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### Township Officials of Illinois Volume 25 • Number 9

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### **TOI STAFF**

Executive Director/Publishing Editor: Jerry B. Crabtree, jerry@toi.org Director of Member Services: Brad Ruppert, brad@toi.org Managing Editor: Kayla Jeffers, kayla@toi.org Database Manager: Teresa Ruenger, teresa@toi.org.

The **Township Officials of Illinois**, organized in 1907, serves as a resource center for state and federal legislative agencies, as well as its member townships. The organization's attention to and involvement with the legislative process enables it to exert influence on behalf of its member units, as well as to report to them on decisions which affect their functioning.

In addition to offering information and guidance, **TOI** promotes and supports strong township government in the State of Illinois. To that end, it offers a series of continuing education programs designed to provide a sense of responsibility, assurance, dedication and unity.

**TOI** recognizes that offering service benefiting the citizens and taxpayers of Illinois requires the representation of diverse constituencies. Its Board of Directors is structured to accommodate that purpose, as are its respective divisions.

The organization provides leadership for the continuation and effectiveness of strong grassroots government in the state. Through education, dedication and unity, **TOI** has achieved and surpassed the goals of its founders and provides leadership for grassroots government in the 21st Century.

Subscription Rates TOI membership automatically provides a subscription for all elected township officials. Subscription rate is \$50.00 per year. Single issues are \$5.00. Graphic Design Kingery Printing Company, Effingham, IL.

Article Submission Address all article submissions to Kayla Jeffers. Deadline: Copy is due by the first day of the month preceding the issue in which the article will appear. Send all article submissions to Township Officials of Illinois, 3217 Northfield Drive, Springfield, IL 62702 or e-mail kayla@toi.org. Telephone 217-744-2212 Fax 217-744-7419.

Advertising Address all display advertising and Professional Directory inquiries to Kayla Jeffers. **Deadline:** Both display and directory ads are due by the first day of the month preceding the issue in which the ad will appear. Send all ads to Township Officials of Illinois, 3217 Northfield Drive, Springfield, IL 62702. Telephone 217-744- 2212.

**Township Perspective** (U.S.P.S. 257-780–ISSN 1523-9055) is published monthly, except January-February and June-July, which are bi-monthly, by the Township Officials of Illinois. Publishing Office: 3217 Northfield Drive, Springfield, IL 62702. Periodicals Postage Paid at Springfield, IL 62703 and additional offices. POSTMASTER: Send address changes to Township Officials of Illinois, 3217 Northfield Drive, Springfield, IL 62702.

## THE TOWNSHIP OFFICIALS OF ILLINOIS TOWNSHIP PERSPECTIVE Volume 25 • Number 9 November 2023

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### **Township Officials of Illinois**

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Events

# The Township Officials of Illinois

<u>November</u>

Nov. 10	TOI Closed (Veterans Day Observed)
Nov. 11	GATI Training, Beginner's Basics - Springfield
Nov. 12-14	TOI Annual Educational Conference -
	Springfield
Nov. 23	TOI Closed (Thanksgiving)
Nov. 24	TOI Closed (Day after Thanksgiving)

# <u>December</u>

Dec. 22	TOI Closed (Christmas Eve Observed)
Doc 25	TOI Closed (Christmas Dau)

- Dec. 25 TOI Closed (Christmas Day)
- Dec. 29 TOI Closed (New Year's Eve Observed)

# <u>Januar</u>y

- Jan. 1 TOI Closed (New Year's Day)
- Jan. 10 Lunch & Learn Webinar
- Jan. 19 Q&A Day

# <u>February</u>

- Feb. 12 TOI Closed (Lincoln's Birthday Observed)
- Feb. 15 Lunch & Learn Webinar
- Feb. 19 TOI Closed (President's Day)
- Feb. 22 Professional Development Day
- Feb. 23 Q&A Day

# visit <u>toi.org</u> for more details

# **EXECUTIVE DIRECTOR**



# Happy Thanksgiving!

Jerry B. Crabtree

**TOI Executive Director** 

**N** ovember 2023. Fall is in full swing and the month of all months—the TOI Annual Educational Conference month. I hope that you can join us in Springfield for the conference this year. This is my 18th conference, and I look forward to this event just like it was my first one. Of course, the event takes several people to orchestrate, and I am thankful for each and every one of them. From the TOI Board of Directors, Staff, Conference Committee, and even member volunteers—THANK YOU for all that you do to make this engine run so well. If you are unable to attend in person, we have launched the one day Virtual Experience option. Information can be found in this



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edition of *Township Perspective*. Don't miss out—a great opportunity for all township officials.

November, annually, we honor our veterans and those who have served to protect us. The first Veterans Day was called Armistice Day—which observed the signing of the Armistice (agreement) ending WWI. In observing Veterans Day, we all pay respect and honor to all who have served or are currently serving in our armed forces. These individuals have and continue to protect our freedoms in this great country.

As we enter the season of thanksgiving, I hope you all find time to pause and secure internal peace and thanks for the many blessings so many of us share. Additionally, pause for those who have less and struggle with so many issues across our communities. Take the opportunity to appreciate the country we live in and the democracy we continue to strive to offer in an efficient and effective government. May you be Thankful for all of life's blessings. Happy Thanksgiving!



Lastly, I would like to take a moment and wish my mother, Bonnie Crabtree, a Happy 80th Birthday this month. She is an amazing person. May we all wish her a HAPPY BIRTHDAY! My parents live in West Frankfort, Illinois, Frankfort Township (Franklin County).

Jerry B. Crabtree

jerry@toi.org



# **MEMBER SERVICES**



# Thankful

**Brad Ruppert** 

When this November edition of the *Township Perspective* hits your desk, mailbox, kitchen table, or recliner, we are gearing up for the Annual TOI Educational Conference in Springfield, IL. While this is one of the busiest times of year for everyone at TOI, we are very much looking forward to seeing old friends and meeting new ones. More importantly, we are excited to see everyone leave with a little more knowledge of township government than what they arrived with or the ability to take it back to your township and share it with those unable to attend.

The month of November is the month we show *thanks*. It starts on November 11th with Veterans Day, where we honor those who have served in foreign wars (I also honor my mother, who celebrates her birthday on November 11th) and show them our appreciation for their sacrifices.

And then we close the month with Thanksgiving, that has long been one of my favorite holidays. A fall day, surrounded by friends and family and a full slate of football on TV. A hearty meal, more football, and a nap usually round out the best holiday of the year. And let's not forget the reason we celebrate Thanksgiving—the Pilgrims, who sacrificed everything to come to the New World in search of freedom and opportunity.

The year 2023 has been a great year, one I am very thankful for. Here are some of the things that I am thankful for this year:

- I am thankful for my family, my friends, who have always stuck by me and have been supportive of me for 38 years. Your patience and love are a never-ending source of happiness and inspiration.
- I am thankful for the Chicago Cubs, Chicago Bears, Chicago Blackhawks, Chicago Bulls, Notre Dame Fighting Irish, and my alma mater, the Southern Illinois Salukis. While these sports teams have caused me plenty of stress, heartbreak, and disappointment, they've also given me tons of joy and a feeling of pride. Let's hope my sports teams have a better 2024 than 2023.

**Director of Member Services** 

- I am thankful for the nearly 11,000 dedicated supervisors, clerks, assessors, highway commissioners, trustees, assessors, and tax collectors in the state of Illinois who serve millions of residents around the entire state. They don't do it for the money or the fame, they do it to better serve their community and to help their constituents.
- I am thankful to all the people who came to our 2023 District Education Events in Normal, Rockford, Mt. Vernon, and Effingham. You took a day off and traveled to educate yourself and make yourself a better-elected official. And all the people who join us on Webinars, Q&A Days, Professional Development Days, and Hybrid Events. Thank you for your participation.
- I am thankful for the TOI and TOIRMA staff— Jerry, Jim, Matt, Kayla, Teresa, and Pam. You make every weekday fun and interesting and your hard work and dedication make my job easier. Also, a shoutout to Taylor, Jodie, and Diane. There's never a dull moment and you all make coming to the office every day a delight.
- I am thankful for all the TOI members who call and email me questions, thoughts, call to comment on a *Township Perspective* article, or just call to say hello throughout the year. Some people don't like to admit they don't know it all. I don't pretend to know it all either, but I will always get back to you with an answer or our interpretation of a state statute.

As Thanksgiving approaches, I hope everyone reading this has just as many things they are thankful for. Thank you for all you do for your township, constituents, and the state of Illinois. I look forward to seeing you at the 2023 Fall Conference.

# SPECIAL THANKS TO OUR 2023 CONFERENCE SPONSORS

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# ANNSHIP OFFICE

The Township Supervisor's Division is here to assist Township Supervisors through networking and education. Our mission is to help Township Supervisors understand their duties in their role as a Township leader.

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Illinois Funds is an investment pool with a balance of approximately \$19 Billion at the time of this writing. More than 1,500 local and state government entities have used this investment tool to obtain rates of return that may have been unavailable if investing alone.

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### PAT **ALTORFER**

Altorfer Machinery Company was founded in 1957 by the late Edward J. Altorfer. He was introduced to the Caterpillar business by his good friend, Buck Swords, who at that time owned Peoria Tractor and

Equipment Company, the Caterpillar dealer in Peoria. Ed enjoyed this business very much, and in 1967 had the opportunity to expand into a second dealership, Capitol Machinery Company, with stores in Springfield, IL and Champaign, IL. The companies continued to grow as Altorfer Machinery acquired the Lift Truck business in 1973, and Capitol Machinery acquired Peoria Tractor and Equipment in 1986. Both companies continued this growth through the late 1980s and 1990s, and on January 1, 1998, they merged into one company, which was named Altorfer, Inc. In 2018, the Altorfer family was able to expand their business again with the acquisition of Patten Industries, Inc., the Caterpillar<sup>®</sup> dealer in northern Illinois and northwest Indiana. The mission of Altorfer is to live and work by Ed's motto: "Tell it like it is." It's the only way to approach business when you represent a manufacturer whose name is synonymous with quality and integrity.

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DK Tanks & Pipe was founded in 1996 by Kevin Utterback; Kevin's two sons Camdon & Cory run the family business today. They have 20-plus years' experience in DKTANKS.com the industry, which gives DK Tanks & Pipe a unique advantage. Their company's expertise in Used Pipe, Culvert & HDPE along with New & Used Tanks sales, evaluation, planning, and execution of tank installation and removal is second to none. DK Tanks & Pipe specializes in large diameter heavy wall steel pipe. They service a wide range of customers with a massive inventory of steel pipe. Their attention to detail and comprehensive offering prompts clients to continue to buy Storage Tanks & Pipe/Culvert products from them anytime the need arises.

