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township

# Perspective

August 2024

*Summertime*

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Volume 26 • Issue 6



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**Township Officials of Illinois**  
**Volume 26 • Number 6**



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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 grassroots 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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**township**  
**Perspective**

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## UPCOMING EVENTS

### August

Aug. 16 TOI Q&A Day  
Aug. 21 Lunch & Learn Webinar  
Aug. 27 District Event - St Charles

### September

Sept. 02 TOI Office Closed (Labor Day)  
Sept. 05 Professional Development Day 3  
Sept. 13 Q&A Day  
Sept. 18 Lunch & Learn Webinar - Comptroller Reporting  
Sept. 26 District Event - Wood River  
Sept. 27 GATI Training - Springfield

### October

Oct. 01 Lunch & Learn Webinar - Salary Setting  
Oct. 10 TOI Office Closed (Columbus Day)

### November

Nov. 11-13 Annual Educational Conference  
Nov. 28 TOI Office Closed (Thanksgiving)  
Nov. 29 TOI Office Closed (Day After Thanksgiving)

### December

Dec. 24 TOI Office Closed (Christmas Eve)  
Dec. 25 TOI Office Closed (Christmas Day)  
Dec. 31 TOI Office Closed (New Years Eve)

### January

Jan. 01 TOI Office Closed (New Years Day)  
Jan. 20 TOI Office Closed (MLK Day)

### February

Feb. 12 TOI Office Closed (Lincoln's Birthday)  
Feb. 17 TOI Office Closed (Presidents Day)



Jerry B. Crabtree

TOI Executive Director

# Summer is in Full Swing!

I hope you are all enjoying the Summer! I would like to call your attention to the Salary Survey published in the June, 2024 *Perspective* magazine as well as posted on the TOI website (toi.org). Several additional surveys were sent in after the deadline and we wanted to make sure that all of the data was included. Therefore, we have updated the online version of the survey if you are interested in seeing any changes. Additionally, we have included a description of the ranges as well as other items to better assist in understanding the data included in the survey document. Please note that we concluded the survey with a 62.97% return. Thank you to everyone who took time to complete the survey. We had several questions about the details included. It is difficult to list the data for every township and position. The ranges included were the best presentation of the data. Please remember to set your salaries by November 20, 2024. If you have any questions, please contact the TOI office.

We continue to receive member survey submittals. We have had over 500 returns for our membership survey. The data this survey is providing is imperative



or visit  
<https://www.surveymonkey.com/r/X6JNP32>

to our planning efforts for 2025 and beyond. If you have not taken the opportunity to complete the survey, please scan the QR code at left and participate in the generation of valuable information on how we can provide improved member services to you. We are planning to have the data available in the January 2025 *Perspective* magazine.

Second Notices for TOI Membership Dues were sent out on August 1. If you did not receive your First Notice, please contact Teresa Ruenger (217-744-2212 or [teresa@toi.org](mailto:teresa@toi.org)) in our office to have a new Dues

Statement sent to you.

Lastly, the State Board of Elections has released the Caucus Guide for 2025. We have placed the link on the TOI website. If you are interested in following the updated guidebook you may access it from this link: [toi.org/2025CaucusGuide](http://toi.org/2025CaucusGuide).

Also, November is around the corner—don't forget to register early for the 2024 Township Officials of Illinois Annual Educational Conference!

*Jerry B. Crabtree*

[jerry@toi.org](mailto:jerry@toi.org)

## SAVE THE DATE!

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# Building Relationships with Your Legislators

Brad Ruppert

Director of Member Services

As we move into August, Illinois Governor JB Pritzker continues to sign legislation passed by the 103rd Illinois General Assembly during the Spring legislative session at the Illinois State Capitol. In a legislative term that saw the introduction of 11,906 bills, 2407 which were completed, the 103rd General Assembly was a busy one and the Township Officials of Illinois were monitoring all of it (see page 14 for full legislative update).

While the core mission of TOI is education, promotion, and lobbying, the lobbying aspect is greatly beneficial when ALL the members of TOI are engaged and working together. There are many different ways our membership can stay engaged in the legislative process, and when they do, it's to the benefit of everyone in the organization. As an organization, TOI is at its strongest when we have all 11,000 members working together for the common goal.

While our lobbyists at Anderson Consulting do a wonderful job of lobbying on behalf of our members and the organization, they can always use the help of our membership. It's an all hands on deck approach, and the more voices heard in the legislative process—whether they are happy with a bill or unhappy—strength in numbers is our biggest asset when it comes to the success or failure of a piece of legislation. Your calls, emails, witness slips, and in-person meetings will always be helpful with any piece of legislation affecting township government.

### Get to Know Your Legislator

For 42 years, TOI has hosted our annual Lobby Day in Springfield, IL. A full day event starts with lunch and guest speakers (2024 had Speaker Emanuel “Chris” Welch, Republican Senate Leader John Curran, and Illinois Treasurer Michael Frerichs). We then move to the capital where guests are encouraged to meet with your local legislators and then end with a reception, which is attended by many state legislators. While this is a great opportunity to get to know your legislators,

it's not the only way and you don't need to drive to Springfield to make that connection.

To find out who represents you in the Illinois General Assembly, simply type in your address here: [elections.il.gov/ElectionOperations/DistrictLocator/DistrictOfficialSearchByAddress.aspx](https://elections.il.gov/ElectionOperations/DistrictLocator/DistrictOfficialSearchByAddress.aspx).

By simply typing in your address, you will get a listing of all your state legislators, their district office address, phone numbers, and email address. It can be something as simple as writing a letter or an email. Every member has a district office in the vicinity of your township. Write to them, email them, set up a meeting to come see them when they are in their district. A simple introduction can go a long way. You don't have to come to Springfield to make that introduction, as your local legislators spend weekends, holidays, and off days in their district offices, not in Springfield.

You may be a Democrat or Republican living in a district represented by the other party. That is no reason **not** to reach out. Regardless of party, legislators vote on a lot of different issues. Just because you might not be a member of the same political party as your representative, you should still reach out to make that connection. Township issues are rarely partisan issues.

When a legislator is in-district, they like to attend as many events as possible and talk to their constituents and other elected officials about issues in the community. If your township is hosting an event, reach out to your local legislator and invite them to attend. They will appreciate the invitation; it gives them a chance to talk to other elected officials about issues concerning the community, township government in general, and it gives them a chance to talk to voters.

