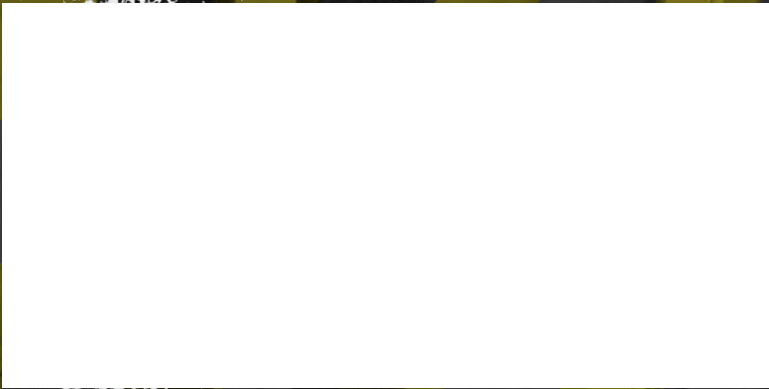


THE TOWNSHIP OFFICIALS OF ILLINOIS

township

Perspective

January/February 2024





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Township Officials of Illinois
Volume 26 • Number 1



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Managing Editor: Kayla Jeffers, kayla@toi.org
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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.

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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.

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UPCOMING EVENTS

February

Feb. 12 TOI Closed (Lincoln's Birthday Observed)
Feb. 15 Lunch and Learn Webinar - Totally Townships
Website Program
Feb. 19 TOI Closed (President's Day)
Feb. 22 Professional Development Day 1 - Grant
Writing
Feb. 23 Q&A Day - IMRF

March

Mar. 13 Lunch & Learn Webinar - Annual Town Meeting
Mar. 22 Q&A Day - Annual Town Meeting
Mar. 28 Virtual District Event
Mar. 29 TOI Closed (Good Friday)

April

Apr. 10 Lunch & Learn Webinar - Solar Projects
Apr. 17 Lobby Day - Springfield
Apr. 19 Q&A Day

May

May 10 Q&A Day
May 15 Lunch & Learn Webinar
May 23 Virtual District Event

June

June 05 District Event - Normal (DAY)
June 07 Q&A Day
June 28 Professional Development Day 2



Looking Forward to 2024

Jerry B. Crabtree

TOI Executive Director

HAPPY NEW YEAR! 2024 provides an extra day (leap year) to benefit townships across the state of Illinois. The theme this year (2024) is Township Government—Building for Tomorrow. We are excited to work with the theme throughout all the events scheduled for 2024. This edition of *Perspective* provides an outline of the many events, activities, and educational opportunities the association is planning for YOU, our MEMBERS! I encourage you to review the list of events and plan to attend, with your township boards, to better the services provided in your township.

The Illinois Legislature is off to a great start this year. January was full of bill introductions. The legislative

team at TOI is reviewing the bill introductions to develop a listing of which bills are impacting township government. Watch the website (Members Only section), your email, and future editions of *Perspective* for updates on legislative issues impacting what you do in township government. A legislative update is planned periodically during session through May 31st to update you on activities.

In the event we need your assistance in contacting legislators on a particular legislative issue we will contact you via email for your assistance. This is why it is imperative that we have an active email address for all our members. If you want to make sure you are on the list, please forward your email to the TOI office. Together we can maintain a consistent approach to all issues impacting township government in Illinois.

As your Executive Director it is my hope that you embrace your membership with the association and provide us an opportunity to assist in making your job as an elected township official the best it can be in 2024. Our programs and services are aimed at one objective and that is YOU, our MEMBER. If you have questions or need assistance in your position as an elected township official, please do not hesitate to contact our office. Additionally, many resources are available via our website at toi.org. Our staff, the association office, are ready to assist you with all of your needs.

Happy New Year! I look forward to seeing you at our many events in 2024!

Jerry B. Crabtree

jerry@toi.org

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Cooperation in Township Government

Brad Ruppert

Director of Member Services

Welcome to 2024! While the calendar shows a new year, there are some practices that never go out of style. One of the hallmarks of township government in Illinois is the ability to do more with less. The best way to do more with less is to work with surrounding townships to partner in providing services, sharing equipment, and sharing workloads.

Cooperation and collaboration between townships can take place on a range of different issues and are commonly referred to as intergovernmental agreements. Road Commissioners working together to help plow snow in adjacent townships is a common intergovernmental agreement between townships.

In my research for this article, a new concept of intergovernmental agreements was brought to my

attention, specifically, oiling districts. Mostly contained to the northwest portion of the state of Illinois, a group of highway commissioners came together to pool their manpower, equipment, and share resources as well as sharing costs. And the results have been very positive.

Roger McCormick is the Highway Commissioner for Mound Township in McDonough County. McDonough County is currently divided in half and serviced by two separate oiling districts—South McDonough and North McDonough.

If you look at a map, you notice that Mound Township is in the northern part of the county; Roger is a member of the South McDonough County Oiling District, that includes eight townships, as opposed to the nine in North McDonough.

When it comes to the oiling equipment, each of the eight townships in the county split the cost of the equipment and the ownership of the equipment, meaning that each township owns 1/8th of all the equipment used in the oiling district. The amount the individual townships pay is pre-determined, and for the South McDonough Oiling District, that price is \$0.15/gallon. According to Commissioner McCormick, some other oiling districts pay a flat fee. South McDonough doesn't do a flat fee because of the difference in mileage in each township, so with each member paying \$0.15 a gallon, the costs are evenly distributed.

Because of this arrangement, they are also able to do outside work in neighboring counties, cities, and municipalities. They always make sure they have intergovernmental agreements in place, and they even carry a stack of blank intergovernmental agreement forms just in case.

As far as the work goes, each of the eight townships in the South McDonough Oiling District provides one highway commissioner and one employee. The work is evenly distributed, the equipment is equally owned, and the costs are shared among the eight townships.

"We couldn't afford to hire a contractor to do this work. Last year we put down 98 semi-loads of oil,



Frequently Asked Questions

Q: When an elected or appointed township official resigns or passes away, what is the process for appointing a new one?

A: Best practices: if it's a resignation, make sure there is a letter of resignation and that it is read aloud in a board meeting. The board has 60 days from the date of the resignation (or vacancy) to replace the elected official with: a) someone from the same political party as the outgoing elected official (if that person was elected on an established political party); b) lived in the township for one year; and c) is a registered voter. The board votes (3 affirmative votes needed) to approve the replacement and the replacement receives the same salary and benefits as the vacated official.

Note: remember that if a Supervisor is replaced, an audit is required within 6 (six) months. Additionally, when filling a vacancy, should there be a tie vote, the Township Clerk may vote to break the tie. It is the only time a Township Clerk is permitted to vote.

which was a record for us,” Commissioner McCormick told me. He also informed me that because of the shared costs and cooperation, the oiling district owns their own building and can store all their equipment indoors.

This is just one more example of cooperation between townships and another way to share costs, equipment, and manpower to keep costs down for taxpayers. It’s a model we hope more counties and townships would consider to get the job done cheaper and more efficiently. The township way!

Township County Associations

One of my duties as Director of Member Services is traveling throughout Illinois and attending County Association meetings. These meetings are a great way for elected township officials to meet with other elected township officials and discuss issues in their respective townships, talk about possible cooperation and intergovernmental agreements, and troubleshoot problems and solutions.

If you have a county organization and you ever need a speaker, please feel free to contact brad@toi.org or Jerry Crabtree at jerry@toi.org. Our office is happy to assist in organizing a meeting to benefit ALL of the townships in your county.



2024 Logo Released

As we enter 2024, we are also entering the last year of the four-year elected term. That also means a new logo/theme for the year, the education program, and the 2024 TOI Fall Conference. This year’s theme, as voted on by the TOI Board of Directors, is “Building for Tomorrow.” While finishing the last year of the current term strong and looking ahead to caucuses and the next township elections in 2025, we are all “building for tomorrow” and we wanted a theme that recognized the present while also looking for the future.

We think the logo/theme accomplishes both goals and we will celebrate 2024 by working hard in the present term while continuing to build for the next four-year term. Our 2024 Education Program will also feature educating current elected officials while also looking forward to elections and the start of a new term next year.

2024 Education Program

TOI Staff has been hard at work putting together a superior Education Program for 2024. Our all-day District Education Events begin in June and run through September (see page 17 for a full listing of Education Events). Agenda items will be cyber security, the “Totally Townships” website program, Townships Working Together, Comptroller Reporting Requirements, and Paid Leave for All Workers Act. There will also be an afternoon Clerks Division breakout session.

We will also be trying out a new series of Education Events in 2024 called Virtual District Events. These events will be hosted online and feature many of the same topics and speakers as our District Events, but available via Zoom. Keep a lookout to the *Township Perspective* for more information on the Virtual District Events.









Our Lunch & Learn Webinars will be held from 12:00-1:00 PM over lunch hour and will be focused on a specific and usually a time-relevant topic. For instance, our March 13th Webinar will be focused on the Annual Town Meeting, which will take place on April 9th, 2024.

Q&A Days will be held from 1:00-2:00 PM throughout 2024. These early-afternoon events will feature a 30-40 minute presentation from a speaker and then will offer participants the opportunity to ask questions on the topic.

We will also be having our Professional Development Days in 2024. These events will be hosted at the TOI Office in Springfield, IL for a day (10:00 AM-2:00 PM) of specified training and a lunch provided. Confirmed for 2024 Professional Development Days is a Grant Writing seminar on February 22nd, and a two-part QuickBooks Training on June 28th and September 5th.

