

MCHENRY TOWNSHIP Budget Workshop

**STATE OF ILLINOIS
COUNTY OF MCHENRY S.S.
TOWNSHIP OF MCHENRY**

**Budget Workshop Meeting
MINUTES,
February 6, 2024**

Supervisor Barla called the meeting to order in the McHenry Township Hall at the published and posted time of 6:00 pm with the Pledge of Allegiance.

Attending the meeting was Trustee Bindenagel, Trustee Shaver, Trustee Macrito, Clerk Aylward, Administrator Macrito and one public.

Motion to approve minutes. None

Supervisor Barla Review Town Fund and General Assistance asked if there were any questions about it.

Administrator Macrito suggested to start with the Assessors report.

Starting on page 6, Discussion Ensued.

Assessor Mahady started off asking for a 3% increase on the salaries.

Administrator Macrito went over some of the numbers line by line.

Trustee Shaver went over the percentages asking how her staff reacted to the increase, answering She replied very happy. Discussion Ensued.

Trustee Macrito had a few questions about the amount of her staff.

Trustee Macrito thought the increase should be 5 or 6 percent.

Trustee Shaver suggested a 4% increase.

Administrator Macrito went over the breakdown of those numbers.

Trustee Shaver asked about the reserve.

Supervisor Barla stated the we are at about a nine months reserve and the one disaster could wipe us out.

Discussion Ensued

Administrator Macrito explained how the numbers would brake down reducing the overtime to \$5,000.00 from \$8,000.00 to achieve up to 4% increase of the salaries.

Trustee Shaver, moving on the rest of the budget.

Supervisor Barla asks about the car's maintenance cost

Trustee Macrito asked about the budget of the clothing expense.

Assessor Mahady explained why the need for that amount.

Next to move to the Parks budget.

Trustee Macrito was asked about the donations with the Home Depot.

Trustee Shaver asked what caused the large reduction in the salary here?

Administrator Macrito explained, we lost one employee, Terry Wagner.

Supervisor Barla went over the Senior Bus program expense.

Discussion Ensued

Many questions were asked about the maintenance.

Supervisor Barla getting back to the budget, starting with a 4% increase. Discussion Ensued.

Trustee Shaver suggested cutting the overtime from \$6,000.00 to \$3,000.00

Moving on to the rest of the Parks budget line by line.

Discussion Ensued on the Playground equipment and the Grant.

Administrator Macrito asked if there were any other questions, none being heard moving on to the revenue page.

Going to the last page, General Assistance,

Administrator Macrito asked if there were any questions.

Supervisor Barla expressed concern that more money will be needed on General Assistance and that's why we feel a need for the increase.

Moving on to the Revenue.

Supervisor Barla pointed out the security rentals were at \$4,000.00

Discussion Ensued about the Ball Fields, about helping out where we can.

Supervisor Barla stated that we need to talk with the folks that use the fields.

Trustee Shaver asked about the Bus Vouchers, Supervisor Barla explained it is about buying a book of coupon.

Trustee Shaver asked about the Grants.

Supervisor Barla stated that we were just awarded \$24,000.00 for this coming year.

Trustee Macrito asked if this is where we discuss the fare increase or not increasing it?

Administrator Macrito explained that with the Grant the faire has to be a donation not faire.

Discussion Ensued, much talk about the funding of the Senior Bus Program and that the Annual Meeting coming up where the Electors will have a large amount of support to keep this service.

Discussion went on about the Parks and the cost of maintaining them.

Administrator Macrito, moving on to the middle section starting wit travel expense.

Discussion Ensued about the TOI Meeting in Spring Field, Question on if it is worth the cost.

Supervisor Barla stated we don't need any increase and we will work with what we have.

Discussion went on about the Attorney's fees, Administrator Macrito stated that there would be no need for an increase, Trustee Shaver thought posable decrease, Administrator Macrito stated "I would say no.

Moving to page 4.

Trustee Shaver asked about the contingency fund

Moving on to the Senior Exp. And the Salary's to increase to \$16.00 an hr.

Trustee Macrito thought we should pay them more.

Motion to approve this Budget with changes by Trustee Shaver, second by Trustee Macrito

Roll Call Vote

Supervisor Barla Aye

Trustee Shaver Aye

Trustee Macrito Aye

All Ayes Motion carries

Administrator Macrito stated the next meeting is on March 6, 204 @ 6:00pm

Administrator Macrito so than the Budget and Approbation for April 11, 2024 prior to the Regular Board Meeting.