### Legislative Alerts

We hope by now that everyone reading this has an email address for you or your township on file with TOI. During session with the Illinois General Assembly, we like to send legislative alerts to our

membership when we think a bill, or an upcoming vote, is important. We only send out legislative alerts when it is absolutely necessary. We try not to bombard your email with these alerts, and we don't send them out for just any bill. You can count on the fact that when we send you a legislative alert, it is important.

When you get these legislative alerts, we always hope the first thing you would do is contact your local legislator and tell them how you feel about this bill, whether it's support for the bill or opposition to the bill (it's most likely going to be opposition). Having that relationship with your legislators allows you to go to them directly to tell them how you feel and how the bill will affect your township. Cultivating that relationship makes your feedback to the legislator much more valuable and gives you a better chance to sway them on a bill one way or another.

### Money Talks

The Township Officials of Illinois Political Action

Committee (TOIPAC) is the official fundraising arm of TOI. TOIPAC conducts several fundraising activities throughout the year, including a silent auction at the TOI Fall Conference, a Christmas time cash raffle, and as of last summer, a Golf Outing. The 2024 2nd Annual TOIPAC Golf Outing is scheduled for August 23rd, 2024, in Springfield, IL at Lincoln Greens Golf Course. For more information, see below.

We use the funds in TOIPAC to contribute to lawmakers we feel have the best interests of townships and township governments. This is another way to help TOI in the legislative process. We hope to see you on August 23rd in Springfield and if you don't play golf, we hope you will participate in our raffle or place a bid at the Fall Conference in our Silent Auction.

“There is always strength in numbers. The more individuals or organizations that you can rally to your cause, the better.”

—Mark Shields



Join us  
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# 2<sup>nd</sup> Annual TOIPAC Golf Outing

Township Officials of Illinois Political Action Committee

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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

# New FLSA Overtime Rule Impacts Township Government



David Hoover, National Association of Towns and Townships

## **Department of Labor Overtime Rule**

### **Who is Impacted?**

Under the Fair Labor Standards Act (FLSA), overtime pay is one and one-half times an employee's regular pay rate for every hour that is worked beyond 40 hours in a workweek. There are exceptions because not everyone is eligible for overtime pay, including exempt employees. On April 26, 2024, the U.S. Department of Labor (DOL) published a final overtime rule that applies to the FLSA's executive, administrative, and professional (EAP) employee overtime exemptions, also known as the "white collar" or "EAP" exemptions. EAP exemptions exempt employees from the FLSA's minimum wage and overtime requirements if they are paid a salary and meet certain requirements.

To qualify for the exemption, employees must:

- Be paid a salary: This means they receive a fixed amount that does not change based on the quality or quantity of their work.
- Be paid a minimum weekly salary: The salary must be at least the minimum wage level.
- Perform executive, administrative, or professional duties.

The rule is being rolled out in two phases:

- July 1, 2024: increases minimum salary to be overtime-exempt from \$684/week to \$884/week (\$35,568/year to \$43,888/year).
- January 1, 2025: increases minimum salary to be overtime-exempt from \$884/week to \$1,128/week (\$43,888/year to \$58,656/year).

Starting on July 1, 2027, the threshold will automatically update every three years based on the most recent wage data and without regard to regional cost-of-living differences.

This rule is estimated to impact 4.3 million "white collar" workers who earn between \$35,568/year and \$58,656/year, representing a 65 percent increase.

### **What are the Next Steps?**

This increase will impact many local government employers, specifically those who earn between \$35,568/year to \$58,656/year. Work on local budgets for the coming year is largely complete and does not account for these increased costs.

On Friday, May 10, a letter was circulated from Rep. Tim Walberg's office (R-MI) announcing his intention to introduce a Congressional Review Act (CRA) resolution

to overturn and nullify DOL's rule once the final rule has been submitted to Congress. As of May 16, members of Congress who have agreed to be original co-sponsors of Rep. Walberg's soon-to-be-introduced CRA resolution include Reps. Virginia Foxx (R-NC), Roger Williams (R-TX), Andy Barr (R-KY), Adrian Smith (R-NE), John Moolenaar (R-MI), Mary Miller (R-IL), Jeff Duncan (R-SC), Bob Good (R-VA), Andy Ogles (R-TN), Lisa McClain (R-MI), Ann Wagner (R-MO), Jack Bergman (R-MI), Eric Burlison (R-MO), and Glenn Grothman (R-WI). NATaT staff was also told that Senator Mike Braun (R-IN) is leading a similar effort in the Senate. However, no formal action has been taken to date.

If this rule impacts you and your local budget, please determine how many affected employees make between \$35,568/year and \$58,656/year and what your recourse will be. Will you be forced to raise salaries, deal with enhanced timekeeping, etc.? Collecting this data to show the local impact will be crucial to your advocacy.

### **What are Some of the Changes?**

The proposed rule would update health and safety protections for firefighters, EMS providers, and technical search and rescue. Among the many proposed changes, it would require new inspection standards, which could cut in half the current lifespan of front-line ambulance and fire engine units for many departments. It would require upgrades to facility sprinklers, exhaust, and storage areas in fire and emergency medical service (EMS) facilities. And, while OSHA staff has stated that the proposed rule does not change the minimum requirement of responders per apparatus, it is widely interpreted that the rule would require at least four responders per fire apparatus.

## **Department of Labor Overtime Rule**

The Occupational Safety and Health Administration (OSHA) published a proposed rule revising its emergency response standard. This long-developed proposal, officially published in the Federal Register on February 5, 2024, seeks to modernize protections for emergency response workers. The rule would replace the Fire Brigades standard (29 CFR 1910.156), which has only been minimally updated since its inception in 1980.

### **Who is Impacted?**

The proposed standard would impact both career and volunteer fire departments and emergency services.



The rule applies to all private services and any public or governmental entity that is in a jurisdiction where OSHA is applied. According to OSHA, “State Plans are OSHA-approved workplace safety and health programs operated by individual states or U.S. territories. There are currently 22 State Plans covering both private sector and state and local government workers, and seven State Plans covering only state and local government workers. State Plans are monitored by OSHA and must be at least as effective as OSHA in protecting workers and in preventing work-related injuries, illnesses, and deaths.”

The proposed rule applies to “employees” of any covered agency. While many volunteers are not viewed as employees by states and the federal government, in many states they are. Also, volunteers who receive pension plans or other substantial remuneration may qualify as employees under the rule. Agencies that would need to comply that did not under the old rule include private EMS services and law enforcement search and rescue teams.