2024 TOI EVENTS

SAVE THE DATE

JANUARY	FEBRUARY	MARCH
<ul style="list-style-type: none"> • Jan. 19 - Q&A Day 	<ul style="list-style-type: none"> • Feb. 15 - Lunch & Learn Webinar • Feb. 22 - Professional Development Day 1 • Feb. 23 - Q&A Day 	<ul style="list-style-type: none"> • Mar. 13 - Lunch & Learn Webinar • Mar. 22 - Q&A Day • Mar. 28 - Virtual Event 
APRIL	MAY	JUNE
<ul style="list-style-type: none"> • Apr. 10 - Lunch & Learn Webinar • Apr. 17 - Lobby Day • Apr. 19 - Q&A Day 	<ul style="list-style-type: none"> • May 10 - Q&A Day • May 15 - Lunch & Learn Webinar • May 23 - Virtual Event 	<ul style="list-style-type: none"> • June 5 - District Event, Normal (DAY) • June 7 - Q&A Day • June 28 - Professional Development Day 2
JULY	AUGUST	SEPTEMBER
<ul style="list-style-type: none"> • July 9 - District Event, Mt. Sterling (DAY) • July 17 - Lunch & Learn Webinar 	<ul style="list-style-type: none"> • Aug. 16 - Q&A Day • Aug. 21 - Lunch & Learn Webinar • Aug. 27 - District Event, St. Charles (DAY) 	<ul style="list-style-type: none"> • Sept. 5 - Professional Development Day 3 • Sept. 13 - Q&A Day • Sept. 18 - Lunch & Learn Webinar • Sept. 26 - District Event, Wood River (EVENING)
OCTOBER	NOVEMBER	DECEMBER
<ul style="list-style-type: none"> • Oct. 9 - Lunch & Learn Webinar 	<ul style="list-style-type: none"> • Nov. 11 - Nov. 13 - 117th Annual Educational Conference, Springfield 	

Lunch & Learn Webinar Series

Totally Townships Website Program

February 15, 2024 | 12 PM | 60 Minutes | \$25

Learn more about our new Members Only website program, Totally Townships, from Dennis Poshard, Carbondale Township Supervisor and owner of Arthur Agency, who partnered with TOI to develop the new TOI web program. Dennis will cover why you should have a web presence, introduce you to current web standards, and show how Totally Townships is a cost-effective and user-friendly solution for any size of Illinois Township.



Dennis Poshard is the owner and CEO of Arthur Agency based in Carbondale, Illinois. Dennis also serves as Supervisor of Carbondale Township (Jackson Co.).

Annual Town Meeting

March 13, 2024 | 12 PM | 60 Minutes | \$25

The time is NOW to prepare for the statutorily required Annual Town Meeting, April 9, 2024. This webinar explores the list of what to expect in organizing and executing the annual event in all townships. Additionally, discussing a review of what powers the electors have at the annual township event.



TOI Executive Director Jerry B. Crabtree is the 4th Executive Director in TOI's 119-year history. Jerry has an extensive background in local government. His career includes experience in the Illinois Senate, Attorney General's Office, and departments within the Executive Branch prior to coming to TOI in 2005. Jerry is a 30-year resident of Springfield, but originally from Southern Illinois (Frankfort Township, Franklin County). He graduated from the University of Illinois/Sangamon State University in 1991, completed his Master's Degree in Public Administration in 1995. Jerry represents township officials in Illinois and also nationally as a member of National Association of Towns and Townships (NATaT), based in Washington, D.C. Jerry is committed to the goals and objectives representing all townships and their elected officials. Jerry resides in Springfield with his wife Mary. They have three adult children.

Solar Projects and Local Government

April 10, 2024 | 12 PM | 60 Minutes | \$25

Explaining the role local governments play in the development of solar energy in Illinois. A discussion about state laws, regulations, permitting and road use agreements pertaining to solar projects in your community. In January 2023, Illinois Governor JB Pritzker signed Public Act 102-1123, which refines county's ability to regulate new commercial wind and solar energy facilities. Specifically, PA 102-1123 prohibits counties from banning or establishing moratoriums on wind and solar development. We will discuss what this means for local governments and townships in Illinois. *A native of Central Illinois, Kevin Borgia helped implement the earliest versions of the state's RPS, played an instrumental role in passing the Future Energy Jobs Act, engaged in the creation of the Adjustable Block Program, and helped develop the Climate & Equitable Jobs Act. Kevin currently lives in Chicago, where he serves as Director of Government Affairs for SunVest Solar and is excited to impact the next steps for the ABP and associated programs. His work also keeps him engaged in federal solar policy and other state's regulatory procedures. Kevin has over fifteen years of experience in renewable energy policy. He was a Public Policy Manager for regional trade group Wind on the Wires for nearly six years, and co-founder and Executive Director of the Illinois Wind Energy Association for five years previously.*

Webinars are convenient, affordable, and interactive.

Visit toi.org for more information and to register!

LEGAL DISCLAIMER: The information to be provided at this webinar is provided by the Township Officials of Illinois for informational purposes only and not for the purpose of providing legal advice. It is intended to provide timely general information of interest but should not be considered a substitution for legal advice. You should contact your attorney to obtain advice with respect to any particular issue or problem. Participation in the webinar does not create an attorney-client relationship with any attorneys participating in the webinar and participants.

2024 Professional Development Course 1

Grant Writing for Local Government Agencies

The TOI Education Program is pleased to offer several Professional Development Courses in 2024 for township officials and staff. The first program of the year is **Thursday, February 22, 2024**, at the TOI Office in Springfield. The session is limited to 25 attendees. The cost is \$75 and includes lunch. The seminar is scheduled from 10am – 3pm to accommodate travel time.



You know the challenges of funding your local programs. You also know that grant funding is one piece of a diverse funding plan. Applying for grants, however, is time-consuming and requires specialized expertise. This half-day workshop is designed for Illinois township officials and employees with little or no experience writing a grant proposal. Kristin Olson will demonstrate how to conduct a grant search and help you discern if a grant opportunity is a good fit for your funding needs. Then she'll walk you through the process of writing a grant narrative, including the need statement, evaluation plan, and budget. Last, but not least, Kristin will pass along her tips of the trade to help you put the finishing touches on your proposal before you submit it.

Deadline to register is Thursday, February 15, 2024
Please fill in all information below and print clearly.

Name: _____

Township Position: _____

County/Township: _____

Address: _____

City, State, Zip: _____

Phone/Email: _____

Registration is \$75/person. Refunds cannot be given for any cancellations received after the deadline to register.

Payment method: Check or Credit Card. Please make checks payable to Township Officials of Illinois.

Credit Card (Visa / MasterCard only) Card Number: _____ **Exp:** _____

Signature: _____

Return to the TOI office by fax at 217.744.7419, email to kayla@toi.org, or mail to 3217 Northfield Dr., Springfield, IL 62702.

Register online at <https://my.toi.org/events/upcoming-events>.



2024 Virtual Events Registration

___ March 28 9:00 am – 2:00 pm

___ May 23 9:00 am – 2:00 pm

Agenda

Program Introduction

Pledge of Allegiance

Opening Comments, *Chris Kain, TOI President*

Welcome, *Jerry B. Crabtree, TOI Executive Director*

Comments, *Jim Donelan, TOIRMA Executive Director*

Townships Working Together, *Bryan Smith, TOI Consultant*

Lunch

Comptroller Reporting Requirements, *Rosanna Flores-Barbado, Illinois Comptroller's Office*

Breakout

TBD, *Clerks Division*

Program 2

Paid Leave for All Workers Act, *Keri-Lyn Krafthefer, Ancel Glink*

County _____ Township _____

Address _____

City _____ State _____ Zip _____

Names & Email of those who will attend (please print clearly):

Supervisor: _____

Township Clerk: _____

Highway Comm.: _____

Assessor: _____

Trustee: _____

Trustee: _____

Trustee: _____

Trustee: _____

Collector: _____

Other/title: _____

Registration is \$25 per person.

*Please make checks payable to the Township Officials of Illinois; mail to 3217 Northfield Drive, Springfield, IL 62702. Forms may also be emailed to kayla@toi.org. If you are paying by credit card, only Visa and MasterCard are accepted:

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New Changes to the Distracted Driving Law in Illinois

Jim Donelan

Executive Director, TOIRMA

I can remember just a few short years ago when for most of us the words Zoom, Microsoft Teams, or WebEx were not in our regular vocabulary. Those were the days when we had conference calls with real landline telephones, and unbelievably, in-person meetings. Sure, we spent much more time on the roads driving to meetings, but part of me misses those days. Fortunately, in 2023, the TOIRMA Team was able to participate in more county and regional meetings again. However, Zoom, Microsoft Teams, and WebEx will remain a part of our working lives. And with this change comes new legislation.

On January 1, 2024, Public Act 103-0310 went into effect. The new law makes it illegal to video conference while driving a vehicle in Illinois. Under the new law an electronic communication device is defined as: “an electronic device, including but not limited to a hand-held wireless telephone, hand-held personal digital assistant, tablet, or a portable or mobile computer...”¹

The statute already, and as amended, allows a person to use their mobile phone, for example, in hands free mode. However, the law bars drivers from operating a motor vehicle on a roadway while using an electronic


device to watch or stream video. In addition, the new law effective January 1, 2024, prohibits drivers from participating “in any video conference application, including, but not limited to, Zoom, Microsoft Teams, or WebEx, or access any social media site, including, but not limited to Facebook, Snapchat, Instagram, or Twitter.”² The new language adds safeguards for drivers here in Illinois.

According to the United States Department of Transportation, National Highway Traffic Safety Administration (NHTSA), “for the past decade, distracted driving has taken U.S. roadways by storm, endangering not only the distracted drivers, but their passengers, pedestrians, and others using the road.” As a driver it is difficult to avoid seeing distracted driving while driving our vehicles. The most common I have seen is the driver that is swerving off the roadway, and when you get up next to them to pass, guess what, they have their phone in one hand in front of their steering wheel.

Distracted Driving Stats

- 3,522 lives were lost in crashes involving distracted drivers in 2021.





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- 8% of fatal crashes in 2021 involved distracted drivers.
- 32,000+ died in crashes involving distracted drivers from 2012 to 2021.⁴

Township officials can, of course, help by not practicing distractive driving. Second, officials can assist by increasing the awareness and consequences of distracted driving. NHTSA has helpful free information available on its website, [nhtsa.gov/campaign/distracted-driving](https://www.nhtsa.gov/campaign/distracted-driving).

Thank you for doing your part, and 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

Sources:

1-625 ILCS 5/12-610.2(a)

2-625 ILCS 5/12-612.2(b)

3-[nhtsa.gov/campaign/distracted-driving](https://www.nhtsa.gov/campaign/distracted-driving)

4-[nhtsa.gov/campaign/distracted-driving](https://www.nhtsa.gov/campaign/distracted-driving)

TOIRMA Annual Renewal Packets Due March 1, 2024

In January, every designated “TOIRMA Contact” received by mail an Annual Renewal Packet from TOIRMA.

It is important for at least the supervisor and highway commissioner to review the Packet and to send TOIRMA the requested information.

The Renewal Packets include the following:

- Comprehensive General Liability Questionnaire;
- Listing of the Values for Vehicles; Inland Marine Equipment; and Buildings/Contents; and
- Listing of Estimated Payroll.

Your coverages are dependent on the accuracy of this information, so please review the Packet and return it accordingly. Renewal Packets are due to TOIRMA by March 1, 2024.

If you have questions regarding the Renewal Packet, feel free to contact Beth Eyrich, Underwriting Supervisor for assistance, (217) 444-1139.



