Supervisor
South Rock Island Township
4330 11th Street
Rock Island, IL 61201

Management is responsible for the accompanying financial statements of South Rock Island Township (a government agency), which comprise the statements of assets, liabilities, and fund balances – cash basis as of May 31, 2022 and the related statements of revenues and expenses – cash basis for the month then ended and year to date. In accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the cash basis of accounting, a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

The accompanying annual appropriations listing of South Rock Island Township for the year ending March 31, 2023 has not been compiled or examined by us, and accordingly, we do not express an opinion or any other form of assurance on it.

The Township has elected to comply with the provisions of GASB Statement No. 34, Basis Financial Statements – and Management's Discussion and Analysis – for State and Local Governments, as amended and interpreted. This requires that the Township reflect its fixed assets net of depreciation. The balance reflected is from their March 31, 2021 Illinois Annual Financial Report.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the government's assets, liabilities, fund balances, revenues, and expenditures. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Hoffman & Tranel, PC

Hoffman & Tranel, PC
Rock Island, IL
June 3, 2022

2514 24th Street
Rock Island, IL 61201

309-798-7465
www.hoffmantranel.com

South Rock Island Township
Statement of Assets, Liabilities, & Fund Balances-Cash Basis
Unaudited May 31, 2022

	May 31, 22
ASSETS	
Current Assets	
Checking/Savings	592,818.39
1001 Checking/ Am. Bank- TF	155,781.15
1101 Checking/ Am. Bank- GA	69.05
1130 Petty Cash	749,668.59
Total Current Assets	749,668.59
Fixed Assets	
1500 Building	567,116.24
1600 Equipment	21,401.09
Total Fixed Assets	588,516.32
TOTAL ASSETS	1,338,184.91
LIABILITIES & EQUITY	
Liabilities	
Other Current Liabilities	
3320 Acad Fed With Payable	910.00
3330 Acad Social Security Payable	1,843.94
3340 Acad IL With Tax Payable	682.74
3345 Acad Local With Tax Payable	189.00
3350 Acad IL UIC Tax Payable	130.58
3371 Acad Alloc	31.83
3372 Acad Life Ins Payable	(40.00)
Total Other Current Liabilities	3,728.09
Total Current Liabilities	3,728.09
Equity	
4800 Fund Bal-Town Fund	527,161.38
4810 Fund Bal-Social Security	9,904.18
4820 Fund Bal-Gen Assistance	164,235.08
4830 Fund Bal-Audit Fund	3,164.16
4840 Fund Bal-Insurance Fund	6,524.02
4850 Fund Bal-IL Hunt Reimnt	24,932.81
4860 Investments-Capital Assets	568,516.32
Net Income	10,018.87
Total Equity	1,334,456.82
TOTAL LIABILITIES & EQUITY	1,338,184.91

See Independent Accountants' Compilation Report

South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
TOWN FUND TOTAL CASH BASIS UNAUDITED PER END MAY 31, 2022

	May 22	Budget	\$ Over Budget	YTD Budget	\$ Over Budget	YTD Budget	Annual Budget
Income							
5100 Property Tax	21,613.77	21,251.00	362.77	21,613.77	362.77	21,613.77	21,613.77
5100 Sales Tax	21,244.72	21,244.72	0.00	21,244.72	0.00	21,244.72	21,244.72
5100 Interest Income	250.00	125.00	125.00	250.00	125.00	250.00	250.00
5100 Rental Income	250.00	125.00	125.00	250.00	125.00	250.00	250.00
5100 Dividends & Investment	250.00	125.00	125.00	250.00	125.00	250.00	250.00
Total Income	51,508.49	31,450.00	20,058.49	51,508.49	20,058.49	51,508.49	51,508.49
Expenditures							
6100 Administrative	15,287.63	15,287.63	0.00	15,287.63	0.00	15,287.63	15,287.63
6100 Police	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Fire	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Public Works	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Social Services	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Senior Citizen Services	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Public Health	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Program Services	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Property Tax	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
Total 61 - Miscellaneous Expenditures	15,287.63	15,287.63	0.00	15,287.63	0.00	15,287.63	15,287.63
Total 61 - Miscellaneous Expenditures	15,287.63	15,287.63	0.00	15,287.63	0.00	15,287.63	15,287.63
Total Expenditures	15,287.63	15,287.63	0.00	15,287.63	0.00	15,287.63	15,287.63
Net Income	36,220.86	16,162.37	20,058.49	36,220.86	20,058.49	36,220.86	36,220.86

See Independent Accountants' Compilation Report

South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
TOWN FUND TOTAL CASH BASIS UNAUDITED PER END MAY 31, 2022

	May 22	Budget	\$ Over Budget	YTD Budget	\$ Over Budget	YTD Budget	Annual Budget
Income							
5100 Property Tax	21,613.77	21,251.00	362.77	21,613.77	362.77	21,613.77	21,613.77
5100 Sales Tax	21,244.72	21,244.72	0.00	21,244.72	0.00	21,244.72	21,244.72
5100 Interest Income	250.00	125.00	125.00	250.00	125.00	250.00	250.00
5100 Rental Income	250.00	125.00	125.00	250.00	125.00	250.00	250.00
5100 Dividends & Investment	250.00	125.00	125.00	250.00	125.00	250.00	250.00
Total Income	51,508.49	31,450.00	20,058.49	51,508.49	20,058.49	51,508.49	51,508.49
Expenditures							
6100 Administrative	15,287.63	15,287.63	0.00	15,287.63	0.00	15,287.63	15,287.63
6100 Police	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Fire	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Public Works	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Social Services	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Senior Citizen Services	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Public Health	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Program Services	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
6100 Property Tax	1,511.00	1,511.00	0.00	1,511.00	0.00	1,511.00	1,511.00
Total 61 - Miscellaneous Expenditures	15,287.63	15,287.63	0.00	15,287.63	0.00	15,287.63	15,287.63
Total 61 - Miscellaneous Expenditures	15,287.63	15,287.63	0.00	15,287.63	0.00	15,287.63	15,287.63
Total Expenditures	15,287.63	15,287.63	0.00	15,287.63	0.00	15,287.63	15,287.63
Net Income	36,220.86	16,162.37	20,058.49	36,220.86	20,058.49	36,220.86	36,220.86

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South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
TOWN FUND CASH BASIS UNAUDITED PER MAY 31, 2022

	May 22	Budget	\$ Over Budget	Apr - May 22	YTD Budget	\$ Over Budget	Annual Budget
64 - Miscellaneous Expenditures							
6400 Community Development	633.44	1,613.87	248.57	633.44	633.44	-197.03	5,000.00
6401 Senior Citizens Services	633.44	2,000.00	-1,875.23	1,037.37	500.00	-482.62	30,000.00
6402 Youth & Youth Ed	1,325.00	1,200.00	125.00	1,325.00	1,200.00	-3,932.13	30,000.00
6403 Health & Welfare	1,325.00	1,200.00	125.00	1,325.00	1,200.00	-3,932.13	30,000.00
6404 Public Works	1,325.00	1,200.00	125.00	1,325.00	1,200.00	-3,932.13	30,000.00
6405 Property Tax	1,325.00	1,200.00	125.00	1,325.00	1,200.00	-3,932.13	30,000.00
Total 64 - Miscellaneous Expenditures	3,967.88	4,813.87	-823.65	4,511.03	9,783.34	-5,272.25	58,700.00
Total ADMIN & EXPENDITURES	19,125.43	30,685.06	-11,559.63	32,373.71	61,373.12	-23,694.41	388,220.00
Total Expenses	19,125.43	30,685.06	-11,559.63	32,373.71	61,373.12	-23,694.41	388,220.00
Net Income	32,144.45	854.94	31,289.51	37,251.63	1,625.88	25,747.77	8,840.00

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South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
TOWN FUND CASH BASIS UNAUDITED PER MAY 31, 2022

	May 22	Budget	\$ Over Budget	Apr - May 22	YTD Budget	\$ Over Budget	Annual Budget
Income							
500 Property Tax	25,013.77	27,225.00	-2,211.23	25,013.77	27,225.00	-2,211.23	27,225.00
501 Sales Tax	22,071.38	19,874.38	2,196.99	22,071.38	19,874.38	2,196.99	19,874.38
502 Rental Income	20,000.00	20,000.00	0.00	20,000.00	20,000.00	0.00	20,000.00
503 Other Income	20,000.00	20,000.00	0.00	20,000.00	20,000.00	0.00	20,000.00
504 Grants & Donations	20,000.00	20,000.00	0.00	20,000.00	20,000.00	0.00	20,000.00
505 Other Income	20,000.00	20,000.00	0.00	20,000.00	20,000.00	0.00	20,000.00
Total Income	51,279.15	31,400.00	19,879.15	51,279.15	31,400.00	19,879.15	31,400.00
Expenses							
60 - Personnel							
6000 Personnel	11,152.01	13,351.34	-2,199.33	11,152.01	13,351.34	-2,199.33	13,351.34
6001 Health Insurance	63.00	0.00	63.00	63.00	0.00	63.00	0.00
6002 Medical Clinic	63.00	0.00	63.00	63.00	0.00	63.00	0.00
Total 60 - Personnel	11,215.01	13,351.34	-2,136.33	11,215.01	13,351.34	-2,136.33	13,351.34
61 - Contractual Services							
6100 Accounting Services	375.00	425.00	-50.00	375.00	425.00	-50.00	425.00
6101 Insurance	1,125.00	1,125.00	0.00	1,125.00	1,125.00	0.00	1,125.00
6102 Building Security	425.00	425.00	0.00	425.00	425.00	0.00	425.00
6103 Computer & Software	2,125.00	2,125.00	0.00	2,125.00	2,125.00	0.00	2,125.00
6104 Legal & Professional	1,125.00	1,125.00	0.00	1,125.00	1,125.00	0.00	1,125.00
6105 Postage	425.00	425.00	0.00	425.00	425.00	0.00	425.00
6106 Printing	425.00	425.00	0.00	425.00	425.00	0.00	425.00
6107 Telephone	200.00	200.00	0.00	200.00	200.00	0.00	200.00
6108 Travel/Training	200.00	200.00	0.00	200.00	200.00	0.00	200.00
6109 Utilities	175.00	175.00	0.00	175.00	175.00	0.00	175.00
Total 61 - Contractual Services	3,750.00	3,750.00	0.00	3,750.00	3,750.00	0.00	3,750.00
62 - Commodities							
6200 Commodities	75.00	150.00	-75.00	75.00	150.00	-75.00	150.00
6201 Office Supplies	212.50	325.00	-112.50	212.50	325.00	-112.50	325.00
6202 Office Supplies	418.67	418.67	0.00	418.67	418.67	0.00	418.67
Total 62 - Commodities	297.17	493.67	-196.50	297.17	493.67	-196.50	493.67
63 - Capital Outlay/Building							
6300 Capital Outlay/Building	0.00	833.34	-833.34	0.00	833.34	-833.34	833.34
6301 Equipment	0.00	1,666.67	-1,666.67	0.00	1,666.67	-1,666.67	1,666.67
Total 63 - Capital Outlay/Building	0.00	2,500.01	-2,500.01	0.00	2,500.01	-2,500.01	2,500.01
Total 64 - Capital Outlay/Building	0.00	2,500.01	-2,500.01	0.00	2,500.01	-2,500.01	2,500.01

