

AGENDA

TOWN FUND

October 9, 2018

6:30 PM

Community Center

Approval of Minutes- Monthly Meeting September 11, 2018

Approval of Bills- \$120,003.50

Citizens Wishing to Address the Board

Assessor's Report

Clerk's Report

Trustees Comments and Suggestions

Building Report

New Business

- **Approval of PACE Paratransit Local Share Agreement**

Old Business

- **Approval of Township of Lockport Annual Financial Report**

Meetings and Correspondence

Executive Session

- **If called by the Board. Action may be taken afterwards.**

Adjournment

LOCKPORT, ILLINOIS

SEPTEMBER 11, 2018

TOWN CLERK'S RECORD BOOK

TOWN FUND

The Lockport Township Board of Trustees met at the Lockport Township Government Building, Community Center, 1463 S. Farrell Road, Lockport, Illinois on Tuesday September 11, 2018 at 6:47 PM with Supervisor Ron Alberico presiding.

Present were Assessor Debbi Mason, Highway Commissioner John Cielenski, Trustees Gregg Bickus, Barb Boyce, Barb Delaney and Dean Morelli, Collector Karen Johnson, Attorney Gary Mueller and Deputy Clerk Jessica Strickland. Also present were Dave Meyer from Wermer, Rogers, Doran & Ruzon, LLC, Delinda Herod, Bob Loewe, Terry Broadhurst and Grant Spooner filming the meeting. Absent was Denise Mushro Rumchak. The meeting agenda was posted at the Lockport & Crest Hill Libraries, Lockport Township Government Building, the Lockport Township website (Clerk's section), the calendar and also on the Community Center door.

On a Motion of Delaney, seconded by Boyce to approve the minutes from the previous regular monthly meeting held on August 14, 2018 and the special meeting held on August 23, 2018.

MOTION CARRIED

On a Motion of Boyce, seconded by Delaney to approve the total bills and payroll in the amount of \$95,242.85. Roll call vote resulted in Alberico Aye, Bickus Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Citizens Wishing to Address the Board- Terry Broadhurst expressed his concerns about transparency in the Lockport Township Government. He would like the Board to implement policies to regulate business procedures.

Assessor's Report- Assessor Mason asked the Board for approval to use the Township building on Thursday October 25, 2018 for the Trunk and Treat event from 5:30-7:30 PM and up to \$1,500.00 for candy, decorations, games, prizes and etc.

On a Motion of Boyce, seconded by Delaney to approve the use of the Township building for the Trunk and Treat event on October 25, 2018 and funding not to exceed \$1,500.00. Roll call vote resulted in Alberico Aye, Bickus Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Clerk's Report- Clerk Rumchak was absent. Supervisor Alberico read the Clerk's Report.

A legal notice to contract for refuse collection was published in the newspaper by the County Clerk. Nancy Schultz Voots. The ballot layout for the question was approved and sent to the County for the November ballot. Supervisor Alberico read the legal notice.

The website design is in the second phase and Revize will convert the original website over to new. The officials were asked to please submit any information that they would like added, deleted or updated.

The Clerk's office is excited to be a part of the Community Baby Shower that will be held on Sunday September 16, 2018. Volunteers will be putting together 400 bundles for areas in Will County. Lockport Township will receive approximately 100 bundles to distribute throughout the Township.

The last day to register to vote is October 9, 2018.

Early voting will begin on October 22nd and go through November 3rd in the Lockport Township Clerk's office.

Vote by mail requests are being accepted now and will be mailed out on September 22, 2018.

Building Report- Supervisor Alberico stated that a Building Committee meeting was held to discuss how to provide security to the Supervisor's side of the building. The Committee agreed to construct a wall with labor being provided by the Township employees. A lock company will be looking at the Township's door frames to see if a buzzer can be installed.

Supervisor Alberico announced that the kitchen will be inspected this week.

New Business- Dave Meyer, an accountant from Wermer, Rogers, Doran & Ruzon, LLC, summarized to the Board the details of the Annual Financial Audit of the Township for the year ending in February 2018. Dave explained the functions, procedures and tests his company performs to finalize an audit. Trustee Delaney stated that the report is on the agenda for approval, but she has not had a chance to review the report. Supervisor Alberico commented that he sent out an email last week inviting the Board members to come into the building to pick up the audit. Trustee Delaney requested more time to review the audit before she makes the decision to approve it. Trustee Morelli asked Dave Meyer if the Township was fiscally responsible in regards to the budget vs expenditures. Dave commented yes. Supervisor Alberico stated he believes that passing the audit is a formality. Dave Meyer commented that this audit has already been submitted to the state comptroller. Trustee Delaney asked Attorney Mueller if it is okay to approve an audit that has not been reviewed, do to it being a formality. Attorney Mueller commented that there can be a motion to approve or a motion to table the audit. Supervisor Alberico expressed that the audit will stay exactly the same regardless if it is tabled or not.