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With education and support as its core responsibilities, Township Officials of Cook County is designed to provide its members with the latest in township law, responsibility, and service improvement. The Township Officials of Cook County

partners with the Metropolitan Township Association and the Township Officials of Illinois to share best practices. Their divisions (Supervisors, Clerks, Trustees, Assessors, and Highway Commissioners) bring that knowledge to the officials through meetings, educational sessions, and networking. Members of the board are representatives of each division, and it is supported by annual dues. Visit their website at www.tocc-il.com for calendars and contact information.

## **SPECIAL THANKS TO OUR 2023 CONFERENCE EXHIBITORS**

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TOI would like to offer thanks to all of the Divisions for their support: Township Supervisors of Illinois, Township Clerks Division, Township Highway Commissioners of Illinois, Township Trustees Division, Illinois Assessors Division, and Tax Collectors Division.

2023



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# **116TH ANNUAL EDUCATIONAL CONFERENCE**



# JOIN US FOR OPENING SESSION

FEAT. KEYNOTE SPEAKER

NSHIP O

GUY SNODGRASS Fighter Pilot & TOPGUN Graduate

> MONDAY November 13, 2023



**START AT** 9:15 - 11:30 AM



# DIAMOND BALLROOM

Guy Snodgrass is the CEO of Defense Analytics, a national security and foreign policy strategic advisory firm specializing in strategy development, government policy, and technology adoption. Recognized as an influential national security and foreign policy expert, Guy recently published his first book, Holding the Line, to incredibly positive reviews. Guy appears as a commentator on CNN, FOX, and multiple international outlets; an opinion contributor to Washington Post, USA Today, and other national security outlets; and a prominent commentator to publications such as Politico, the New York Times, the Washington Post, and Bloomberg. A career Navy F/A-18 fighter pilot, Commander Snodgrass led combat missions in support of forces on the ground in the Middle East. Subsequently selected as a TOPGUN Instructor, he served as the U.S. Navy and Marine Corps expert in air-to-air combat and tactics development.

# 116th Annual Educational Conference Schedule at a Glance

This is a tentative schedule. Changes may occur prior to Sunday, November 12, 2023

### SUNDAY, NOVEMBER 12

2:00 – 6:00 pm	Registration
3:00 – 7:00 pm	Exhibit Hall
3:00 – 7:00 pm	Silent Auction
4:00 pm	Hotel Check In
5:30 – 7:00 pm	<b>Opening Reception</b>

### MONDAY, NOVEMBER 13

•••••	Exhibit Hall Silent Auction Opening Session Doors Open
7.20 am 0.20 am	
7:30 am – 9:30 pm S	Opening Session Doors Open
9:00 am C	opening session boots open
9:15 – 11:30 am C	Opening Session, Fighter Pilot and TOPGUN Graduate Guy Snodgrass
11:30 am – 1:00 pm 🛛 🛛 🛛	Exhibit Hall & Lunch
Α	<b>Educational Sessions</b> Ask an Attorney Representatives of the Attorney's Division
	Policies & Procedures for Highway Commissioners John Redlingshafer, Mescher Law
	See What the Clerks Are Cooking Up Representatives of the Clerk's Division
	Celebrating Seniors 2023 Catherine Marienau & Gail Zelitsky
	Township Levy & Ordinance Process Sheryl Churney, Klein, Thorpe and Jenkins, Ltd
	How's Your Poker Face: Dealing with Intergovernmental Agreements Bob Porter, Ancel Glink
	The Role of Townships in Human Trafficking James Jansen, Airdo Werwas LLC
Т	<b>Educational Sessions</b> FOI Legislative Update Taylor Anderson, TOI Legislative Consultant

	Your Township as a Community Leader John Redlingshafer, Mescher Law
	The LEO (Local Election Official) Representatives of the Clerk's Division
	Aging in Place Dr. Kirsten Davin
	Trauma Informed Service Delivery: Part 1 Dr. Natalie Pamphile, Assistant Director of Clinical Services Hanover Township Youth and Family Services
	An Introduction to Municipal Bonds Steve Adams, PMA Securities
	Township Employment Issues Keri-Lyn Krafthefer, Ancel Glink
4:00 – 5:00 pm	<b>Educational Sessions</b> Township Assessor Best Practices Discussion Panel <i>Representatives from IPAI</i>
	Township Budgeting 101 Bryan Smith, TOI Senior Consultant
	How to Respond to FOIA John Redlingshafer, Mescher Law
	Township Cemeteries Anthony Schuering, Brown, Hay + Stephens
	Crafting UP Connection Representatives from ITASCSC
	Trauma Informed Service Delivery: Part 2 Dr. Natalie Pamphile, Assistant Director of Clinical Services Hanover Township Youth and Family Services
	Food Banks and How They Operate Barb Connect, Northern Illinois Food Bank
5:00 – 7:00 pm	AITCOY Division Meeting
7:00 – 8:00 pm	President's Reception—Everyone is Invited!
8:00 – 10:00 pm	Glo Bingo—Everyone is Invited!

# TUESDAY, NOVEMBER 14

7:30 am – 12:00 pm	Registration
7:45 – 9:15 am	Awards Breakfast (Ticketed Event)
8:00 – 9:00 am	<b>Early Risers Education</b> Grants <i>Betsey Londrigan, USDA</i>
9:15 – 9:55 am	<b>Educational Sessions</b> Record Retention in Township Government <i>Bob Boots, Illinois Archives</i>

12:30 pm	Adjournment
11:30 – 12:30 pm	Annual Meeting (Closing Session)
	ITAGAC Division
	ITASCSC Division
	Tax Collectors Division
	Illinois Assessors Association
	Trustees Division
	Highway Commissioners Division
	Township Clerks Division
10: 00 – 11:30 am	<b>Division Meetings</b> Supervisors Division
	Practical Procedures in Project Development Algis Rugienius and Aurimas Spucys, Morris Engineering
	IMRF Discussion Randy Stevens, IMRF
	Building Relationships with your County Engineer Steve Keefer, JoDaviess County
	Comptroller Reporting Requirements Rossana Barbaro-Flores, Director of Local Government Division, Comptroller's Office
	Township Board Meetings: The Good, The Bad, and the Hopefully Not So Ugly <i>Jim Donelan, TOIRMA</i>
	Township Poard Mostings: The Cood The Pad and the Henefully Not Co

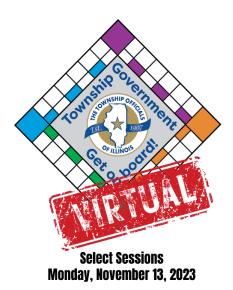
Download the TOI Conference by either 1. Using the Camera App to scan the QR Code below 2. Go to the App store on your phone, download the Guidebook app. Once downloaded, in the app's

search function search for TOI. Download the app!





November 2023 | toi.org



# 116<sup>th</sup> Annual Educational Conference Virtual Experience - Select Sessions Monday, November 13, 2023

**Registration Deadline November 9, 2023** 

We know nothing can beat the in-person TOI Annual Conference experience where you can see old friends, make new connections, and have those valuable in-person conversations that take place during the breaks, over breakfast, or after-hours. But for those who are unable to attend the conference in-person, *we are excited to announce a limited virtual experience!* 

Gain access to key sessions, streamed LIVE on Monday, November 13 from 9am – 5pm. Receive a link after the event with a virtual attendee survey AND links to the recorded sessions.

- General Session from 9am 11:30am.
- Session 1 from 1:15 2:15pm: Ask an Attorney (Panel).
- Session 2 from 2:45 3:45pm: TOI Legislative Update with TOI lobbyist, Taylor Anderson.
- Session 3 from 4-5pm: Township Budgeting 101 with Bryan E. Smith, TOI Senior Consultant.
- A \$99 rate for TOI Members; \$250 for Non-Members.

### **Requirements to participate:**

- You will need an internet connection.
- You will need an email address to verify registration and receive log-in credentials. One unique email account per registrant.
- You will need a web browser (Chrome is recommended).

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	StateZip	
Names & Email of those who	will attend (please print clearly):	
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Trustee:		
Trustee:		
Trustee:		
Collector:		
Other/title:		

\*Please make checks payable to the Township Officials of Illinois; mail to 3217 Northfield Drive., Springfield, IL 62702. Forms may also be emailed to <u>kayla@toi.org</u>, or faxed to 217.744.7419.

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# **LEGISLATIVE REPORT**



# Protect Illinois Community Act

**Taylor Anderson** 

Anderson Legislative Consulting, Ltd.

• n September 15th the Illinois State Police (ISP) filed emergency rules with the Illinois Secretary of State to implement parts of the Protect Illinois Communities Act. The Act regulates the sale and distribution of assault weapons, high-capacity magazines, and switches in Illinois and went into effect when it was signed into law on January 10, 2023.

Individuals who possessed assault weapons, assault weapon attachments, .50 caliber rifles, and .50 caliber cartridges before the Act took effect are required to submit an endorsement affidavit through their Firearm Owner's Identification (FOID) Card account prior to January 1, 2024. Large-capacity ammunition feeding devices are regulated but do not require an endorsement affidavit.

As of October 1st, 2023, ISP has made available the ability to submit an endorsement affidavit online via the ISP website. A tutorial video on how to submit an endorsement affidavit through a FOID account is also available on the ISP website. ISP FOID kiosks may be used for those who have questions, though ISP is reminding individuals to not bring their weapons, ammunition, or accessories if they visit a Kiosk.

In other news, the National Association of State Boating Law Administrators (NASBLA) recognized the Illinois Conservation Police who received accreditation for their commitment to conservation laws and promoting boating safety.

The accreditation process involved a review of the department's policies, procedures, training programs, and operations. The conservation police underwent a review by NASBLA experts who judged them against national standards.

"It's my great pleasure to send along the final accreditation report and letter of recognition, formally accrediting the Illinois Conservation Police as meeting or exceeding the national standards set forth within NASBLA's Boat Operations and Training (BOAT) Program for the training, typing, and credentialing of maritime law enforcement officers and emergency responders. We were very impressed with the program the Illinois Conservation Police currently has in place," said Dave Considine, the program director for NASBLA BOAT, in a statement in notifying the department of its accreditation.