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South Rock Island Township

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South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
GENERAL ASST-CASH BASIS-UNAUDITED-PER END MAY 31, 2022

	May 22	Budget	\$ Over Budget	Apr - May 22	YTD Budget	\$ Over Budget	Annual Budget
Revenues							
5020 Property Tax	8,172.98	6,529.17	174.79	6,702.95	13,093.24	-4,355.38	78,350.00
5030 Insurance	69.88	500.00	-33.11	134.23	200.00	-45.77	1,200.00
5030 Insurance Agency-CA	0.00	83.34	-83.34	0.00	166.68	-166.68	1,000.00
Total Income	8,242.86	7,132.51	110.35	6,837.19	13,459.92	-4,507.53	80,550.00
Costs							
6000 Health Insurance	6,789.55	6,712.51	57.24	6,837.19	13,425.62	-4,507.53	80,550.00
ADMIN & EXPENDITURES							
6000 Admin	2,051.00	2,250.00	-218.00	3,925.00	4,001.00	-506.00	27,000.00
6000 Health Insurance	1,049.51	553.34	-1,502.85	5,037.65	1,165.66	-1,725.73	7,000.00
6000 Medical Costs	9.69	83.34	-19.65	83.69	166.68	-102.99	1,000.00
Total (Admin - Personnel)	3,110.20	2,916.68	-1,403.50	9,046.34	5,333.36	-2,338.72	29,000.00
61 - Capital Construction							
6100 Computer Hardware	158.33	500.00	-341.67	188.33	1,000.00	-811.67	6,000.00
6100 Computer Software	37.00	0.00	37.00	0.00	37.00	37.00	0.00
6100 Land & Professional	0.00	125.00	-125.00	0.00	250.00	-250.00	1,500.00
6100 Repairs	0.00	83.34	-83.34	0.00	166.68	-166.68	1,000.00
6100 Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6100 Risk Management Costs	0.00	333.34	-333.34	0.00	666.68	-666.68	4,000.00
6100 Telephone	228.28	200.00	28.28	275.00	400.00	-124.72	2,000.00
6100 Other Building	0.00	500.00	-500.00	375.00	0.00	375.00	4,000.00
Total 61 - Capital Construction	543.61	1,368.69	-1,033.51	1,196.35	3,133.36	-2,418.79	22,000.00
62 - Commodities							
6200 Supplies	14.10	41.67	-27.57	-14.10	83.34	-97.44	500.00
6200 Office Supplies	13.65	250.00	-40.35	229.93	600.00	-200.04	3,000.00
6200 Composites	0.00	2,083.34	-2,083.34	0.00	4,166.68	-4,166.68	25,000.00
Total 62 - Commodities	27.75	2,375.01	-2,191.66	245.86	4,750.02	-4,444.16	28,500.00
64 - Capital Outlay/Building							
6400 Equipment	0.00	1,506.67	-1,506.67	0.00	3,333.34	-3,333.34	20,000.00
Total 64 - Capital Outlay/Building	0.00	1,506.67	-1,506.67	0.00	3,333.34	-3,333.34	20,000.00
65 - Miscellaneous Expenditures							
6500 Programmatic Costs	0.00	300.00	-300.00	0.00	600.00	-600.00	3,000.00
Total 65 - Miscellaneous Expenditures	0.00	300.00	-300.00	0.00	600.00	-600.00	3,000.00
Total ADMIN & EXPENDITURES	2,114.91	5,125.35	-2,795.14	4,819.95	18,250.10	-13,245.01	102,500.00

South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
SOC. SEC. FUND-CASH BASIS UNAUDITED PER END MAY 31, 2022

	May 22	Budget	\$ Over Budget	Apr - May 22	YTD Budget	\$ Over Budget	Annual Budget
HOUSE RELIEF							
6100 General Assistance	647.65	4,583.34	-3,935.69	1,500.38	9,166.68	-7,666.30	\$5,000.00
6110 Medical Services	0.00	2,000.00	-2,000.00	0.00	2,000.00	-2,000.00	15,000.00
6120 Food Assistance	0.00	1,000.00	-1,000.00	0.00	1,000.00	-1,000.00	15,000.00
6130 Child Support Assistance	0.00	183.34	-183.34	0.00	366.68	-366.68	2,000.00
6140 Employment Relief	0.00	198.87	-198.87	0.00	397.74	-397.74	2,000.00
Total HOUSE RELIEF	647.65	8,265.15	-7,617.51	1,500.38	15,533.38	-14,032.92	59,200.00
Total Expense	2,782.57	17,791.74	-15,009.17	6,009.47	34,783.45	-28,783.98	228,200.00
Net Income	4,007.28	-18,879.23	14,869.51	7,487.72	-21,258.46	22,154.18	-129,100.00

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South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
SOC. SEC. FUND-CASH BASIS UNAUDITED PER END MAY 31, 2022

	May 22	Budget	\$ Over Budget	Apr - May 22	YTD Budget	\$ Over Budget	Annual Budget
Income							
5100 Property Tax	1,294.38	1,290.00	4.38	1,294.38	2,580.00	-1,285.62	15,000.00
Total Income	1,294.38	1,290.00	4.38	1,294.38	2,580.00	-1,285.62	15,000.00
Gross Profit	1,294.38	1,290.00	4.38	1,294.38	2,580.00	-1,285.62	15,000.00
Expense							
6100 Social Security/Medicare	1,500.75	1,500.00	-199.74	2,564.54	3,000.00	-435.46	18,000.00
Total SS - Personal	1,500.75	1,500.00	-199.74	2,564.54	3,000.00	-435.46	18,000.00
Total ADMIN & EXPENDITURES	1,500.75	1,500.00	-199.74	2,564.54	3,000.00	-435.46	18,000.00
Total Expense	1,500.75	1,500.00	-199.74	2,564.54	3,000.00	-435.46	18,000.00
Net Income	-5.88	-210.00	204.12	-1,270.16	-500.00	-770.16	-3,000.00

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South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
UNSF FUND-CASH BASIS-UNAUDITED PERIOD: ENO. MAY 31, 2022

	May 22	Budget	\$ Over Budget	Apr - May 22	YTD Budget	\$ Over Budget	Annual Budget
Income							
5000 Property Tax	2,403.12	2,333.34	70.45	2,403.87	4,666.68	2,333.34	28,000.00
Total Income	2,403.12	2,333.34	70.45	2,403.87	4,666.68	2,333.34	28,000.00
Gross Profit	2,403.12	2,333.34	70.45	2,403.87	4,666.68	2,333.34	28,000.00
EXPENSES							
ADMIN & EXPENDITURES							
6000 MWF-Township Share	1,601.02	3,000.00	-1,398.98	3,150.01	6,000.00	-2,849.99	36,000.00
Total 60 - Personnel	1,601.02	3,000.00	-1,398.98	3,150.01	6,000.00	-2,849.99	36,000.00
Total ADMIN & EXPENDITURES	1,601.02	3,000.00	-1,398.98	3,150.01	6,000.00	-2,849.99	36,000.00
Total Expense	1,601.02	3,000.00	-1,398.98	3,150.01	6,000.00	-2,849.99	36,000.00
Net Income	742.10	-666.66	1,418.76	-746.14	-2,333.32	1,587.18	-8,000.00

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South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
INS. FUND-CASH BASIS-UNAUDITED PERIOD: MAY 31, 2022

	May 22	Budget	\$ Over Budget	Apr - May 22	YTD Budget	\$ Over Budget	Annual Budget
Income							
5000 Property Tax	855.21	833.34	21.87	855.21	1,666.68	-81.47	10,000.00
Total Income	855.21	833.34	21.87	855.21	1,666.68	-81.47	10,000.00
Gross Profit	855.21	833.34	21.87	855.21	1,666.68	-81.47	10,000.00
EXPENSES							
ADMIN & EXPENDITURES							
6000 Unemployment Insura...	64.04	200.00	-135.96	130.58	400.00	-269.42	2,400.00
Total 60 - Personnel	64.04	200.00	-135.96	130.58	400.00	-269.42	2,400.00
61 - Contractual Services	0.00	833.34	-833.34	9,428.00	1,666.68	7,761.32	10,000.00
6100 Risk Management Co...	0.00	833.34	-833.34	9,428.00	1,666.68	7,761.32	10,000.00
Total 61 - Contractual Services	0.00	833.34	-833.34	9,428.00	1,666.68	7,761.32	10,000.00
Total ADMIN & EXPENDITURES	64.04	1,033.34	-969.30	9,558.58	2,066.68	7,491.90	12,400.00
Total Expense	64.04	1,033.34	-969.30	9,558.58	2,066.68	7,491.90	12,400.00
Net Income	791.17	-200.00	991.17	-8,703.37	-400.00	-8,301.37	-2,400.00

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South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENSES
CASH BASIS-UNAUDITED-PER. END. MAY 2010

	May 12	Budget	\$ Over Budget	Apr - May 12	YTD Budget	\$ Over Budget	Annual Budget
Income							
5000 Property Tax	39,629.82	55,355.50	1,012.97	38,628.82	76,291.70	-37,322.84	460,760.00
5001 Sales Tax	2,000.00	2,000.00	199.00	1,801.00	6,450.00	-4,649.00	20,000.00
5020 Interest Income	311.02	228.00	-88.82	816.76	6,450.00	-5,633.24	2,300.00
5023 Rental Income	260.00	2,000.00	-739.00	780.00	780.00	-1,200.00	12,440.00
5024 Investment Income	14.00	14.00	-	14.00	14.00	-	14.00
5025 Dividend & Investments	20.00	8.00	-12.00	305.28	0.00	305.28	517,950.00
Total Income	42,977.82	42,744.19	20,777.03	41,254.84	81,265.64	-5,443.38	517,950.00
Expense							
EXPENSES							
6000 Salaries	17,319.03	20,183.34	-2,864.31	34,167.66	46,266.05	-4,109.02	242,200.00
6010 Social Security	1,585.22	1,585.22	-	1,585.22	6,000.00	-4,414.78	22,000.00
6020 Health Insurance	1,585.22	1,585.22	-	1,585.22	3,906.46	-2,321.24	22,000.00
6023 MORTGAGE/Leasehold	1,680.22	3,000.00	-1,319.78	3,916.92	6,000.00	-2,083.08	36,000.00
6030 Unemployment Insurance	1,680.22	3,000.00	-1,319.78	3,916.92	6,000.00	-2,083.08	36,000.00
6040 Office Rent	254.70	305.00	-150.30	254.70	2,000.00	-1,745.30	4,500.00
Total 60 - Personnel	27,746.62	27,141.80	-4,537.08	41,751.12	64,833.49	-12,647.28	328,700.00
61 - Commercial Services							
6100 Maintenance	310.00	465.00	-155.00	750.00	890.00	-140.00	5,500.00
6110 Big Maintenance & Repairs	1,647.58	1,000.00	647.58	2,027.58	3,000.00	-972.42	18,000.00
6120 Building Security	600.00	1,250.00	-650.00	150.00	2,000.00	-1,850.00	10,000.00
6130 Office Supplies	1,484.19	1,250.00	234.19	6,700.00	7,000.00	-300.00	20,000.00
6140 Data & Subscriptions	1,484.19	1,250.00	234.19	5,775.17	5,000.00	775.17	32,000.00
6150 Legal & Professional	8.00	700.34	-692.34	1,416.68	1,416.68	-	9,000.00
6160 Insurance	8.00	700.34	-692.34	1,416.68	1,416.68	-	9,000.00
6170 Publishing	8.00	700.34	-692.34	1,416.68	1,416.68	-	9,000.00
6180 Risk Management Center	8.00	1,166.68	-1,158.68	8,425.00	2,333.26	6,091.74	14,000.00
6190 Other	8.00	700.34	-692.34	1,416.68	1,416.68	-	9,000.00
6200 Travel/Training	8.00	700.34	-692.34	1,416.68	1,416.68	-	9,000.00
Total 61 - Commercial Services	5,209.81	9,438.02	-3,628.09	22,811.19	19,771.80	3,149.39	116,800.00
63 - Communications							
6310 Telephones	82.87	260.00	-177.14	82.87	500.00	-417.13	2,000.00
6320 Office Supplies	540.00	1,000.00	-460.00	750.00	1,000.00	-250.00	3,000.00
Total 63 - Communications	622.87	1,260.00	-637.14	1,582.87	1,500.00	82.87	5,000.00
64 - Capital Outlay/Building							
6410 Equipment	6.00	333.34	-327.34	0.00	1,666.65	-1,666.65	10,000.00
6419 Equipment	6.00	3,458.34	-3,452.34	0.00	0.00	3,452.34	51,900.00
Total 64 - Capital Outlay/Building	12.00	3,791.68	-3,786.34	0.00	833.35	3,786.35	61,900.00