On a Motion of Delaney, seconded by Bickus to table the Township of Lockport Annual Financial Audit Report to the next meeting to allow more time to review the report. Roll call vote resulted in Alberico Nay, Bickus Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Supervisor Alberico received an email request from Limestone Stage to rent the 3rd floor of the Township building for storage/workshop space for \$100 per year. Supervisor Alberico stated that the organization is currently storing items in this area. Trustee Delaney would appreciate Limestone Stage being more efficient with clean up. Supervisor Alberico agreed and stated both Limestone Stage and the Lockport/Homer Youth Group need to do a better job.

On a Motion of Boyce, seconded by Delaney to allow Limestone Stage to rent the 3rd floor of the Township building for \$100 per year. Roll call vote resulted in Alberico Aye, Bickus Aye, Boyce Aye, Delaney Aye and Morelli Aye.

MOTION CARRIED

Supervisor Alberico announced that the Refuse Referendum Committee and a representative from Will County had a meeting to discuss the proposal paperwork. The representative from Will County created the proposal documents and the committee members agreed on the contents of the proposal. Supervisor Alberico stated that a legal notice was published in the Joliet Herald News. The bid opening was schedule for Wednesday September 12, 2018 at 10 AM, but was extended to Friday September 14, 2018 at 10 AM. Supervisor Alberico stated that the Board members agreed to change the bid opening date to accommodate the bidder's request for more time. Supervisor Alberico communicated that he would like to place the bid opening information in the fall newsletter.

Supervisor Alberico asked the Board members to notify him as soon as possible if they plan on attending the TOI conference so he may make reservations.

Supervisor Alberico announced that residents should be receiving their fall newsletters from the Township within the next three weeks.

On a Motion of Boyce, seconded by Delaney to adjourn the meeting at 7:25 PM.

MOTION CARRIED

LOCKPORT TOWNSHIP
TOWN FUND MEETING

October 9, 2018

CHECKS WRITTEN TO BE APPROVED:

Ready Refresh by Nestle	Miscellaneous - Assessor	001-6900	66.89
Martin Whalen Office Solutions	Equip. Maint - Town Clerk	002-5120	66.60
Ready Refresh by Nestle	Miscellaneous - Town Clerk	002-6900	9.33
Health Care Service Corp	Hospital - October 2018	004-4510	12,420.35
Euclid Manager	Delta Dental & Vision - October 2018	004-4510	608.61
Reliance Standard Life Ins	Life Insurance - October 2018	004-4510	295.80
Payroll Account	IMRF - September 2018	004-4620	3,093.08
WRDR	Accounting Services	004-5310	25,500.00
WRDR	Quiuckbooks Consulting	004-5490	2,125.00
ESI Hosted Services	Data Communications - Town	004-5520	268.53
AT&T Mobility	Data Communications - Town	004-5520	63.28
Comcast Cable	Data Communications - Town	004-5520	309.73
Western Michigan University	Maggie Dew-Scholarship	004-5999	1,000.00
Lockport FISH Pantry	FISH Pantry	004-6007	1,600.00
Business Card	Custodial Supplies	004-8925	35.78
Business Card	Projects;Passport mailings	004-8935	13.40
Business Card	Funeral Arrangement;Misc	004-6900	115.50
Kin-Ko Ace	Capital Improvements	004-8930	93.91
U.S.Postal Services	Postage;2018 Fall Newsletter	004-8935	3,966.65
The Labor Record	Labor Day Advertising	004-8935	190.00
Payroll Account	FICA 9-14-18	004-4610	993.81
Payroll Account	FICA 9-28-18	004-4610	955.49
Payroll Account	FICA Officials 10-1-18	004-4610	1,544.45
Payroll Account	Medicare 9-14-18	004-4615	232.45
Payroll Account	Medicare 9-28-18	004-4615	223.46
Payroll Account	Medicare Officials 10-1-18	004-4615	361.19

Salaries - Payroll Account

Ron Alberico	Salary 10/1/2018 through 10/31/2018	004-4311	6,137.92
Denise Rumchak	Salary 10/1/2018 through 10/31/2018	004-4312	4,738.17
Debbi Mason	Salary 10/1/2018 through 10/31/2018	004-4313	5,502.58
John Cielenski	Salary 10/1/2018 through 10/31/2018	004-4314	5,649.17
Ron Alberico	R & B Treas. 10/1/2018 through 10/31/2018	004-4315	83.33
Barb Boyce	Salary 10/1/2018 through 10/31/2018	004-4316	750.00
Dean Morelli	Salary 10/1/2018 through 10/31/2018	004-4316	750.00
Barb Delaney	Salary 10/1/2018 through 10/31/2018	004-4316	750.00
Gregg Bickus	Salary 10/1/2018 through 10/31/2018	004-4316	750.00
Karen Johnson	Salary 10/1/2018 through 10/31/2018	004-4317	50.00
Barb Delaney	Reimb for October 2018 Hospitalization	004-4510	554.80