- **Training and Certification Requirements:** Under the proposed standard, officers would be mandated to obtain Fire Officer certifications corresponding to their ranks, potentially escalating spending on training programs. Specialized training for hazards like HazMat and vehicle operations may also be necessary.
- **Documentation and Administrative Burden:** Compliance with the proposed standard could lead to additional administrative tasks and

documentation requirements further requiring fire departments to allocate resources toward. The National Volunteer Fire Council estimates additional hours of documentation could cost departments up to \$4,800 per year.

- **Equipment Upgrades and Maintenance:** Fire departments may need to invest in new equipment, upgrades to personal protective equipment (PPE), and communications systems to ensure compliance with the new standard.
- **Infrastructure and Facility Upgrades:** Compliance with the proposed standard could require significant infrastructure upgrades or modifications to fire department facilities to accommodate training facilities, control zones, decontamination areas, and storage areas.
- **Legal and Compliance Costs:** Fire departments may need to budget for legal counsel, compliance audits, and risk management to address liability concerns and ensure compliance.

### What are the Next Steps?

While the focus of OSHA’s proposed Emergency Response standard seeks to provide basic protections for emergency workers, it also presents significant financial challenges for local governments and fire and EMS departments. The Notice of Proposed Ruling (NPRM) for the Emergency Response Standard seeks stakeholder input on how this proposed rule would impact them.



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# **Lunch & Learn Webinar Series**

## **Motor Fuel Tax**

August 21, 2024 | 12 PM | 60 Minutes | \$25

This presentation will provide a brief history of the Motor Fuel Tax, impacts of Rebuild Illinois on local funding, and look and challenges in the future.



*Kevin Burke is the Executive Vice-President for the Illinois Asphalt Pavement Association (IAPA). In this role, Kevin promotes the improvement and advancement of quality asphalt pavement construction in Illinois; provides assistance to members in the areas of research, technical specifications, environmental issues, education, promotion, government relations, and other related areas; and educates potential on asphalt pavement's characteristics and benefits. Prior to IAPA, Kevin spent 20 years with the Illinois Department of Transportation in the Bureau of Materials & Physical Research and the Bureau of Local Roads & Streets. Kevin graduated from Washington University in St. Louis and is a registered Professional Engineer in the State of Illinois. He lives in Springfield with his wife, Jennifer, and daughter, Isabela.*

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## **Comptroller Reporting Requirements**

September 18, 2024 | 12 PM | 60 Minutes | \$25

This webinar will provide an overview of the Local Government Division of the Illinois Comptroller's Office. We will go into an in-depth review of the statute governing township reporting requirements to the Illinois Office of Comptroller, including the delinquency and compliance processes, and end the session with a walk through of the Annual Financial Report itself.



*Rosanna Barbaro-Flores has worked as the Director of the Local Government Division since January 2017, where she continuously strives to improve and facilitate the financial reporting process of local governments to the Illinois Office of Comptroller (IOC). During her time at the IOC, she has led her team through several significant legislative changes. She helped to reinstate a local government statewide training program, and with her direction, the Local Government Division has hosted two successful county treasurer training programs. In 2021, the 'Compliance Policy & Procedures' were revamped under her guidance, resulting in over 50 governments previously deemed egregiously delinquent, to proactively achieve compliance in their statutory reporting.*

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## **Setting Salaries**

October 9, 2024 | 12 PM | 60 Minutes | \$25

Salary setting for elected township officials is required by November 20, 2024, for the new term that begins in 2025. Salaries must be set and include all benefits and options being considered. If the salary resolution is not adopted, technically officials are not authorized to receive payment for services. Therefore, it is IMPORTANT that you understand the process of setting the salary for the ELECTED positions in township government. This program provides a step-by-step process to follow making it easy for compliance and the importance of setting the salary for the position and not the person. Join TOI Executive Director Jerry B. Crabtree to learn about the Salary Setting process. This presentation covers the process, deadlines, and more.



*TOI Executive Director Jerry B. Crabtree is the 4th Executive Director in TOI's 117-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. He is a member of the Illinois Comptrollers Local Government Advisory Board representing Township Government. Jerry is committed to the goals and objectives representing all townships and their elected officials.*

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*Webinars are convenient, affordable, and interactive.*

***Visit [toi.org](http://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 Education Events Registration



\_\_\_ 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](mailto: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 Professional Development Course 3

## Quickbooks for Townships: Beyond the Basics

The TOI Education Program is pleased to offer several Professional Development Courses in 2024 for township officials and staff. The third program of the year is **Thursday, September 5, 2024**, at the TOI Office in Springfield; the cost is \$75 and includes lunch. The seminar is scheduled from 10am–3pm to accommodate travel time.



This class is designed for individuals who are responsible for the Township bookkeeping processes who have some familiarity with QuickBooks Desktop and would like a better understanding of how to use, customize, and navigate the software. This course is aimed at intermediate QuickBooks Users and is divided into two sections: **Part 3 Reporting & Budgeting** and **Part 4 Payroll**.

**\*Deadline to register is Thursday, August 29, 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](mailto:kayla@toi.org), or mail to 3217 Northfield Drive, Springfield, IL 62702.

**Township Officials of Illinois Annual Educational Conference  
Advance Registration Form  
November 11-13, 2024**

(Please use one form per delegate. If paying for multiple delegates with one check/credit card, please submit all forms together for accurate processing)