See Independent Accountants' Compilation Report

South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
ANY OTHER CASH BASIS, UNMAINTAINED PER END MAY 31 2022

	May 22	Budget	\$ Over Budget	Apr - May 22	YTD Budget	\$ Over Budget	Annual Budget
Incomes							
5009 Property Tax	138.65	125.00	13.65	138.65	250.00	-111.32	1,500.00
Total Income	138.65	125.00	13.65	138.65	250.00	-111.32	1,500.00
Gross Profit	138.65	125.00	13.65	138.65	250.00	-111.32	1,500.00
Expenses							
ADMIN & EXPENDITURES							
61- Contractual Services	0.00	30.00	-30.00	0.00	60.00	-60.00	300.00
6160 Accounting Services							
Total 61 - Contractual Serv...	0.00	30.00	-30.00	0.00	60.00	-60.00	300.00
Total ADMIN & EXPENDITU...	0.00	30.00	-30.00	0.00	60.00	-60.00	300.00
Total Expenses	0.00	30.00	-30.00	0.00	60.00	-60.00	300.00
Total Income	138.65	95.00	43.65	138.65	190.00	-51.32	1,140.00

Revised Manuscript Accepted for Publication: 19 May 2014

South Rock Island Township STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID CASH BASIS-UNAUDITED-PERIOD END, MAY 31, 2022

	May 22	May 21	\$ Change
Income			
5000 Property Tax	30,408.82	699.42	30,708.40
5010 Replacement Tax	22,971.38	11,995.27	10,985.11
5020 Interest Income	311.62	220.09	91.53
5030 Rental Income	260.00	940.00	-680.00
5200 Donations & Advertisement	20.00	0.00	20.00
Total Income	62,971.82	13,845.78	49,126.04
Gross Profit	62,971.82	13,845.78	49,126.04
Expense			
ADMIN & EXPENDITURES			
60 - Personnel	17,319.03	17,541.89	-222.86
6000 Salaries	1,300.28	1,301.17	-0.91
6010 Social Security/Medicare	186.52	2,832.15	-2,645.63
6020 Health Insurance	1,660.02	1,985.81	-325.79
6030 IMRF-Township Share	64.04	61.77	2.27
6040 Unemployment Insurance	254.75	275.22	-20.47
6050 Medical Clinic			
Total 60 - Personnel	20,784.62	23,998.01	-3,213.39
61 - Contractual Services			
6100 Accounting Services	375.00	375.00	0.00
6110 Big Maintenance & Repairs	1,647.85	1,188.58	459.27
6120 Computer/Software	693.68	1,185.55	-491.87
6130 Cables & Subscriptions	1,404.15	299.89	1,104.26
6140 Dues & Subscriptions	0.00	0.00	0.00
6150 Postage	0.00	98.32	-98.32
6160 Telephone	821.12	833.28	-12.16
6200 Travel/Training	0.00	90.89	-90.89
6210 1019 27th Ave	343.13	335.84	7.29
6220 Utilities			
Total 61 - Contractual Services	6,298.61	3,304.63	2,993.98
63 - Commodities			
6310 Miscellaneous	62.87	1,211.52	-1,148.65
6320 Office Supplies	565.62	1,002.85	-437.23
Total 63 - Commodities	608.49	2,214.37	-1,605.88
65 - Miscellaneous Expenditures			
6500 Community Development	633.44	639.04	-5.60
6510 Social Services	624.77	0.00	624.77
6520 Senior Citizen Services	1,250.00	3,000.00	-1,750.00
6530 Youth & Youth Ed	0.00	0.00	0.00
6540 Programs/Events GS	216.00	22.22	193.78
6550 Property Tax	1,237.28	0.00	1,237.28
Total 65 - Miscellaneous Expenditures	3,967.09	3,661.26	305.83
Total ADMIN & EXPENDITURES	31,660.91	33,176.32	-1,515.41
HOME RELIEF			
6700 General Assistance	647.66	568.64	81.02
6740 Employment Relief	0.00	53.50	-53.50
Total HOME RELIEF	647.66	620.14	27.52
Total Expense	32,308.57	33,796.46	-1,487.89
Net Income	30,663.25	-19,950.68	50,613.93

South Rock Island Township STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID CASH BASIS-UNAUDITED PER. END, MAY 31, 2022

	May 22	Budget	1 Over Budget	YTD Budget	1 Over Budget	Annual Budget
65 - Miscellaneous Expenditures	633.44	633.44	0.00	633.44	0.00	633.44
6500 Community Development	250.00	250.00	0.00	250.00	0.00	250.00
6510 Social Services	624.77	624.77	0.00	624.77	0.00	624.77
6520 Senior Citizen Services	1,250.00	1,250.00	0.00	1,250.00	0.00	1,250.00
6530 Youth & Youth Ed	0.00	0.00	0.00	0.00	0.00	0.00
6540 Programs/Events GS	1,237.28	1,237.28	0.00	1,237.28	0.00	1,237.28
6550 Property Tax	0.00	0.00	0.00	0.00	0.00	0.00
Total 65 - Miscellaneous Expenditures	3,967.09	3,967.09	0.00	3,967.09	0.00	3,967.09
HOME RELIEF						
6700 General Assistance	647.66	647.66	0.00	647.66	0.00	647.66
6740 Employment Relief	0.00	0.00	0.00	0.00	0.00	0.00
Total HOME RELIEF	647.66	647.66	0.00	647.66	0.00	647.66
Total Expense	32,308.57	32,308.57	0.00	32,308.57	0.00	32,308.57
Net Income	30,663.25	30,663.25	0.00	30,663.25	0.00	30,663.25

See Independent Accountants' Compilation Report

South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
CASH BASIS-UNAUDITED-PERIOD END. MAY 31, 2022

	Apr - May 22	Apr - May 21	\$ Change
Income			
5000 Property Tax	39,408.82	693.42	38,709.40
5010 Replacement Tax	40,128.87	21,287.13	18,841.74
5020 Interest Income	618.70	446.43	172.27
5030 Rental Income	760.00	1,850.00	-1,070.00
5200 Donations & Advertisement	320.25	1,120.00	-799.75
Total Income	81,266.64	25,402.99	55,863.65
Gross Profit	81,266.64	25,402.99	55,863.65
Expense			
ADMIN & EXPENDITURES			
60 - Personnel			
6000 Salaries	34,167.66	34,878.05	-710.39
6010 Social Security/Medicare	2,594.54	2,596.58	-2.04
6020 Health Insurance	1,337.67	5,664.30	-4,326.63
6030 IMRF-Township Share	3,280.92	3,957.64	-676.72
6040 Unemployment Insurance	130.58	126.99	3.59
6050 Medical Clinic	254.75	275.22	-20.47
Total 60 - Personnel	41,736.12	47,498.78	-5,762.66
61 - Contractual Services			
6100 Accounting Services	750.00	750.00	0.00
6110 Bldg Maintenance & Repairs	2,097.95	1,334.74	763.22
6120 Building Security	150.00	160.00	-10.00
6130 Computer/Software	6,022.10	5,776.27	245.83
6140 Dues & Subscriptions	1,778.17	313.97	1,464.20
6150 Postage	-1.65	0.00	-1.65
6170 Publishing	68.61	100.05	-31.44
6180 Risk Management Contrib	9,426.00	10,960.00	-1,534.00
6190 Telephone	1,092.24	1,134.16	-41.92
6200 Travel/Training	833.28	818.84	13.44
6210 1019 27th Ave	0.00	230.25	-230.25
6220 Utilities	744.39	737.52	6.87
Total 61 - Contractual Services	22,901.10	22,306.80	594.30
63 - Commodities			
6300 Miscellaneous	82.87	1,273.82	-1,210.95
6320 Office Supplies	766.21	1,204.32	-438.11
Total 63 - Commodities	829.08	2,478.14	-1,649.06
64 - Capital Outlay/Building			
6410 Equipment	0.00	4,472.00	-4,472.00
Total 64 - Capital Outlay/Building	0.00	4,472.00	-4,472.00
65 - Miscellaneous Expenditures			
6500 Community Development	633.44	834.04	-200.60
6510 Social Services	6.50	0.00	6.50
6520 Senior Citizen Services	1,087.87	3,004.00	-1,916.13
6530 Youth & Youth Ed	1,350.00	1,003.00	350.00
6540 Programs/Events OS	216.00	78.07	137.93
6550 Property Tax	1,237.28	0.00	1,237.28
Total 65 - Miscellaneous Expenditures	4,511.09	4,916.11	-405.02
Total ADMIN & EXPENDITURES	70,037.39	81,671.83	-11,634.44

South Rock Island Township
STATEMENTS OF REVENUE COLLECTED & EXPENDITURES PAID
CASH BASIS-UNAUDITED-PERIOD END. MAY 31, 2022

	Apr - May 22	Apr - May 21	\$ Change
HOME RELIEF			
5700 General Assistance	1,200.38	1,586.36	-385.98
5740 Employment Relief	0.00	53.00	-53.00
Total HOME RELIEF	1,200.38	1,639.36	-438.98
Total Expense	71,237.77	83,311.69	-12,073.92
Net Income	10,018.87	-57,908.71	67,927.58