Salaries - Payroll Account

Gloria Penaherrera	Salary 9/3/2018 through 9/14/2018	001-4203	814.27
Mary Ann Williamson	Salary 9/3/2018 through 9/14/2018	001-4205	1,340.38
Extra Hours - Mary Ann Williamson	Salary 9/3/2018 through 9/14/2018	001-4211	124.10
Stephanie Flores	Salary 9/3/2018 through 9/14/2018	001-4207	1,379.81
Assessor - Part Time - M. Flores	Salary 9/3/2018 through 9/14/2018	001-4210	318.00
Assessor - Part Time - K. Mason	Salary 9/3/2018 through 9/14/2018	001-4210	408.00
Assessor - Part Time - M. Ivey	Salary 9/3/2018 through 9/14/2018	001-4210	300.00
Assessor - Part Time - N. Garreau	Salary 9/3/2018 through 9/14/2018	001-4210	405.00
Cheryl Vance	Salary 9/3/2018 through 9/14/2018	001-4220	948.27
Madie Holdoner	Salary 9/3/2018 through 9/14/2018	001-4221	730.62
Debra Scialabba	Salary 9/3/2018 through 9/14/2018	001-4222	730.62
Dennis Cooper	Salary 9/3/2018 through 9/14/2018	001-4223	814.27
Anthony Pacilli	Salary 9/3/2018 through 9/14/2018	001-4224	950.00
Jessica Strickland	Salary 9/3/2018 through 9/14/2018	002-4201	1,299.38
Extra Hours - Jess Strickland	Salary 9/3/2018 through 9/14/2018	002-4211	72.18
Clerk - Part Time - Ann Brunzie	Salary 9/3/2018 through 9/14/2018	002-4210	252.00
Sharon Hartley	Salary 9/3/2018 through 9/14/2018	003-4201	2,148.96
Bev Alberico	Salary 9/3/2018 through 9/14/2018	003-4210	240.00
Michelle Turrisi-Carlascio	Salary 9/3/2018 through 9/14/2018	004-4320	2,030.31
Robert Hoffmeyer	Salary 9/3/2018 through 9/14/2018	004-8900	873.12
William Bremmer	Salary 9/3/2018 through 9/14/2018	004-8910	336.00

Salaries - Payroll Account

Gloria Penaherrera	Salary 9/17/2018 through 9/28/2018	001-4203	814.27
Mary Ann Williamson	Salary 9/17/2018 through 9/28/2018	001-4205	1,340.38
Stephanie Flores	Salary 9/17/2018 through 9/28/2018	001-4207	1,379.81
Assessor - Part Time - M. Flores	Salary 9/17/2018 through 9/28/2018	001-4210	318.00
Assessor - Part Time - M. Ivey	Salary 9/17/2018 through 9/28/2018	001-4210	372.00
Assessor - Part Time - N. Garreau	Salary 9/17/2018 through 9/28/2018	001-4210	202.50
Cheryl Vance	Salary 9/17/2018 through 9/28/2018	001-4220	948.27
Madie Holdoner	Salary 9/17/2018 through 9/28/2018	001-4221	730.62
Debra Scialabba	Salary 9/17/2018 through 9/28/2018	001-4222	730.62
Dennis Cooper	Salary 9/17/2018 through 9/28/2018	001-4223	814.27
Anthony Pacilli	Salary 9/17/2018 through 9/28/2018	001-4224	950.00
Jessica Strickland	Salary 9/17/2018 through 9/28/2018	002-4201	1,299.38
Jessica Strickland-OT 5 hrs	Salary 9/17/2018 through 9/28/2018	002-4211	120.30
Clerk - Part Time - Ann Brunzie	Salary 9/17/2018 through 9/28/2018	002-4211	216.00
Clerk - Part Time - Candi ThuringerAn	Salary 9/17/2018 through 9/28/2018	002-4210	36.00
Sharon Hartley	Salary 9/17/2018 through 9/28/2018	003-4201	2,148.96
Bev Alberico	Salary 9/17/2018 through 9/28/2018	003-4210	240.00
Michelle Turrisi-Carlascio	Salary 9/17/2018 through 9/28/2018	004-4320	2,030.31
Robert Hoffmeyer	Salary 9/17/2018 through 9/28/2018	004-8900	773.14
William Bremmer	Salary 9/17/2018 through 9/28/2018	004-8910	432.00

114,281.38

BILLS TO BE APPROVED

Velocita	Equipment Maintenance - Assessor	001-5120	89.55
Quill	Equip.Purchase;Assessor	001-8300	226.55
Velocita	Equip.Purchase;Assessor	001-8300	677.00
US Bank Equipment Finance	Equip.Purchase;Assessor	001-8300	525.82
Velocita	Equipment Maintenance - Town Clerk	002-5120	1,395.90
The Labor Record	Publishing;Town Clerk	002-5530	20.00
Velocita	EquipMaint - Supervisor;Sept 2018-Feb 2019	003-5120	1,467.90
PACE	Paratransit;1/2 June 2018	004-5740	579.40
Mark Klement	Yard Maintenance	004-8922	300.00
Indiquoise	Web Maint;Yearly Scanning	004-8935	440.00
BILLS TO BE APPROVED			5,722.12