2024 Mileage Rate Increase

IRS issues standard mileage rates for 2024; mileage rate increases to 67 cents a mile, up 1.5 cents from 2023

Beginning on Jan. 1, 2024, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 67 cents per mile driven for business use, up 1.5 cents from 2023.
- 21 cents per mile driven for medical or moving purposes for qualified active-duty members of the Armed Forces, a decrease of 1 cent from 2023.
- 14 cents per mile driven in service of charitable organizations; the rate is set by statute and remains unchanged from 2023.

These rates apply to electric and hybrid-electric automobiles as well as gasoline and diesel-powered vehicles.



[toi.org](https://www.toi.org)



Spring Session

Taylor Anderson

Anderson Legislative Consulting, Ltd.

The second year of the 103rd General Assembly began on January 16th, but it will be a slow start to spring session this year. There was only one week of session scheduled in the month of January and only two weeks of session are scheduled during February. Legislators will not be spending much time in Springfield until March, and then plan to sprint to the finish before wrapping up in May. Slow starts to even-numbered years is not new for the General Assembly, but this year's calendar seems more spaced out than normal. Early speculation is that this Spring session may see few large pieces of legislation pass and thus lead to a very busy veto session and lame duck session. However, we are still expecting a robust session for issues pertaining to Township Government, so please keep an eye out for legislative alerts that may ask you to contact your legislators.

In other news, the U.S. Census Bureau finally approved a request made by Illinois to include previously omitted residents of residence halls and group homes in future population estimates. This will net Illinois a population increase of almost 47,000 according to a recent announcement released by Governor J.B. Pritzker.

After the release of 2020 census results, Pritzker and members of the state's congressional delegation requested an official Post-Census Group Quarters

Review (PCGQR) to investigate inaccuracies in the census data. The review found that 733 Group Quarters were missed or undercounted in the 2020 Census, omitting 46,400 individuals.

The 46,400 additional residents will not be added to the official 2020 census numbers but will be accounted for in annual population estimates produced between now and the 2030 census, which may impact the state's share of \$675 billion in state and federal program funding.

New Legislators Appointed to General Assembly

In December 2023, two new members were appointed to the Illinois House of Representatives. State Representative Nicole La Ha (R-Homer Glen) was appointed to represent the 82nd House District, replacing retiring Rep. John Egofske (R-Lemont). State Representative Brandun Schweizer (R-Danville) was appointed to represent the 104th House District, replacing retiring Rep. Mike Marron (R-Fithian).

New Bills in Effect

January 1 saw many laws take effect. See the next page for the most relevant new laws that pertain to Township Government. If you have any questions about these new laws, always feel free to contact the TOI office at (217) 744-2212.

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Save the Date

42nd Annual Lobby Day

April 17, 2024



Bills Going into Effect in 2024

It was a busy year for the Illinois General Assembly! Over 300 bills went into effect January 1, 2024. The following is a list of bills going into effect in 2024 that are of interest to township government. For more details, visit ilga.gov.

SB 0208 PA 102-1143	Creates the Paid Leave for All Workers Act. Requires employers to provide paid leave to employees for any purpose. Sets forth provisions regarding employer responsibilities, unlawful employer practices, and other matters. Provides that an employee who works in this State is entitled to earn and use a minimum of 40 hours of paid leave during a 12-month period. Makes it unlawful for an employer to interfere with, restrain, deny, change scheduled work days or hours to avoid paid leave, or discipline an employee for the exercise of any right under the Act. Authorizes the Department of Labor to administer and enforce the Act. Provides for the imposition of civil penalties. Authorizes individuals to file civil actions with respect to violations. Amends the State Finance Act. Creates the Paid Leave for All Workers Fund as a special fund in the State treasury. Effective January 1, 2024.
SB 895 PA 103-0373	Prevents local governments from utilizing other local government workers to conduct highway, road, street, alley, bridge, sidewalk, parking lot, driveway, or any other transportation related facility maintenance or repairs unless a disaster has occurred. Permits counties to conduct maintenance or repairs if such structure is part of their county highway system or is jointly performed with an adjacent county through the sharing of road equipment pursuant to an intergovernmental agreement. Permits road districts to conduct maintenance or repairs if such structure is part of their district road system or is jointly performed with an adjacent road district through the sharing of road equipment pursuant to an intergovernmental agreement. Permits municipalities to conduct maintenance or repairs if such structure is part of their municipality road system or is jointly performed with an adjacent municipality through the sharing of road equipment pursuant to an intergovernmental agreement.
HB 2040 PA 103-0138	Amends the Illinois Highway Code. Permits townships/road districts to fill the position of road district clerk with a non-resident of the district. Distinguishes commission counties from township counties. Provides that a commission government county may appoint a non-resident as highway commissioner or contract with a neighboring township to provide highway commissioner or clerk services if there are no other qualified candidates.
HB 1153 PA 103-0117	Amends the Officers and Employees Article of the Counties Code. Decreases the minimum number of inhabitants that must reside in a county for the county to be required to create the office of county auditor from 75,000 inhabitants to 70,000 inhabitants.
SB 1675 PA 103-0555	Lowers Cook County property tax interest penalties while keeping all other Counties the same.
HB 3424 PA 103-0192	Amends the Illinois Public Aid Code. Provides that a drug-related felony does not disqualify an individual from receiving cash assistance from the State. Provides that a local governmental unit may aid households under its General Assistance program following a disaster proclamation issued by the Governor if the local governmental unit is within the designated area. Provides that a local governmental unit may aid under its General Assistance program under a service that complies with a specified provision of the Township Code.
SB 2278 PA 103-0258	States that local governments are not required to construct new non-designated highways to accommodate semi-trucks. Requires local governments to report to the Department of Transportation any limitations to vehicles imposed by ordinance or resolution and any non-designated highway that is not designed and constructed after Jan. 1, 2023, to the overall length dimension of vehicle (65 feet in length).
HB 3340 PA 103-0187	Allows local governments to borrow money from the Illinois Finance Authority by adding it to the definition of a financial institution within the code.
SB 1460 PA 103-0486	Provides that a highway commissioner may contract with a common interest association, if the association makes up 50 percent of the township's population or greater, to provide the association with materials related to the maintenance or repair of roads.
HB 2079 PA 103-0025	Amends the Public Officer Prohibited Activities Act. States that if a township official is appointed to a not-for-profit board by the Township, then the official may vote on matters involving the not-for-profit (if the appointment is not a paid position). If the township official is serving on a not-for-profit board but was not appointed by the Township, then the official must abstain from voting on matters involving the not-for-profit.



42nd Annual TOWNSHIP LOBBY DAY



It's time to join forces in Springfield for the Township Officials of Illinois' 42nd Annual Lobby Day. TOI invites you to become a part of our legislative team. Township Lobby Day allows **township officials** from throughout the state to meet with their legislators and others in the State Capitol to discuss matters that directly affect township government. We encourage you to call your legislators prior to April 17th to set up an appointment in Springfield.

When: Wednesday, April 17, 2024 – beginning at 11:30 am
Where: State House Inn (Downtown Springfield at 101 E Adams Street)
Registration: \$75

Agenda

10:30 am – 11:30 am	Registration
11:30 am – 11:40 am	Welcome
	Invocation
	Pledge of Allegiance
11:40 am	Lunch
Noon – 1:00 pm	Remarks & Introduction of Speaker
	Keynote Speakers
	TOI Legislative Committee Agenda
	Closing Remarks
1:00 pm – 5:00 pm	Adjourn to the Capitol Building
3:00 pm	Group Picture (East side of the Capitol Building on the steps outside weather permitting)
5:00 pm – 7:00 pm	Evening Reception
	<i>Illinois State Library</i>
	<i>300 S 2nd Street, Springfield, IL 62701</i>

Registration is \$75 per person which includes the day's activities, handouts, lunch, and the reception. All attendees must pay a registration fee. No refunds for cancellations after April 10, 2024.

Please indicate any special dietary restriction at time of registration. Special meals can only be accommodated if requested at least two weeks in advance of event.

TOI has a limited number of hotel rooms available at the State House Inn for the nights of April 16th and April 17th. You can reserve a room at a special rate of \$129 (does NOT include parking). Reservations may be made by calling the hotel directly at (217) 528-5100 or online at <https://www.springfieldstatehouseinn.com/> no later than March 22, 2024.

Please complete and mail the form below indicating who from your township will attend TOI's 42nd Annual Lobby Day on Wednesday, April 17. **Deadline to register is April 10, 2024.**

Name	Twp./Co.	E-Mail	Township Office Held or Spouse/Guest
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PLEASE MAIL TO:
Township Officials of Illinois – TOPICS DAY
3217 Northfield Drive, Springfield, Illinois 62702

LOCAL GOVERNMENT WEEK

MARCH 4-8, 2024



Annually in Illinois, the first full week of March (March 4-8, 2024) is designated as local government week.

We encourage you all to plan an event(s) and support this annual event. In Illinois, Townships always focus attention on the continued efforts providing strong efficient local government services. Local Government Week provides an opportunity to recognize the contributions made by those who serve an elected position in township government.



The association encourages you to invite schools, civic groups, business leaders and local politicians to participate in activities planned for this annual week of recognizing TOWNSHIP GOVERNMENT!

Host an open house. Work with local civic classes to promote the importance of understanding what local government is and how it contributes to the community. Promote the scholarship program provided by the association and how it can promote efficient and effective understanding of government at the most local level, the township level.

The Association welcomes an opportunity to highlight what you are doing in your township to celebrate LOCAL GOVERNMENT WEEK in 2024. The past two years have been so hard on public participation with government activities. We encourage you to think outside of the box and let us know what you have accomplished.

SOME GENERAL IDEAS OR SUGGESTIONS

- Encourage your high school to promote local government with their civic classes.
- Have a Township Flag contest if you do not already have a township flag.
- Have a LOCAL GOVERNMENT WEEK Poster contest at your local schools.
- Encourage your teachers and their students to attend a township board meeting.
- Encourage a high school senior (that is a registered voter) to apply for the moderator position at the Annual Town Meeting scheduled for April 9, 2024.
- Invite your local legislators to the March Township Board meeting and have the press cover the story.
- Offer an open house at your Township Office.
- Encourage your local media to cover the week's activities and even highlight the Township Board.



STATE MINIMUM WAGE INCREASED JANUARY 1, 2024



Public Act 101-0001, effective February 19, 2019, applies to minimum wage law increases until 2025. Please note that an increase of \$1 takes effect January 1, 2024

The state minimum wage increased on January 1, 2024 from \$13.00 to \$14.00

As per the Minimum Wage Law, the definition of "employer" includes any individual, partnership, association, corporation, limited liability company, business trust, governmental or quasi-governmental body, or any person or group of persons acting directly or indirectly in the interest of an employer in relation to an employee, for which one or more persons are gainfully employed on some day within a calendar year. An employer is subject to the [Minimum Wage Law] in a calendar year on and after the first day in such calendar year in which he employs one or more persons, and for the following calendar year.