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

South Beach Hotel Kentucky
General Ledger - Unaudited
As of May 31, 2002

Account	Debit	Credit	Balance	Debit	Credit	Balance
1000 Cash		100,000.00	100,000.00			100,000.00
1010 Accounts Receivable		50,000.00	50,000.00			50,000.00
1020 Inventory		20,000.00	20,000.00			20,000.00
1030 Prepaid Expenses		10,000.00	10,000.00			10,000.00
1040 Other Assets		5,000.00	5,000.00			5,000.00
2000 Accounts Payable	10,000.00		(10,000.00)			(10,000.00)
2010 Accrued Expenses	5,000.00		(5,000.00)			(5,000.00)
2020 Other Liabilities		15,000.00	15,000.00			15,000.00
3000 Equity		170,000.00	170,000.00			170,000.00
3010 Common Stock		100,000.00	100,000.00			100,000.00
3020 Retained Earnings		70,000.00	70,000.00			70,000.00
4000 Revenue		100,000.00	100,000.00			100,000.00
4010 Room Revenue		60,000.00	60,000.00			60,000.00
4020 Food & Beverage Revenue		40,000.00	40,000.00			40,000.00
5000 Expenses	15,000.00		(15,000.00)			(15,000.00)
5010 Cost of Sales	10,000.00		(10,000.00)			(10,000.00)
5020 Operating Expenses	5,000.00		(5,000.00)			(5,000.00)
5030 Depreciation		10,000.00	10,000.00			10,000.00
5040 Other Expenses		5,000.00	5,000.00			5,000.00
6000 Income Tax		10,000.00	10,000.00			10,000.00
6010 Federal Income Tax		5,000.00	5,000.00			5,000.00
6020 State Income Tax		5,000.00	5,000.00			5,000.00
7000 Other		5,000.00	5,000.00			5,000.00
7010 Other Income		5,000.00	5,000.00			5,000.00
8000 Other		5,000.00	5,000.00			5,000.00
8010 Other Income		5,000.00	5,000.00			5,000.00
9000 Other		5,000.00	5,000.00			5,000.00
9010 Other Income		5,000.00	5,000.00			5,000.00

South Beach Hotel Kentucky
General Ledger - Unaudited
As of May 31, 2002

Account	Debit	Credit	Balance	Debit	Credit	Balance
1000 Cash		100,000.00	100,000.00			100,000.00
1010 Accounts Receivable		50,000.00	50,000.00			50,000.00
1020 Inventory		20,000.00	20,000.00			20,000.00
1030 Prepaid Expenses		10,000.00	10,000.00			10,000.00
1040 Other Assets		5,000.00	5,000.00			5,000.00
2000 Accounts Payable	10,000.00		(10,000.00)			(10,000.00)
2010 Accrued Expenses	5,000.00		(5,000.00)			(5,000.00)
2020 Other Liabilities		15,000.00	15,000.00			15,000.00
3000 Equity		170,000.00	170,000.00			170,000.00
3010 Common Stock		100,000.00	100,000.00			100,000.00
3020 Retained Earnings		70,000.00	70,000.00			70,000.00
4000 Revenue		100,000.00	100,000.00			100,000.00
4010 Room Revenue		60,000.00	60,000.00			60,000.00
4020 Food & Beverage Revenue		40,000.00	40,000.00			40,000.00
5000 Expenses	15,000.00		(15,000.00)			(15,000.00)
5010 Cost of Sales	10,000.00		(10,000.00)			(10,000.00)
5020 Operating Expenses	5,000.00		(5,000.00)			(5,000.00)
5030 Depreciation		10,000.00	10,000.00			10,000.00
5040 Other Expenses		5,000.00	5,000.00			5,000.00
6000 Income Tax		10,000.00	10,000.00			10,000.00
6010 Federal Income Tax		5,000.00	5,000.00			5,000.00
6020 State Income Tax		5,000.00	5,000.00			5,000.00
7000 Other		5,000.00	5,000.00			5,000.00
7010 Other Income		5,000.00	5,000.00			5,000.00
8000 Other		5,000.00	5,000.00			5,000.00
8010 Other Income		5,000.00	5,000.00			5,000.00
9000 Other		5,000.00	5,000.00			5,000.00
9010 Other Income		5,000.00	5,000.00			5,000.00

General Assistance Fund Balance @ 03/31/2022 \$ 164,235.08

Current Year To Date Profit(Loss) 747.72

General Assistance Balance @ 5/31/2022 164,982.80

General Assistance Cash Balance @ 5/31/2022 156,781.15

Transfer for May 2022 \$ 8,201.65

This is the amount that should be transferred FROM Town Fund TO General Assistance Fund

Year	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	1991	1990	1989	1988	1987	1986	1985	1984	1983	1982	1981	1980	1979	1978	1977	1976	1975	1974	1973	1972	1971	1970	1969	1968	1967	1966	1965	1964	1963	1962	1961	1960	1959	1958	1957	1956	1955	1954	1953	1952	1951	1950	1949	1948	1947	1946	1945	1944	1943	1942	1941	1940	1939	1938	1937	1936	1935	1934	1933	1932	1931	1930	1929	1928	1927	1926	1925	1924	1923	1922	1921	1920	1919	1918	1917	1916	1915	1914	1913	1912	1911	1910	1909	1908	1907	1906	1905	1904	1903	1902	1901	1900	1899	1898	1897	1896	1895	1894	1893	1892	1891	1890	1889	1888	1887	1886	1885	1884	1883	1882	1881	1880	1879	1878	1877	1876	1875	1874	1873	1872	1871	1870	1869	1868	1867	1866	1865	1864	1863	1862	1861	1860	1859	1858	1857	1856	1855	1854	1853	1852	1851	1850	1849	1848	1847	1846	1845	1844	1843	1842	1841	1840	1839	1838	1837	1836	1835	1834	1833	1832	1831	1830	1829	1828	1827	1826	1825	1824	1823	1822	1821	1820	1819	1818	1817	1816	1815	1814	1813	1812	1811	1810	1809	1808	1807	1806	1805	1804	1803	1802	1801	1800	1799	1798	1797	1796	1795	1794	1793	1792	1791	1790	1789	1788	1787	1786	1785	1784	1783	1782	1781	1780	1779	1778	1777	1776	1775	1774	1773	1772	1771	1770	1769	1768	1767	1766	1765	1764	1763	1762	1761	1760	1759	1758	1757	1756	1755	1754	1753	1752	1751	1750	1749	1748	1747	1746	1745	1744	1743	1742	1741	1740	1739	1738	1737	1736	1735	1734	1733	1732	1731	1730	1729	1728	1727	1726	1725	1724	1723	1722	1721	1720	1719	1718	1717	1716	1715	1714	1713	1712	1711	1710	1709	1708	1707	1706	1705	1704	1703	1702	1701	1700	1699	1698	1697	1696	1695	1694	1693	1692	1691	1690	1689	1688	1687	1686	1685	1684	1683	1682	1681	1680	1679	1678	1677	1676	1675	1674	1673	1672	1671	1670	1669	1668	1667	1666	1665	1664	1663	1662	1661	1660	1659	1658	1657	1656	1655	1654	1653	1652	1651	1650	1649	1648	1647	1646	1645	1644	1643	1642	1641	1640	1639	1638	1637	1636	1635	1634	1633	1632	1631	1630	1629	1628	1627	1626	1625	1624	1623	1622	1621	1620	1619	1618	1617	1616	1615	1614	1613	1612	1611	1610	1609	1608	1607	1606	1605	1604	1603	1602	1601	1600	1599	1598	1597	1596	1595	1594	1593	1592	1591	1590	1589	1588	1587	1586	1585	1584	1583	1582	1581	1580	1579	1578	1577	1576	1575	1574	1573	1572	1571	1570	1569	1568	1567	1566	1565	1564	1563	1562	1561	1560	1559	1558	1557	1556	1555	1554	1553	1552	1551	1550	1549	1548	1547	1546	1545	1544	1543	1542	1541	1540	1539	1538	1537	1536	1535	1534	1533	1532	1531	1530	1529	1528	1527	1526	1525	1524	1523	1522	1521	1520	1519	1518	1517	1516	1515	1514	1513	1512	1511	1510	1509	1508	1507	1506	1505	1504	1503	1502	1501	1500	1499	1498	1497	1496	1495	1494	1493	1492	1491	1490	1489	1488	1487	1486	1485	1484	1483	1482	1481	1480	1479	1478	1477	1476	1475	1474	1473	1472	1471	1470	1469	1468	1467	1466	1465	1464	1463	1462	1461	1460	1459	1458	1457	1456	1455	1454	1453	1452	1451	1450	1449	1448	1447	1446	1445	1444	1443	1442	1441	1440	1439	1438	1437	1436	1435	1434	1433	1432	1431	1430	1429	1428	1427	1426	1425	1424	1423	1422	1421	1420	1419	1418	1417	1416	1415	1414	1413	1412	1411	1410	1409	1408	1407	1406	1405	1404	1403	1402	1401	1400	1399	1398	1397	1396	1395	1394	1393	1392	1391	1390	1389	1388	1387	1386	1385	1384	1383	1382	1381	1380	1379	1378	1377	1376	1375	1374	1373	1372	1371	1370	1369	1368	1367	1366	1365	1364	1363	1362	1361	1360	1359	1358	1357	1356	1355	1354	1353	1352	1351	1350	1349	1348	1347	1346	1345	1344	1343	1342	1341	1340	1339	1338	1337	1336	1335	1334	1333	1332	1331	1330	1329	1328	1327	1326	1325	1324	1323	1322	1321	1320	1319	1318	1317	1316	1315	1314	1313	1312	1311	1310	1309	1308	1307	1306	1305	1304	1303	1302	1301	1300	1299	1298	1297	1296	1295	1294	1293	1292	1291	1290	1289	1288	1287	1286	1285	1284	1283	1282	1281	1280	1279	1278	1277	1276	1275	1274	1273	1272	1271	1270	1269	1268	1267	1266	1265	1264	1263	1262	1261	1260	1259	1258	1257	1256	1255	1254	1253	1252	1251	1250	1249	1248	1247	1246	1245	1244	1243	1242	1241	1240	1239	1238	1237	1236	1235	1234	1233	1232	1231	1230	1229	1228	1227	1226	1225	1224	1223	1222	1221	1220	1219	1218	1217	1216	1215	1214	1213	1212	1211	1210	1209	1208	1207	1206	1205	1204	1203	1202	1201	1200	1199	1198	1197	1196	1195	1194	1193	1192	1191	1190	1189	1188	1187	1186	1185	1184	1183	1182	1181	1180	1179	1178	1177	1176	1175	1174	1173	1172	1171	1170	1169	1168	1167	1166	1165	1164	1163	1162	1161	1160	1159	1158	1157	1156	1155	1154	1153	1152	1151	1150	1149	1148	1147	1146	1145	1144	1143	1142	1141	1140	1139	1138	1137	1136	1135	1134	1133	1132	1131	1130	1129	1128	1127	1126	1125	1124	1123	1122	1121	1120	1119	1118	1117	1116	1115	1114	1113	1112	1111	1110	1109	1108	1107	1106	1105	1104	1103	1102	1101	1100	1099	1098	1097	1096	1095	1094	1093	1092	1091	1090	1089	1088	1087	1086	1085	1084	1083	1082	1081	1080	1079	1078	1077	1076	1075	1074	1073	1072	1071	1070	1069	1068	1067	1066	1065	1064	1063	1062	1061	1060	1059	1058	1057	1056	1055	1054	1053	1052	1051	1050	1049	1048	1047	1046	1045	1044	1043	1042	1041	1040	1039	1038	1037	1036	1035	1034	1033	1032	1031	1030	1029	1028	1027	1026	1025	1024	1023	1022	1021	1020	1019	1018	1017	1016	1015	1014	1013	1012	1011	1010	1009	1008	1007	1006	1005	1004	1003	1002	1001	1000	999	998	997	996	995	994	993	992	991	990	989	988	987	986	985	984	983	982	981	980	979	978	977	976	975	974	973	972	971	970	969	968	967	966	965	964	963	962	961	960	959	958	957	956	955	954	953	952	951	950	949	948	947	946	945	944	943	942	941	940	939	938	937	936	935	934	933	932	931	930	929	928	927	926	925	924	923	922	921	920	919	918	917	916	915	914	913	912	911	910	909	908	907	906	905	904	903	902	901	900	899	898	897	896	895	894	893	892	891	890	889	888	887	886	885	884	883	882	881	880	879	878	877	876	875	874	873	872	871	870	869	868	867	866	865	864	863	862	861	860	859	858	857	856	855	854	853	852	851	850	849	848	847	846	845	844	843	842	841	840	839	838	837	836	835	834	833	832	831	830	829	828	827	826	825	824	823	822	821	820	819	818	817	816	815	814	813	812	811	810	809	808	807	806	805	804	803	802	801	800	799	798	797	796	795	794	793	792	791	790	789	788	787	786	785	784	783	782	781	780	779	778	777	776	775	774	773	772	771	770	769	768	767	766	765	764	763	762	761	760	759	758	757	756	755	754	753	752	751	750	749	748	747	746	745	744	743	742	741	740	739	738	737	736	735	734	733	732	731	730	729	728	727	726	725	724	723	722	721	720	719	718	717	716	715	714	713	712	711	710	709	708	707	706	705	704	703	702	701	700	699	698	697	696	695	694	693	692	691	690	689	688	687	686	685	684	683	682	681	680	679	678	677	676	675	674	673	672	671	670	669	668	667	666	665	664	663	662	661	660	659	658	657	656	655	654	653	652	651	650	649	648	647	646	645	644	643	642	641	640	639	638	637	636	635	634	633	632	631	630	629	628	627	626	625	624	623	622	621	620	619	618	617	616	615	614	613	612	611	610	609	608	607	606	605	604	603	602
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4330 11th St.
Rock Island, Illinois 61201
Web: www.sritownship.net
Email: srit@sritownship.net