CHECKS WRITTEN TO BE APPROVED

114,281.38

BILLS TO BE APPROVED

5,722.12

TOTAL TO BE APPROVED

120,003.50

October 9, 2018

LOCKPORT TOWNSHIP TOWN BUDGET SHEET 2018 - 2019

PAGE 1

MONTH October 9, 2018

ACC'T #	CATEGORY	APPROP.	EXPENDED	BALANCE	TO BE	
					APPROVED	BALANCE
1-4203	Dep. Assessor-G.Penaherrera	21,171.00	(11,399.76)	9,771.24	(1,628.54)	8,142.70
1-4205	Dep. Assessor-M. Williamson	34,850.00	(18,765.44)	16,084.56	(2,680.76)	13,403.80
1-4207	Comm. Appraiser - S. Flores	45,672.00	(19,317.28)	26,354.72	(2,759.62)	23,595.10
1-4210	Part Time Employees	30,000.00	(19,866.00)	10,134.00	(2,323.50)	7,810.50
1-4211	Extra Hours Worked-O.T.	4,000.00	(248.75)	3,751.25	(124.10)	3,627.15
1-4220	Clerical Full Time-C Vance	24,665.00	(13,275.76)	11,389.24	(1,896.54)	9,492.70
1-4221	Full Time - Clerical M. Holndoner	19,000.00	(7,671.51)	11,328.49	(1,461.24)	9,867.25
1-4222	Full Time - Clerical D. Scialabba	19,000.00	(10,228.68)	8,771.32	(1,461.24)	7,310.08
1-4223	Full Time - Clerical D. Cooper	21,171.00	(11,399.76)	9,771.24	(1,628.54)	8,142.70
1-4224	Dep. Comm Appraiser -J. Pacilli	30,750.00	(13,300.00)	17,450.00	(1,900.00)	15,550.00
1-5120	Equipment Maintenance	12,000.00	(3,792.70)	8,207.30	(89.55)	8,117.75
1-5330	Legal Service	1,000.00	0.00	1,000.00	0.00	1,000.00
1-5490	Appraisals	1,000.00	0.00	1,000.00	0.00	1,000.00
1-5495	Consultant	1,000.00	0.00	1,000.00	0.00	1,000.00
1-5520	Telephone - Assessor	100.00	0.00	100.00	0.00	100.00
1-5530	Publishing	300.00	0.00	300.00	0.00	300.00
1-5540	Printing	500.00	0.00	500.00	0.00	500.00
1-5610	Dues	500.00	(20.00)	480.00	0.00	480.00
1-5630	Training	8,000.00	(1,973.14)	6,026.86	0.00	6,026.86
1-5650	Publications	300.00	0.00	300.00	0.00	300.00
1-6510	Office Supplies	3,500.00	(3,227.37)	272.63	0.00	272.63
1-6511	Postage	300.00	(300.00)	0.00	0.00	0.00
1-6900	Miscellaneous	1,500.00	(507.63)	992.37	(66.89)	925.48
1-6990	Contingency	2,500.00	0.00	2,500.00	0.00	2,500.00
1-8300	Equipment Purchase	20,000.00	(12,079.57)	7,920.43	(1,429.37)	6,491.06
		302,779.00	(147,373.35)	155,405.65	(19,449.89)	135,955.76

Add back:

LOCKPORT TOWNSHIP TOWN FUND BUDGET SHEET 2018 - 2019

PAGE 2

MONTH October 9, 2018

ACC'T #	CATEGORY	APPROP.	EXPENDED	BALANCE	TO BE	
					APPROVED	BALANCE
2-4201	Town Clerk Secretary	33,784.00	(18,191.44)	15,592.56	(2,598.76)	12,993.80
2-4210	Town Clerk Part Time	9,000.00	(4,566.00)	4,434.00	(504.00)	3,930.00
2-4211	Extra Hours Worked-O.T.	1,000.00	(982.54)	17.46	(192.48)	(175.02)
2-5120	Town Clerk Equip. Maint.	10,500.00	(4,025.84)	6,474.16	(1,462.50)	5,011.66
2-5330	Legal Service	2,000.00	(703.00)	1,297.00	0.00	1,297.00
2-5530	Town Clerk Publishing	1,000.00	(472.64)	527.36	(20.00)	507.36
2-5540	Town Clerk Printing	1,500.00	(950.63)	549.37	0.00	549.37
2-5610	Town Clerk Dues	500.00	(350.00)	150.00	0.00	150.00
2-5630	Town Clerk In Training	1,000.00	0.00	1,000.00	0.00	1,000.00
2-5920	Town Clerk Gen. Ins.	100.00	0.00	100.00	0.00	100.00
2-6510	Town Clerk Office Sup.	2,500.00	(514.01)	1,985.99	0.00	1,985.99
2-6511	Town Clerk Postage	500.00	0.00	500.00	0.00	500.00
2-6900	Town Clerk Misc.	1,000.00	(125.34)	874.66	(9.33)	865.33
2-6990	Town Clerk Contingency	1,000.00	0.00	1,000.00	0.00	1,000.00
2-8300	Town Clerk Equip. Purc.	3,500.00	(1,409.50)	2,090.50	0.00	2,090.50
		68,884.00	(32,290.94)	36,593.06	(4,787.07)	31,805.99