Governmental bodies are not exempt from the Minimum Wage Law, but there are reduced wages for certain part-time employees under the age of 18.

The current wages in effect, as well as the statutorily required increases up to January 1, 2025.

ILLINOIS STATE MINIMUM WAGE CHART			
Effective Date	Regular Minimum Wage	Tipped	Minors Working < 650 hrs per year
1/1/24	\$14.00	\$8.40	\$12.00
1/1/25	\$15.00	\$9.00	\$13.00

HOW TO STAY IN COMPLIANCE WITH PA 101-0001

- New employees 18 years or older may be paid up to \$0.50 less per hour for the first 90 days of employment (training wage).
- Employees under 18 years of age who work less than 650 hours per calendar year may be paid at the rates on the chart above but are not eligible for the "Training Wage" reduction.
- Beginning January 1, 2020 if a worker under 18 years of age works more than 650 hours for the employer during any calendar year, they must be paid the regular (over 18) wage.
- Tipped employees may be paid 60% of the hourly minimum wage.
- Certain employees must be paid overtime, at time, and one-half of the regular rate, after 40 hours of work in a workweek.

For questions, please review the FAQ's on IDOL's website at www2.illinois.gov/idol/FAQs/Pages/minimum-wage-overtime-faq.aspx.



2024 Education Events Registration



___ JUNE 5 **NORMAL (DAY)**
*Normal Activity and Recreation Center
600 E. Willow Street, Normal, IL 61761*

___ JULY 9 **MT. STERLING (DAY)**
*KC Hall
Quincy Road, Mt. Sterling, IL 62353*

___ AUGUST 27 **ST. CHARLES (DAY)**
*Clarke Mosquito Control and Management
675 Sidwell Court, St. Charles, IL 60174*

___ SEPTEMBER 26 **WOOD RIVER (EVENING)**
*Wood River Township Community Room
49 S. 9th Street, East Alton, Illinois 62024*

County _____ Township _____

Address _____

City _____ State _____ Zip _____

Contact person name, email, and phone number:

Names & Email of those who will attend (please print clearly):

Supervisor: _____

Township Clerk: _____

Highway Comm.: _____

Assessor: _____

Trustee: _____

Trustee: _____

Trustee: _____

Trustee: _____

Collector: _____

Other/title: _____

Registration is \$50 per location, per person or \$400/township for up to nine attendees. On-site registration is \$75 per person. No refunds will be given once TOI has confirmed attendance with venue.

*Please make checks payable to the Township Officials of Illinois; mail to 3217 Northfield Drive, Springfield, IL 62702. Forms may also be emailed to kayla@toi.org. If you are paying by credit card, only Visa and MasterCard are accepted:

Name, as it appears on card: _____

Credit Card Number _____ Exp.: _____



2024 Scholarship Application



Each year, since 1989, the Township Officials of Illinois Scholarship Fund awards funds to graduating high school seniors to continue their education at Illinois colleges/universities.

A total of \$375,500 has been awarded to 222 students.

Any questions may be directed to TOI at 217-744-2212 or kayla@toi.org.

Please mail your completed application, postmarked no later than **March 1, 2024** to:

Township Officials of Illinois
Attn.: Scholarship Committee
3217 Northfield Drive
Springfield, Illinois 62702

Providing scholarships for Illinois students since 1989

Application



Name

Mailing Address

City, State, Zip

Phone

Email

Township in which you reside _____

County in which you reside _____

U.S. Citizen? Yes No Illinois Resident? Yes No

High School

City

State

Zip

Expected Graduation Date _____ Cumulative GPA* _____

College/University attending Fall 2024: (must be in Illinois)

School Name

City in Illinois

Expected Major:

***Please provide your *official sealed* transcript. Check with your school guidance department to verify that your transcript is official.**

TOI will award seven \$2,000 scholarships in 2024

Essay of not less than 500 words on *"The Role of Township Government in Today's Society and in the Future"* is attached, with signature, title, township/county of township official who was interviewed. This **MUST be an elected township official who serves on a township board in Illinois**. Please contact our office if you have any questions.

Name	Title	Township	County
Interviewee's Signature _____			

Extracurricular Activities (also include work experience)

(If additional space is needed, please attach separate sheet(s)).

By submitting this application, _____ agrees that the included essay was written
Applicant Name
without assistance from Artificial Intelligence (AI) such as ChatGPT or other AI text bots.

Signature of Applicant: _____ Date: _____

To be eligible, you must meet all of the following criteria:

- Must be a graduating Illinois high school senior.
- Must be applying to attend a university/college located in Illinois. Awards may not be deferred. If you need to change schools after being awarded a scholarship, please contact the TOI office as soon as possible.
- Must be a U.S. citizen and resident of Illinois.
- Must plan to attend a university/college in Illinois as a full time student.
- Must have a history of extracurricular activities that demonstrates a willingness to accept leadership responsibilities (student government, club officer, etc.) or a commitment to civic responsibility, social consciousness and a willingness to serve the community (community service projects, volunteer activities with local service agencies or charitable institutions, etc.)
- Must submit a 500-word essay on *The Role of Township Government in Today's Society and in the Future* that will include information gained from an interview with an **elected** township official.
- Must submit two letters of recommendation from teachers, counselors, local officials or business people.
- Must submit an official high school transcript.
- Must submit a cover letter and completed application form.
- Must be mailed or submitted online no later than March 1, 2024. *Faxed or emailed applications will not be accepted.*

All applicants should expect to receive written notification of a decision after April 1, 2024.

All scholarship awards are disbursed directly to the award recipient's school and must be used for the 2024-2025 academic year, awards may not be deferred.

TOI Scholarships

Seven \$2,000 Scholarships will be awarded to graduating high school seniors this year. Each year since 1989, the Scholarship Fund has awarded scholarships to graduating high school seniors to continue their education at Illinois colleges/universities. A total of \$375,500 has been awarded to 222 students over the years. The scholarships are named for people who have made significant contributions to township government:

The William Z. Ahrends Scholarship *(Established 1994)*

A strong advocate of local government, William Z. Ahrends served as Rooks Creek Township Clerk in Livingston County from April 1949 to August 1990. Mr. Ahrends was inspired to organize two township officials' associations, the Town Clerks Division of TOI and the Livingston County Association of TOI. A past president of the organization, he is the only person ever appointed director of emeritus of TOI.

The Troy A. Kost Scholarship *(Established in 1982, first awarded in 1989)*

Troy A. Kost, Highway Commissioner of Astoria Township in Fulton County, was a dedicated public servant and an active, avid leader devoted to the principles of township government. Mr. Kost spent most of his life working for and promoting township government in several capacities and was known as "Mr. Township Government" throughout the State of Illinois.

The Barbara Behm Scholarship *(Established 1991)*

Barbara A. Behm was an outstanding public official, devoted to her community and dedicated to township government. Serving as Township Clerk of Fremont Township in Lake County and later as the township's supervisor, Ms. Behm also was active with the Grayslake Fire Protection District, the Lake County Township Officials Association, and served on the organization's executive committee. Ms. Behm was also an outstanding member of the TOI Board of Directors.

The Carolyn Langan Scholarship *(Established 1982, first awarded in 1989)*

Carolyn Langan was chief of the Local Government Assistance Division of the Department of Local Government Affairs (now known as the Department of Commerce and Economic Opportunity). In that capacity, she was responsible for improving the skills of elected and appointed government officials. She was also instrumental in organizing statewide training programs that are still in use today.

The Delbert W. Miller Scholarship *(Established 1993)*

Delbert W. Miller was a dedicated public servant and leader in township government serving as Algonquin Township Highway Commissioner in McHenry County. In addition, Mr. Miller served local fire protection districts and the Wisconsin Aquaculture Association. Mr. Miller spent many years traveling throughout the State of Illinois searching for ways that township government could better serve the people and TOI's membership. He was serving as TOI President when he passed away in 1993.

The Robert L. "Bob" Tuner Scholarship *(Established 2008)*

This scholarship is in memory of the former Belvidere Township (Boone County) Supervisor, longtime TOI Board Member and former President of the Township Supervisors Division.

The George H. Miller Scholarship *(Established 2014)*

Established on September 5, 2014, by the TOI Board of Directors, this scholarship fund memorializes TOI's second "paid" leader and first executive director, George Miller, who served the association from 1979-1996 and died June 7, 2014. Known as "Mr. Township", Miller worked for the betterment of township government and for better educated officials.



GARY KOSNOFF
Principal

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HAPPY NEW YEAR!

Chuck Layer

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

2024... Holy smokes!! I hope that everyone had great holidays and you were able to spend some wonderful time with family and friends. It always seems that the time from just before Thanksgiving through the New Years just flies by. The planning, the traveling, the cooking, and everything else for the holidays. Along with the TOI Annual Educational Conference, and all the work on the Town Levy, hardly leaves any time to take a breath!

Well... we made it through again! With the holidays and all behind us, we can sit down behind the desk (or at the kitchen table), gather our thoughts, take a deep breath, and return to some kind of normalcy.

With January comes the Real Estate Property Exemption. Supervisors are usually responsible for verifying that this is completed and filed with your county Supervisor of Assessments. This maintains the tax-exempt status of any property owned by the township. As our brains start to clear from holiday fog and run at a normal operation again, we should also be thinking about the upcoming budget for the next fiscal year.

The Supervisors Board of Directors met on January 15th in Bloomington for our Reorganizational meeting. This is when we discuss all the final touches on our training workshops for the upcoming year. I personally am a long-time advocate for any and all educational opportunities that may present themselves. The Township Supervisors of Illinois (TSI) works together along with The Township Officials of Illinois (TOI) to provide its members a variety of workshops throughout the year that are beneficial to the duties and responsibilities that all elected township officials perform while in office. Again, this year—along with the cooperation of The Trustees Division, *thank you, Mike Reynolds!*—the TSI workshops will be geared towards Supervisor/Trustee responsibilities.

The TSI Educational Workshops for 2024 are:

- May 31st Collinsville, Double Tree
- June 21st Rockford, Radisson
- July 19th Bloomington, Double Tree

August 9th Rock Island, Bally's
Keep an eye on this magazine and your emails for registration information!