Approved Audit Bills and Transfers for 6/27/2022 Meeting

TF Deposit Totals	\$42,095.51
Preapproved TF Bills and Transfers	\$51,770.06
Pending TF Bills to be Approved	\$0.00
Total TF Bills and Transfers	\$51,770.06
GA Deposit Totals	\$17,428.31
Total GA Bills and Transfers	\$3,885.56
Total (TF & GA) Bills and Transfers	<u>\$55,655.62</u>

6/27/2022 Board Meeting

Town Fund

Deposits	\$	844.30
	\$	39,408.82
	\$	244.73
	\$	1,597.66

Total	\$	42,095.51
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Expenditures	\$	200.00
	\$	500.00
	\$	784.20
	\$	2,456.81
	\$	62.29
	\$	2,235.98
	\$	254.75
	\$	433.44
	\$	2,855.39
	\$	5,623.72
	\$	700.00
	\$	150.00
	\$	559.00
	\$	2,753.94
	\$	73.00
	\$	80.00
	\$	423.12
	\$	40.00
	\$	354.35
	\$	295.00
	\$	1,707.28
	\$	6,702.96
	\$	1,620.25
	\$	277.10
	\$	750.00
	\$	8,201.65
	\$	1,125.00
	\$	78.15
	\$	48.00
	\$	171.12
	\$	100.00
	\$	3,055.21
	\$	622.74
	\$	50.62
	\$	322.10
	\$	32.89
	\$	70.00
	\$	6,000.00
Total	\$	51,770.06

Relief Fund

Deposits	\$	2,456.81
	\$	66.89
	\$	6,702.96
	\$	8,201.65

Total	\$	17,428.31
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Expenditures	\$	85.00
	\$	789.88
	\$	844.30
	\$	70.00
	\$	64.00
	\$	174.84
	\$	1,543.86
	\$	313.68
Total	\$	3,885.56

TF Pending Bills

Total	\$	-
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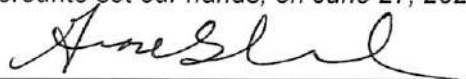
TOWN FUND
Approved Claims - Board of Trustees


State of Illinois)
Town of South Rock Island)

June 27, 2022

We, the undersigned, comprising the Board of Township Trustees of said Township, having duly met at the Township Clerk's office June 27, 2022 for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and examined, were allowed at said meeting, to-witness:

In Witness Whereof, we, the members of said Board of Township Trustees, have hereunto set our hands, on June 27, 2022.



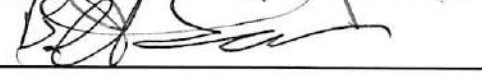


Attest Town Clerk









South Rock Island Township

6/24/2022 9:16 AM

Register: 1001 Checking/ Am. Bank- TF

From 05/18/2022 through 06/21/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/18/2022	auto	AFLAC	-split-	3371/ TF/ASS...	460.00	X		569,626.70
05/18/2022	cftps	INTERNAL REVEN...	-split-		1,049.58	X		568,577.12
05/24/2022	11653	GRACE DIAZ SHIRK	ADMIN & EXPENDI...	6600/ TF/ Com...	200.00	X		568,377.12
05/24/2022	11654	YouthHope	-split-	6630/TF/Youth...	500.00	X		567,877.12
05/24/2022	11655	TOWNSHIP OFFICI...	-split-	6140/ TF/ ASS...	784.20			567,092.92
05/24/2022			1101 Checking/ Am. B...	Funds Transfer ...	2,456.81	X		564,636.11
05/25/2022	11656	OFFICE MACHINE ...	-split-	6130/TF/ Com...	62.29			564,573.82
05/27/2022	auto	IMRF	3360 Acrd IMRF	3308-0(Part)/6...	2,235.98	X		562,337.84
05/27/2022	11657	CITY OF ROCK ISL...	-split-	6060/ TF/GA/ ...	254.75			562,083.09
05/27/2022	11658	The Arc of the Quad ...	-split-	6600/TF/Com...	433.44			561,649.65
05/27/2022	HT PR05...		ADMIN & EXPENDI...	To record 0527...	2,855.39			558,794.26
05/27/2022	HT PR05...		ADMIN & EXPENDI...	To record 0527...	5,623.72			553,170.54
05/27/2022			1101 Checking/ Am. B...	Funds Transfer ...		X	844.30	554,014.84
05/31/2022			-split-	Deposit		X	39,408.82	593,423.66
05/31/2022			5020 Interest Income	Interest		X	244.73	593,668.39
05/31/2022	11659	Always Clean, LLC	-split-	6110/ TF/ Buil...	700.00			592,968.39
05/31/2022	11660	TOWNSHIP OFFICI...	-split-	6140/ TF/ ASS...	150.00			592,818.39
06/01/2022	11661	OFFICE MACHINE ...	-split-	6130/ TF/ GA/ ...	559.00			592,259.39
06/01/2022	HT P123...		-split-	Payroll 052722	2,753.94			589,505.45
06/02/2022	11662	GRACE DIAZ SHIRK	-split-	6640/TF/ Progr...	73.00			589,432.45
06/02/2022	11663	Hoffman & Tranel, PC	-split-	6100/TF/ Acct ...	80.00			589,352.45
06/08/2022	11664	MIDAMERICAN E...	-split-	6220//TF/GA/ ...	423.12			588,929.33
06/08/2022	11665	TOWNSHIP SUPER...	-split-	6200/ Travel &...	40.00			588,889.33
06/08/2022	11666	City of Rock Island-...	-split-	6220/ TF/GA/ ...	354.35			588,534.98
06/08/2022	11667	Hoffman & Tranel, PC	-split-	6100/TF/ Acct ...	295.00			588,239.98
06/08/2022	11668	AMERICAN BANK ...	-split-	Credit Card/Mi...	1,707.28			586,532.70
06/08/2022			1101 Checking/ Am. B...	Funds Transfer ...	6,702.96			579,829.74
06/10/2022	auto	UHS Premium Billing	-split-	6020/HlthIns/T...	1,620.25			578,209.49
06/10/2022	HT P123...		3345 Accrued IA W/H ...	Payroll	277.10			577,932.39
06/11/2022	auto	MEDIACOM	-split-	6190/Phone/TF...	750.00			577,182.39
06/13/2022			1101 Checking/ Am. B...	Funds Transfer ...	8,201.65			568,980.74
06/14/2022			-split-	Deposit			1,597.66	570,578.40
06/14/2022	11669	ILLINOIS PROPER...	-split-	6200/ ASSR/ T...	1,125.00			569,453.40
06/14/2022	11670	OFFICE MACHINE ...	-split-	6130/ASSR/ C...	78.15			569,375.25
06/14/2022	11671	NCPERS Group Life...	-split-	3372/Assr/TF/...	48.00			569,327.25
06/15/2022	auto	HUGHES TELEPH...	-split-	6190/TF/GA/ ...	171.12			569,156.13
06/15/2022	11672	Kelley Waste	-split-	6110/ TF/ Buil...	100.00			569,056.13
06/15/2022	HT PR61...		ADMIN & EXPENDI...	To record 0615...	3,055.21			566,000.92
06/15/2022	HT PR61...		ADMIN & EXPENDI...	To record 0615...				566,000.92
06/15/2022	HT P123...		3340 Acrd IL W/H Tax...	Payroll May 20...	662.74			565,338.18

South Rock Island Township

6/24/2022 9:16 AM

Register: 1001 Checking/ Am. Bank- TF

From 05/18/2022 through 06/21/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/16/2022	11673	HY-VEE FOOD ST...	ADMIN & EXPENDI...	6620/ TF Senio...	50.62			565,287.56
06/17/2022	auto	AFLAC	-split-	3371/ TF/ASS...	322.10			564,965.46
06/17/2022	11674	DELTA DENTAL O...	-split-	6020/HlthIns/T...	32.89			564,932.57
06/21/2022	11675	Kenney's Pest Control	ADMIN & EXPENDI...	6110/BldgMai...	70.00			564,862.57
06/21/2022	11676	HY-VEE FOOD ST...	ADMIN & EXPENDI...	6620/TF/ Senio...	6,000.00			558,862.57

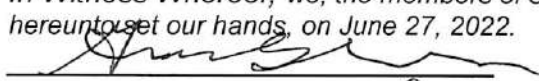
RELIEF FUND
Approved Claims - Board of Trustees

State of Illinois)
Town of South Rock Island)

June 27, 2022

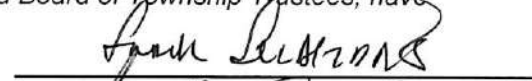
We, the undersigned, comprising the Board of Township Trustees of said Township, having duly met at the Township Clerk's office June 27, 2022 for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and examined, were allowed at said meeting, to-witness:


In Witness Whereof, we, the members of said Board of Township Trustees, have hereunto set our hands, on June 27, 2022.