Supervisor Barla summarized the meeting

Board Comments

Trustee Macrito talked about the possibility of a Pickle Ball court.

Trustee Shaver talked about the remote cars events He stated that the NWH was there and did an article on it.

Motion to Adjourn by Trustee Shaver, second by Trustee Macrito @6:57pm

All ayes Motion carries.

Danielle J. Aylward, McHenry Township Clerk.

McHenry Township is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and/or participate in this meeting or who have questions regarding the accessibility of the meeting or the Township facilities should contact Supervisor Adams at 815-385-5605 promptly to allow the Township to make reasonable accommodations for those persons.

Town of McHenry Road - GRB
2024-2025 GRB Budget - DRAFT
January 20, 2024

	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 as of Jan. 31 2024	2024-2025 Proposed
CASH REVENUE					
Beginning balance as of April 1, 2023 (estimated)	\$ 1,290,248		\$ 500,000		\$ 700,000
Capital Outlay-Snow Plow (delivery 2025)					\$ 100,000
Bridge Fund Assigned/Committed (Started 2022-23)			\$ 10,000		\$ 20,000
MFT/TRF funds balance towards GRB	\$ (374,850)		\$ -		\$ 35,000
Beginning Balance as of April 1, 2023 (estimated) with MFT/TRF Fu	\$ 915,398		\$ 510,000	\$ -	\$ 855,000
Property Taxes	\$ 717,670	\$ 784,961	\$ 812,500	\$ 821,974	\$ 716,800
Illinois Replacement Tax	\$ 70,592	\$ 106,602	\$ 80,000	\$ 95,772	\$ 95,000
IGA Misc.	\$ 131,277	\$ 228,197	\$ 110,000	\$ 149,383	\$ 150,000
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Traffic Fines	\$ 10,408	\$ 10,208	\$ 9,000	\$ 5,496	\$ 6,000
Interest Income	\$ 1,401	\$ 8,774	\$ 5,000	\$ 17,377	\$ 15,000
Sale of Equipment	\$ 24,996	\$ -	\$ 2,000	\$ -	\$ -
Damage Reimbursement	\$ -	\$ 1,925	\$ 500	\$ 2,288	\$ 2,000
Forfeited Culvert Deposit	\$ -		\$ 1,000	\$ -	\$ -
Culvert Inspection Fees	\$ 2,100	\$ 3,000	\$ 2,000	\$ 5,550	\$ 3,500
Recycling Fees	\$ 1,403	\$ 1,829	\$ 1,300	\$ 1,079	\$ 1,000
Other Revenue	\$ 21,519	\$ 26,216	\$ 20,000	\$ 25,579	\$ 20,000
Overweight Permits	\$ 3,200	\$ 2,350	\$ 3,000	\$ 2,000	\$ 2,000
MFT/TRF Revenue*	\$ 250,269	\$ -	\$ 204,000	\$ -	\$ 225,000
MFT/TRF Revenue MCDOT*			\$ 50,000		\$ 50,000
TOTAL CASH REVENUE	\$ 984,566	\$ 1,174,061	\$ 1,046,300	\$ 1,126,499	\$ 1,011,300
TOTAL FUNDS AVAILABLE	\$ 1,899,964	\$ 1,174,061	\$ 1,546,300	\$ 1,126,499	\$ 1,711,300
TOTAL FUNDS AVAILABLE WITH MFT/TRF FUNDS			\$ 1,800,300		\$ 2,021,300

*Not included in Revenue total because all funds and payments are paid through MCDOT