Add Back:

3-4201	Supervisor Bookkeeper	55,873.00	(30,085.48)	25,787.52	(4,297.92)	21,489.60
3-4202	Media/Bookkeeper	7,500.00	(242.50)	7,257.50	0.00	7,257.50
3-4210	Supervisor Part Time	3,500.00	(2,548.00)	952.00	(480.00)	472.00
3-4211	Extra Hours Worked-O.T.	2,000.00	0.00	2,000.00	0.00	2,000.00
3-5110	Building Maintenance	300.00	0.00	300.00	0.00	300.00
3-5120	Equipment Maintenance	2,500.00	(448.65)	2,051.35	(1,467.90)	583.45
3-5530	Publishing	600.00	0.00	600.00	0.00	600.00
3-5540	Printing	600.00	(113.50)	486.50	0.00	486.50
3-5610	Dues	300.00	(35.00)	265.00	0.00	265.00
3-5630	Training	500.00	(152.27)	347.73	0.00	347.73
3-5920	General Insurance	100.00	0.00	100.00	0.00	100.00
3-6510	Office Supplies	1,500.00	(512.56)	987.44	0.00	987.44
3-6900	Miscellaneous	500.00	0.00	500.00	0.00	500.00
3-6990	Contingency	1,500.00	0.00	1,500.00	0.00	1,500.00
3-8300	Equipment Purchase	6,000.00	(3,085.46)	2,914.54	0.00	2,914.54
		83,273.00	(37,223.42)	46,049.58	(6,245.82)	39,803.76

TOTAL PAGE TWO

152,157.00	(69,514.36)	82,642.64	(11,032.89)	71,609.75
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Add Back:

LOCKPORT TOWNSHIP TOWN FUND BUDGET SHEET 2018 - 2019

PAGE 3

MONTH October 9, 2018

ACC'T #	CATEGORY	APPROP.	EXPENDED	BALANCE	TO BE	
					APPROVED	BALANCE
4-4311	Supervisor	73,217.00	(42,527.24)	30,689.76	(6,137.92)	24,551.84
4-4312	Town Clerk	56,520.00	(32,828.76)	23,691.24	(4,738.17)	18,953.07
4-4313	Assessor	66,362.00	(38,518.06)	27,843.94	(5,502.58)	22,341.36
4-4314	Highway Commissioner	67,387.00	(39,140.81)	28,246.19	(5,649.17)	22,597.02
4-4315	R & B Treasurer	1,000.00	(583.35)	416.65	(83.33)	333.32
4-4316	Board of Trustees	36,000.00	(21,000.00)	15,000.00	(3,000.00)	12,000.00
4-4317	Collector	600.00	(350.00)	250.00	(50.00)	200.00
4-4320	M. Turrisi - Payroll Clerk	26,394.00	(2,030.31)	24,363.69	(4,060.62)	20,303.07
4-4510	Hospitalization	200,000.00	(90,990.19)	109,009.81	(13,879.56)	95,130.25
4-5310	Accounting Service	27,000.00	0.00	27,000.00	(25,500.00)	1,500.00
4-5320	Engineering	5,000.00	0.00	5,000.00	0.00	5,000.00
4-5330	Legal Service	15,000.00	(7,428.00)	7,572.00	0.00	7,572.00
4-5490	Consulting-Quickbooks/Payroll	10,000.00	0.00	10,000.00	(2,125.00)	7,875.00
4-5520	Data Communications	10,000.00	(4,259.23)	5,740.77	(641.54)	5,099.23
4-5660	Seminars / Workshops	4,000.00	0.00	4,000.00	0.00	4,000.00
4-5710	Utilities	10,000.00	(10,065.45)	(65.45)	0.00	(65.45)
4-5740	Pace Bus	6,000.00	(2,389.29)	3,610.71	(579.40)	3,031.31
4-5745	Cable TV - Lockport	500.00	0.00	500.00	0.00	500.00
4-5746	Cable TV - Crest Hill	500.00	(500.00)	0.00	0.00	0.00
4-5750	State of the City	1,000.00	(380.00)	620.00	0.00	620.00
4-5950	Mosquito Control	40,000.00	(39,348.00)	652.00	0.00	652.00
4-5960	Township Cleanup	5,000.00	0.00	5,000.00	0.00	5,000.00
4-5980	E.M.A. Formerly ESDA	2,500.00	0.00	2,500.00	0.00	2,500.00
4-6900	Miscellaneous	3,000.00	(1,867.90)	1,132.10	(115.50)	1,016.60
4-6990	Contingency	20,000.00	0.00	20,000.00	0.00	20,000.00
4-8900	Building Maint.-F.T.	14,000.00	(679.83)	13,320.17	(1,646.26)	11,673.91
4-8910	Building Maint.-P.T.	12,000.00	(510.00)	11,490.00	(768.00)	10,722.00
4-8920	Elevator Maint.	1,500.00	(1,181.38)	318.62	0.00	318.62
4-8921	Alarm Maint.	3,000.00	(2,617.95)	382.05	0.00	382.05
4-8922	Yard Maint.	3,000.00	(2,163.96)	836.04	(300.00)	536.04
4-8925	Custodial Supplies	5,000.00	(2,069.45)	2,930.55	(35.78)	2,894.77
4-8930	Capital Improvements	100,000.00	(25,822.10)	74,177.90	(93.91)	74,083.99
4-8935	Projects	150,000.00	(36,733.63)	113,266.37	(4,610.05)	108,656.32
		975,480.00	(405,984.89)	569,495.11	(79,516.79)	489,978.32