The winter weather is generally at its peak these months. Be sure to give all those good friends out there who are keeping our roadways safe to travel on, all the extra room you can when you see them. Those guys and gals can put in some long hours and a lot of miles this time of year, so let the rest of us be a little respectful of that. Y'all be safe out there!

It's been a pleasure this past year. I hope that there might have been something new for you along the way. I can definitely say that I learned a few things this past year! I hope that I have conveyed that education is a must—no matter how much you think you know—and we should strive to work together. After all, we should all be in this game for the same reason: to see that our constituents are served to the best of our abilities.

Well, THAT'S IT FOR NOW!

I hope that your 2024 is the best and **SMILE!** It's amazing the difference it can make 😊.





Pam Bruner



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

We preserve the history of our Township as it happens.

This month's article is submitted by: Bryan E. Smith, TOI Clerks Division Zone 1 Director and Chair, Ahrends Award Committee.

When the Ahrends Award selection committee met in mid-September, they had several submissions to read. However, after reading all the submissions it became quite clear that the UNANIMOUS choice of the committee was twenty-two-year Clerk Joe Burgess from Washington Township in Will County. Joe serves in a township with a population of 6600 and he solely has been responsible for creating and maintaining the Township's website which has been selected as TOI's Best Website (based on population) on three separate occasions as well as maintaining the township's social media platforms. Clerk Burgess has added several services for township residents including voters registration, free notary service, Benefit Access Program assistance, Early Voting for every election, and offering temporary handicap placards for residents who are in need. Probably Clerk Burgess' biggest passion is helping and providing activities and programs for the senior citizens of Washington Township. He has been the driving force behind many of the township's senior activities and programs.

Clerk Burgess' community involvement and dedication to cooperation with government organizations and other local groups has contributed

to keeping the township at the forefront of the community. When the taxpayers reach out to Clerk Burgess with a request, he is quick to research and provide what the community is asking for. After reading all the accomplishments of Clerk Burgess over his 22 years as Clerk, the Committee unanimously picked him as the 2023 Winner of the William Z. Ahrends Award. I might add that I knew Mr. William Z. Ahrends when he served as a Clerk from Livingston County and as a member of TOI's Board of Directors. He would have been very proud of Clerk Joe Burgess for keeping Township Government at the forefront.

Congratulations Clerk Joe Burgess, Washington Township, Will County.



Bryan E. Smith presents Washington Township (Will Co.) Township Clerk Joe Burgess the 2023 Ahrends Award.

I would like to send out a big thank you to Bryan E. Smith for the time he has collaborated with the TOI Clerks Board as Division Zone 1 Director and chair, Ahrends Award Committee. Bryan was always there to help and support the TOI Clerks with his expertise and wisdom. He did a fantastic job keeping our presence on social media platforms. Bryan has resigned his position as Clerk for Long Creek Township (Macon Co.), therefore making him ineligible to serve on the TOI Clerk Board.

Bryan, thank you for your commitment to Township

government and for your steadfast commitment to improve the quality of government at the Township level. We are beyond grateful to have had you serve on the Board and wish you the best of luck in your next chapter.

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.



Craig Smith



**President, Township Highway Commissioners of Illinois
Highway Commissioner, DeKalb Township, DeKalb Co.**

I would like to start by introducing myself.

My name is Craig Smith, Highway Commissioner for DeKalb Township, and I have served as the Highway Commissioner since 2013. I have lived in DeKalb Township my entire life. I am married and have 2 adult children and 1 grandchild.

I would like to thank the Township Highway Commissioners of Illinois for allowing me to serve as the President of this organization. I would also like to let all Highway Commissioners know that I will always try to be available to talk and help in any way.

I feel a Highway Commissioner should be very open to change and always strive to educate themselves in order to keep the people traveling on their roads as safe as possible.

In the 10 years I have served as Highway Commissioner, I have attended as many educational events as possible, and I have always walked away learning something. Sometimes just talking to other Highway Commissioners and finding other ways to do things has been just as beneficial, as we discuss how to keep people traveling the roads safe even when road work occurs.

I want to ask all Highway Commissioners to try harder than ever to educate themselves in order to

make all township roads in the state of Illinois the safest they can be to the public.

On my first day as a Highway Commissioner, I started setting up my office from the former Highway Commissioner, and I looked at a sign hanging in the office that said “NO ONE KNOWS WHAT I DO UNTIL I DON’T DO IT.” At the time I thought it made a lot of sense, but I feel differently now. I believe everyone needs to know what we do and just how much effort we put into making our roads the best they can be in order for the people of Illinois to understand what a vital part of the state infrastructure we are.

Wishing you all a productive and efficient 2024.



Attendees at the January 5 ECIHCA meeting in Guifford.



The East Central Illinois Highway Commissioner Association (ECIHCA) held a meeting on January 5 in Guifford, Illinois. TOI Executive Director Jerry B. Crabtree (left) and TOI Director of Member Services Brad Ruppert (right) spoke to attendees.

*EAST CENTRAL ILLINOIS HIGHWAY
COMMISSIONERS ASSOCIATION*

DUES & SPRING SEMINAR REGISTRATION 2024

March 26-27 | Decatur Conference Center & Hotel | 4191 US-36, Decatur, IL 62522

Name _____

County _____ Township _____

Address _____ City _____ Zip _____

Phone Number _____ E-Mail _____

Dues Paid Highway Commissioners Registration is \$60.00
Non-Dues Paid Highway Commissioners Registration is \$110.00

Guest Name _____ Title _____

Guest Name _____ Title _____

Guest Registration is \$60.00 per guest

Spouse/Child Name _____

Spouse/Child Registration is \$45.00 each

Mail form and check to: ECIHCA, P.O. Box 407, Blue Mound, IL 62513

_____ X \$40.00 = \$_____ 2023 ECIHCA Dues Payment
_____ X \$60.00 or _____ X \$110.00 = \$_____ enclosed for Highway Commissioner's
Seminar Registration
_____ X \$60.00 = \$_____ enclosed for Guest's Seminar Registration
_____ X \$45.00 = \$_____ enclosed for Spouse's or Child's Seminar
fee
\$_____ TOTAL AMOUNT ENCLOSED

REMEMBER: Registration at the door will cost you \$25.00 extra!



Kane County Assessors Association

Deb Lane

CIAO-I Multi-Township Assessor
Meriden, Ophir, Troy Grove Twp., LaSalle Co.

On the road again...I met up with a fellow assessor Hal Ament, Northville Twp. LaSalle County and we traveled to Batavia in Kane County for their Annual Christmas Party/Meeting.

Tammy Kavanaugh, KCAA President was finishing up on the Election of New Officers when we arrived. After the luncheon we had a photo of those present by the Christmas trees—assessors, office personnel, Mark Armstrong, CCAO Kane County, Hal, and I.



Kane County Assessors Association at their December Meeting.

Prior to the photo, I walked around the room and talked with many of those present—since I knew quite a few Assessors from a prior Kane County meeting, IPAI classes, and TOI Conferences. Mark Armstrong congratulated me on being presented with the *Marshall Theroux Award* this spring at the IPAI State Conference! Mark was missed at the Conference; I still cannot believe I received the award.

That brings me to requested nominations for the following awards from IPAI:

Marshall Theroux Award

Outstanding Achievement in Property Assessment Awards: Large Jurisdiction

Outstanding Achievement in Property Assessment Awards: Small Jurisdiction

You can find the nomination information on IPAI website ipaieducation.org/resources/awards.

Marshall Theroux Award nomination is for an outstanding person with High Ethical Standards, Professional Achievement, and Dedication to the

Service of Others.

Outstanding Achievement in Property Assessment Awards for Large and Small Jurisdictions is for an Elected, or appointed CIAO, in a Large Township or Large County and for Small Township or Small County, each nomination for Large or Small Jurisdiction Award is judged on the following factors:

Assessment Accuracy

Innovation

Collaboration

Ethics

Please take time to fill out and submit a nomination form for these three available Awards.

I would like to thank Tammy Kavanaugh and Riley Kavanaugh for their Christmas Cheer!

The Christmas season seems to go by so fast—with a blink of an eye it's 2024. The IAA Board wishes all Township Assessor Officials, their staff, and families a Blessed New Year!

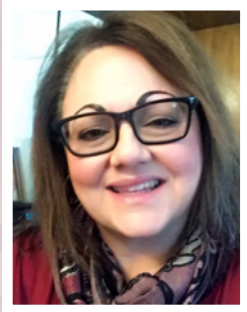


Riley Kavanaugh; Meriden, Ophir, Troy Grove Townships (LaSalle Co.) Multi-Township Assessor Deb Lane; and Batavia Township (Kane Co.) Assessor Tammy Kavanaugh.

**And to all the Township Officials in Illinois—
Happy New Year!**

If you have an idea for an article, please let me know. You can email me at dlane@udnet.net, or regular mail to Box 54, Troy Grove, IL 61372 or call me at cell 815-343-2127.





Tina Houdek

President, AITCOY

A Message from the President

It was so good to see everyone at the TOI Annual Education Conference. Many familiar faces and many new faces. With that being said, AITCOY is looking forward to a year of further advancing our mission; to advance the professional identity of Township Committees on Youth by providing leadership, professional training, community education, and networking to enhance the quality of life for youth and families in townships throughout Illinois. At this year's conference, AITCOY raffled off a free 2024 AITCOY Membership. Congratulations to Edwardsville Township. We are excited to have you be a member.

With 2024 here, I wanted to remind you that AITCOY membership is now open. Please consider joining. If you are interested in youth and family related topics, AITCOY offers many benefits to their members. You can become a member regardless of whether your Township has a youth division. We are invested in continuing to grow our membership. As a reminder, membership benefits include the following:

- Access to Professional Development Workshops, in-person and virtually.
- Networking Opportunities.
- Access to our Website and Marketing Opportunities.
- Best Practices and Technical Assistance in Youth Programs and Services.
- Township Awards presented at the Township Officials of Illinois Annual Educational Conference.

Please see the next page for the membership form. This year we are continuing to offer an early bird rate as an incentive for all members, current and new. Also, membership forms can be found on our website at www.aitcoy.org. Your continued membership and support is greatly appreciated.

In the meantime, stay warm and continued best wishes in 2024.

Stay warm,
Tina Houdek

Did You Know?

Did you know... that the month of February is Teen Dating Violence Awareness Month? Trying to navigate dating in general is tricky. It takes effort to make sure that each person's boundaries are respected, to make sure you are able to communicate with the other person effectively and respectfully, and to know what is healthy versus unhealthy when it comes to dating and relationships. Trying to navigate dating and all of these aspects as a teen is even harder. Teens are at a more vulnerable age where they might not know healthy versus unhealthy behaviors or they might not know how to set boundaries with their partners. This can lead to teen dating violence which can include physical abuse, emotional or mental abuse, stalking, harassment, and/or sexual abuse. Teen dating violence can happen either in-person or through other means like texting or over social media.