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2024-2025 GRB Budget - DRAFT
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	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024	2024-2025 Proposed
EXPENSES					
ADMINISTRATIVE DIVISION					
PERSONNEL SERVICES					
Salaries	\$ 299,871	\$ 102,632	\$ 109,000	\$ 94,494	\$ 101,000
Overtime	\$ 14,916	\$ 559	\$ 1,000	\$ -	\$ 1,000
Highway Commissioner Salary	\$ -	\$ -	\$ -	\$ -	\$ -
Social Security, Medicare & Unemployment	\$ 25,431	\$ 8,563	\$ 9,400	\$ 7,513	\$ 9,000
I.M.R.F.	\$ 16,551	\$ 2,438	\$ 1,100	\$ 925	\$ 1,000
Employee Insurance	\$ 59,402	\$ 29,774	\$ 33,000	\$ 29,326	\$ 16,500
HRA	\$ 9,695	\$ 5,319	\$ 8,000	\$ 1,534	\$ 6,000
TOTAL PERSONNEL SERVICES	\$ 425,866	\$ 149,284	\$ 161,400	\$ 133,791	\$ 134,500
CONTRACTUAL SERVICES					
General Insurance	\$ 66,748	\$ 46,764	\$ 55,000	\$ 52,495	\$ 56,000
Telephone	\$ 13,461	\$ 12,652	\$ 15,000	\$ 11,570	\$ 15,000
Internet		\$ 1,958	\$ 3,300	\$ 2,702	\$ 3,600
Computer Maintenance	\$ 14,506	\$ 17,529	\$ 18,000	\$ 13,754	\$ 18,000
Travel	\$ 3,898	\$ 6,349	\$ 6,500	\$ 4,729	\$ 6,500
Postage	\$ 400	\$ 362	\$ 600	\$ 300	\$ 500
Publishing & Printing	\$ 1,443	\$ 361	\$ 500	\$ 1,094	\$ 1,200
Accounting Services	\$ 8,692	\$ 11,641	\$ 13,500	\$ 11,886	\$ 15,000
Legal Services	\$ 27,181	\$ 9,369	\$ 12,000	\$ 8,793	\$ 12,000
Dues & Subscriptions	\$ 7,420	\$ 7,398	\$ 7,500	\$ 5,132	\$ 7,500
Training	\$ 1,551	\$ 2,688	\$ 4,000	\$ 875	\$ 4,000
Consultant Services	\$ 3,282	\$ 7,353	\$ 5,000	\$ 1,641	\$ 5,000
Recycling	\$ 678	\$ 1,675	\$ 1,750	\$ 1,324	\$ 1,750
TOTAL CONTRACTUAL SERVICES	\$ 149,260	\$ 126,097	\$ 142,650	\$ 116,294	\$ 146,050

Town of McHenry Road - GRB
2024-2025 GRB Budget - DRAFT
January 20, 2024

	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024	2024-2025 Proposed
COMMODITIES					
Office Supplies	\$ 2,491	\$ 2,701	\$ 3,000	\$ 1,086	\$ 3,000
TOTAL COMMODITIES	\$ 2,491	\$ 2,701	\$ 3,000	\$ 1,086	\$ 3,000
OTHER EXPENSES					
Municipal Replacement Tax	\$ 8,253	\$ 11,970	\$ 13,000	\$ 6,343	\$ 13,000
Bank Fees	\$ (0)	\$ 38	\$ 100	\$ 43	\$ 100
Miscellaneous Expense	\$ 2,388	\$ 2,956	\$ 4,000	\$ 2,142	\$ 4,000
TOTAL OTHER EXPENSES	\$ 10,641	\$ 14,964	\$ 17,100	\$ 8,528	\$ 17,100
CAPITAL OUTLAY					
Capital Outlay	\$ -	\$ 664	\$ 4,000	\$ -	\$ 4,000
TOTAL CAPITAL OUTLAY	\$ -	\$ 664	\$ 4,000	\$ -	\$ 4,000
ROAD DIVISION					
CONTRACTUAL SERVICES					
Bridge Repairs **	\$ -	\$ -	\$ 10,000	\$ 5,000	\$ 10,000
Maintenance Service - Bldg.	\$ 8,459	\$ 12,688	\$ 60,000	\$ 8,732	\$ 15,000
Maintenance Service - Equipment	\$ 1,710	\$ 19,135	\$ 25,000	\$ 3,355	\$ 25,000
Maintenance Service - Road	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000
Engineering/Surveying Service	\$ 166,831	\$ 119,386	\$ 165,000	\$ 80,868	\$ 125,000
Tree Trimming	\$ 20,100	\$ 19,350	\$ 25,000	\$ 35,775	\$ 40,000
Street Lighting	\$ 33,764	\$ 42,879	\$ 40,000	\$ 33,855	\$ 43,000
Utilities	\$ 17,119	\$ 27,709	\$ 25,000	\$ 22,552	\$ 30,000
Rentals	\$ 768	\$ 1,021	\$ 5,000	\$ 5,000	\$ 5,000
Subcontractor Snow Plowing	\$ 6,937	\$ 13,863	\$ 15,000	\$ 7,575	\$ 15,000
TOTAL CONTRACTUAL SERVICES	\$ 255,688	\$ 256,029	\$ 371,000	\$ 202,712	\$ 309,000