This acknowledges the work conservation police do adhere to nationally recognized standards and provides assurance that they are well-prepared to respond to emergencies, enforce the law, and educate the public on responsible boating.

Lastly, Illinois now has confirmed the detection of the spotted lanternfly (SLF) within its boundaries (Lycorma delicate) according to the Illinois Department of Agriculture (IDOA). A live adult lanternfly was reported and confirmed by state, federal, and local officials in a coordinated site visit on September 18th. Although the spotted lanternfly does not pose any health concerns to human or animals, the invasive plant hopper native to eastern Asia is a nuisance pest that may impact the agritourism industry, including orchards, pumpkin patches, and vineyards, just in time for fall outdoor activities. The pest is believed to move easily on wood surfaces and products, vehicles, and more. Meaning it's a hard pest to contain and track. Prevention and early detection are vital in preventing its spread. The IDOA is said to be working with both federal and local partners to determine the full extent of infestation in Illinois. Photos are necessary to verify a report and aid in identification. Please report any believed sightings of SLF to lanternfly@illinois.edu.

# Veto Session November 7-9 House and Senate.

### TOWNSHIP OFFICIALS OF ILLINOIS

# THANK YOU FOR YOUR SERVICE, VETERANS!

November 11, 2023 we honor you and all that you do for our country.

OWNSHIPO

OF ILLINO

November 2023 | toi.org

# **TOIRMA UPDATE**



# Multifactor Authentication (MFA)

**Jim Donelan** 

**Executive Director, TOIRMA** 

n the news recently there have been several stories about organizations, governments, and businesses having issues with cyber security. I am personally aware of small businesses here in Springfield and central Illinois being compromised and having their data held hostage by hackers. Regional hospital systems have been affected causing operations to be dramatically altered. In fact, even a large world-wide casino and resort were recently hit by cyber-attacks, causing disruptions to operations and private information to be breached. Big or small, we need to protect our information.

A good and simple best practice to protect your township's and your personal information is multifactor authentication (MFA). What is MFA you may be asking? MFA is a second form of authentication that verifies a user's identity before granting access to an electronic device. MFA should be utilized on all types of electronic devices such as personal computers, laptops, tablets, and mobile devices.

There are other simple things you can do to better protect your information such as not using the same password on multiple applications/websites. This, in addition to MFA will better secure your information. Unfortunately, every day hackers are compromising passwords, and then accessing information. These breaches are creating chaos and can be costly to those impacted. MFA helps protect information by utilizing an additional layer of security. There are three types of MFA.

**Knowledge Based Authentication:** Something you know, such as a password, answer to a question, or personal identification number (PIN).

**Possession Based Authentication:** Something you have, such as mobile authentication (smartphone with an app or text message), or a security token (USB key).

**Inherence Factor Authentication:** Something you are, such as a fingerprint, retina scan, or facial recognition.

According to cyber experts, Possession Based Authentication and Inherence Factor Authentication are the strongest. An example of Inherence Based Authentication is a one-time code sent to your mobile device that is then input into the application or other device you are using. A good example of biometrics would be the facial recognition feature on an iPhone.

Fortunately, MFA is not costly and will help provide excellent protection. Microsoft's Authenticator application is a common tool available. Applications such as this are downloaded to a mobile device, and most are available at no additional cost to existing customers. Whatever method you are seeking, we encourage you to consult with your IT advisor about MFA and implementation in your townships.

TOIRMA has MFA information and resources available to our members on our "Members Only" section of the TOIRMA website, toirma.org. *Risk Reminders* and training videos pertaining to MFA are ready to download as well as extensive cyber resources from our cyber partner at eRiskHub. These tools are designed to assist in reducing cyber liabilities and exposures. In addition, our MFA question and answer one-pager is available.

Thank you for your attention to these matters. As always, if you have any additional questions, please feel free to contact me toll-free at (888) 562-7861 or by email at jdonelan@toirma.org.

Think Safe... Drive Safe... Work Safe

### **Annual Member Survey Reminder**

On October 5th TOIRMA's "Annual Member Survey" was mailed to each township's designated TOIRMA Contact. Included in the mailer is a single-paged survey along with a self-addressed stamped envelope to aid in a timely response. The survey was due back into TOIRMA by October 25th. The entire TOIRMA Team appreciates your attention and help in completing the survey and returning it to our office.



TOWNSHIP OFFICIALS OF ILLINOIS RISK MANAGEMENT ASSOCIATION

**RISK REMINDER** 





# MULTI-FACTOR AUTHENTICATION



Five facts about multi-factor authentication (MFA) that will help you make a case for implementation at your township or road district:

- **MFA takes a layered approach:** One of the main benefits of MFA is that it provides an additional layer of protection for systems used by non-technical employees. With MFA, employees can still use their username/password, but an extra step/layer is added into the account access process, such as a confirmation email, text message or phone call, or push notification via an app.
- MFA protects your data: By implementing MFA, cyber criminals will have a much harder time accessing corporate data through stolen credentials because of the multi-tier authentication process.
- **MFA helps meet compliance guidelines:** Cyber security guidelines require a firm grasp of identity management, and MFA is an important step in achieving this. As more critical data moves out of on-site data centers into the cloud, the process for protecting that information must be considered.
- **MFA is currently a part of life:** MFA for personal use is already a part of our lives. Banking, social media, or web email providers, have adopted tools to authenticate users when accessing their systems.
- **MFA is essential:** Without user authentication, the door to your network is wide open. MFA implementation is essential to strengthening your organization's cyber security.

### TOIRMA recommends consulting your IT Department with any questions.

For more information, contact your Loss Control Consultant at (888) 562-7861 CLAIM REPORTING HOTLINE (844) 562-2720 | Available 24/7

# On September 11, TOI Director of Member Services Brad Ruppert attended the Marion County Township Officials meeting in Salem, IL.



# On September 14, TOI held the last District event of the year in Effingham.





Attendees at the Effingham Event.



TOI Director of Member Services Brad Ruppert addresses attendees at the event in Effingham.

MONDAY, NOVEMBER 13 116th Annual Educational Conference Doors Open : 7:45 pm — Game Start : 8:00 pm

**SEE YOU THERE!** 



# Illinois Taking Next Step in Allocating \$1B Federal Broadband Funds

Local Government Input Needed to Finalize Eligibility Map

### Abby Ottenhoff, AO Strategies

Under the Bipartisan Infrastructure Law, Illinois was awarded \$1 billion in federal Broadband Equity, Access, and Deployment (BEAD) Program funding. Over the past year, the Illinois Broadband Lab (IBL), a collaboration between the Illinois Office of Broadband and University of Illinois System, has been building capacity, sustaining outreach and engagement, and applying sophisticated analytics in preparation for the arrival of funds.

Early this summer, the IBL concluded a 54-stop statewide listening tour\_designed to engage Illinoisans on important aspects of broadband access and the digital divide.

In August, it submitted a data-driven, non-binding Connect Illinois Five-Year Action Plan to the National Telecommunications and Information Administration (NTIA) outlining the State's priorities and goals for leveraging the funds.

In the days ahead, the IBL will publish Volumes 1 and 2 of Illinois' BEAD Initial Proposal for a 30-day public comment period. The proposal, which is binding and will require approval from NTIA, will be available on the DCEO Connect Illinois website.

• Volume 1 will detail how the State plans to run a process for challenging the federal broadband map of unserved and underserved locations, as well as the definition of Community Anchor Institution (CAI) and list of CAIs that currently lack gig internet service. Local governments are encouraged to carefully review the CAI list and provide feedback during the public comment period if eligible institutions in their jurisdiction are not reflected on the initial list.

• Volume 2 will detail how the State will administer a subsequent BEAD subgrantee selection process constituting Round 4 of the Connect Illinois Broadband Grant Program.

Both proposed processes are carefully drafted to comply with requirements set out in the BEAD Notice of Funding Opportunity (NOFO) to achieve universal internet access at a minimum speed of 100MB/20MB using "end-to-end fiber optic service wherever feasible."

Once Volume 1 of the Initial Proposal is approved, the State will launch its challenge process giving Illinoisans everywhere—through participating local governments, nonprofits, and internet service providers—an opportunity to submit corrections to the latest federal broadband availability map indicating whether a location or community anchor institution has limited or no internet service. The updated map will determine which locations are eligible for BEAD funding.

With formal approval of the subgrantee selection process in Volume 2 of the Initial Proposal, the clock for use of BEAD funds will begin. This starts a year-long sprint to allocate how each BEAD dollar will be used to ensure basic internet access for all Illinoisans and improve connectivity for as many homes, businesses, and community anchor institutions as possible.

"This is a historic opportunity to get all Illinoisians connected. We need local governments and organizations to help us ensure our maps are accurate so that the areas that lack high-speed internet service get it," said Matt Schmit, director of the Illinois Office of Broadband.

# Stay up to date with TOI's Legislative Emails

Contact TOI at <u>teresa@toi.org</u> or <u>kayla@toi.org</u> to make sure we have your email on file



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**Originators of the Bituminous Blotter Type Road** 































THE PARADE OF FLAGS RETURNS TO THE 2023 TOI ANNUAL CONFERENCE The 116th Annual Educational Conference is right around the corner. Snag your spot in the Parade of Flags that takes place during Opening Session Monday November 13. Email <u>kayla@toi.org</u> to take part!



**GET ON BOARD WITH TOWNSHIP GOVERNMENT** 



# SAVE THE DATE

## **EDUCATION DISTRICT EVENTS**

JUNE 5 JULY 9 AUGUST 27 SEPTEMBER 26

## LUNCH & LEARN WEBINAR

JANUARY 10 FEBRUARY 15 MARCH 13 APRIL 10 MAY 15 JULY 17 AUGUST 21 SEPTEMBER 18 OCTOBER 9

# **Q&A DAYS**

JANUARY 19 FEBRUARY 23 MARCH 22 APRIL 19 MAY 10 JUNE 7 AUGUST 16 SEPTEMBER 13

### VIRTUAL DISTRICT EVENT MARCH 28 MAY 23

# PROFESSIONAL DEVELOPMENT DAYS

FEBRUARY 22 JUNE 28 SEPTEMBER 26 DECEMBER 12

# 117TH ANNUAL EDUCATIONAL CONFERENCE

NOVEMBER 11-13, 2024



### VISIT TOI.ORG FOR MORE DETAILS

DATES SUBJECT TO CHANGE



# **SCOOP ON SUPERVISORS**





**Chuck Layer** 

President, Township Supervisors of Illinois Supervisor, Blackhawk Township, Rock Island County

www.everything that we are able to do in this country to those men and women who have served and are serving to see that our freedom remains intact.