How can you help your teen stay safe while dating?

- Make sure to always approach the topic of dating with your teen in a non-judgmental and respectful manner.
- Spend time educating your teen on healthy versus unhealthy behaviors in relationships.
- Let your teen know that they can always come to you with questions or concerns where you will listen in a non-judgmental manner.
- Role model a positive relationship for your teen—they will learn what is healthy and unhealthy; acceptable versus unacceptable from what they see in your own relationships. Even from your relationship with them.
- Role model effective communication and healthy boundaries.
- Work with your teen to establish healthy boundaries within all areas of their lives.
- Help your teen practice assertiveness.
- Guide them to alternative resources and help if they do ever experience teen dating violence.

Written by: Stephanie Sienkiewicz (Wayne/Winfield Area Youth/Family Services [WAYS]) Representing Wayne & Winfield Townships



www.aitcoy.org

2024 Membership Information Form

For your convenience, you can join on our website at www.aitcoy.org

Organization Name: _____
 Mailing Address: _____
 City & Zip Code: _____
 Township & County: _____
 Phone: _____
 Fax: _____
 Website: _____
 E-mail: _____

Please indicate a designated representative to AITCOY. You may also indicate an alternate if desired:

_____	_____
Name	Title
_____	_____
Name	Title

Please answer the following questions:

- I am interested in hosting a quarterly business meeting. Yes No
- A workshop topic I would like to see presented at a quarterly business meeting would be:

- Do you have a Committee on Youth? Yes No
- What types of youth services do you offer?

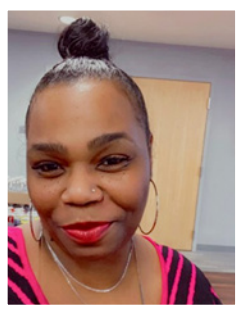
Please check appropriate membership category:

- Regular Member (associated with a Township) Associate Member (non-voting, not associated with a Township)

Annual Member Dues for 2024: **Early Bird thru 3/31/24 \$70.00**
After 3/31/24 \$75.00

Please make check payable to "AITCOY."

Mail check and this form to:
 Richard Lyon, LCPC
 AITCOY Treasurer
 Maine Township
 1700 Ballard Rd.
 Park Ridge, IL 60068
 (847) 297-2510 x 272
 rlyon@mainetown.com



2024 Updates

Lakeela Jennings



President, ITAGAC

Happy New Year! I hope you enjoyed your holidays and were able to spend time with your loved ones. Life is short and time is precious, let us make every moment count! With that said, I am excited and thankful to see us make it to 2024 and see what exciting new things we can bring your way.

Our first General Assistance Caseworkers Workshop was held on January 25th. It featured guest speaker Marie Dade, the Service Extension Director. She discussed the Salvation Army programs and how they are beneficial to your townships. These programs include Service Extension funds, Nicor Sharing, Energy Aide, the Senior Program, and Pathways to Hope.

The Association is extremely excited to announce we are having our third annual General Assistance Caseworkers Conference in April. It has become such a success, and it has been received well by all who have attended. Our goal is to continue to keep reaching out to your townships, giving important, knowledgeable, and vital information as much as we can to continue to serve throughout Illinois. More information will come regarding the conference later. We continue to thank each and all who have attended and hope to see you again this year. Please pass on this information to your fellow neighboring township if you want—the more, the merrier.

For those who were not able to make TOI in November, there have been changes that occurred to the association. The following members are as such, **Lakeela Jennings, President**, Thornton Township; **Kindra Cunningham, Vice President**, Fondulac Township; **Mary Jo Imperato, Treasurer**, Hanover Township; and **Corey Dewey, Secretary**, Elk Grove Township.

The association is accepting renewal and new memberships. Please consider continuing and for the new memberships, joining the General Assistance Caseworkers Association for \$50.00 for two caseworkers or less members and \$100.00 for three or more caseworkers. The fees cover the cost of the educational workshops, quality trainings and resources, and supports the annual conference, Township of Illinois Association Conference.

If you have topics you would like to see in the articles or at the workshops, please contact me, ljennings@thorntontwp.com, I would love to share what everyone is doing throughout the state and give information that may be needed for all.

I thank you for your hard work and dedication to assisting residents in need.
Respectfully submitted,
Lakeela Jennings, President

To become a member, please mail payment to:

Illinois Township Association of General Assistance Caseworkers
c/o Mary Jo Imperato, Hanover Township, 7431 Astor Avenue, Hanover Park, IL 60133

- Yes, we want to be a member. My \$50.00 check is enclosed for 2 caseworkers.
- Yes, we want to be a member. My \$100.00 check is enclosed for 3 or more caseworkers.
- No, I do not wish to join, but please keep me on your mailing list.

Name	Township
Address	City and Zip Code
Email Address	Phone Number



ITASCSC “Got On Board” at TOI

Session Highlights: Aging Unbound, Aging in Place, and Crafting Connection

Pamela Mahn Director of Senior Services for Oak Park & River Forest Townships
Interim Township Manager for Oak Park Township, and ITASCSC Treasurer

ITASCSC’s Candyland-themed booth received rave reviews from TOI attendees this year! We enjoyed greeting so many visitors at the ITASCSC booth, educating staff and elected officials from Townships across the state about the benefits of joining our division, and collecting pages of email addresses with requests for follow-up information on becoming a member of ITASCSC.



ITASCSC members Rick Kinner (Gardner Township) and Lynndah Lahey (Wheeling Township) in the TOI booth.

ITASCSC offered three educational programs during the TOI 116th Annual Educational Conference this year; all of which were very well-attended. Thank you to everyone who chose ITASCSC sessions to participate in and learn from. If you weren’t able to join us, a brief recap follows—you might wish to offer similar programs or services at your own Township.

Session 1—Aging Unbound

Our first educational session, “Aging Unbound,” was presented by award-winning podcast creators Catherine Marineau and Gail Zelitzky. Recipients of the 2022 *Turn the Page on Age* Award from Chicago Innovation and Village Chicago, Catherine and Gail are the creative brains behind their innovative “Women Over 70—Aging Reimagined” podcast.



Presenters Gail Zelitzky (L) and Catherine Marineau.

Marineau and Zelitzky touched on the following points and provided real-life examples of older women continuing to make fantastic contributions to their communities as they age:

- We are all aging.
- Focus on older adults as contributors *and* recipients of Township services.
- Discussion on how older adults enrich everyday lives of residents in our communities.
- We all have the opportunity to radically reinvent and reimagine the process of aging for ourselves and for each other.



TOI attendees in the “Aging Unbound” session.

Attendees were able to hear clips of their most inspiring podcast interviews, all of which featured Illinois-based women over 70 who exemplify courage, curiosity, contribution, and creativity as they age:

- Marcia Ross on *Culture and History*
- Nora Natof on *End-of-Life Options*
- Helen Shiller on *Political Activism*
- Jacky Grimshaw on *Necessity of Transportation*
- Diane Valletta on *The Importance of Communication*

If you'd like to hear the full podcasts and many more episodes, learn more about Catherine Marineau and Gail Zelitzky, or discover more about their podcasts, additional events, and resources, please visit womenover70.com.

Session 2—Aging In Place

Dr. Kirsten Davin and Leslie Ladage joined us to present “Aging in Place—Methods and Resources for Independent Living During the Golden Years.”

During this session, attendees learned about all the advances and improvements in active aging. Davin and Ladage covered accessibility/ADA standards, technology, equipment, and greater attention to Universal Design, risk reduction, and safety awareness.



Presenters Dr. Kirsten Davin (L) and Leslie Ladage.

This session was also full of the following thought-provoking information:

- *What is Aging in Place, and why do we care about it?*
- *Components to successfully Aging in Place—person, place, and support network converging to allow one to remain at home.*
- *Benefits of Universal Design—designing for everyone.*
- *Safe at Home checklist.*
- *Illinois Assistive Technology Program (IATP) activities and services provided through leveraged funding.*
- *Smart Home technology, tech Kitchen: plan, prep, cook, and IATP makers.*
- *IATP—training, presentations, tours of AT Demonstration Center, smart Home, makers, and tech kitchen.*
- *Professional development on all assistive technology topics.*
- *Categories of assistive technology: vision, hearing, speech communication, daily living, environmental adaptation, computers; learning, cognition, and development; mobility, seating and positioning; recreation, sport, and leisure.*

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Cranes, Platforms, Liftgates, Van Bodies, Snow Plows and Salt
Spreaders. We can make hydraulic hoses while you wait!!!



Wet Kits



TOI attendees busy during the crafting session.

Session 3—Crafting Connection

An annual TOI favorite! This session, sponsored and presented by Schaumburg Township, offered participants supplies and instructions for easily replicable winter-themed crafts to take back to their Townships to host their own crafting session. Attendees left with one or more fully completed craft items to take home. They also enjoyed:

- Having an opportunity to network with other Township officials and staff.



Becky Cordes, Schaumburg Township.

- Sharing information, resources, and ideas for other programs, trips, and educational sessions hosted at their Township.
- Having FUN!

We are grateful to our presenters for providing their time and expertise to engage attendees in the various sessions offered. The discussions, videos, quizzes, and interactive QR codes for gathering responses, giveaways, and valuable resources are all fantastic tools and information to utilize in our Townships and benefit the older adults, family members, and caregivers we serve. Thank you all!

For more information about ITASCSC (Illinois Township Association of Senior Citizen Services Committees), visit us at itascsc.net. If your Township offers services to seniors—or would like to start—and isn't a member of ITASCSC yet, complete a membership application (available in the Forms section on the website) and submit it with your payment. Get access to members-only resources and the opportunity to work alongside a great network of professionals serving older adults! If you have questions, reach out to ITASCSC President Becky Cordes at Schaumburg Township: 847-884-0030.



**2024 Education
Events**
SIGN UP TODAY!



REGISTER AT TOI.ORG



Municipality Absolved of Duty of Care for Non-Intended Bicyclist on Roadway

Steve Judge

Judge Law, LLC

In the case of *Alave v. City of Chicago*, the Illinois Supreme Court reversed the appellate court's ruling that the City of Chicago owed a duty of care to the plaintiff, Clark Alave, who sustained injuries while riding a bicycle and hitting a pothole on a roadway near a Divvy station. *Alave v. City of Chicago*, 2023 IL 128602. The case revolved around whether the City owed a duty of care to Alave as both a permitted and intended user of the roadway.