Add back:

LOCKPORT TOWNSHIP TOWN FUND BUDGET SHEET 2018 - 2019

PAGE 4

MONTH October 9, 2018

ACC'T #	CATEGORY	APPROP.	EXPENDED	BALANCE	TO BE	
					APPROVED	BALANCE
04-5982	Guardian Angel Home	500.00	0.00	500.00	0.00	500.00
04-5984	Community Service Council	500.00	0.00	500.00	0.00	500.00
04-5986	Historical Society	500.00	0.00	500.00	0.00	500.00
04-5992	Child Advocacy	1,000.00	0.00	1,000.00	0.00	1,000.00
04-5993	Habitat For Humanity	6,400.00	0.00	6,400.00	0.00	6,400.00
04-5995	Joyful Again	250.00	0.00	250.00	0.00	250.00
04-5996	Circle of Love	500.00	0.00	500.00	0.00	500.00
04-5997	Hospice	2,000.00	(2,000.00)	0.00	0.00	0.00
04-5998	Misc. Community Programs	1,500.00	(100.00)	1,400.00	0.00	1,400.00
04-5999	Scholarship Program	4,000.00	(3,000.00)	1,000.00	(1,000.00)	0.00
04-6000	United Way	500.00	0.00	500.00	0.00	500.00
04-6001	Crisis Line	500.00	0.00	500.00	0.00	500.00
04-6002	WILCO	250.00	0.00	250.00	0.00	250.00
04-6004	Care Trak	1,000.00	0.00	1,000.00	0.00	1,000.00
04-6005	Bridges to a New Day	100.00	(100.00)	0.00	0.00	0.00
04-6006	Fairmont Food Pantry	3,500.00	(3,000.00)	500.00	0.00	500.00
04-6007	Lockport FISH Pantry	19,200.00	(11,200.00)	8,000.00	(1,600.00)	6,400.00
04-6008	Youth Music Program	3,000.00	(860.79)	2,139.21	0.00	2,139.21
04-6010	CASA	2,000.00	0.00	2,000.00	0.00	2,000.00
		47,200.00	(20,260.79)	26,939.21	(2,600.00)	24,339.21
	add back:					
04-4530	Unemployment Ins.	3,000.00	(603.77)	2,396.23	0.00	2,396.23
04-4610	FICA	44,600.00	(21,955.12)	22,644.88	(3,493.75)	19,151.13
04-4615	MEDICARE	10,600.00	(5,142.34)	5,457.66	(817.10)	4,640.56
04-4620	IMRF	45,000.00	(17,189.92)	27,810.08	(3,093.08)	24,717.00
04-5910	Liability Insurance	42,000.00	(26,597.24)	15,402.76	0.00	15,402.76
		145,200.00	(71,488.39)	73,711.61	(7,403.93)	66,307.68
	add back:					
	TOTAL PAGE FOUR	192,400.00	(91,749.18)	100,650.82	(10,003.93)	90,646.89
	TOTAL PAGE 1	302,779.00	(147,373.35)	155,405.65	(19,449.89)	135,955.76
	TOTAL PAGE 2	152,157.00	(69,514.36)	82,642.64	(11,032.89)	71,609.75
	TOTAL PAGE 3	975,480.00	(405,984.89)	569,495.11	(79,516.79)	489,978.32
	TOTAL PAGE 4	192,400.00	(91,749.18)	100,650.82	(10,003.93)	90,646.89
		1,622,816.00	(714,621.78)	908,194.22	(120,003.50)	788,190.72

PACE PARATRANSIT LOCAL SHARE AGREEMENT
Lockport Township

This Pace Paratransit Local Share Agreement (“Agreement”) made this ____ day of _____ 2018 between Pace, the Suburban Bus Division of the Regional Transportation Authority, Illinois municipal corporation (“Pace”), and Lockport Township, an Illinois municipal corporation (“Township”).