Our November TOI Annual Educational Conference is also once again upon us. This year it is being held November 12-14. There will also be a GATI Workshop on Saturday the 11th in the afternoon. I have the great honor this year of serving as the Conference Chair. There are some very good educational sessions and presenters planned for this year's Conference. This is on the top of my list as one of those events that I look forward to every year, along with Lobby Day. The chance to see old friends from throughout the state and make new friends at the same time. There is always something new that is learned there. Stop by the Supervisors booth on Sunday, we have a great time planned for all! I hope to see many of you there. Take the time to introduce yourself and have some conversation with our directors!

November is Township Levy time. This is the time of the year that you should review your expenditures. You will also want to take into consideration any new projects that may be in the future plans. If a township expects to adopt an aggregate levy in excess of 105% of the amount of taxes extended in the prior year, it must give public notice of that fact through a newspaper and hold a public hearing regarding that intent. The township's levy ordinance must be adopted by the township board and filed with the county clerk on or before the last Tuesday in December of each year. **Just an FYI folks**... This year the last Tuesday in December is the 26th, the day after Christmas! Most facilities will most likely be closed to celebrate the holiday so... you may want to plan on having your levy to the county clerk on or before the 22nd of December.

Thanksgiving will be here soon. This is a good time to reflect on our lives and give thanks. There is nothing like having a house or barn full of family and/or friends to enjoy holidays with. I am thankful for so many things, and it seems that with every passing year there is even more to be thankful for. The biggies for me... health, family, and friends. With these things, how can any day be a bad day? We are only on this earth for just a short while so, be nice and remember to **SMILE** it can be contagious. No matter if you are hosting, visiting, traveling, or just chilling... ENJOY.

From our Township Supervisors of Illinois family to all of you and your families, Have a blessed Thanksgiving.

Rahn Equipment Company 2400 Georgetown Rd., Danville, IL 61832 217-431-1232 or 800-252-3159 www.rahnequipmentcompany.com



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# **CLERK'S CORNER**





Pam Bruner

### We preserve the history of our Township as it happens.

N ovember is the time of year when we shift our mindset to an attitude of mindset to an attitude of gratitude. Take the time to live in the moment and shift your busy day to focus on those people and opportunities in your lives that you are grateful for. I am grateful this year for the life lessons I have been taught. Earlier this year I was in a coma for several days. There is nothing more lifechanging waking up wondering how in the world you just lost days of your life. I am grateful for the lessons I learned and grateful I am still here to continue doing the work that I love to do. I think my second thought after waking up was "The annual town meeting has to be posted". Those of us who work in Township Government have it in our blood—we make it a part of who we are. I love serving my community and Township government. If you are someone who loves being a Township Clerk and would like to be a part of the Township Officials Clerk Board, we currently have three positions open and would love to talk to you. Stop by the TOI Clerks booth during the annual educational conference and let us know if you are interested. The TOI Clerks Board is a volunteer board that plans educational sessions for the training of the clerks along with other decision-making duties. The offices are unpaid, but you are reimbursed for necessary travel expenses. If you are looking to get more involved, please let us know at the email below or by talking to us at the conference booth.

Vice President, TOI Clerks Division Township Clerk, Cordova Township, Rock Island County

Don't forget to stop by the Clerk's booth at the TOI Annual Educational Conference on Sunday or Monday to check your dues status. This will expedite the checkin process for the Tuesday Business meeting. Only dues-paid members can attend the Tuesday Business meeting. Dues are \$30.00 and can be paid at the conference booth with a check or cash.

Clerk duties to focus on:

- The last Day to Determine Tax Levy for Truth in Taxation is December 5th.
- The last Day for Truth in Taxation Notice is December 19th.
- The last Day to Hold Truth in Taxation Hearing, adopt, and file Tax Levies is December 26th.
- And last but not least, the Township Board will need to adopt the Holiday Schedule for the next year and the Township Board may adopt the schedule of regular board meeting dates at the beginning of the calendar year or at the beginning of the fiscal year. Don't forget to send this approved schedule to your list of media contacts and those who have requested the schedule in the past.

If you have ideas for training or have topics you would like more information on, please contact me at the email below. It is our goal to provide you with the information you need to do your job efficiently.

If you have a question or suggestion, please send it to me. Email me at clerk@cordovatownship.com, write me at PO Box 311, Cordova, IL 61242, or call 309-533-1307.

Don't miss the Township Clerks Sessions at the 116th Annual Educational Session. See What the Clerks are Cooking Up & The LEO (Local Election Official).

# **HIGHWAY COMMISSIONER'S BEAT**





**Arnold Vegter** 

President, Township Highway Commissioners of Illinois Highway Commissioner, Union Grove Township, Whiteside Co.

**N** ovember is upon us, and that means that Winter is fast approaching whether you are ready for it or not. Hopefully, no one in this great state of Illinois has seen any snow or ice yet, but with the length of the state from north to south it is always a possibility. I hope that highway commissioners across the state have all of your summer work done, and have all of your equipment ready to plow snow! Winter is coming whether you are ready for it or not!

This is also the time of year that TOI is having the 116th Annual Educational Conference and it is a great place to educate yourself on how to do things the right way and also a great place to network with fellow highway commissioners. I do enjoy going to this event, seeing some old friends and, also, meeting new people and making new friends. It is a great event! I hope to see you all there! Bring a fellow highway commissioner with you-there is always an opportunity to register.

November is also the month that you, as a highway commissioner, need to set your levy. It is something that needs to be done every year or you won't have a budget to work with the next year. Also, if you levy more than 105% you need to have a truth in taxation hearing. Information is on the TOI website at toi.org on the entire process. There are many things to get done in the month of November.

November is also the month of Thanksgiving so try to reflect on what you are thankful for. Is it family, friends, your health, the Lord, or the crops that you harvested if you are a farmer? Make sure that you take the time to give thanks and be thankful! Help somebody out that needs help. Do something nice during the beginning of the holiday season!

### Happy Thanksgiving!

# Save the Date! Summer Seminar August 12-14, 2024 Embassy Suites • East Peoria, IL

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# AITCOY



# A Message from the President

Tina Houdek

**President, AITCOY** 

### Happy Fall Everyone!

**B** y the time you are reading this, we will have all enjoyed the Annual Education Conference this year. As always, it is good to be able to connect with new people and participate in the professional development opportunities. AITCOY is already gearing up for 2024 and looking forward to another year of accomplishments. We continue to provide opportunities for professional development, networking and resources for program development and evaluation. Please do not hesitate to contact me if you have any questions regarding youth and youth services.

Each year AITCOY continues to offer the Sandra Koscielniak Graduate Scholarship award of \$1000.00. AITCOY offers this scholarship to help support those who are pursuing a Master's degree in social work, psychology, sociology, or parks and recreation and a desire to work with youth. These scholarships are funded through our membership dues and professional development workshop fees. This year's award winner is Nadine Cabo Chan. Nadine is pursuing her Master's in Social Work, Mental Health Specialization from the University of Illinois at Chicago. Her professional goals are to advocate for mental health, represent and serve minority communities, and bring hope and support to youth in need—making mental healthcare more accessible and culturally appropriate.

AITCOY is pleased to be able to support students in their professional pursuits as well as support their efforts in serving youth and their families.

Wishing all of you peace and health during the Thanksgiving holiday.

Tina Houdek

### **Did You Know?**

Association of Illinois Township Committees on Youth Leadership • Community • Education • Networking

Did You Know... that parents play an important role in setting limits for screen time for their children? By doing so, they can help their children avoid the dangers of excessive screen use, such as obesity, sleep problems, behavioral problems, and mental health concerns. Parents can also model healthy screen habits for their children, such as choosing quality screen activities, taking breaks, balancing with other activities, and connecting with others. Setting limits for screen time can also foster a positive parent-child relationship, as it can create more opportunities for communication, bonding, and shared activities. Some common recommendations are:

- No screen time for children younger than 2.
- No more than one hour per day of highquality programming for children ages 2 to 5.
- No more than two hours per day of recreational screen time for children ages 5 to 17.

A screen time contract can be a useful tool for parents to use to create a positive family culture around screen time. One example of this can be found at psychologytoday.com/us/blog/ when-kids-call-the-shots/201804/the-besttechnology-screen-time-contract-kids.

# ITAGAC





Lakeela Jennings

### President, ITAGAC

N ovember is the season for giving thanks. And with Thanksgiving approaching it's more important than ever to be thankful and forgiving. It's a time to spend with loved ones as well as spreading love throughout your community. That is one of the many things I am thankful for, being able to spend time with my family and friends and also helping my community as much as I can. What are you thankful for this year?

One of many organizations that help is The Salvation Army. The Salvation Army has many programs that help families in whatever need they may have in their home. One of the upcoming programs is Angel Tree. According to **www.saangeltree.org**, the program helps provide Christmas gifts for hundreds of thousands of children around the country each year. Once a child or a senior adult has been registered and accepted as an Angel, their Christmas wish list is shared with donors in your community who purchase gifts of new clothing and toys. For more info contact your local Salvation Army.

Another great program is the Walter and Connie Payton Foundation. According to **www.payton34.com**, the foundation is the largest program during the holiday season. The program helps provide holiday gifts for in need children/families and Veterans throughout the state of Illinois. Please share these programs with your townships in hoping they can help assist in your community.

All winners from TOI will be announced in the December issue of *Township Perspective*. Good luck to everyone!

As always you can find our information on TOI.org. Feel free to reach out to me or anyone else in the association with questions and suggestions for the workshops and articles.

I would like to thank our veterans for everything you've done for our country.



# ITASCSC



# Townships and Transportation: Providing a Lifeline for Residents

Lynndah Easterwood Lahey

Director of Senior & Disability Services, Wheeling Township

**O** ne of the greatest needs Townships face is how best to serve their residents. Many ITASCSC members believe that providing transportation to senior and disabled residents is one of the most vital and necessary ways that we can serve our communities.

With over 10,000 Baby Boomers turning 65 every day, the surge in the number of seniors is expected to continue well into the 2030s (by 2030, it has been projected that 8.7 million Americans will be 85 and not driving). By offering safe, simple, and easy-to-use transportation, Township transportation programs are helping residents remain engaged and active in their communities, both of which have been linked to living longer and being happier. Ultimately, helping our aging and disabled population get out and about is a good thing for *everyone*.