**Advance Registration Deadline is October 25, 2024**

<p><b>SECTION I – REGISTRATION INFORMATION</b></p> <p>County: _____ Township: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>City: _____ State: _____ Zip Code: _____</p> <p>Phone: _____ Email: _____</p>	<p><b>Township Position:</b></p> <p><input type="checkbox"/> Assessor</p> <p><input type="checkbox"/> Attorney</p> <p><input type="checkbox"/> GA Caseworker</p> <p><input type="checkbox"/> Highway Commissioner</p> <p><input type="checkbox"/> Senior Citizen</p> <p><input type="checkbox"/> Supervisor</p> <p><input type="checkbox"/> Tax Collector</p> <p><input type="checkbox"/> Township Clerk</p> <p><input type="checkbox"/> Trustee</p> <p><input type="checkbox"/> Youth Committee</p> <p><input type="checkbox"/> Other: _____</p>												
<p><b>SECTION II – REGISTRATION FEES</b></p> <p>Single-day registration includes admittance to non-ticketed activities occurring on that day ONLY. Tuesday only registrants MAY NOT attend Monday or Wednesday events, and Wednesday only registrations MAY NOT attend Monday or Tuesday events. Registration information may only be picked up on the day you have registered.</p> <p><b>MEMBERS</b></p> <p><b>Advance Registrations received on or before October 25, 2024</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Full Registration: \$185</td> <td style="width: 50%;">Full Registration: \$225</td> </tr> <tr> <td>Tuesday Registration Only: \$110</td> <td>Tuesday Registration Only: \$135</td> </tr> <tr> <td>Wednesday Registration Only: \$95</td> <td>Wednesday Registration Only: \$125</td> </tr> </table> <p><input type="checkbox"/> Full Registration    <input type="checkbox"/> Tuesday Only Registration    <input type="checkbox"/> Wednesday Only Registration</p> <hr/> <p><b>NON-MEMBERS</b></p> <p><b>Advance Registrations received on or before October 25, 2024:</b> \$250 per person</p> <p><b>On-site Registrations:</b> \$310 per person</p> <p><input type="checkbox"/> Full Registration    <input type="checkbox"/> Tuesday Only Registration    <input type="checkbox"/> Wednesday Only Registration</p> <hr/> <p><b>GUESTS <i>Does NOT include admission to education sessions</i></b></p> <p><b>Advance Registrations received on or before October 25, 2024</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Full Registration: \$95</td> <td style="width: 50%;">Full Registration: \$110</td> </tr> <tr> <td>Tuesday Registration Only: \$45</td> <td>Tuesday Registration Only: \$55</td> </tr> <tr> <td>Wednesday Registration Only: \$30</td> <td>Wednesday Registration Only: \$40</td> </tr> </table> <p><b>Guest Registration:</b> <input type="checkbox"/> Full    <input type="checkbox"/> Tuesday Only    <input type="checkbox"/> Wednesday Only</p> <p>Name of guest as it should appear on badge: _____</p> <hr/> <p><b>Registration Fees (see all fees above)..... \$ _____</b></p> <p style="text-align: center;"><b>Tickets must be ordered on or before October 25, 2024. Special event tickets will not be sold on-site.</b></p> <p>_____ Awards Breakfast ticket: \$40.00 each..... \$ _____</p> <p><b>TOTAL AMOUNT ENCLOSED..... \$ _____</b></p>		Full Registration: \$185	Full Registration: \$225	Tuesday Registration Only: \$110	Tuesday Registration Only: \$135	Wednesday Registration Only: \$95	Wednesday Registration Only: \$125	Full Registration: \$95	Full Registration: \$110	Tuesday Registration Only: \$45	Tuesday Registration Only: \$55	Wednesday Registration Only: \$30	Wednesday Registration Only: \$40
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Tuesday Registration Only: \$110	Tuesday Registration Only: \$135												
Wednesday Registration Only: \$95	Wednesday Registration Only: \$125												
Full Registration: \$95	Full Registration: \$110												
Tuesday Registration Only: \$45	Tuesday Registration Only: \$55												
Wednesday Registration Only: \$30	Wednesday Registration Only: \$40												

### SECTION III – PAYMENT INFORMATION

Payment must accompany advance registration form and should include Registrations and Award Breakfast tickets. A \$3.50 credit card processing fee is added if using a credit card.

Check Enclosed       Visa       MasterCard

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

### SECTION IV – SPECIAL REQUIREMENTS

Please indicate any special requirements (dietary restrictions, handicap accessibility, interpreter, etc.) in this space or contact the TOI office. Special requirements can only be accommodated if requested at least two weeks in advance of Conference:

\_\_\_\_\_  
\_\_\_\_\_

### SECTION V – CANCELLATION POLICY & TICKET ORDER INFORMATION

Cancellations received by **October 11, 2024** will receive full refund.

Cancellations received between **October 11 to October 25, 2024** will receive a partial refund (\$20 administrative fee).

**NO REFUNDS** on cancellations received after **October 25, 2024**.

Registrations are transferable.

**Advance orders and pre-payment for all Award Breakfast MUST BE RECEIVED by October 25, 2024 in order to meet facility meal guarantee requirements. Special event tickets will not be sold on site.**

### SECTION VI – HOUSING

Hotel reservations will only be made through the Housing Bureau and only those individuals registered for the Conference by October 4, 2024 will be assigned hotel reservations. Hotel reservations may be made on-line via a link on the TOI website, [www.toi.org](http://www.toi.org) or by submitting the Housing Form. The Housing Form is available in the Township Perspective or on the TOI website, [www.toi.org](http://www.toi.org). Reservations must be received by October 4, 2024 and guaranteed with a credit card. Hotel assignment confirmations WILL NOT be emailed until the week of October 14, 2024. Read all of the Hotel Reservation Procedures in the Township Perspective or on the TOI website to make certain you comply with all requirements.

**Send this Registration Form to:  
Township Officials of Illinois  
3217 Northfield Drive  
Springfield, Illinois 62702**

**HOUSING FORM**  
**TOI Annual Educational Conference**  
**November 11-13, 2024**

Please complete one form per room reservation and **mail to:**  
TOI Housing Bureau  
3217 Northfield Drive  
Springfield, IL 62702

**Read Housing Information for all reservation requests policies and procedures.**

This information is available in the *Township Perspective*, and on the TOI website, [www.toi.org](http://www.toi.org).

**Housing forms will only be accepted when accompanied by credit card information.**

Confirmation of hotel assignments will be **emailed** the week of October 14<sup>th</sup>.

Please type or print all information legibly.

Name in which reservation should be made: \_\_\_\_\_

Number of people in room: \_\_\_\_ Name(s) of additional people in room: \_\_\_\_\_

Township: \_\_\_\_\_ County: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of arrival: \_\_\_\_\_ Date of departure: \_\_\_\_\_

**EMAIL ADDRESS REQUIRED FOR RESERVATION ASSIGNMENT (CONFIRMATION OF HOTEL INFORMATION)**

You will be placed at the Crowne Plaza, Holiday Inn Express, or at an overflow hotel if needed. All requests are considered on a first-come, first-serve basis by date of receipt, and if you are registered for the conference. Hotel assignment will be made based on type and length of reservation and hotel availability. **If you need a handicap accessible reservation, please turn in a housing form as soon as possible.** Preference will be given to those requests for a minimum of two nights. Reservations made for two nights and later changed risk being charged for two nights and/or moved to another hotel. **Room rate at the Crowne Plaza and Holiday Inn Express is \$106 plus tax per night.**

Indicate your preferred room type. This is a request only and cannot be guaranteed.

**King:** \_\_\_\_ **Double/Double:** \_\_\_\_ **Indicate any special requirements:** \_\_\_\_\_

**Handicap Accessible:** \_\_\_\_ **Type of Handicap accessibility needed:** \_\_\_\_\_

Housing forms **MUST BE RECEIVED** by the TOI Housing Bureau by **October 4, 2024**. Housing forms received after October 4<sup>th</sup> will not be processed.