Alave's amended complaint alleged negligence by the City, asserting that the City allowed the formation of a pothole due to cuts in the roadway, causing his injuries. The City argued it owed no duty to Alave under the Tort Immunity Act because he was not an intended user of the roadway at the accident site.

The circuit court granted the City's motion to dismiss, finding that although Alave was a permitted user, he failed to prove that he was an intended user of the roadway, thereby absolving the City of duty under the Tort Immunity Act. However, the appellate court disagreed, reasoning that Alave was both permitted and intended to use the roadway due in part to the nearby presence of a Divvy bicycle rental station, thus reversing the circuit court's decision.

The Illinois Supreme Court reversed the appellate court's judgment, analyzing factors to determine intended use, such as signage, markings, customary use, and necessity. The Court concluded that none of the factors presented by Alave, either individually or combined, were sufficient to establish that Alave was an intended user of the roadway under the Tort Immunity Act. The Court specifically highlighted that the absence of signage or markings indicating intended bicycle use, prohibitions on riding bicycles on sidewalks, and the proximity of the Divvy station were insufficient to establish intent by the City for bicycle use on that specific roadway.

Tort Immunity Act Section 3-102(a)

The Illinois Supreme Court addressed the City's appeal regarding the dismissal of the plaintiff's

complaint. The primary issue on appeal was whether the City owed any duty to the plaintiff under section 3-102(a) of the Tort Immunity Act, which imposes a duty on local public entities to maintain their property in a reasonably safe condition. 745 ILCS 10/3-102(a) (West 2018).

The Court clarified that a section 2-619 motion to dismiss aims to resolve legal issues or easily provable factual matters at the outset of litigation. The motion allows dismissal when a claim is barred by other affirmative matters that nullify the legal effect of the claim.

The Court emphasized that Section 3-102(a) places a duty on local public entities to maintain property for individuals they intended and permitted to use it in a reasonably foreseeable manner. The Act outlines that the entity is not liable for an injury unless it had actual or constructive notice of an unsafe condition and failed to take timely measures to address it.

The Court underscored that the burden of proof rests on the plaintiff to establish all elements of a negligence claim, including duty, breach, and proximate cause. Notably, the Act's requirements of actual or constructive notice serve as elements of a negligence claim rather than granting immunity to the entity.

Moreover, the Court reviewed prior Illinois precedents including the cases of *Wojdyla*, *Vaughn*, and *Sisk*. These cases established that municipal intent for use under section 3-102(a) necessitates affirmative manifestations designating the property for specific uses. In instances where such manifestations were absent, courts ruled against finding intended use, thus absolving the municipality from liability.

The Impact Of Affirmative Manifestations, Or The Lack Thereof, When Determining Intended Use

The Illinois Supreme Court's analysis in this case revolves around determining the intended use of municipal property concerning bicycle use. The court first refers to the principles established in

previous pedestrian-related cases and how they were subsequently applied to incidents involving bicycles. In the case of *Boub*, where a plaintiff was injured while riding his bicycle across a bridge, the court highlighted the importance of examining signs, pavement markings, and other physical indicators to ascertain the intended use of the property. *Boub v. Township of Wayne*, 702 N.E.2d 535 (1998).

Pedestrian Use: In *Wojdyla*, the court determined that the victim crossing the highway was not an intended user of that section of the road based on the property's nature. *Wojdyla v. Park Ridge*, 148 Ill. 2d 417 (1992). The court highlighted that roads, marked and regulated for automobiles, lacked the intended designation for pedestrian use outside marked or unmarked crosswalks. *Vaughn* echoed this reasoning, stressing that the duty owed by municipalities depends on whether the use was permitted and intended, not on how the injury occurred. *Vaughn v. City of West Frankfort*, 166 Ill. 2d 155 (1995). It concluded that crossing outside designated crosswalks did not establish the plaintiff as an intended user, absolving the city of liability. Similarly, *Sisk* affirmed that rural country roads lacked manifestations indicating pedestrian use, thus absolving liability where the plaintiff fell from a bridge due to obscured edges. *Sisk v. Williamson County*, 167 Ill. 2d 343 (1995).

Bicycle Use: Building on pedestrian use principles, the court in *Boub* addressed bicycle use. It emphasized the significance of physical manifestations, such as signs or pavement markings, to establish intended use. The absence of such indications led to the conclusion that the plaintiff bicyclist was not an intended user of the road or bridge, leading to summary judgment in favor of the defendants. *Boub*, 702 N.E.2d 535 (1998).

Divvy Stations: Plaintiff contended that the matter was a case of first impression in Illinois due to the

evolution of bicycle culture, including the existence of Divvy stations, leading to claims of a differentiated context compared to past precedents. However, while the presence of modern bicycle rental stations is new, it does not alter the fundamentals of established precedent. In the case of modern bicycle rentals and Divvy stations, the Illinois Supreme Court maintained that these new factors do not fundamentally change established precedent. Instead, they add to the multifactor analysis required to ascertain the intended use of municipal property.


The court's consistent stance highlights the importance of considering property designations and manifestations to ascertain intended use, guiding liability determinations under the Tort Immunity Act.

Illinois Supreme Court Analysis

The Court found that the Divvy station's presence alone did not definitively establish the City's intent for bicycling on that particular roadway. Even though the Divvy program might indicate a general encouragement of bicycle use, it did not explicitly signify the intended use of that specific site for bicycling.

The Court also addressed the Chicago Municipal Code, highlighting that while it grants bicyclists the same rights as motorists, it does not necessarily imply that every street is intended for bicycling just because it's permissible. The absence of signs or pavement markings designating the roadway as a bicycle lane did not solely determine the intended use.

The Court scrutinized the Divvy station's role and concluded that, in the absence of clear indications or specific manifestations from the City, the Divvy station and signs were not affirmative physical evidence establishing the City's intent for bicycling at the accident site.



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

READY FOR THE DEFENSE

The Court emphasized the need for a nuanced, property-specific analysis and criticized the appellate court's broad conclusions, underscoring the importance of discerning the City's intent for the particular property under consideration rather than making generalized assumptions based upon the presence of a Divvy station.

Additionally, Chicago Municipal Code Section 9-52-020(b) regulates bicycle use on sidewalks. The Court clarified that while this ordinance does not permit unrestricted bicycle use on sidewalks, it does allow bicyclists to use sidewalks to access designated areas like bicycle lanes, roadways, intersections, or Divvy stations. The Court emphasized that the absence of permitted use on sidewalks does not indicate the city's intent for bicycle use on the roadway.

The presence of a bicycle rack near the Divvy station was also examined. However, the Court determined that although observable, the bicycle rack did not manifest any affirmative intent regarding the bicyclist's use of the accident site.

The court further analyzed the City's response to a special interrogatory regarding the expectation

of cyclists walking their bicycles. It concluded that foreseeability of use is distinct from intended use and does not alone establish the city's intent for bicycle use on the street.

Conclusion

Ultimately, after considering all relevant factors, the Illinois Supreme Court ruled that bicycling on the roadway at the accident site was not both a permitted and intended use. As a result, the City did not owe the bicyclist a duty of care pursuant to Section 3-102(a) of the Tort Immunity Act. Consequently, the Illinois Supreme Court reversed the appellate court's judgment and affirmed the circuit court's decision to dismiss the bicyclist's complaint. This decision clarifies the interpretation of the law regarding bicycle use on roadways and sidewalks and sets a precedent for future cases involving similar circumstances.



Join us for the **2nd Annual TOIPAC Golf Outing**
Township Officials of Illinois Political Action Committee

Friday, August 23, 2024
10:00 a.m. Shotgun Start

Lincoln Greens Golf Course
700 East Lake Shore Dr. Springfield, IL 62712

Box lunch, drink cart access, and a gift bag.
Contact brad@toi.org for more information regarding registration.

Township Checks or Township Credit Cards are not accepted.
Please make checks payable to TOIPAC.
Mail to 3217 Northfield Drive., Springfield, IL 62702.

The Township Officials of Illinois Political Action Committee complies with all reporting requirements required by the State Board of Elections. No Township funds are accepted to support activities of TOIPAC, all donations must come from personal accounts.

Ad paid for by the Township Officials of Illinois Political Action Committee Funds

A white golf ball on a red tee, featuring the TOIPAC logo. The logo is circular with a gold border and contains the text 'THE TOWNSHIP OFFICIALS OF ILLINOIS POLITICAL ACTION COMMITTEE' around the perimeter and 'TOIPAC' in the center over a map of Illinois.

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Blackberry Township



Blackberry Township/Kane Co. Highway Commissioner Rod Feece, left, hosted a retirement lunch for Bill Mangers, right, recognizing his 25 years of service to Blackberry Township.

Kane County



Township Officials of Kane County held their Annual Dinner on October 25, with TOIRMA Representative Matt Knight, right, as a featured speaker, pictured here with TOI Board Member and Blackberry Twp./Kane Co. Clerk Lisa Hodge.

Long Creek Township

Erin J. Valentine was appointed on December 26, 2023 to serve as Long Creek Township (Macon Co.) Township Clerk replacing Bryan E. Smith who resigned. Erin will serve until May 2025. Erin previously worked as the Associate Editor of *Township Perspective* before her retirement. Congratulations, Erin!



Erin J. Valentine (left) taking the Oath of Office from notary public Joanna Lambert

Loran Township

Celebrating Trustee Ken Baldauf on his retirement from the Loran Township Board. He began this position in 2007.



L to R: Trustee Brad McWorthy, Supervisor Marv Edler, Trustee Ken Baldauf, Road Commissioner Dakota Sargent, Clerk Deb Foust.

Bruce Township

Bruce Township (LaSalle Co.) donated Christmas gifts to the Arc Nursing Home in Streator, IL.



Bruce Township (LaSalle Co.) Assessor Andrea Zadkovich-Blakemore, Anne Winterrowd, Talitha Gwaltney, Trustee Margie Kreier, and Trustee Randy Baumrucker packing gifts to donate.

O'Fallon Township

O'Fallon Township recognized an employee who retired after 37½ years of service to O'Fallon Township Road District.



Gerard Helldoerfer is pictured (on right) receiving a plaque of recognition from O'Fallon Township Highway Commissioner Mark Downs.



Gifts for residents at the Arc Nursing Home in Streator, IL.

Empowering Financial Freedom for Illinois Townships

Michael W. Frerichs, Illinois State Treasurer

Happy New Year to all Township Officials across the State of Illinois!

Since being inaugurated in 2015, my mission has been *Giving You Tools to Invest in the American Dream*, and my staff has worked tirelessly to deliver on this commitment as we serve individual Illinoisans and their communities.