**Township-run Transportation:** ITASCSC reviewed many Township transportation programs, and while the services vary from Township to Township, the ultimate goal of providing a lifeline for residents was apparent across the board. Clearly, there are significant financial and liability considerations and constraints, all of which play a role in determining the viability and/or sustainability of a transportation program.

**Types of rides being provided:** Getting seniors to critical medical appointments is a top priority for most Township transportation programs (dialysis, dentists, physical therapy, etc.). Some programs actually go outside Township boundaries to approved medical locations like hospitals or dialysis centers, based on residents' needs. Most vehicles are wheelchairaccessible like all of ours are.

In addition to medical rides, many Townships provide transportation for personal errands, such as to grocery stores, pharmacies, restaurants, stores, post offices, banks, etc. These "lifeline" rides help residents remain as independent as possible, for as long as possible. Some Townships offer specific shopping days to common locations like Walmart or Jewel, while others may provide personal trips every day. Several Townships we reviewed also offer seasonal rides, for example, to Farmer's Markets or to see the Holiday Lights. *To give you an idea of the need, Wheeling Township provided 20,402 rides to residents in FY '22-'23, so there's definitely a need!* 

**Vehicles:** What we found is that some Townships own their own vehicles, while others (like Wheeling Township) own *AND* lease buses or vans in order to provide transportation. Some team up with public services (i.e., a park district) and pay them to provide the transportation, while other Townships have a local public transportation provider handle their transportation needs.

**Days and service:** Hours vary by Township, based on the needs of residents, however, most programs offer rides Monday–Friday, 8:30 a.m.–3:30 p.m.; some offer rides on Saturdays, but that is not the norm.

**Reservations:** Every Township program we reviewed requires advanced reservations of at least 24 hours—up to 30 days in advance (with the all-around caveat of 'first come, first served'). Very few have the ability to offer same-day rides.

**Eligibility:** The majority of transportation programs state that residents are eligible at 60 (a few start at 55 or 65). Generally, if the Township provides transportation, permanently disabled residents over 18 are also eligible for the service.

**Fees/Donation:** Most Townships charge (or ask for a donation) between \$1-4.00 per ride, with some providing free rides. Some Townships offer reduced price multi-purchase travel tickets or the opportunity to buy subscriptions.

**Taxi Vouchers/Other Options:** While some Townships do provide taxi vouchers, coupons, or offer some sort of discount program, we found that many local towns/villages offer this type of program independently. Other (sometimes Township-funded or supported) opportunities for senior transportation include not-for-profit, volunteer-based driving programs like 'Connections To Care' here in Wheeling Township.

# ITASCSC

**ITASCSC's Transportation Focus:** ITASCSC supports and understands the need for transportation for Township residents, and we hold quarterly Zoom Transportation calls where Transportation Coordinators (or Townships interested in starting a program) exchange and share information about our individual programs. If you'd like to participate in the calls or wish to be on the mailing list, please email me at <u>LLahey@wheelingtownship.com</u>.



ITASCSC supports townships across Illinois in providing services to older adults. For more information about ITASCSC, visit www.itascsc.net. If your Township is not yet a member, complete a membership application and submit it with annual dues of \$75. Get access to members-only resources and the opportunity to work alongside a great network of professionals serving older adults. Please reach out to President Megan Conway of Hanover Township at 630-483-4671 or <u>mconway@</u> <u>hanover-township.org</u> with additional questions.











Our culverts meet state specs and are eligible for the motor fuel tax use.

# **READY FOR THE DEFENSE**



# Intergovernmental Contracts: Appellate Court Upholds Precision in Interpretation

Steve Judge

Judge Law, LLC

This month's column sheds light on the complexities of contractual agreements between government entities and private parties in the recent Third District Appellate Court decision in *Houbolt Rd. Extension JV, LLC v. City of Joliet. Houbolt Rd. Extension JV, LLC v. City of Joliet*, 2023 IL App (3d) 220433. In this case, the Appellate Court found that the circuit court had improperly dismissed the plaintiff's complaint, emphasizing that not all of the plaintiff's allegations lacked a contractual basis. This ruling has significant implications for the interpretation of intergovernmental contracts and the role of third parties in such agreements.

### Background

The case revolved around an intergovernmental contract involving the City of Joliet, CenterPoint Properties Trust (CNT), and a third-party developer, East Gate-Logistics Park Chicago, LLC (East Gate). CenterPoint had previously entered into an annexation agreement with the City in 2008, which allowed it to develop an intermodal freight complex south of Interstate 80 and west of Illinois Route 53. This complex included rail-terminal facilities, distribution centers, and logistics centers.

In December 2016, CenterPoint (CNT) entered into a Memorandum of Understanding (MOU) with the City, the County of Will, and the Illinois Department of Transportation (IDOT). Under this MOU, CNT agreed to fund the construction of a bridge over the Des Plaines River (the Houbolt Road extension) to enhance access to the intermodal complex. The MOU also contained specific restrictions regarding truckaccessible routes and weight limits in the vicinity of the complex.

East Gate, the third-party developer, later entered into an "Annexation and Development Agreement" with the City in December 2021, intending to develop Compass Business Park adjacent to the CNT Intermodal Center. This agreement included provisions for a "closed loop truck network" (CLTN), complete with bridges and roadways designed to minimize truck traffic on nearby roads.

### **The Dispute**

The core issue was whether the City's actions, specifically the approval of an agreement with East Gate-Logistics Park Chicago, LLC (East Gate), violated the terms of the MOU and CNT's rights under it. Plaintiff alleged that the City's actions infringed on their prior understanding, restricting truck-accessible routes adjacent to the intermodal complex.

### **Key Appellate Court Findings**

The Appellate Court found that the circuit court had improperly dismissed the plaintiff's complaint by concluding that the allegations failed to establish a breach of the intergovernmental contract. The Appellate Court disagreed with the circuit court's finding, stating that not all of the plaintiff's allegations lacked a contractual basis, and as a result, they reversed the dismissal.

In its analysis, the Appellate Court addressed several key provisions of the MOU:

- <u>Section XII(G)</u>: This section explicitly prohibited the City from improving Millsdale Road east of the railroad tracks to legally permit truck traffic. The Appellate Court found that the plaintiff's interpretation, which suggested the City should not engage in any actions leading to such improvements, went against the plain meaning of the contract and was not supported.
- <u>Section XII(B)(2</u>): This section prohibited the City from taking any steps or actions to build new roads adjacent to the intermodal center on which trucks could travel. The Court clarified that this provision targeted the City itself and did not extend to third parties, such as East Gate, who might build roads adjacent to the complex.
- <u>Section XII(B)(3)</u>: This section prevented the City from taking steps or actions to eliminate trucking

restrictions, weight limits, or other similar regulations on roads adjacent to the intermodal center. The Court found that the plaintiff's allegations regarding the City's approval of East Gate's agreement and the proposed temporary connection to Millsdale Road were sufficient to state a claim under this provision.

### Implications

The Appellate Court's decision in the *Houbolt Rd. Extension JV, LLC v. City of Joliet* case highlights the importance of precise language and careful interpretation in intergovernmental contracts. Governmental entities must consider the potential impact of their actions on existing contractual obligations when dealing with third-party developers.

Additionally, this case underscores the need for thorough legal analysis when entering into complex agreements involving multiple parties, especially in situations where contractual obligations can be interconnected and subject to varying interpretations. It also serves as a reminder that disputes over intergovernmental contracts can be intricate and may require judicial review to reach a resolution.

### Conclusion

The Court ultimately concluded that the plaintiff had adequately alleged a violation of the MOU, specifically under Section XII(B)(3), and therefore, the case should proceed to address the merits of the dispute. The Appellate Court's decision to reverse the circuit court's dismissal reflects the court's commitment to a meticulous interpretation of contractual language in intergovernmental agreements. While some allegations lacked contractual basis, the Appellate Court found that others merited further examination in a trial. This case serves as a valuable lesson in the intricacies of intergovernmental contracts and their legal implications for all parties involved. The case will now proceed to trial to determine whether the City's actions indeed violated the terms of the MOU.





# Too Big for the Road: Putting the Brakes on Truck Weight and Size Increases

David Hoover, National Association of Towns and Townships

The issue of increasing the weight and size of trucks traveling on the U.S. National Network, which includes the Interstate Highway System (IHS) and other select highways that are suited for truck travel, has been a point of discussion and debate for many years. Proponents argue that allowing heavier and/or longer trucks can lead to fewer trips, potentially reducing traffic congestion, greenhouse gas emissions, and overall transportation costs. Opponents, on the other hand, express concerns about, primarily, safety and the resulting damage to infrastructure.

The limits on truck weight and size are established primarily by federal regulations and are further refined by individual state regulations. The federal standards are set by the Federal Highway Administration (FHWA) under the U.S. Department of Transportation (USDOT). The Federal-Aid Highway Act of 1956, which authorized the construction of the IHS, also authorized the first federal maximum gross vehicle weight (GVW) limit of 73,280 pounds for trucks using interstate highways.

The current maximum GVW, which includes the combined weight of the tractor, trailer, and cargo, is 80,000 pounds. The federal weight limit is broken down into specific axle weights: 20,000 pounds for single axle and 34,000 pounds for tandem axles (group of two axles spaced within 40 to 60 inches). To prevent undue stress on bridge components, the Federal Bridge Formula is used to ensure that the weight on groups of axles is spread out. This formula calculates the allowable weight on a group of axles based on the distance between those axles. According to the USDOT, increasing truck weight limits to 91,000 pounds would negatively affect more than 4,800 bridges, incurring up to \$1.1 billion in additional federal investment.<sup>1</sup> Further, 97,000-pound trucks would negatively affect more than 6,200 bridges, incurring up to \$2.2 billion in additional funding.

There are also federal length and width standards imposed on commercial motor vehicles (CMVs). The federal government, through the Surface Transportation Assistance Act (STAA) of 1982, set the minimum allowable lengths for semi-trailers on the interstate system and other designated roadways at 48 feet. The maximum trailer length allowed on the IHS and other federally designated highways is 53 feet for semitrailers in a truck tractor-semitrailer combination.

The STAA also set the maximum width of commercial trucks at 102 inches, or 8-feet, 6-inches, and expanded the highway network on which the Federal width provision applies from the Interstate to the National Network (NN) of highways. There is no Federal vehicle height requirement for CMVs. Thus, States set their own height restrictions, which range from 13-feet, 6-inches to 14-feet.