In consideration of the mutual promises hereinafter set forth, the parties agree as follows:

1. **Term.** This Agreement will be in effect beginning January 1, 2019 and ending December 31, 2019.
2. **Service Description.** The Township will participate in the financial support of the transportation service described in Exhibit A attached hereto and made a part of this Agreement.
3. **Reporting.** Pace may provide to the Township on a monthly basis, a report with the following:
 - A. Number of one-way trips.
 - B. Detailed data showing all rides summarized in Exhibits A.
 - C. Total miles.
 - D. A billing for Local Share, determined as outlined in Section 4 of this Agreement.
4. **Local Share Funding.** The Township agrees to reimburse Pace monthly for the Local Share incurred in operating the service described in Exhibit A. The Local Share will be calculated in the following manner:
 - A. The Total Expense of the project will be calculated by multiplying the actual number of vehicle service hours attributed to service delivered per this Agreement by the hourly rate charged to Pace by the Contractor. The Operating Deficit will be defined as Total Expense less damages and fare revenue.
 - B. The Pace Contribution will be the lesser of: 1) 75% of the actual Operating Deficit attributed to a maximum of 15,932 vehicle hours of service, or 2) \$703,713. The Local Share shall not exceed \$283,658.
 - C. The Pace Contribution shall be calculated monthly on a year-to-date basis to adjust for actual vehicle hours of service and ensure that the annual Pace Contribution is not depleted in advance before the end of the term of this agreement.
 - D. The Local Share is the Total Expense, as described in Section 4A, minus fares, minus the Pace Contribution.
 - E. The Township shall pay Pace within thirty (30) days of receiving the monthly bill for the Local Share.

- F. A Cost Estimate Worksheet containing estimated ridership, expenses, fares and Pace subsidy for Net Operating Cost and Call Center Cost is contained in Exhibit B, attached to and made a part of this Agreement.
5. **Independent Relationship.** Pace is an independent contractor and not an employee, agent, joint venturer or partner of the Township, and nothing in this agreement shall be construed as creating any other relationship between the Township and Pace, or between any employee or agent of Pace and the Township. Pace employees shall at all times remain employees of Pace, which shall be solely responsible for all aspects of their employment, including, without limitation, compensation, benefits, payment or withholding of taxes, Social Security, Medicare, unemployment or other insurance, and workers compensation.
6. **Insurance.** Pace elects to provide the services more specifically set forth by subcontracting with one or more outside providers. Pace shall require the outside service providers to arrange for the Township to be named as additional insured under the outside service providers' auto liability policies of insurance with respect to claims asserted against the Township arising from any negligent acts or omissions of the outside service providers in connection with the services as described in this agreement. Pace shall provide copies of the initial Certificates of Insurance to the Township. Thereafter, the Township shall be responsible for tracking and monitoring their additional insured status on outside service providers' auto liability policies of insurance.
7. **Indemnification.** Pace agrees to indemnify and defend the Township, and its officers, agents, and employees against claims, damages, losses and costs for property damage or personal injury to the extent caused by the negligent acts by Pace in directly providing transportation services under this Agreement. To the extent that services are provided through or by an outside contractor, Pace agrees to require the contractor to defend, indemnify and hold harmless the Township, and its officers, agents, and employees for claims, damages, losses, and costs for property damage or personal injury to the extent caused by the negligent acts by said contractor in providing transportation services under this Agreement. The Township agrees to provide Pace with timely notice of any such claim. In the event that Pace does not require such indemnification and defense of its outside contractors, Pace agrees that it shall assume responsibility for said indemnification and defense. With respect to any lawsuit that is within the scope of coverage and/or indemnity afforded above, Pace (or the outside contractor, as applicable) shall have the right and duty to defend the Township, including the right to select defense counsel and control the defense of such lawsuit. In the event of any conflict of interest that would prevent Pace from controlling such defense or that would require Pace to allow the Township to select independent defense counsel, Pace will reimburse the reasonable attorney's fees and expenses incurred in such defense by the Township, provided however that the hourly rates of such counsel shall not exceed the hourly rates ordinarily paid by Pace for its outside counsel for defense of similar types of lawsuits.
8. **Failure To Perform.** Pace will not be responsible for any failure on the part of the Contractor to provide service due to circumstances beyond the reasonable control of the Contractor or Pace. Pace shall make every reasonable effort to have service restored as soon as practical under the circumstances. No fees by the carrier will be charged for service not performed.

9. **Termination.** This Agreement may be terminated by a party upon thirty (30) days advance written notice to the other party if: 1) sufficient funds have not been appropriated to cover the estimated requirements by Pace or by any other agency funding the service; 2) Pace develops alternative public transportation services which, as determined by Pace, will better meet the transportation needs of the public; 3) the Township fails to make payments as required by Section 4 of this Agreement; 4) if Pace has materially failed to perform its obligations under this Agreement; or 5) the Township otherwise determines that Pace's services are not satisfactory.