** \$10,000 to Committed Funds Annually for Future Bridge Work (balance prior to 3/1/23 \$10,000)

Town of McHenry Road - GRB
2024-2025 GRB Budget - DRAFT
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	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024	2024-2025 Proposed
COMMODITIES					
Maintenance Supplies - Bldg.	\$ 459	\$ 7,807	\$ 8,000	\$ 959	\$ 8,000
Maint. Supplies-Snow-Salt	\$ 200,724	\$ -	\$ 85,000	\$ -	\$ 115,000
Maint. Supplies - Paint & Beads		\$ 10,088	\$ 170,000	\$ 77,610	\$ 100,000
Maintenance Supplies - Equipment	\$ 49,159	\$ 62,275	\$ 75,000	\$ 52,577	\$ 75,000
Maint. Supplies - Road	\$ 134,737	\$ 5,521	\$ 10,000	\$ 9,791	\$ 10,000
Operating Supplies	\$ 14,017	\$ 21,745	\$ 25,000	\$ 22,425	\$ 27,000
Fuel & Oil	\$ 68,164	\$ 99,979	\$ 110,000	\$ 79,039	\$ 115,000
Sand & Gravel	\$ -	\$ -	\$ 1,000	\$ 48	\$ 1,000
Small tools	\$ 7,387	\$ 2,622	\$ 7,500	\$ 4,291	\$ 7,500
Sign Replacement Program	\$ 6,798	\$ 22,826	\$ 27,000	\$ 5,368	\$ 27,000
Maint. Supplies-Snow-Salt - MFT/TRF Funds***			\$ 175,000		\$ 125,000
Maint. Supplies-Paint & Beads - MFT/TRF Funds***					
TOTAL COMMODITIES	\$ 481,446	\$ 232,862	\$ 518,500	\$ 252,107	\$ 610,500
***Not included in Commodities total because all funds and payments are paid through MCDOT					
OTHER EXPENSES					
Miscellaneous Expense		\$ 1,000	\$ 1,000	\$ 1,000	
NDR Subdivisions (50% GRB Taxes)		\$ 2,600	\$ 30,000	\$ 1,800	\$ 30,000
NDR Subdivisions (MFT/TRF Funds) ***			\$ 100,000		\$ 100,000
TOTAL OTHER EXPENSES	\$ -	\$ 3,600	\$ 31,000	\$ 2,800	\$ 30,000
***Not included in Commodities total because all funds and payments are paid through MCDOT					
CAPITAL OUTLAY					
Capital Outlay - Equipment****	\$ 3,420	\$ 74,107	\$ 270,000	\$ 230,346	\$ 200,000
TOTAL CAPITAL OUTLAY	\$ 3,420	\$ 74,107	\$ 270,000	\$ 230,346	\$ 200,000
CONTINGENCIES					
Contingencies	\$ 0	\$ 65,597	\$ 20,000	\$ 21,699	\$ 30,000
TOTAL CONTINGENCIES	\$ 0	\$ 65,597	\$ 20,000	\$ 21,699	\$ 30,000
TOTAL EXPENSES	\$ 1,328,813	\$ 925,905	\$ 1,538,750	\$ 969,362	\$ 1,484,150
ENDING BALANCE MARCH 31, 2024 (estimated)****	\$ 571,152	\$ 248,157	\$ 7,550	\$ 157,137	\$ 227,150
**** Included \$100,000 to Committed Funds 2025 Snow Plow Purchase					