In 2016, the USDOT released its Comprehensive Truck Size and Weight Limits Study, which assessed the impacts of larger and heavier trucks on highway safety, infrastructure durability, freight efficiency, and other areas such as the environment and the economy. While the study provided a wealth of data and technical analysis, the DOT did not make definitive policy recommendations based on its findings. Instead, the agency indicated that more research was necessary to fully understand the implications of increasing allowable truck size and weight limits.

Over the years, various bills have been introduced in Congress to increase the weight limit, either nationally or as pilot programs in select states. However, given the contentious nature of this issue, many of these legislative efforts have not been successful or have resulted in only limited changes. Currently, in the 118th Congress, legislators have introduced two bills that would increase truck weight limits. Rep. Dusty Johnson (R-SD) introduced H.R. 3372, which would establish a voluntary 10-year pilot program for states to increase truck weights on federal interstates up to 91,000 pounds on six axles. Under the bill, participating states would issue permits by vehicle or by group of vehicles that would specify acceptable routes and require permit holders to report on accidents and other details. The program would be discontinued after five years, although DOT could extend the program for five years.

Another proposal would increase the weight limit for automobile carriers. H.R. 2948, the Carrying Automobiles Responsibly and Safely (CARS) Act, introduced by Rep. Lance Gooden (R-TX), addresses the increasing weight of newer vehicles, allowing a 10 percent weight increase for certain types of automobile transporters. It was introduced to help provide

<sup>1</sup> See USDOT MAP-21 Comprehensive Truck Size and Weight Limits Final Report to Congress, 2016; pg. 10, Table 2 at <a href="https://ops.fhwa.dot.gov/freight/sw/map21tswstudy/ctsw/ctswls\_rtc\_2016.pdf">https://ops.fhwa.dot.gov/freight/sw/map21tswstudy/ctsw/ctswls\_rtc\_2016.pdf</a>

continued efficiency in the supply chain by allowing transporters to continue carrying the same number of vehicles as they currently do. While allowing heavier trucks could improve the efficiency of freight transport, there will be increased costs for local governments associated with bridge strengthening, maintenance, or replacement to accommodate the heavier loads.

Both bills were approved by slim margins during a House Committee on Transportation and Infrastructure full committee markup in May. The bills could be scheduled for a House floor vote, but the lack of companion legislation in the Senate coupled with lawmakers' ongoing concerns with weight limit increases limits the prospects of the bills becoming law anytime soon.

The National Association of Towns and Townships (NATaT) opposes both bills and sent a letter in August to the leadership of the House Appropriations, Transportation, and Agriculture Committees detailing its concerns with the legislation. In the letter, NATaT said bigger trucks "would imperil road safety and severely impact our already weakened infrastructure, especially on local roads and bridges where these vehicles ultimately travel."<sup>2</sup>

In September, NATaT-member state associations and individual NATaT members joined more than 1,500 local government leaders and organizations on a joint letter to Members of Congress asking them to oppose any increases in truck size or weight.<sup>3</sup> The letter, led by the Coalition Against Bigger Trucks (CABT), said longer and heavier trucks will cause significantly more damage to transportation infrastructure, including local and rural roads and bridges, which are older and not built to the same standards as Interstate Highways. In the letter, CABT cited a March 2023 study it conducted with local government officials, which determined that more than 72,000 local bridges would be put at-risk by 91,000-pound trucks, as proposed in H.R. 3372. According to the study, the estimated cost of replacing these bridges would be \$60.8 billion.

NATaT will continue to oppose federal efforts to increase the national truck weight limit on the federal highway system, and efforts to allow longer, wider doubleand triple-trailer trucks on federal highways. Please contact NATaT staff if you have questions or for the latest update on legislative and regulatory developments on these issues.



David Hoover is the Legislative and Policy Manager for the National Association of Towns and Townships (NATaT). He is also a Principal at The Ferguson Group (TFG),

where he provides strategic counsel on tech and telecom policy issues for local governments, public power, cooperatives, and special districts. TFG specializes in securing policy and regulatory changes, federal funding, grants, and authorizations on behalf of its clients.

See NATaT letter at <u>https://www.natat.org/natat-opposes-truck-weight-legislation/</u>
 See CABT letter at <u>https://www.natat.org/wp-content/uploads/2023/09/CABT-Joint-Letter-Press-Release-09.11.23-FINAL.pdf</u>



## Miss a Live Lunch & Learn Webinar?

Visit our OnDemand Webinar library to catch up on any Lunch & Learn Webinars you might have missed! Including, but not limited to:

- Best Practices for Township Use of Social Media
- Bidding and Purchasing
- CDL License in Township Government
- Clerk Attestation
- Decennial Committee Report
   Guidelines
- Statement of Economic Interest & more!

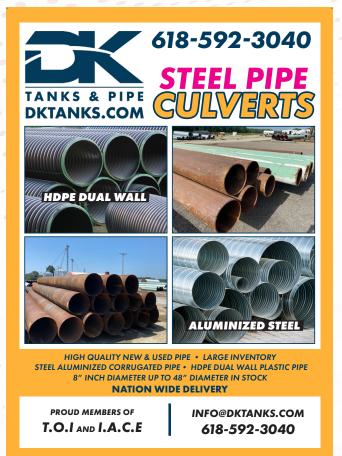
Visit <u>https://tgen.toi.org/index.cfm?</u> <u>pg=semwebcatalog</u>

### **FROM AROUND THE STATE**

# **Blackberry Township Decatur Township**



Blackberry Township (Kane Co.) Highway Commissioner Rod Feece presents employee Bruce Thorp a plaque of appreciation for 11 years of service. Bruce retired on July 31, 2023.



In August, Decatur Township (Macon Co.) participated in a water giveaway in partnership with Old Kings Orchard Community Center to provide free water to the community. Fresh corn was also given.



L to R: Township Clerk Ada Owens, Sun-Yoon Varas, Kaori Karas, Leroy Osteen, and Trustee Derrick Thaxton.

# **Port Byron Township**

This summer, Port Byron Township (Rock Island Co.) hosted a Seniors Cruise. They enjoyed numerous thank you's from the seniors for the opportunity to learn more about the Mississippi River while meeting other seniors in the area. Port Byron Township looks forward to holding another of these events next year!



## **Milton Township**

In the spring of this year, Milton Township (DuPage Co.) decided to build a garden in one of the Township's open spaces that is adjacent to one of the three Civil War-era cemeteries they maintain. This garden is fully fenced in and has ten 4x10 raised boxes where they grow tomatoes, peppers, squash, cantaloupe, cucumbers, zucchini, broccoli, and four rows of sweet corn. As the broccoli growth has come to a close for the season, they have switched to growing pumpkins for their GA recipients to have at Halloween if desired.

Milton Township Trustee and TOI Director Jeff Castle, coming from a construction background,



designed the garden and the entire board came together to build it. Trustee Castle has been maintained it every day for the whole summer by watering and weeding as well as harvesting. "We water the garden using a 330-gallon IBC tank with a sprinkler pump, our highway commissioner kindly fills it for us as needed," Trustee Castle said.

After speaking about this with several Supervisors and Trustees at the TOI lobby day, a few other Townships were inspired by this, and made a garden of their own, even adding their own little twists to it, such as bees for honey production.





### **TOWNSHIP CLASSIFIEDS**

#### FOR SALE



Pull type gas powered broom for sale \$500.00 or best offer. Contact Randolph Township Highway Commissioner Stacey Rees at 309-275-8867.

Township equipment sells from our website, toi.org/Township-Perspective/ Township-Classifieds, and from *Township Perspective*. List your surplus equipment now for results! For \$75 (copy w/photo) or \$25 (copy only), your township ad will be on our website and in the next available issue of *Township Perspective*. Email kayla@toi.org to advertise or for more information.

#### toi.org/Township-Perspective/Township-Classifieds

**FOR SALE** 



Erienna Township 2015 Cargo Mate Trailer with rear loading ramp. Like new—only used to transport election equipment to and from polls. Trailer is 6' x 12'. Min \$3000 or best offer. For more info call Gary Bal 815-351-1465.

## **Advertising Gets Results**

#### Township Perspective ads get results!

Advertisements in *Township Perspective* reach over 11,000 readers across Illinois every month.

Publication reaches:

- More than 11,000 township/road district officials
- More than 605 miscellaneous subscriptions (including state and federal agencies, township staff, news media, and libraries)
- 177 state legislators and 21 U.S. Senators and Congressmen

To learn how you can target this audience with your company's ad, contact Steve Graff at steve@jacksonstreetpublishing.com



Pull the Road Groom with a: 4WD Truck • Ag Tractor • Sand/Dump Truck

## Your Solution for Maintaining Unpaved Surfaces



Cuts washboard areas

NONEY & TIM from ever shrinking budgets!

- Clears grasses and reclaims aggregate from the shoulder
- Redistributes aggregate across the road surface and rebuilds the center crown

## 319.824.3011 www.roadgroom.com

"We have several miles of gravel roads. This may be the best purchase we have ever made for these roads. The Road Groom has saved us ten times what it cost to purchase. It is easy to use so almost anyone can operate it effectively." - Steve D. Town of Garfield





## MEDICAL ASSISTANCE CATASTROPHIC INSURANCE PROGRAM

Administered by Allied Benefit Systems, LLC



Medical costs are on the rise! This has resulted in even larger claims submitted by townships covered by this plan. Remember, one large and unpredictable medical claim could result in financial ruin. This could happen to your township, if you don't have protection.

Please keep in mind your premiums can be legally paid from GA funds.