10. **Entire Agreement.** This Agreement the Exhibit(s) attached hereto and incorporated herein constitute the entire Agreement between the Parties hereto and supersedes any prior understandings, agreements, or representations by or between the Parties, written or oral, that may have related in any way to the subject matter hereof, and no other warranties, inducements, considerations, promises or interpretations, written or oral, which are not expressly addressed herein, shall be implied or impressed upon this Agreement.

11. **Severability.** If any provision of this Agreement is held invalid or unenforceable by an Illinois court of competent jurisdiction, such provision shall be deemed severed from this Agreement and the remaining provisions of this Agreement shall remain in full force and effect.

12. **Survival.** The provisions of this Agreement which, by their terms, require performance after the termination or expiration or have application to events that may occur after the termination of this Agreement, shall survive the termination or expiration of this Agreement.

13. **Assignment.** No Party shall assign this Agreement or the rights and obligations hereunder to any other party without the prior written consent of the other Parties.

14. **Governing Law.** Any dispute that arises as a result of this Agreement shall be heard in an Illinois court of competent jurisdiction and Illinois law shall be applied. The parties consent to the exclusive jurisdiction and venue of the Circuit Court for Will County, Illinois or the United States District Court for the Northern District of Illinois for the purposes of adjudicating any matter relating to this Agreement.

15. **Notices.** All notices under this Agreement shall be in writing and sent by: personal service, commercial courier, certified or registered mail, return receipt requested, with proper postage prepaid, or email to the respective addresses shown below. Notice shall be considered delivered to recipient on the day of delivery if sent by personal service or commercial courier, and on the second business day after deposit in the U.S. Mail if sent by certified or registered mail.

PACE
 550 West Algonquin road
 Arlington Heights, Illinois 60005
 Attn: Executive Director

LOCKPORT TOWNSHIP
 1463 S Farrell Road
 Lockport, Illinois 60441
 Attn: Ronald Alberico, Supervisor

16. **Authorization.** Each signatory to this Agreement represents and warrants that they have full authority to sign this Agreement on behalf of the party for whom they sign and that this Agreement shall be binding on the parties hereto, their respective partners, directors, officers, employees, agents, representatives, successors and approved assigns.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officials on the dates stated below.

**PACE, THE SUBURBAN BUS DIVISION
OF THE REGIONAL TRANSPORTATION
AUTHORITY**

LOCKPORT TOWNSHIP

By: _____
Thomas J. Ross, Executive Director

By: _____
Ronald Alberico, Supervisor

Date: _____

Date: _____

Exhibit A

TRANSPORTATION SERVICES

LOCKPORT TOWNSHIP

Type of Service	Demand Response Paratransit service provided curb to curb.		
Service Operated by	Pace contracts with transportation provider(s) to provide service which is subject to this Agreement. This includes private or public transportation service providers. All providers are equipped with accessible vehicles.		
Reservation Method	<p>Monday through Friday, 6:00 a.m. to 5:00 p.m.</p> <p>Reservations will be made by contacting the call center 24 hours in advance of the scheduled trip. Requests for the day of the trip will be honored to the extent that the request can be accommodated within the frame work of the day's schedule.</p> <p>Service is limited to the number of annual service hours outlined in the Cost Estimate Worksheet.</p>		
Service Area	Homer, Joliet, Lockport, Plainfield, Troy Townships		
Service Hours	<p>Monday through Friday, 6:00 a.m. to 5:00 p.m. Additional service may be provided as mutually agreed upon by Pace and the Municipalities:</p> <p>Closure Days: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day.</p> <p>Subscriptions are allowed at the discretion of the sponsors provided that no more than 50% of the hourly ridership is subscription rides.</p>		
Fare Structure	<p>Each one-way fare:</p> <table><tr><td>Full Fare</td><td>\$2.00</td></tr></table> <p>Companions are allowed and required to pay the fare.</p>	Full Fare	\$2.00
Full Fare	\$2.00		
Rider Eligibility	<p>Residents age 60 and older, and/or persons who have a disability</p> <p>Verification of eligibility is dictated and mutually agreed upon by the sponsors.</p>		

Exhibit B

COST ESTIMATE WORKSHEET

2019 LOCAL SHARE AGREEMENT

PROJECT: CENTRAL WILL COUNTY

HOURS OF SERVICE	15,932
RIDERSHIP	30,000
EXPENSE	\$1,076,404
REVENUE	\$ 25,571
OPERATING DEFICIT	\$1,050,833
PACE SUBSIDY	\$ 703,713
CALL CENTER GRANT	\$ 63,463
LOCAL SHARE	\$ 283,658
City of Joliet (60%)	\$ 170,195
Homer Township	\$ 20,083
Joliet Township	\$ 22,012
Lockport Township	\$ 20,310
Plainfield Township	\$ 24,848
Troy Township	\$ 26,210