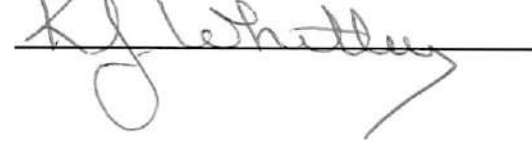
Jim Camelin

Attest Town Clerk









South Rock Island Township

6/22/2022 11:21 AM

Register: 1101 Checking/ Am. Bank- GA

From 05/19/2022 through 06/21/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
05/23/2022	12510	MetroLINK	-split-	6700// GA/ Gre...	85.00	X		155,891.63
05/24/2022			1001 Checking/ Am. B...	Funds Transfer ...		X	2,456.81	158,348.44
05/27/2022	HT PR05...		ADMIN & EXPENDI...	To record 0527...	789.88			157,558.56
05/27/2022			1001 Checking/ Am. B...	Funds Transfer ...	844.30	X		156,714.26
05/31/2022			5020 Interest Income	Interest		X	66.89	156,781.15
06/08/2022	12511	MIDAMERICAN E...	HOME RELIEF:6700 ...	6700/ GA/ Util...	70.00			156,711.15
06/08/2022	12512	Treasure Chest	HOME RELIEF:6700 ...	6700/ GA/ Mis...	64.00			156,647.15
06/08/2022			1001 Checking/ Am. B...	Funds Transfer ...			6,702.96	163,350.11
06/13/2022			1001 Checking/ Am. B...	Funds Transfer ...			8,201.65	171,551.76
06/14/2022	12513	ROCK ISLAND CO...	-split-	6700/GA/Prop...	174.84			171,376.92
06/15/2022	HT PR61...		ADMIN & EXPENDI...	To record 0615...	1,543.86			169,833.06
06/16/2022	12514	HY-VEE FOOD ST...	HOME RELIEF:6700 ...	6700/GA/Food ...	313.68			169,519.38

South Rock Island Township Personnel Guidelines

Welcome to South Rock Island Township.

We are excited to have you as part of our progressive team. You were hired because we believe you can contribute to the achievement of excellent public service, and share our commitment to our mission statement.

South Rock Island Township is committed to distinctive and unparalleled customer service in all aspects of our constituency. As part of the team, you will discover that the pursuit of excellence is truly a rewarding aspect of your career with South Rock Island Township. As a team member you must "own" the results of your productivity.

The primary goal at South Rock Island Township, and yours, is to live the mission statement and to continue to be a leader in public service.

Mission Statement

It is our mission to professionally, courteously, equitably and efficiently administer General Assistance, Property Assessment and other programs. We will properly maintain the Township Hall and property for the benefit of Township residents.

We will provide basic human needs to all people, with the respect, dignity and compassion they deserve, while on their way to self-sufficiency.

We are neighbors helping neighbors. Our mission allows us to apply tax dollars to fulfill our state mandates, as well as provide services, information and resources to assist and benefit our residents. Partnerships with individuals, organizations, schools, churches, and corporations help afford South Rock Island Township the opportunity to provide low-cost services to residents in need while holding down expenditures.

VALUES:

Resident Satisfaction: Our residents are the reason we exist. We will continually strive to anticipate, understand and meet our residents' needs and expectations.

Fiscal Responsibility: We will operate the Township in a manner that will minimize the financial impact on our residents by exercising discretion and good business judgment with respect to all expenses.

Employee Value: We will provide every employee with the necessary support, training and opportunity to achieve their personal potential and realize job satisfaction. We will recognize commitment and excellent performance. We will seek and respect their opinion.

Health, Welfare and Safety: We will place a high value on the health, welfare and safety of our employees and the public.

Integrity: We will act and conduct our activities in a manner that preserves the confidence of our residents. We will treat the public with respect.

The personnel guidelines for South Rock Island Township shall be administered and or amended by mutual agreement of the Township Supervisor, Township Assessor and a majority of the Board of Trustees. Unless otherwise noted "Township" shall collectively refer to the office of Supervisor, Assessor and Township Board. This guideline shall cover all non-elected positions (unless otherwise specified) in regard to wages, salaries, holidays, vacations, insurance, leave of absence, IMRF benefits and all personnel additions/deletions to staff. All personnel must understand that the Personnel Guidelines is not a contract of employment and should not be deemed as such. All employees are at will and may be terminated at any time for any justifiable reason. All employees who work more than 1,000 hours a year will be eligible for IMRF benefits as approved by resolution 2014-3.

The Township Supervisor has the authority to hire and fire staff for the General Assistance Office and the Township Office. The Township Assessor has the authority to hire and fire staff for the Assessor's Office.

Equal Opportunity

The South Rock Island Township Supervisor's office, Assessor's office and Township Board are Equal Opportunity Employers. The Township will extend equal opportunity to all qualified individuals without regard to race, religion,

gender, sexual orientation, pregnancy, national origin, age, disability, handicaps or veterans' status. Among equally qualified applicants for positions available, preference will be given to residents of South Rock Island Township.

This policy affirms that South Rock Island Township Supervisor's Office, Assessor's Office and Town Board are committed to the principles of fair employment and the elimination of all vestiges of discriminatory practices that might exist.

In addition, The South Rock Island Township Supervisor, the Township Assessor and the Township Board have declared that nepotism or political patronage will not be practiced at South Rock Island Township as it has no redeeming value in the eyes of constituents and violates the public's trust to manage township government.

Employment Categories

- **Full Time Regular Employee** is an employee who has no scheduled termination date and who is regularly scheduled to work a minimum of 30 hours per week.
- **Part Time Regular Employee** is an employee whose position has no scheduled termination date and who is regularly scheduled to work less than 30 hours per week.
- **Temporary Full Time** is an employee who is hired (or promoted) for a specific length of time with a starting and ending date and is scheduled to work a minimum of 30 hours per week.
- **Temporary Part Time** is an employee who is hired (or promoted) for a specific length of time with a starting and ending date and is scheduled to work less than 30 hours per week.
- **Probationary Employee** - An employee is considered a probationary employee for their first month of employment. Probationary employees are not eligible for pay increases or paid holidays during their first month.

The above employment categories apply to employees of the Township.

Exempt employees: Employees who are exempt from the minimum wage, overtime and time card provisions of the Fair Labor Standard Act due to their bona fide employment classifications.

Non-Exempt Employees: Employees who are covered by the minimum wage, overtime and time card provisions of the Fair Labor Standard Act as amended.

Office Hours

The Township offices are open Monday thru Friday from 9:00 A.M. to 12:00 noon and 1:00 P.M. to 4:00 P.M. Employees are allowed one 10-minute break in the morning and one 10-minute break in the afternoon. These 10-minute breaks will be paid. Employees should rotate these breaks so as not to leave the office understaffed at any time.

Comp Time / Over Time

Full time employees that work any additional hours in a week must have prior approval of the Township Supervisor or Township Assessor. All hourly employees will be allowed COMP time/overtime for any time worked over 40 hours in a one-week period. If the normal hours of operation should change at any time in the future, notice will be given to each employee.

Any COMP time earned must be used within one week after it is earned or it is forfeited. All COMP time must be taken in minimum intervals of one hour.

All non-exempt employees who exceed 40 hours of work time in a workweek will be compensated at a rate of 1.5 times an employee's normal hourly rate. All hours must be approved by the supervisor.

Attendance

Employee's timely attendance at work is crucial to making the Township run smoothly. Therefore, it is expected and required of all employees. Employees should notify the appropriate person when they know they may be late for work with a phone call. Texting can also be sent but does not count as official notification. Any absence or tardiness becomes a part of the employee's personnel record. Being tardy for work or leaving the job before quitting time will result in disciplinary action. (See section on disciplinary action.)

Absence Procedure

Employees unable to come to work are required to call in and let the appropriate person know no later than the regular starting time.

Employees may be granted excused absences for sickness when the appropriate person is notified prior to the start of the work day. Pre-scheduled medical/professional appointments with prior supervisory approval may also be considered as excused absences.

An absence of three or more consecutive scheduled working days without notifying the appropriate person will be considered a voluntary termination and said employee will be removed from the payroll.

The Township Supervisor, Assessor and Township Board reserve the right to require documentation of reasons for absences of employees under their direct supervision, such as sick leave or jury duty and may also verify the documentation as deemed appropriate.

Personal Leave of Absence

A full-time or part-time employee needing a foreseen leave of absence he/she should notify his/her supervisor in writing at least 30 days prior to the start of the leave.

For unforeseen absences or leave that needs to begin in less than 30 days, an employee must give notice in writing to his/her supervisor as soon as practicable. In cases where the employee has a condition that renders them unable to contact his/her supervisor due to that condition, other notice methods may be accepted. Employees will be notified of the approval of the request.

Upon returning to work from the employee's own serious illness, the employee's physician must certify in writing that the employee is released to return to work.

An employee is required to return from the unpaid personnel leave on the originally scheduled return date. If the employee is unable to return, he/she must request an extension in writing.

Sick Time

Once hired for a permanent full-time position, employees shall receive 6 sick days of which 2 can be used as personal days. Sick/Personal days must be taken in minimum increments of one hour.

Any unexcused days over the 6 days may be considered excessive and verbal and written counseling and/or suspension or termination of employment may be the result. An absence may be excused if there is documentation from a health care provider.

An employee may also use earned sick leave due to the illness or injury or **qualifying exigencies** of a member of the employee's immediate family. Immediate family means parents, grandparents, children, brothers, sisters, spouse, or life partner.

The sick days used for the employee's immediate family should be approved by their supervisor.

Sick time may not be used for anything other than sick time and is not paid out upon termination of employment.

Employees may carry over sick days up for a cumulative total of 15 days.

Short Term Disability

Short term disability (STD) benefits provide income continuation during periods of serious illness resulting in total disability. Employees are "totally disabled" if employees are unable to perform their job due to major illness or accidental bodily injury. South Rock Island Township employees bear no cost for this plan benefit which provides up to 60 days of short-term disability benefits within a twelve-month period. A doctor's note will be required.

South Rock Island Township employees may take **up to 60 days of leave in a 12-month period for a serious health condition, bonding with a new child, or qualifying exigencies**. This leave is available once every 12 months, as long as the employee continues to meet the eligibility requirements explained above. All absences must be approved by their supervisor. Sick and vacations days shall be exhausted first.

The employee's total disability period must exceed fifteen (15) consecutive working days to qualify for STD benefits; and all Sick Leave and Vacation benefits must be exhausted before an employee can request STD benefits. Once the initial fifteen (15) day waiting period is met, STD benefits will be retroactive to the first unpaid day of absence (if sick leave benefits are exhausted).