Town of McHenry Road - PHR
2024-2025 Budget - DRAFT
January 20, 2024

	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 as of Jan. 31, 2024	2024-2025 Proposed
CASH REVENUE					
Beginning balance as of April 1, 2024 (estimated)			\$ 600,000		\$ 400,000
<i>MFT/TRF funds balance towards PHR</i>			\$ 95,000		\$ -
<i>Rebuild IL (RBI) balance</i>			\$ 116,063		\$ -
Beginning Balance as of April 1, 2023 (estimated)	\$ 2,044,286		\$ 811,063	\$ 811,063	\$ 400,000
Property tax	\$ 992,079	\$ 1,849,662	\$ 1,950,000	\$ 1,943,818	\$ 2,350,000
Illinois Replacement Tax	\$ 71,456	\$ 107,889	\$ 80,000	\$ 57,169	\$ 60,000
Interest Income	\$ 447	\$ 14,388	\$ 10,000	\$ 30,228	\$ 20,000
Miscellaneous Income	\$ 2,250	\$ 59,250		\$ -	
McDOT IGA - Indian Ridge	\$ -	\$ -	\$ -	\$ -	
IGA/Co. NSR Roads Reconstruction	\$ 1,807,189	\$ -	\$ -	\$ -	
CDBG Grant - Crestwood 2023/Cresthill 2024	\$ 50,000	\$ 163,542	\$ 100,000	\$ -	\$ 108,000
Community Foundation Grant	\$ -	\$ -	\$ -	\$ -	
North Blvd./Crestwood - Lakemoor Funds	\$ 15,000	\$ 15,000		\$ -	
Orchard Beach IGA	\$ -	\$ -	\$ -	\$ -	
<i>MFT/TRF Revenue*</i>			\$ -	\$ 95,000	
<i>Rebuild IL (RBI) Revenue*</i>				\$ 116,063	
TOTAL CASH REVENUE	\$ 2,938,420	\$ 2,209,731	\$ 2,140,000	\$ 2,031,214	\$ 2,538,000
TOTAL FUNDS AVAILABLE	\$ 4,982,706	\$ 2,209,731	\$ 2,740,000	\$ 2,842,277	\$ 2,938,000
TOTAL FUNDS AVAILABLE WITH MFT/TRF AND RBI			\$ 2,951,063	\$ 3,053,340	\$ 2,938,000

*Not included in Revenue total because all funds and payments are paid through MCDOT

PHR EXPENSES
ADMINISTRATIVE DIVISION
PERSONNEL SERVICES

Salaries	\$ 487,624	\$ 735,629	\$ 775,000	\$ 692,889	\$ 885,000
Overtime	\$ 19,466	\$ 34,142	\$ 38,750	\$ 2,335	\$ 44,250
Social Security/ Medicare/ Unemployment	\$ 41,766	\$ 64,556	\$ 68,250	\$ 55,904	\$ 80,000
I.M.R.F.	\$ 23,252	\$ 17,847	\$ 8,000	\$ 6,695	\$ 10,000
Employee Insurance	\$ 105,036	\$ 175,152	\$ 215,000	\$ 160,967	\$ 200,000
HRA	\$ 7,626	\$ 31,217	\$ 40,000	\$ 18,446	\$ 60,000
TOTAL PERSONNEL SERVICES	\$ 684,769	\$ 1,058,542	\$ 1,145,000	\$ 937,236	\$ 1,279,250

Town of McHenry Road - PHR
2024-2025 Budget - DRAFT
January 20, 2024

	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024	2024-2025 Proposed
COMMODITIES					
Road Repair & Construction	\$ 2,096,222	\$ 1,130,134	\$ 1,206,000	\$ 1,020,707	\$ 1,300,000
MFT/TRF Road Repairs & Construction **		\$ -	\$ 95,000		\$ -
RBI Road Repairs & Construction **			\$ 116,063		\$ -
TOTAL COMMODITIES	\$ 2,096,222	\$ 1,130,134	\$ 1,206,000	\$ 1,020,707	\$ 1,300,000
**Not included in Commodities total because all funds and payments are paid through McDc \$ 230,000					
CONTINGENCIES					
Contingencies	\$ 33,491	\$ 0	\$ 100,000	\$ -	\$ 100,000
TOTAL CONTINGENCIES	\$ 33,491	\$ 0	\$ 100,000	\$ -	\$ 100,000
TOTAL EXPENSES	\$ 2,814,481	\$ 2,188,676	\$ 2,451,000	\$ 1,957,943	\$ 2,679,250
ENDING BALANCE MARCH 31, 2024 (estimated)	\$ 123,940	\$ 21,055	\$ 289,000	\$ 884,334	\$ 258,750
ENDING BALANCE MARCH 31, 2024 (estimated) WITH MFT/TRF AND RBI			\$ 289,000		\$ 258,750