Confirmation of hotel assignment will be **emailed** the week of October 14, 2024.

**Card Type:** \_\_\_\_\_ **Card #:** \_\_\_\_\_

**Expiration date:** \_\_\_\_\_ **Name on Credit Card:** \_\_\_\_\_

**Signature:** \_\_\_\_\_



# Legislative Update and Other News

Taylor Anderson

Anderson Legislative Consulting, Ltd.

This year the Illinois General Assembly passed and sent just over 460 bills to the Governor’s desk. As of the July Fourth Holiday, action has been taken on only 40 bills, leaving most of the bills sent to the Governor this year awaiting gubernatorial action. Lawmakers will be in their districts over the summer and into early fall as they are not set to return to Springfield until the fall veto session. Veto session has been scheduled for November 12th-14th and November 19th-21st. We are anticipating a very busy veto session where legislation that didn’t pass this spring, and new legislative matters, are likely to be considered.

## **IDOT Appoints Acting Bureau Chief of the Bureau of Local Roads and Streets**

The Illinois Department of Transportation (IDOT) has announced the appointment of Greg Lupton as the Acting Bureau Chief of the Bureau of Local Roads and Streets in the Office of Highways Project Implementation at IDOT. In a press release issued on June 27th, IDOT noted that Lupton has served IDOT for 34 years, specifically within the Bureau of Local Roads and Streets for nearly 30 years. His term will begin on July 1, 2024.

In other IDOT news, the agency released the State Fiscal Year (SFY) 2025-2030 Proposed Highway and Multimodal Improvement Program. Every year, IDOT develops a six-year program that details how it will invest in state and local highway systems. The SFY 2025-2030 Proposed Highway Improvement Program, sometimes referred to as the Multi-Year Program, totals \$29.65 billion in statewide funding, including SFY 2025 Annual Highway Improvement Program funding of \$5.3 billion. More information, including maps, project lists, fact sheets, and more, can be found on IDOT’s website and below is the URL for the program’s webpage. <https://idot.illinois.gov/transportation-system/transportation-management/transportation-improvement-programs/myp.html>.

## **Real ID Deadline Looms**

Illinois Secretary of State Alexi Giannoulias is launching the “Get Real Illinois” campaign, urging residents to acquire their REAL ID-compliant driver’s licenses or state IDs as soon as possible. The federal REAL ID compliance deadline is just one year away.

The Secretary of State emphasized the urgency of updating IDs to avoid potential delays and complications at airports and federal facilities. The federal deadline, set for May 7, 2025, mandates that all domestic travelers aged 18 and older must possess a REAL ID-compliant document to board commercial flights or enter certain federal buildings. Although passports remain a viable alternative, the REAL ID offers a convenient option for those without one.

The federal roll out of REAL ID has had multiple postponements, with the most recent delay occurring in 2022 due to the COVID-19 pandemic. Only about 23.5 percent of Illinoisans have obtained their REAL ID. Illinois began issuing REAL IDs in 2019, recognizable by a gold circle with a white star in the corner.

Residents needing a REAL ID must apply in person at an Illinois DMV, presenting multiple forms of identification including proof of citizenship or legal residence, Social Security number, residency, and signature. The secretary of state’s office provides a checklist of acceptable documents on their website.

## **SCOTUS Declines to Hear Illinois Assault Weapons Ban**

The Supreme Court of the United States (SCOTUS) declined to grant emergency relief from Illinois’ ban on certain semi-automatic weapons and high-capacity magazines in *Harrel v. Raoul*. Challengers say the ban violates the right to keep and bear arms under the Second Amendment of the U.S. Constitution. This decision effectively leaves the Illinois law in place while the case continues in lower courts. The bill, which is now Public Act 102-1116, was passed in the lame duck session on Jan. 10, 2023 and signed by the governor the same day.



Dane Harrel, C4 Gun Store, LLC, Marengo Guns, Inc., the Illinois State Rifle Association (ISRA), Firearms Policy Coalition, and Second Amendment Foundation, had filed their lawsuit in January 2023, eventually to have a hearing request rejected by the Seventh Circuit Court of Appeals in December 2023.

SCOTUS’ denial means the case will proceed under Judge Stephen McGlynn in the Southern District of Illinois.

**Application for OSLAD Grants is Open**


The Illinois Department of Natural Resources (IDNR) has announced that applications for the next round of Open Space Land Acquisition and Development (OSLAD) grants are open now to Friday, Sept. 13, 2024. The program offers financial assistance to

local governments for the development and acquisition of public parks and outdoor recreation areas.

A total of \$54 million is available for the grants, with provisions to cover 100% of eligible expenses for projects in economically distressed communities. The OSLAD program has distributed over \$585 million to support park projects since its founding in 1986.

“I encourage any community that is considering a park development or improvement project to apply for an OSLAD grant. Parks and green spaces are the heart of our neighborhoods and communities,” said IDNR Director Natalie Phelps Finnie.

If you have legislative issues you would like to have considered in 2025, please contact the TOI office.



**Stay up to date with TOI's  
Legislative Emails**

Contact TOI at [teresa@toi.org](mailto:teresa@toi.org) or [kayla@toi.org](mailto:kayla@toi.org) to make sure we have your email on file

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- Lignosulfonate



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10917 Commercial St. Richmond IL 60071 P: 815-344-5566 F: 815-344-5588  
[ice-melt-products.com](http://ice-melt-products.com)



Jim Donelan

Executive Director, TOIRMA

# Safe and Proper Lifting

The TOIRMA Program provides comprehensive coverage options tailored for townships and road districts in Illinois, including workers' compensation. Unfortunately, losses are an inevitable part of such programs due to daily accidents and the high-risk nature of some township and road district duties. Our risk management goal is to collaborate with officials to minimize and prevent these injuries.

It is common to see numerous claims within the TOIRMA Program related to highway and construction work. Considering the frequent operation of heavy machinery and active road maintenance, these incidents are expected. A review of claims data reveals that, although road district claims are plentiful, the expense arising from workers' compensation claims for functions outside road districts is also noteworthy.

During a recent claims review, the TOIRMA Team observed that workers' compensation claims associated with "lifting" activities were significant. Many back injuries stem from incorrect or unsafe lifting techniques. Adopting the right posture and being aware of your personal lifting capacity can usually help you avoid severe and potentially incapacitating injuries to your back.

TOIRMA delivers loss control services to its members, requiring active involvement for the Program's success. To that end, TOIRMA offers extensive coverages, and given the diversity across townships and road districts in the state, there is a heightened demand for a uniform loss management strategy. Accordingly, TOIRMA offers resources to its Members aimed at mitigating a variety of accidents, including those related to lifting activities.