At the heart of my office's offerings for communities is a key treasury management program—**The Illinois Funds**, a \$19 billion investment pool managed on behalf of state agencies and local units of government. The investment approach is cautious, to ensure the preservation of principle—but the investment returns can be significant. First established in 1975, **The Illinois Funds** is an essential tool for over 1,500 governments, including 88 townships, seeking a secure and efficient means of managing their cash and investments, while complementing existing banking relationships.

Key Benefits of the Illinois Funds

- **Security and Expert Management:** Our investment strategy prioritizes the safety of principal, providing local governments with a trustworthy and secure investment platform. Since 1996, the pool has maintained the highest investment-grade credit rating (AAA). *It is important to note that the funds cannot be swept by the General Assembly or used for any other purpose.*
- **Liquidity and Flexibility:** **The Illinois Funds** offers liquidity and flexibility, allowing local governments to access their funds when needed. This ensures they can meet financial obligations promptly and respond to unexpected challenges. There are no minimum balance requirements. Investments can be overnight or long-term, with same-day access to funds without redemption fees or penalties.
- **Optimized Returns:** By participating in **The Illinois Funds**, townships gain access to a diversified investment portfolio designed to achieve optimized returns while adhering to stringent investment guidelines and prioritizing low-risk, high-quality securities. Since I took office, **The Illinois Funds** has earned more than \$1.5 billion—*just under \$1 billion in 2023 alone*—for taxpayers through safe, smart investing.

- **Compliance and Transparency:** Operating with full transparency, all investments align with all state statutes, including diversity, environmental, sustainability, and governance targets. For additional peace of mind, our Portfolio Management team works to ensure compliance with credit rating agencies to maintain that AAA rating.

Maximizing Fiscal Potential for Townships

- **Supporting Infrastructure Projects:** Returns earned from participation in the **Illinois Funds** can be directed towards vital infrastructure projects, contributing to the development and enhancement of townships statewide.
- **Enhancing Public Services:** By optimizing investment returns, townships can allocate additional resources to public services, ensuring residents receive top-quality amenities and services.
- **Strengthening Financial Resilience:** **The Illinois Funds** can serve as a crucial tool in building financial resilience for townships statewide. Harnessing the benefits of sound investment practices equips townships to navigate economic challenges effectively. *Every dollar earned in interest is one less dollar levied on taxpayers or needed in grants.*

Empowering Financial Freedom for Illinois Townships

We take pride in being a partner in progress for townships across Illinois, by providing the financial infrastructure necessary for growth and stability. We invite you to learn more about **The Illinois Funds** program at www.IllinoisFunds.com or contact our team directly at +1 (800) 9-IPTIP-9 (+1 (800) 947-8479).

Thank you for your dedication to the financial health of our townships. Together, we can pave the way for a prosperous future for all communities in our state.

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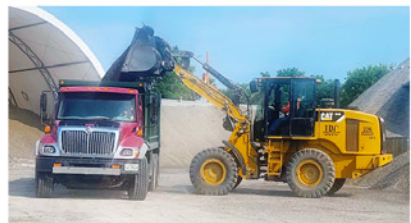
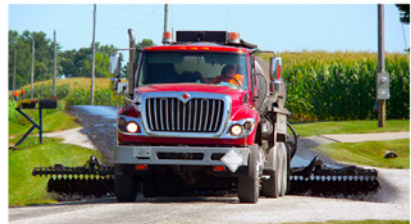
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Lancaster Township has the right to refuse any and all bids.

Contact Chad Weber, Road Commissioner, with any questions at 815 233-4500.

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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

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- Decennial Committee Report Guidelines
- Statement of Economic Interest & more!

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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 forms deadline		
02/01/24	Economic Interest Statement Names to County Clerk		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. Report is due each month.
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 single township road district 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 may 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. (Do not adopt at the annual town meeting.) The township budget may be adopted at the public hearing. The road district budget shall 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. CPA audit required at end of supervisor's term or if vacancy occurs anytime in the position of supervisor.
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	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.

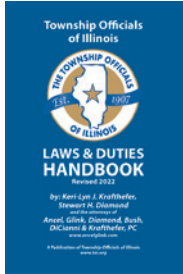
*Assumes fiscal year begins April 1

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.

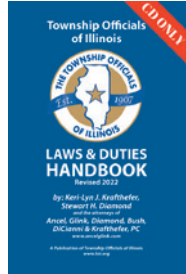
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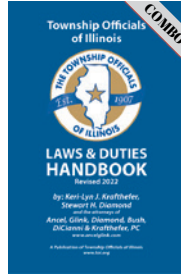
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2022 Laws & Duties
\$35



2022 Laws & Duties CD
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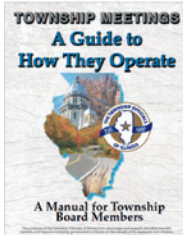
2022 Laws & Duties
Combo
\$45



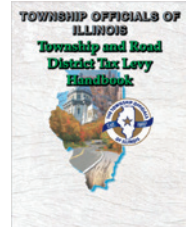
What's My Job?
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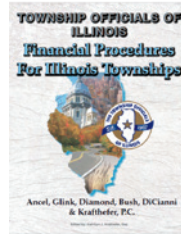
2021-2025 TOI Directory
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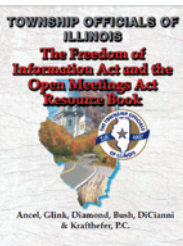
Township Meetings: A
Guide to How They
Operate
\$15



Township and Road
District Levy Handbook
\$15



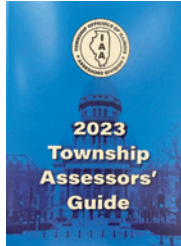
Financial
Procedures for
Illinois Townships
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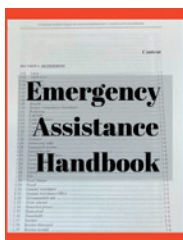
FOIA & OMA
Resource Book
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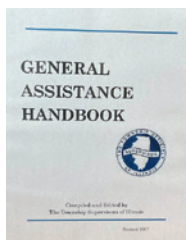
Desk Reference Set
\$45



2023 Township
Assessors' Guide
\$20



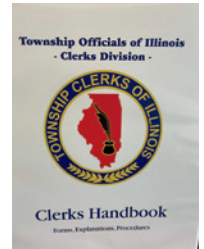
Emergency Assistance
Handbook
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General Assistance
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Clerks Handbook

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



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IN MEMORIAM

James Peyton “Pate” Phillip, Jr., 93 of Wood Dale died November 21. Pate served as Illinois State Senator (R-23) 1975-2003 and as the President of Illinois Senate (1993-2003). He was also a former Trustee of York Township (DuPage Co.)

Eugene Bogner, 91, of Sparland died November 26. He was a former Trustee of LaPrairie Township (Marshall Co.)

John Bollivar, 94, of Prophetstown died December 14. He was a former Supervisor of Prophetstown Township (Whiteside Co.)

Kenny Bolte, 63, of Minooka died November 15. He was a former Highway Commissioner of Seward Township (Kendall Co.)

Richard “Dick” Border, 89, of Hebron died October 19. He was a former Highway Commissioner and former Trustee of Hebron Township (McHenry Co.)

Lyle Lawson, 87, of Carthage died December 2. He was a former Trustee of Carthage Township (Hancock Co.)

Donald Christensen, 92, of Walnut died November 2. He was a former Highway Commissioner of Walnut Township (Bureau Co.)

Craig Culp, 65, of Maroa died December 10. He was currently serving as Supervisor of Austin Township (Macon Co.)

Barbara Damisch, 89, of Hampshire died December 6. She was a former Township Clerk of Rutland Township (Kane Co.)

Joe Farris, 80, of Tremont died October 23. He was a former Trustee of Dillon Township (Tazewell Co.)

Harold Fisher, 86, of Brownstown died November 19. He was a former Township Clerk of Otego Township (Fayette Co.)

Kathleen Hendricks, 82, of Sycamore died December 15. She was a former Township Clerk of Sycamore Township (DeKalb Co.)

Arlyn Hinrichs, 74, of Coleta died November 28. He was a former Trustee of Genesee Township (Whiteside Co.)

Kenneth Jett, Sr., 96, of Litchfield died November 6. He was a former Trustee of South Litchfield Township (Montgomery Co.)

Karl Jordan, 84, formerly of Pekin died December 16. He was a former Supervisor of Cincinnati Township (Tazewell Co.)

Dale Keiser, 78, of Witt died December 24. He was a former Highway Commissioner of Nokomis Township (Montgomery Co.)

Billy Kelly, 80, of Dorchester died November 23. He was a former Highway Commissioner of Gillespie Township (Macoupin Co.)

Norman Kirchhofer, 95, of Shumway died November 5. He was a former Township Clerk of Banner Township (Effingham Co.)

Charles Knight, 80, of Loves Park died November 29. He was a former Trustee of Harlem Township (Winnebago Co.)

John Larson, 97, of Altona died December 10. He was a former Supervisor of Walnut Grove Township (Knox Co.)

James Lauher, 80, of Kansas died December 12. He was a former Highway Commissioner of Kansas Township (Edgar Co.)

Charles Leming, 87, of Carbondale died October 29. He was a former Trustee and Township Clerk of Carbondale Township (Jackson Co.)

Glenn Miller, 93, of Beardstown died December 10. He was a former Trustee of Beardstown Township (Cass Co.)

Mary Catherine Moore, 90, of Baylis died November 5. She was a former Township Clerk of New Salem Township (Pike Co.)

George Mushro, Jr., 80, of Fort Meyers, FL died November 25. He was a former Trustee and Township Clerk of Lockport Township (Will Co.)

Harlan “Sam” Park, 75, of Penfield died November 13. He was a former Highway Commissioner of Kerr Township (Champaign Co.)

Alfred Ratermann, 76, of Breese died December 17. He was currently serving as Trustee of Breese Township (Clinton Co.)

James Riechman, 87, of Farina died December 12. He was a former Trustee of LaCledde Township (Fayette Co.)

Dixie Rockhold, 85, of Clinton died November 28. She was a former Assessor of Clintonia Township (DeWitt Co.)

James Scott, 90, of Big Rock died November 6. He was a former Trustee of Big Rock Township (Kane Co.)

Marjorie Sodemann, 97, of Urbana died December 10. She was a former Supervisor of Champaign Township (Champaign Co.)

Elzora Stoxen, 90, of Harvard died December 1. She was a former Township Clerk of Chemung Township (McHenry Co.)

James Tyberendt, 74, of Hoffman died November 17. He was a former Township Clerk of Lake Township (Clinton Co.)



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