Regular full-time and regular part-time employees of South Rock Island Township are eligible for this benefit once they have completed ninety (90) calendar days of service.

Under STD benefits, eligible employees are paid 80% of their normal base salary. This means the employee will be paid based upon their regular rate of pay excluding overtime, bonus, vacation, and any other accrued paid leave or additional compensation. STD benefits may not exceed 80% of their base salary.

If additional payments from workers' compensation or state disability, while employees are on STD benefits, increase their overall benefits to exceed 80%, their STD benefits will be reduced accordingly.

Group health benefits will continue on the same basis as prior to the onset of STD benefits. STD benefits will be subject to all payroll withholding elections of the employee which were in effect prior to the short-term disability.

It is important that an employee provide their department head with the treating doctor's statement as soon as employees know an illness or injury will result in an absence greater than fifteen (15) days. The doctor's statement must identify the nature of their disability and the date employees are expected to be able to return to work.

South Rock Island Township may require a second medical opinion, at its own expense, and periodic recertifications. If there are discrepancies in the first and second opinions, we may require a third doctor to render a medical opinion. This third doctor will be selected jointly by South Rock Island Township and the employee, and the third opinion will be binding both on us and the employee.

Upon returning to work, employees must provide a release, or return to work form, from the doctor treating their illness or injury.

Personal Days

An employee can use 2 personal days per year from their sick days. The dates must be approved by the employee's supervisor. This time is not cumulative and must be taken in minimum intervals of one hour.

Funeral Leave

An employee may be granted time off with pay (up to four working days), in the event of death of an immediate family member. Immediate family means parents, grandparents, children, brothers, sisters, spouse or spouse's parents or life partner, all others must have permission of their supervisor. Permission for funeral leave must be arranged with the employee's Supervisor prior to leave being granted. These days are not cumulative and may not be used as extra sick time or vacation days.

Vacations

Full time regular employees are eligible for paid vacations based on the number of years of continuous employment as shown below. Years of service commence with the first day of employment. 1 week is to be counted as five work days.

Vacations need to be scheduled so as not to interrupt the day-to-day operations of the Township and Assessor's offices. Approvals need to be made through the employee's Supervisor using the proper request form, and must be taken in minimum intervals of one hour.

After Completion of	Vacation Time
1 month	1 Week Paid Vacation
2 to 5 Years	2 Weeks Paid Vacation
6 to 14 Years	3 Weeks Paid Vacation
15 Years or more	4 Weeks Paid Vacation

Vacation earned will be calculated on the employee's anniversary hiring date. Vacation pay for full time employees is based on 30 hours per week. All vacation must be used within the year or be forfeited. Carry over from year to year will not be allowed.

Jury Duty

Time off for Jury Duty is treated as a paid absence. All employees, including those on probationary status are paid for the time they are absent for Jury Duty. Employees must give advance notice of the need for time off for Jury Duty. A copy of the juror summons should accompany the request. Receipts for attendance must be provided to the employer when the employee returns to work.

Inclement Weather

The facility will continue to operate during periods of bad weather unless the Township Supervisor closes the facility for the day. Every effort will be made to contact each employee by phone if the office will be closed. Employees are expected to make every effort to report to work during bad weather time periods if the office remains open.

Dress Code

Employees should maintain a clean and professional appearance when representing the office in public. Shorts, mini-skirts, sweat suits, or torn clothing is not permitted. Casual attire is acceptable provided it is clean and meets the above guidelines. Clothing should be cleaned and pressed, if necessary. Good personal hygiene and grooming practices are required. Tattoos or visible body art must be covered unless permitted by their supervisor. Body piercings must not be visible during working hours. Pierced earrings are acceptable. Employees who are unable to comply with the Dress Code because of religious observance or any other protected reason must advise their supervisor of their concerns.

Holidays

The Township offices will be closed in observance of the following Holidays which are approved by the Board of Trustees:

- New Year's Day
- Martin Luther King Day
- Lincoln's Birthday
- President's Day
- Good Friday
- Memorial Day
- Junnteenth
- July 4th
- Labor Day
- Columbus Day
- Veteran's Day
- Thanksgiving Day and the day after
- Christmas Day
- Employees may take their birthday off – the exact day only
- * Holidays schedules are subject to change

An approved holiday that falls on a Sunday will be observed on the following Monday. An approved holiday that falls on a Saturday will be observed on the preceding Friday.

After the one-month probationary period employees will receive pay for holidays that fall on regularly scheduled workdays at their supervisor's discretion. To qualify for Holiday pay, an employee must work the regularly scheduled day before and after the holiday, unless preapproved by their supervisor.

Part-time employees will also get paid holidays but only if it falls on a regularly scheduled work day and if they worked the regularly scheduled day before or after the holiday, unless approved by the supervisor.

Health Insurance

Full time regular employees will be allowed to enroll in the health insurance plan selected by the Supervisor with approval by the South Rock Island Township Board of Trustees. The insurance will be offered at the end of the employee's probationary period. An insurance benefit booklet will be issued to the employee at the time of their eligibility. The terms and conditions contained in the health insurance policy will govern all health insurance coverage questions/issues.

Illinois Municipal Retirement Benefits (IMRF)

Retirement benefits and the amounts shall be governed by the rules and regulations set forth under the applicable Illinois statutes and with the approval of the Township Supervisor. All employees must work 1,000 hours or more per year to be eligible to sign up for IMRF. Sign-up begins on their first day of employment. An IMRF benefit booklet will be issued to the employee at the time of their hiring. This provision applies to all, regardless of permanent, temporary or probationary status of employees.

Sexual Harassment Policy

South Rock Island Township's position is that sexual harassment is a form of misconduct that undermines the integrity of the employment relationship. All employees have the right to work in an environment free from all forms of discrimination and conduct which can be considered harassing, coercive, or disruptive, including sexual harassment. Anyone engaging in harassing conduct will be subject to discipline, ranging from a warning to termination.

It is the policy of the Township that no employee or Supervisor may sexually harass another. All employees will be subject to disciplinary action for violation of this policy. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

Examples of sexual harassment may include, but are not limited to, the following:

- Sexually – oriented comments, jokes or statements of a sexual nature, whether spoken or written;
- Unwelcome touching, patting, pinching or leering;

- Suggestive or insulting sounds or noises (e.g. whistling);
- Showing or displaying pornographic or sexually-explicit objects or pictures in the workplace;
- Crude, vulgar inappropriate/unprofessional language; and/or
- Any sexual advance that is unwelcome or inappropriate.

What should employees do if they are sexually harassed? - If employees feel that they have been the recipient of sexually harassing behavior, they should report it immediately to their supervisor. It is preferable to make a complaint in writing, but they can accompany or follow up with a verbal complaint.

If the department head is the source of the harassing conduct, employee being harassed must report the behavior to that person's department head or a member of the Board of Trustees. Complaints of sexual harassment will be investigated as confidentially and discreetly as possible.

Following a complete and thorough investigation, appropriate responsive action will be taken by the Township based on the result of the investigation. Responsive action may include anti-harassment training, referral to counseling, monitoring of the offender and/or disciplinary action such as warnings, suspension, demotion, reassignment, or termination.

Sexual harassment is illegal under both state and federal law. It is also unlawful to retaliate against an employee for filing a complaint of sexual harassment or for cooperating in an investigation of sexual harassment. Sanctions for sexual harassment by employees may include the full range of disciplinary actions up to and including termination of employment.

Personal Use of the Telephone

Employees are requested to discourage any personal calls – incoming and outgoing – with the exception of emergency calls. While the Township recognizes the need for occasional personal phone calls, these calls should be kept to a minimum. Personal telephone calls including those on cell phones, interfere with work flow and in the case of Township telephones, tie up office telephone lines and may be a distraction to co-employees and from the employee's work production. Excessive personal telephone use, whether or not a toll call is incurred, may be considered a violation of this policy and may subject an employee to disciplinary action, up to and including dismissal.

Internet, E-mail and Electronic Devices

Access to the Internet, e-mail and electronic devices has been provided to enable employees to conduct business for the benefit of the Township. They can be valuable sources for information, research and communication. You are required to use these tools and devices in a productive and professional manner.

In order to ensure that all employees are responsible users, the Township has established the rules and restrictions set forth below. Electronic devices include Township computers, cell phones, and handheld devices.

Permitted Uses

Employees using electronic devices, including Internet and e-mail, are representing the Township. Communications must be up to professional standards. You are required to use all electronic devices in an effective, ethical and lawful manner.

Use must be primarily for business purposes, with limited personal use, as long as the personal use does not interfere with your job duties, negatively affect your work performance, result in additional cost to the Township, or otherwise violate Township guidelines.

Prohibited Use

The following is strictly prohibited on Township provided computers and electric devices:

Sending, or knowingly receiving:

- Discriminatory, harassing, intimidating or disparaging comments,
- Information in violation of copyright, trademark or trade name laws.
- Junk mail or chain letters.
- Libelous, defamatory statements or negative opinions intending to injure the reputation of the Township or any other business or person.
- Material or information in violation of any federal or state law.
- Profane, foul, inappropriate, abusive or offensive language.
- Racial, religious or ethnic slurs or insults
- Sexually harassing material, including adult, sexual or offensive humor.
- "Spam" or unsolicited information with a false return address sent to a large number of recipients.
- "Spoofs" or false identities as to the sender of the communication.
- Threats of violence or terrorist threats to anyone inside or outside the Township.
- Attempting to gain access outside of or otherwise interfering with installed filters.

- Blogging
- Complaining about the Township or any other employee
- Excessive personal e-mailing.
- Illegal activity of any nature.
- Initiating or creating viruses, worms or any other activities intended to destroy or disrupt computers or networks.
- Theft, fraud or any other deceitful activity.
- Threatening violence.
- Visiting pornographic, adults-only, dating or relationship websites.

Program Downloads and Virus Detection:

To ensure the Township's network security and to avoid computer viruses from being transmitted through the system, unauthorized downloading of software, programs, screen savers or any materials from non-Township sources is strictly prohibited. All software or program downloads or installation of software must be preapproved by a supervisor.

Township Software:

Certain software products you use are licensed to the Township or its affiliates and are subject to terms and conditions. Township software may not be copied, transferred or otherwise used in violation of these terms and conditions. Employees are strictly prohibited from using Township Software in any manner other than its intended business purpose for Township operations.

Copyright Issues:

Copyrighted materials belonging to the Township or other entities are protected from unauthorized use by others. You may not copy, transfer, rename, add or delete information or programs belonging to others unless given express permission to do so by the copyright owner. Failure to observe state, federal or international copyright or license agreements may result in disciplinary action from the Township or legal action by the copyright owner.

Passwords

You must provide any passwords to your computer or other electronic devices to your supervisor at all times. All communications on Township provided devices, including text and images sent on company cell phones, can be disclosed to law enforcement or other third parties without prior consent of the sender or receiver.

Electronic Privacy Notice

All messages and information created, sent or retrieved on the Township computers, e-mail or electronic devices are the property of the Township and are not private regardless of employee passwords. The Township reserves the right to access and monitor all messages and information on any computer system, electronic device or network, as deemed necessary and appropriate.