Included in these tools is the "Members Only" section of the TOIRMA website, [toirma.org](http://toirma.org). Video tutorials and *Risk Reminders* are available for Members to learn safe and accurate lifting techniques. Tyler Knight, Loss Control Representative at TOIRMA, offers an excellent video demonstration on the correct way to lift. Please make use of these resources and share them with your colleagues and staff.

We urge everyone to prioritize safety within your township and road district. Whether you are at the office, in the road district shop, or on the roads, employing common sense and fostering a culture of safety is essential. Through collective efforts, we have the potential to minimize injuries and claims.

We wish you a safe remainder of the summer. Thank you for considering these issues. Should you have further questions, please do not hesitate to reach me at our toll-free number 888-562-7861 or via email at [jdolan@toirma.org](mailto:jdolan@toirma.org).

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



TOWNSHIP OFFICIALS OF ILLINOIS RISK MANAGEMENT ASSOCIATION

## RISK REMINDER

PARTNERING WITH TOWNSHIPS

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### Safe & Proper Lifting

A large number of back injuries result from unsafe or improper lifting. Correct posture and knowing your personal lifting limits will more often than not prevent a serious & possibly debilitating back injury.

Correct posture is achieved when your back is in alignment with your ears, shoulders, and hips. If these three curves are not in balance, there is a greater likelihood of both back pain and injury.

**When Lifting Remember To:**

**Tuck** - Tighten stomach muscles and tuck pelvis to keep your back in balance.  
**Bend Knees** - Bend at your knees! This centers balance and distributes weight.  
**Hug** - Hold the object lifted as close to your body as possible. Gradually straighten to a standing position.

**Always Avoid:**

**Bending At Waist** - This is the easiest way to strain your back and cause damage to your spine.  
**Twisting** - Twisting can overload your spine and lead to serious injury. Feet, knees, and torso should be in alignment.  
**Being A Hero** - If a load is just too large, heavy, or awkward to carry don't take unnecessary risk.

**Tips to Remember when Lifting:**

- Make sure your footing is firm and the path of travel is clear.
- Use a stepstool or ladder for reaching anything above shoulder level. Test the weight before removing from a shelf.



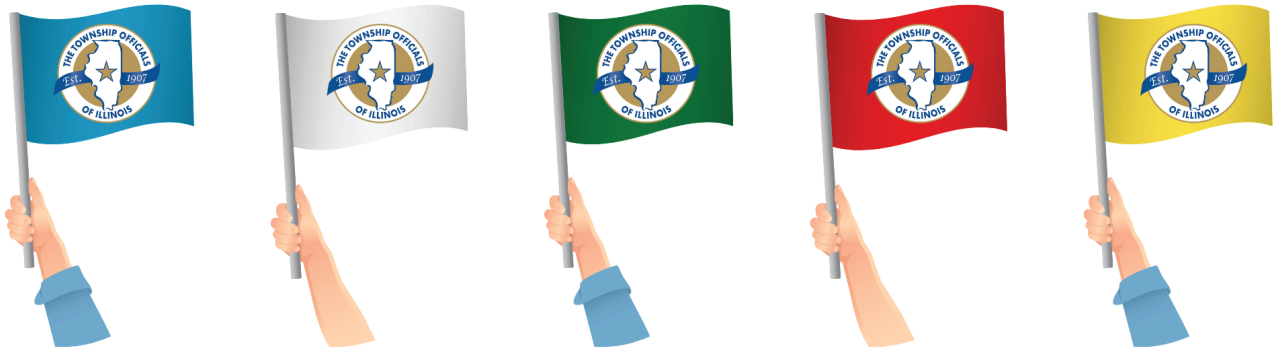

**For more information, contact TOIRMA at (888) 562-7861**  
 CLAIM REPORTING HOTLINE (844) 562-2720 | Available 24/7

# PARADE OF FLAGS

## RETURNS TO THE 2024 TOI ANNUAL CONFERENCE

The 117th Annual Educational Conference is right around the corner.

Reserve your spot in the Parade of Flags that takes place during Opening Session of the TOI Conference Tuesday November 12. Email [kayla@toi.org](mailto:kayla@toi.org) to take part!



2428 W. Farmington Road  
Peoria, IL 61604

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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 2024 Scholarship Winners

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. Each application must include their high school transcripts as well as a 500-word essay on The Role of Township Government in Today's Society and in the Future from information gained from an interview with an elected township official.

In 2024, we received 172 total applications. Each essay is reviewed by TOI Executive Director Jerry B. Crabtree and TOI Director of Member Services Brad Ruppert, factored in with GPA, extracurricular activities, and letters of recommendations. The top 20 then are turned over to the TOI Education Committee where they are read and scored, and the top 7 are selected for a scholarship.

Here are the winners of the 2024 TOI Scholarships:

## **Carolyn Langan Scholarship DANI BULTHIUS, MILTON TOWNSHIP (DUPAGE CO.)**

Dani was awarded the 2024 Carolyn Langan Scholarship. She is attending the University of Illinois in Urbana-Champaign this fall, studying Psychology. While attending Glenbard South High School, Dani was a very active student. She was involved with YoungLife and Best Buddies. Dani also played varsity golf and served as the varsity track and field captain. Dani interviewed Milton Township Trustee and TOI Board of Directors member Jeff Castle.

*Milton Township (DuPage Co.) Trustee and TOI Board of Directors Jeff Castle presents the 2024 Carolyn Langan Scholarship to Dani Bulthius.*



## **William Ahrends Scholarship JORGI DUPUREUR, HITTLE TOWNSHIP (TAZEWELL CO.)**

Jorgi was awarded the 2024 William Ahrends Scholarship. She is attending Greenville University in Greenville, studying Organizational Leadership and Political Science. Jorgi attended Olympia High School and was involved in many school activities. She was a member of 4-H and served in leadership positions. Jorgi also served on the local Student Council, holding the positions of Treasurer, Co-President, and President. She took part in FCA as a leader. During her senior year, Jorgi was appointed an IASC State Scholar and worked on the Youth Advisory Council with Illinois State Senator (R-44) Sally Turner. Jorgi interviewed Hittle Township Clerk Nancy Lindenfelser.