## MACI is a sponsor and will be representing at TOI's 116<sup>th</sup> ANNUAL EDUCATIONAL CONFERENCE NOVEMBER 12<sup>th</sup> - 14<sup>th</sup> 2023

## MEDICAL ASSISTANCE CATASTROPHIC INSURANCE PROGRAM

It's not too late to enroll !		PRICING SHEET					
		November 1, 2023 to June 30, 2024					
		\$25,000 Deductible			\$15,000 Deductible		
Visit our website at	POPULATION	ADMIN FEE	PREMIUM	TOTAL COST	ADMIN FEE	PREMIUM	TOTAL COST
maciprotect.org	0 - 499	\$67	\$183	\$250	\$67	\$367	\$433
maciprotect.org	500 - 999	\$133	\$257	\$390	\$133	\$513	\$647
	1,000 - 1,999	\$200	\$348	\$548	\$200	\$697	\$897
Please call Steve Barrett, if you have any questions or require an Enrollment	2,000 - 3,499	\$267	\$440	\$707	\$267	\$880	\$1,147
	3,500 - 4,999	\$333	\$587	\$920	\$333	\$1,173	\$1,507
	5,000 - 9,999	\$400	\$697	\$1,097	\$400	\$1,393	\$1,793
	10,000 - 24,999	\$500	\$843	\$1,343	N/A	N/A	N/A
	25,000 - 49,999	\$583	\$990	\$1,573	N/A	N/A	N/A
Packet.	50,000 - 74,999	\$667	\$1,100	\$1,767	N/A	N/A	N/A
Call toll-free <i>TODAY</i> at 1-800-540-6566	75,000 - 99,999	\$833	\$1,283	\$2,117	N/A	N/A	N/A
	100,000 - 124,999	\$1,000	\$1,833	\$2,833	N/A	N/A	N/A
or email:	125,000 - 149,999	\$1,200	\$2,200	\$3,400	N/A	N/A	N/A
maciprotect@gmail.com	150,000 - 174,999		Individually		N/A	N/A	N/A
	175,000 - 200,000	Underwritter		n	N/A	N/A	N/A

1. Publication Title	2. Publication Number 3. Filing Date
Township Perspective	2 0 2 3 0 9 0 1 10/12/2023
1. Issue Frequency	5. Number of Issues Published Annually 6. Annual Subscription Price
Monthly (Jan/Feb and June/July combined)	10 \$25
7. Complete Mailing Address of Known Office of Publication (Not print	
3217 Northfield Drive Springfield, IL 62702	Jerry B. Crabtree Telephone (Include area code (217) 744-2212
3. Complete Mailing Address of Headquarters or General Business Of	
3217 Northfield Drive Springfield, IL 62702	
<ol> <li>Full Names and Complete Mailing Addresses of Publisher, Editor, a Publisher (Name and complete mailing address)</li> </ol>	nd Managing Editor (Do not leave blank)
Township Officials of Illinois 3217 Northfield Drive Springfield, IL 62702	
Editor (Name and complete mailing address)	
Jerry B. Crabtree 3217 Northfield Drive Springfield, IL 62702	
Managing Editor (Name and complete mailing address)	
Jerry B. Crabtree 3217 Northfield Drive Springfield, IL 62702	
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Publication Til	le		14. Issue Date for Circu	lation Data Below
wnship Pers	pect	ive	09/01	/2023
Extent and N	ature	of Circulation	Average No. Copies Each Issue During Preceding 12 Months	No. Copies of Single Issue Published Nearest to Filing Da
a. Total Numb	er of	Copies (Net press run)		11,562
	(1)	Mailed Outside-County Paid Subscriptions Stated on PS Form 3541 (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies)	10768	10768
<ul> <li>b. Paid Circulation (By Mail and</li> </ul>	(2)	Mailed In-County Paid Subscriptions Stated on PS Form 3541 (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies)	0	0
Outside	(3)	Paid Distribution Outside the Mails Including Sales Through Dealers and Carriers, Street Vendors, Counter Sales, and Other Paid Distribution Outside USPS®	0	0
(4) Paid Distribution by Other Classes o (e.g., First-Class Mail®)		Paid Distribution by Other Classes of Mail Through the USPS (e.g., First-Class Mail <sup>®</sup> )	0	0
c. Total Paid D	Distril	oution [Sum of 15b (1), (2), (3), and (4)]	10768	10768
d. Free or Nominal		Free or Nominal Rate Outside-County Copies included on PS Form 3541	362	362
(By Mail and	(2)	Free or Nominal Rate In-County Copies Included on PS Form 3541	0	0
	(3)	Free or Nominal Rate Copies Malled at Other Classes Through the USPS (e.g., First-Class Mail)	0	0
	(4)	Free or Nominal Rate Distribution Outside the Mail (Carriers or other means)	0	0
e. Total Free or Nominal Rate Distribution (Sum of 15d (1), (2), (3) and (4))		362	362	
f. Total Distribution (Sum of 15c and 16e)		11130	11130	
g. Copies not [	Distri	buted (See Instructions to Publishers #4 (page #3))	432	432
n. Total <i>(Sum</i> e	of 15	f and g)	11562	11562
Percent Paid (15c divided		5f times 100)	96.75	96.75

PS Form 3526, July 2014 (Page 2 of 4)

16. Electronic Copy Circulation	Average No. Copies Each Issue During Preceding 12 Months	No. Copies of Single Issue Published Nearest to Filing Date
a. Pald Electronic Copies	0	0
b. Total Paid Print Copies (Line 15c) + Paid Electronic Copies (Line 16a)	10768	0
c. Total Print Distribution (Line 15f) + Paid Electronic Copies (Line 16a)	11130	11130
d. Percent Paid (Both Print & Electronic Copies) (16b divided by 16c × 100)		
I certify that 50% of all my distributed copies (electronic and print) are paid above a nomin	al price.	
7. Publication of Statement of Ownership		
If the publication is a general publication, publication of this statement is required. Will be printed	Public	ation not required.
in the 11/1/23 issue of this publication.		
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# **Township and Road District Checklist**

#### 2023 Township Calendar

Checklist dates are now available on the Events Calendar at toi.org

12/05/23	Last Day to Determine Tax Levy for Truth in Taxation	35 ILCS 200/18-60 35 ILCS 200/18-70	Last day for board of trustees to determine (estimate) property tax levy to comply with Truth in Taxation law. Highway commissioner determines levy for road district. Must determine levies at least 20 days before adoption. Basis for 5% computation and whether notices and hearings are necessary.
12/19/23	Last Day for Truth in Taxation Notice	35 ILCS 200/18-80	Last day notice of Truth in Taxation hearing can appear in newspaper. Notice must be in newspaper not more than 14 days or less than seven days prior to date of hearings.
12/26/23	Last Day to Hold Truth in Taxation Hearing, Adopt & File Tax Levies	35 ILCS 200/18-90	Last day to hold Truth in Taxation hearing, adopt and file township and road district certificates of levy, tax levies, and Certificate of Compliance for Truth in Taxation law with county clerk.

\*Assumes fiscal year begins April 1

All dates re: Public Hearings for BUDGET and APPROPRIATION ORDINANCES are dates often used by many townships and road districts. Many townships and road districts adopt their budgets in February or March before their fiscal year begins. You do, however, have until the end of the first quarter of the fiscal year to hold your hearings and adopt the budget.



# **Township and Road District Checklist**

#### 2024 Township Calendar

#### Checklist dates are now available on the Events Calendar at toi.org

01/30/24	Assessors Budget*		
01/31/24	1099, W-2 and W-3 for	rms deadline	
02/01/24	Economic Interest Stat County Clerk	tement Names to	On or before Feb. 1, the supervisor or designee must certify to the county clerk an alphabetical list of names/addresses of people who must file Economic Interest Statements.
03/01/24	Last day to Request Agenda Item	60 ILCS 1/30-10	Last day for any 15 or more registered voters in the township to request an agenda item for consideration by the electors at the annual meeting by giving written notice of a specific request to the township clerk.
03/25/24	Annual Town Meeting Agenda	60 ILCS 1/30-10	Not less than 15 days before the annual meeting, the township board shall adopt an agenda for the annual meeting. Agenda must include any elector items properly submitted by March 1st prior to the annual meeting. Agenda must be included in the meeting notice that is approved by the township board.
03/25/24	Annual Township Meeting Notice	60 ILCS 1/30-10	Clerk must post notice of annual town meeting in 3 most public places at least 15 days before meeting. If an English language newspaper is published in township, then notice must also be published in the newspaper. Notice must include agenda approved by the township board. Meeting must be after 6:00 p.m.
03/31/24	Fiscal Year Ends*	50 ILCS 330/3	Last day of fiscal year for most townships, road districts, and multi-township assessment districts. However, board of trustees may change fiscal year.
04/01/24	Fiscal Year Starts*	50 ILCS 330/3	First day of fiscal year for most townships, road districts, and MTADs. However, board can change the fiscal year.
04/01/24	Notice of Meetings (Open Meetings Act)	5 ILCS 120/2.02	Board must post public notice of its schedule of regular meetings at the beginning of the fiscal year or calendar year. The notice shall state the regular dates, times, and places. Make schedule available to any news outlet that has filed an annual request for such notice.
04/01/24	Monthly Report to County Engineer	605 IL CS 5/6-201.13	Within 30 thirty days after issuing warrants the highway commissioner reports to the county engineer a list of such warrants showing where money is spent, for what purpose, and the amount expended. Use DCEO Form #39 or design own form. <b>Report is due each month.</b>
04/07/24	Financial Statement	60 ILCS 1/70-15	Clerk posts a copy of the Supervisor's Annual Financial Statement at the meeting room two days before annual town meeting. The clerk no longer has to read the statement aloud as long as copies are made available.
04/08/24	Financial Statement	60 ILCS 1/70-15	Supervisor files Annual Financial Statement with the clerk. Although the law states that the statement shall be prepared within 30 days before the annual town meeting, it must be completed to enable the clerk to post it 2 days before the annual town meeting. Use DCEO Form #6 or your own form. Statement is not required to be published in a newspaper.