Confidential Information

The protection of confidential information is vital to the interests and success of the organization. Information transferred from or stored on electronic devices, including computer databases, cell phones and e-mail is subject to the same rules and conditions as all other confidential information. Any current or former employee found to have disclosed or used any confidential information will be subject to disciplinary action and/or legal action.

Any data, whether or not deemed confidential, stored on or transferred from company electronic devices, including e-mail and cell phones, is the property of the Township and must not be given to an outside party except as authorized by their supervisor. Any unauthorized transfer or disclosure of such information will subject the employee to disciplinary action and/or legal action.

Violations

If you encounter or receive inappropriate material, or suspect a violation of these guidelines, you must immediately report it to your supervisor. Violations of these guidelines will result in disciplinary action, up to and including termination. Any illegal communications or suspicion of criminal activity may be referred to the appropriate authorities for criminal prosecution.

Privacy Policy – Monitoring

The employee's work output, whether it is paperwork, computer files, products, customer calls or customer interaction, belongs to the Township. As such, work output is always subject to review by the employee's Supervisor, whether it is stored electronically, on paper or in any other form. In addition, Township equipment, including computers, desks and lockers belong to the Township and may not be sold or disposed of without prior permission of the Township Board. Computers, desks and lockers belonging to the Township are subject to search or investigation.

The South Rock Island Township Supervisor and the South Rock Island Township Assessor reserve the right to enter, search and monitor the computer files or e-mail or any employee without advance notice for Township purposes such as investigating theft, disclosure of confidential business or proprietary information, personal abuse of the system, breach of personnel guidelines, or monitoring workflow or productivity.

Drug and Alcohol Testing Policy and Procedure

South Rock Island Township takes seriously the problem of drug and alcohol abuse, and is committed to provide a substance-abuse free work place for its employees. This policy applies to all employees of South Rock Island Township, without exception, including part-time and temporary employees.

No employee is allowed to consume, possess, sell, or purchase any alcoholic beverages on any property owned by or leased on behalf of South Rock Island Township, or in any vehicle owned or leased on behalf of South Rock Island Township. No employee may use, possess, sell, transfer, or purchase any drug or other controlled substance which may alter an individual's mental or physical capacity. The exceptions are aspirin or ibuprofen-based products and legal drugs which have been prescribed to that employee, which are being used in the manner prescribed.

South Rock Island Township will not tolerate employees who report for duty while impaired by the use of alcoholic beverages or drugs.

All employees should report evidence of alcohol or drug abuse to a department head or a personnel representative immediately. In cases where the use of alcohol or drugs poses an imminent threat to the safety of persons or property, employees must report violations. Failure to do so could result in disciplinary action for the non-reporting employee.

Employees who violate the Anti- Substance Abuse Policy will be subject to disciplinary action, including termination. It is our policy at South Rock Island Township to assist employees and family members who suffer from drug or alcohol abuse. The employee may be eligible for a medical leave of absence, and we encourage any employee with a problem to contact a township personnel representative for details. As a part of our policy to ensure a substance abuse free workplace, South Rock Island Township employees may be asked to submit to a medical examination and/or be clinically tested for the presence of alcohol and/or drugs. Within the limits of federal and state laws, we reserve the right to examine and test for drugs and alcohol.

Some such situations may include, but are not limited to:

1. All employees who are offered employment with South Rock Island Township;
2. Where there are reasonable grounds for believing an employee is under the influence of alcohol or drugs;
3. As a part of an investigation of any accident in the workplace in which there are reasonable grounds to suspect alcohol and/or drugs contributed to the accident;
4. On a random basis, where allowed by the statute;
5. As a follow-up to a rehabilitation program, where allowed by the statute;
6. As necessary for the safety of employees, customers, clients, or the public-at-large, where allowed by the statute; and
7. When an employee returns to duty after an absence other than from accrued time off such as a vacation or sick leave.

It is the responsibility of any and all employees to read, comprehend, and follow the Anti-Substance Abuse Policy.

Smoking

Because South Rock Island Township is a building open to the general public, smoking at South Rock Island Township is governed by state law and local ordinance. South Rock Island Township does not allow employees who have private offices to smoke in their offices. Smoking is not allowed anywhere inside the building. Please observe the posted no smoking signs.

To support its policy of not allowing smoking in other than designated smoking areas, South Rock Island Township has posted "No Smoking" signs within the building. The signs posted carry the internationally recognized symbol for no smoking: a red circle containing a lit cigarette with a line drawn diagonally through the circle. Please observe these signs at all times.

Violence in the Workplace Prevention Policy

Zero Tolerance

This township has a policy of zero tolerance for violence. If employees engage in any violence in the workplace, or threaten violence in the workplace, their employment will be terminated immediately for cause. No talk of violence or joking about violence will be tolerated.

"Violence" includes but is not limited to: physically harming another, shoving, pushing, harassing, intimidating, coercing, brandishing weapons, and threatening or talking of engaging in those activities. It is the intent of this policy to ensure that no person associated with this Township, including employees and clients, ever feels threatened by any employee's actions or conduct.

Workplace security measures

In an effort to fulfill this commitment to a safe work environment for employees, customers, and visitors, access to the township's property is limited to those with a legitimate township interest.

All weapons are banned - The Township specifically prohibits the possession of weapons by any employee while on Township property. Although there maybe Federal or State "concealed-carry laws, it is the policy of the Township to have zero tolerance for weapons in the workplace. This ban includes keeping or transporting a weapon in a vehicle in a parking area, whether public or private. Employees are also prohibited from carrying a weapon while performing service off the Township's business premises.

Weapons include but are not limited to guns, knives, explosives, and other items with the potential to inflict harm. Appropriate disciplinary action, up to and including termination, will be taken against any employee who violates this policy.

Inspections - Desks, telephones, and computers are the property of the Township. We reserve the right to enter or inspect employee work areas including, but not limited to, desks and computer storage disks, with or without notice.

The fax, copier, and mail systems, including e-mail are intended for Township use. Personal business should not be conducted through these systems. Under conditions approved by management, telephone conversations may be monitored and voicemail messages may be retrieved in the process of monitoring customer service.

Any private conversations overhead during such monitoring, or private messages retrieved, that constitute threats against other individuals can and will be used as the basis for termination for cause.

Reporting violence - It is everyone's business to prevent violence in the workplace. Employees can help by reporting what they see in the workplace that could indicate that a coworker is in trouble.

Employees are encouraged to report any incident that may involve a violation of any of the Township's policies that are designated to provide a comfortable

workplace environment. Concerns may be presented to the employee's department head.

Incident management - In the event of a major workplace incident that affects, or has the potential to affect the mental health of our workforce, we will provide initial counseling and support services to employees and their immediate family members.

As the crisis passes and support systems are put into place for individuals affected by the incident, the township will make every effort to return to normal business operations. A reasonable effort will be made to notify employees, constituents, and others who need to know of the status of business operations directly whenever possible. In cases where direct contact is not possible or practical, an effort will be made to communicate through the news media and other available methods as needed.

Confidentiality

South Rock Island Township requires all employees to sign a confidentiality agreement as a condition of employment, due to the responsibility of being privy to information which is confidential and/or intended for the township's use only. All employees are required to maintain such information in strict confidence. This policy benefits you, as an employee, by protecting the interest of the South Rock Island Township in the safeguard of confidential, unique, and valuable information from competitors or others.

Should an occasion arise in which you are unsure of employee obligations under this policy, it is the employee's responsibility to consult with his/her reporting manager. Failure to comply with this policy could result in disciplinary action, up to and including termination.

Disciplinary Actions

Employees who violate standard established work policies and performance practices contained herein and as from time to time amended, by directives given by the Township Assessor or Township Supervisor or Township Board may be subject to disciplinary actions. These actions are used solely to correct unfavorable work practices and are intended to motivate and educate employees.

Discipline shall be imposed as soon as reasonably possible after the Supervisor is aware of the event or action giving rise to the discipline. If the Supervisor has reason to discipline an employee, it will not be done in the presence of other employees or the public.

Progressive discipline ranging from verbal counseling for minor infractions to termination for grievous and repeated acts will be in place. Wherever practical, discipline actions shall be handled as follow:

- | | |
|-----------------------------|--|
| • 1 st Violation | Verbal Warning |
| • 2 nd Violation | Written Warning |
| • 3 rd Violation | 1 to 5 days suspension without pay,
Up to Termination |

All disciplinary actions, verbal or otherwise shall be made note of and placed in the employee's personnel file. Employees receiving written warning will be asked to sign the disciplinary action as an indication that they received the warning.

Any employee on probationary status may be terminated immediately without regard to any disciplinary policy as the purpose of the probationary period is to see if the employer/employee relationship is a good match. At the end of the probationary period the employee's supervisor shall evaluate the employee's performance and determine whether or not to hire the employee on a permanent basis.

Good housekeeping

The work location should be kept clean and orderly. The kitchen, bathroom and all public areas must be kept clean. Each employee is responsible for cleaning up after themselves. Each employee is responsible to maintain a clean workstation.

It is important for all Township employees to maintain a clean work environment for the benefit of all.

Work Environment

The Township Board encourages all personnel, including elected officials of South Rock Island Township and their employees not to engage in verbal or physical conduct that:

- Shows hostility or aversion towards another individual;
- Has the purpose of affecting or creating an intimidating, hostile, or offensive work environment;
- Has the purpose or affect of unreasonable interference with an individual's work performance;
- Otherwise adversely affects an individual's employment opportunities.

All staff and elected officials are required to be respectful of clients, other staff and the public and stated in our mission statement. Everyone should be mindful of the feelings of others in not only the social media setting but also in person.

Doing so will help promote a positive atmosphere for employees to work in and a positive image of the Township as a whole.

Adopted by the South Rock Island Township Board on the 27th day of June, 2022.

_____	Grace Diaz Shirk, Supervisor
_____	Nikki Parker, Assessor
_____	Nick Camlin, Clerk
_____	Mark Parr Jr, Trustee
_____	Kaye Whitley, Trustee
_____	Frank Skafidas, Trustee
_____	Bill Sowards, Trustee

South Rock Island Township

Acknowledgement Form

This employee handbook has been prepared for your information and understanding of the policies, philosophies, practices, and benefits of South Rock Island Township.

PLEASE READ IT CAREFULLY.

Upon receipt of this handbook, please sign the statement below, and return to your personnel representative by the due date. A reproduction of this acknowledgement appears at the back of this booklet for your records.

I, _____, have received a copy of the South Rock Island Township Employee Handbook which outlines the goals, policies, benefits, and expectations of The Township, as well as my responsibilities as an employee.

I have familiarized myself, at least generally, with the contents of this handbook. By my signature below, I acknowledge, understand, accept, and agree to comply with the information contained in the Employee Handbook provided to me by The Township.

I understand this handbook is not intended to cover every situation which may arise during my employment, but is simply a general guide to the goals, policies, practices, benefits, and expectations of The Township.

I understand that The Township Employee Handbook is not a contract of employment and should not be deemed as such, and that I am an employee at will.

(Employee signature)

(Date)

Please return by this date: _____