*TOI Director of Member Services Brad Ruppert, 2024 William Ahrends Scholarship Recipient Jorgi Dupureur, and Hittle Township (Tazewell Co.) Supervisor Bruce Lindenfelser.*



## **Delbert Miller Scholarship HANNAH ALLEN, TOULON TOWNSHIP (STARK CO.)**

Hannah was awarded the 2024 Delbert Miller Scholarship. She is attending the Oehrlein School of Cosmetology in East Peoria this fall. While attending Stark County High School, Hannah was involved with FFA. She played on the school volleyball team for four years. Hannah was also inducted into the National Honors Society. Outside of school, Hannah volunteered at the Midwest Foodbank. Hannah interviewed Toulon Township Highway Commissioner Chad Allen.

*Hannah Allen receives the 2024 Delbert Miller Scholarship from Union Grove Township (Whiteside Co.) Highway Commissioner and TOI Secretary Arnold Vegter.*

### **Robert Turner Scholarship**

#### **DAVID DUTTON, FORT RUSSELL TOWNSHIP (MADISON CO.)**

David was awarded the 2024 Robert Turner Scholarship. He is attending the University of Illinois in Springfield this fall, studying Exercise Science/Pre-Chiropractic. David attended Civic Memorial High School. While there he was an active member of the student body. He ran cross country as well as track and field, where he was awarded for his performance as All-Conference and All County winner, named Alton Road Runners Runner of the Year, and was named an IHSA scholar-athlete. Academics are also important to David, and he was involved with FreshMentor, a program to mentor incoming freshman to the high school. He received the Daughters of the American Revolution Good Citizenship Award two years in a row. David interviewed Wood River Township (Madison Co.) Supervisor Mike Babcock.



*Wood River Township (Madison Co.) Clerk and TOI 2nd Vice President Sherry Tite presents the 2024 Robert Turner Award to David Dutton.*

### **Barbara Behm Scholarship**

#### **JORDYN CLIMER, BEAR CREEK TOWNSHIP (HANCOCK CO.)**

Jordyn was awarded the 2024 Barbara Behm Scholarship. She is attending Carl Sandburg Community College in Galesburg this fall, studying Health Care—Dental Hygienist. While attending Warsaw High School, Jordyn was an active athlete. She played softball, varsity volleyball, and basketball. Jordyn was also involved with FFA, where she held officer positions. Jordyn was a member of the student council and served as class president for four years. Jordyn interviewed Bear Creek Township Highway Commissioner Abe Hulls.

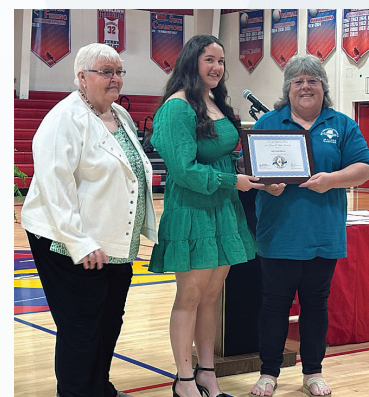


*Huntsville Township (Schuyler Co.) Highway Commissioner and TOI Immed. Past President Danny Hanning presents the 2024 Barbara Behm Scholarship to Jordyn Climer.*

### **George H. Miller Scholarship**

#### **KENNEDI ODUM, MT. VERNON TOWNSHIP (JEFFERSON CO.)**

Kennedi was awarded the 2024 George H. Miller Scholarship. She is attending Olney Central Community College in Olney this fall, her major is currently undecided. Kennedy attended Woodlawn High School, and while there she was a member of various clubs. She was a member of Youth and Government. Kennedy also participated in Future Business Leaders of America as well as the Creating Entrepreneurial Opportunities program. She was inducted into the National Honor Society. Kennedy also played softball for four years, as well as competing in league and travel softball teams. Kennedy interviewed Casner Township (Jefferson Co.) Supervisor Judith Diane Wilson.



*Shiloh Township (Jefferson Co.) Supervisor Eileen Williams, 2024 George H. Miller Scholarship Recipient Kennedy Odum, and Mt. Vernon Township (Jefferson Co.) Supervisor and TOI Board of Directors Amanda Bean.*

### **Troy Kost Scholarship**

#### **OWEN WEINFURTNER, RICHMOND TOWNSHIP (MCHENRY CO.)**

Owen was awarded the 2024 Troy Kost Scholarship. He is attending Quincy University in Quincy this fall, studying Pre-Law. While attending Richmond-Burton Community High School, Owen ran cross country and served as team captain for two years. He was also a member of the Wilmot Panthers shooting team. Owen also participated in the National Honors Society. Owen interviewed McHenry Township (McHenry Co.) Supervisor Gary Barla.



*Richmond Township (McHenry Co.) Supervisor Ron Kay presents the 2024 Troy Kost Scholarship to Owen Weinfurtner.*

# Take Note of New Notary Law!

Katie Nagy, Ancel Glink, P.C.

**A**re you up to date on the new notary law changes that became effective this year? If not, this article will help you understand the new law. On July 23, 2021, Governor Pritzker signed Public Act 102-0160 into law. This law, and the subsequent administrative rules promulgated by the Illinois Secretary of State, brings many changes to the Illinois Notary Public Act including the creation of education and journal requirements for public notaries and permitting remote notarization. This article will explore these changes more in-depth.

## Types of Notarization

This new law and the regulations provide for:

- Traditional in-person notarization
  - Both parties are present together, and paper documents are signed and notarized.
- Electronic notarization
  - Always performed through an electronic system, may also occur with two people in person.
  - Allows notarization where the signer and notary are in different physical locations.
  - Always performed on an electronic document.
- Remote notarization
  - Always use audio-visual technology, such as a webcam, to document the signing in real-time from different physical locations.
  - Must be located in Illinois at the time of signing.
  - The notary's certificate must specify that technology was used in the notary act.

## Application

New applicants and renewing notaries must provide:

- E-mail address.
- Statement that they are proficient in English.
- Statement that they have not previously had a commission revoked by the Secretary of State.

Notary public commission applications must be submitted to the Illinois Secretary of State and the SOS website contains application forms. Applicants may apply for a notary public commission and an electronic notary public commission at the same time.

Any change of information from a notary public's registration must be reported within 30 business days to the SOS. Failing to comply will result in prohibiting

a notary from obtaining a commission for no less than 5 years.

## Remote Notarization

The new notary public law provides that remote notarial acts must satisfy these audio-video communication (A-V) requirements:

- (1) Contemporaneous direct interaction between the signatory and witness by sight and sound;
- (2) Communication technology must be recorded and preserved for at least 3 years; and
- (3) The signatory must attest to being physically located in Illinois.