	×		
04/08/24	Highway Commissioners Report	605 ILCS 5/6-201.15	Highway commissioner in <b>single township road district</b> must prepare an annual report to the board of trustees within 30 days before the annual town meeting. Use DCEO Form #38 or your own form. Report is not required to be published in a newspaper.
04/08/24	Annual Accounting	60 ILCS 1/70-30	Supervisor accounts to board for all money received and disbursed during fiscal year. Accounting must be within 30 days before the annual town meeting.
04/09/24	Annual Town Meeting	60 ILCS 1/30-5	The Annual Town Meeting shall be held on the second Tuesday of April. Meeting must be after 6:00 p.m. Whenever this date conflicts with the celebration of Passover or Ramadan, the township board <b>may</b> postpone the annual town meeting to the first Tuesday following the last day of Passover or Ramadan.
04/30/24	District Treasurer's Report*	605 ILCS 5/6-205	Last day for road district treasurer to submit an itemized statement of receipts and disbursements to highway commissioner. Statement must be submitted within 30 days from end of the fiscal year. Use DCEO Form #37 or your own form. Statement is not required to be published in a newspaper.
05/01/24	Statement of Economic Interest	5 ILCS 420/4A-101 5 ILCS 420/4A-105	Elected and certain appointed officials must file a Statement of Economic Interest with county clerk by May 1st of each year. Persons appointed to fill vacancies must also file statements at time of appointment.
05/30/24	Budget Notice*	50 ILCS 330/3 60 ILCS 1/80-60	Last day to publish a notice announcing budget hearings and that the tentative budgets are available for inspection. Separate township and road district notices must be published at least 30 days before hearings in a newspaper published in the township. If there is no township newspaper, post in five of the most public places in township.
05/30/24	Budget Inspection*	50 ILCS 330/3 60 ILCS 1/80-60	Last day for clerk to make tentative budgets available for public inspection. Tentative budgets must be prepared and made available for inspection at least 30 days before hearings. It is the duty of clerk to arrange for the public hearings.
06/30/24	Budget Hearing & Adoption*	50 ILCS 330/3 605 ILCS 5/6-501	Last day to conduct budget hearings and adopt township and road district budgets. Budgets may be adopted before or during the first quarter of the fiscal year. ( <b>Do not adopt at the annual</b> <b>town meeting.</b> ) The township budget may be adopted at the public hearing. The road district budget <b>shall</b> be adopted at the public hearing.
07/30/24	Budget Filing*	35 ILCS 200/18-50	Last day to file certify budget and revenue sources with county clerk if budget is adopted at end of June. Must be filed with county clerk within 30 days of adoption. Therefore, filing deadline varies with the date of adoption. Clerk certifies the budget and supervisor certifies the revenue sources.
09/27/24	Fiscal Responsibility Report Card*	35 ILCS 200/30-30	Last day to file Fiscal Responsibility Report Card; shall submit within 180 days of the conclusion of the fiscal year. The Annual Financial Report meets this requirement. See reference above.
09/27/24	Comptroller's Report*	50 ILCS 310/3 50 ILCS 310/6	Last day to file Annual Financial Report with state comptroller's office and county clerk. Must be filed within 6 months from end of fiscal year. The report also serves as the Fiscal Responsibility Report Card.

09/30/24	Annual Treasurer's Report Completed*	30 ILCS 15/1	Last day for the supervisor to prepare combined Annual Treasurer's Report for township and road district. Report must be completed within 6 months from end of fiscal year, sworn to and filed with county clerk.
09/30/24	Annual Treasurer's Report Published*	30 ILCS 15/2 60 ILCS 1/70-30	Last day to publish Annual Treasurer's Report in an English language newspaper. Must be published within 6 months from end of fiscal year and filed with county clerk's office. Supervisor must provide each board member with copy of report as soon as possible after filing. However, such publication requirement shall not apply to any county funds or county offices or funds or offices of other units of local government when an audit of such funds or offices has been made by a certified public accountant and a report of such audit has been filed with the appropriate county board or county clerk and a notice of the availability of the audit report has been published one time in an English language newspaper published in the town, district, or municipality in which that public officer holds his or her office, or, if no newspaper is published in such town, district, or municipality, then in a newspaper printed in the English language published in the county in which that public officer holds his or her office. The notice of availability shall include, at a minimum, the time period covered by the audit, the name of the firm conducting the audit, and the address and business hours of the location where the audit report may be publicly inspected.
09/30/24	Audit	50 ILCS 310/6 60 ILCS 1/80-20	Last day for townships to file CPA audit with state comptroller's office and county clerk. Townships receiving revenues of \$850,000 or more for a fiscal year, exclusive of road district funds, must have CPA audit within 6 months from end of fiscal year. Townships receiving revenues of less than \$850,000 for a fiscal year, exclusive of road district funds, may have a 3-member independent audit committee instead of CPA audit. Committee audit must be filed with county clerk within 6 months from end of fiscal year. <b>CPA audit required at end</b> <b>of supervisor's term or if vacancy occurs anytime in the</b> <b>position of supervisor.</b>
09/30/24	Audit	50 ILCS 310/6	Last day for road districts to file CPA audit with state comptroller's office and county clerk. Road districts receiving revenues of \$850,000 or more for a fiscal year must have a CPA audit within 6 months from end of fiscal year.
11/02/24	Multi-Township Assessing District Salaries	60 ILCS 1/65-5	Last day for multi-township assessing districts to set the salaries for multi-township assessors and MTAD board members. Must be set at least 150 days before the election.
11/03/24	Notifying Township Central Committee of Reporting Caucus Time/Location	60 ILCS 1/45-10	Last day the township clerk shall notify the chairman or membership of each township central committee by first class mail of the chairman's or membership's obligation to report the time and location of the political party's caucus.
11/04/24	Notifying Multi- Township Central Committee of Reporting Caucus Time/Location	60 ILCS 1/45-25	Last day the multi-township clerk shall notify the chairman or membership of each multi-township central committee by first-class mail of the chairman's or membership's obligation to report the time and location of their political party's caucus.

11/13/24	Notifying Township Clerk of Caucus Time/Location	60 ILCS 1/45-10	Last day each chairman of the township central committee shall notify the township clerk by first-class mail of the time and location of their political party's caucus.
11/14/24	Notifying Multi- Township Clerk of Caucus Time/ Location	60 ILCS 1/45-25	Last day each chairman of the multi-township central committee shall notify the multi-township clerk by first-class mail of the time and location of their political party's caucus.
11/20/24	Township Official Salaries	50 ILCS 145/2	Last day for township boards to set salaries for all township officials for the new term of office. Must be set at least 180 days before the new term of office begins.
11/23/24	Publishing Caucus Notice	60 ILCS 1/45-10	At least 10 days before the caucus, the township board must publish notice of the time/location for each party caucus. The township publication deadline is Saturday, Nov. 23, 2024. The notice must be published in a newspaper of general circulation in the township.
11/23/24	Publishing Multi- Township Caucus Notice	60 ILCS 1/45-25	At least 10 days before the caucus, the multi-township central committee must publish notice of the time/location for each multi-township caucus. The multi-township publication deadline is Sunday, Nov. 24, 2024. The notice must be published in a newspaper of general circulation in the multi- township district.
12/03/24	Township Caucus	60 ILCS 1/45-10	Must be after 6:00 p.m.
12/04/24	Multi-Township Assessing District Caucus	60 ILCS 1/45-25	Must be after 6:00 p.m.
12/11/24	Last Day to Determine Tax Levy for Truth in Taxation	35 ILCS 200/18-60 35 ILCS 200/18-70	Last day for board of trustees to determine (estimate) property tax levy to comply with Truth in Taxation law. Highway commissioner determines levy for road district. Must determine levies at least 20 days before adoption. Basis for 5% computation and whether notices and hearings are necessary.
12/24/24	Last Day for Truth in Taxation Notice	35 ILCS 200/18-80	Last day notice of Truth in Taxation hearing can appear in newspaper. Notice must be in newspaper not more than 14 days or less than seven days prior to date of hearings.
12/31/24	Last Day to Hold Truth in Taxation Hearing, Adopt & File Tax Levies fiscal year begins April 1	35 ILCS 200/18-90	Last day to hold Truth in Taxation hearing, adopt and file township and road district certificates of levy, tax levies and Certificate of Compliance for Truth in Taxation law with county clerk.

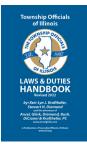
\*Assumes fiscal year begins April 1

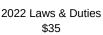
All dates re: Public Hearings for BUDGET and APPROPRIATION ORDINANCES are dates often used by many townships and road districts. Many townships and road districts adopt their budgets in February or March before their fiscal year begins. You do, however, have until the end of the first quarter of the fiscal year to hold your hearings and adopt the budget.

# **TOI Bookstore**

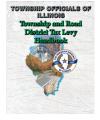
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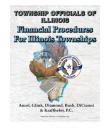
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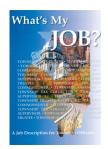
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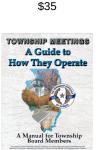
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### Clerks Handbook

For questions, contact Clerk Katy at (312) 215-5577 or email her at kdolanbaumer@hanover-township.org

To purchase, mail form up Officials of Illin Clerks Division and check to: Katy Dolan Baumer Hanover Township Clerk 250 S. State Route 59 Clerks Handbook Bartlett, IL 60103 Township: County: Name: Phone #:\_\_\_\_\_ Email: Street Address: City: Zip: Handbook & Thumb Drive - \$50 

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Township Meetings: A Guide to How They Operate \$15



FOIA & OMA **Resource Book** \$15

Emergency

Assistance Handbook

### **IN MEMORIUM**

**Robert Arsenau,** 81, of Beaverville died October 1. He was a former Trustee of Beaverville Township (Iroquois Co.)

**Tilman "Tim" Bachman, Sr.,** 94, of Roanoke died September 27. He was a former Trustee of Roanoke Township (Woodford Co.)

**Richard "Dickinaw" Gresham,** 84, of Mackinaw died September 7. He was a former Highway Commissioner of Mackinaw Township (Tazewell Co.)

**Noel Hicks,** 93, of Scottville died September 29. He was a former Township Clerk of Scottville Township (Macoupin Co.)

**Robert Hunt,** 91, of Galesburg died September 27. He was a former Trustee of Kelly Township (Warren Co.)

**Dayton E. Jarnagin**, 85, of Naperville died June 14. He was a former Highway Commissioner of Wheatland Township (Will Co.)

Herman Johnson, 82, of Harmon died May 13. He was a former Trustee of Harmon Township (Lee Co.)

**James Laird,** 82, of Waltonville died October 4. He was a former Trustee of Elk Prairie Township (Jefferson Co.)

**James "Sonny" Mugrage,** 93, of Cisne died September 27. He was a former Trustee of Bedford Township (Wayne Co.)

**Walter Nelson,** 89, of Mt. Carroll died September 25. He was a former Trustee of Salem Township (Carroll Co.)

**Lois O'Donnell,** 89, of Cherry Valley died September 17. She was a former Township Clerk of Cherry Valley Township (Winnebago Co.)

William Peach, 92, of O'Fallon died September 14. He was a former Highway Commissioner of O'Fallon Township (St. Clair Co.)

William Strawson, 63, of Wilmington died August 23. He was currently serving as Trustee of Wesley Township (Will Co.)

**David Stenger,** 73, of Oregon died April 25. He was a former Trustee of Oregon/Nashua Township (Ogle Co.)

**Herbert Vollmer,** 98, of Freeburg died September 23. He was a former Trustee and Township Clerk of Freeburg Township (St. Clair Co.)

Herman Zwilling, 95, of Claremont died September 28. He was a former Trustee of German Township (Richland Co.)



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- Tighten your abdominal muscles as you unbend your knees and lift straight up.
- Keep the object you're lifting close to your chest.
- Keep shoulders and hips aligned in the same direction.

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