As for the act of signing via A-V communication, the law requires:

- (1) The signatory affirmatively state on the A-V communication what document they are signing;
- (2) Each page of the document being witnessed must be shown to the witness on the communication technology in a clearly legible manner; and
- (3) The act of signing must be captured sufficiently up close on the two-way A-V communication for the witness to observe.

For remote online notarizations, notaries must obtain a digital certificate and electronic seal (eSeal). The eSeal must include notary public's name, commission number, jurisdiction, and commission expiration date.

## Electronic Notarization

An electronic notary public has satisfactory evidence of the identity of the signatory if:

- The electronic notary public has personal knowledge of the identity of the signatory; or each of the following:
  - The signatory provides by electronic means a government-issued identification credential, including a passport or driver's license, that contains the signature and a photograph of the person;
  - A credential analysis of the front and back of the government-issued identification credential and the data thereon; and
  - A dynamic knowledge-based authentication assessment.

## Course of Study/Examination

- Applicants seeking commission must successfully complete a course of study certified by the Secretary of State.
- The applicant will have 2 years from the date of the examination to apply for a notary public or electronic notary public commission.

## Bond/Fees

- The new maximum fee for non-electronic notary acts is \$5.00.
- The maximum fee for any electronic notarial act is up to \$25.00.
- All notaries public must provide itemized receipts.
- The notarial fees must appear on the receipt as separate and distinct from other charges.

## Journal Requirements

- Required to keep a journal regardless if they charge fees or if their employer maintains a journal, paper or electronic.
- Journal must be made available for inspection by a person seeking a specified notarial act during the notary's regular business hours.
- Journal must be retained for at least 7 years after the last electronic or remote notarial act chronicled in the journal.
- Must be designed to prevent the insertion, removal, or substitution of an entry and kept securely stored and recoverable in the case of a hardware or software malfunction.
- The journal shall remain within the exclusive control of the notary public at all times.

For journals maintained in a tangible or paper form:

- Designed to prevent the insertion, removal, or substitution of the cover or a page. This includes glue, staples, grommets, or another binding, but does not include the use of tape, paper clips, or binder clips.
- Each page must be consecutively numbered from the beginning to the end of the journal. Page numbers must be preprinted.
- Designed with numbered entry blocks, must be consecutively numbered from the beginning to the end of the page. A line or entry number must be preprinted.
- Must remain within the exclusive control of the notary public at all times.

Every journal, whether tangible or electronic, must contain the following information in any order:

- The name of the notary public as it appears on the commission;

- The notary public's commission number;
- The notary public's commission expiration date;
- The notary public's office address of record with the Secretary of State;
- A statement that, upon the death or adjudication of incompetency of the notary public, the notary public's personal representative or guardian or any other person knowingly in possession of the journal must deliver or mail it to the Secretary of State;
- The meaning of any abbreviated word or symbol used in recording a notarial act in the notarial journal; and
- The signature of the notary public.

Every recorded entry in a notary public's journal shall contain at least the following information:

- The name of the signatory;
- The name of each credible witness relied upon to verify the identity of the signatory;
- The name of any other person that signed for the signatory;
- The title or a description of the document notarized;
- The date of the notarization;
- Whether the notarization was conducted in person, remotely, or electronically;
- The fee charged, if any; and
- The physical location of the notary and the signatory.

A notary public must **not** record in their journal the following information:

- An identification number that was assigned by a governmental agency or by the United States to the signatory that is set forth on the identification card or passport presented as identification;
- Any other number that could be used to identify the signatory of the document;
- A biometric identifier, including a fingerprint, voice print, or retina image of the signatory;
- An individual's first name or first initial and last name in combination with and linked to any one or more of the following data elements when the data elements are not encrypted or redacted:
  - Social Security number;
  - Driver's license number or a State identification card number; or
  - Financial account information; and
- An electronic signature of the person for whom an electronic notarial act was performed or any witnesses.



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### 2024 EXHIBIT HALL SCHEDULE

**MONDAY, NOVEMBER 11, 2024 – 3:00 PM – 7:00 PM**

12:00 PM – 2:00 PM – EXHIBITOR MOVE IN

3:00 PM – 7:00 PM – EXHIBIT HALL OPEN

5:30 PM – 7:00 PM – OPENING RECEPTION

**TUESDAY, NOVEMBER 12, 2024 - 7:30 AM – 1:00 PM**

7:30 AM – 9:00 AM – BREAKFAST WITH EXHIBITORS

11:30 AM – 1:00 PM – LUNCH WITH EXHIBITORS

1:00 PM – EXHIBIT HALL CLOSED



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# MEDICAL ASSISTANCE CATASTROPHIC INSURANCE PROGRAM

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Renewing townships should have received their MACI renewal invoice via email or USPS mail. If your township has not received their renewal invoice, please contact Steve Barrett at 800-540-6566.

**Townships can still enroll for the balance of the Policy Year!**

Townships that have yet to take advantage of this valuable program, visit [maciprotect.org](http://maciprotect.org) “Enrollment Kit and Rates” for enrollment instructions.

## MEDICAL ASSISTANCE CATASTROPHIC INSURANCE ("MACI") PLAN PRICING SHEET

August 1, 2024 to June 30, 2025						
POPULATION	\$25,000 Deductible			\$15,000 Deductible		
	ADMIN FEE	PREMIUM	TOTAL COST	ADMIN FEE	PREMIUM	TOTAL COST
0 - 499	\$96	\$394	\$490	\$96	\$825	\$921
500 - 999	\$193	\$559	\$752	\$193	\$1,155	\$1,348
1,000 - 1,999	\$289	\$752	\$1,040	\$289	\$1,558	\$1,847
2,000 - 3,499	\$385	\$953	\$1,338	\$385	\$1,971	\$2,356
3,500 - 4,999	\$481	\$1,265	\$1,746	\$481	\$2,622	\$3,103
5,000 - 9,999	\$578	\$1,503	\$2,081	\$578	\$3,117	\$3,694
10,000 - 24,999	\$722	\$1,815	\$2,537	N/A	N/A	N/A
25,000 - 49,999	\$842	\$2,438	\$3,281	N/A	N/A	N/A
50,000 - 74,999	\$963	\$3,868	\$4,831	N/A	N/A	N/A
75,000 - 99,999	\$1,204	\$5,308	\$6,511	N/A	N/A	N/A
100,000 - 124,999	\$1,444	\$6,738	\$8,181	N/A	N/A	N/A
125,000 - 149,999	\$1,733	\$8,140	\$9,873	N/A	N/A	N/A
150,000 - 174,999	Individually Underwritten			N/A	N/A	N/A
175,000 - 200,000	Individually Underwritten			N/A	N/A	N/A

Call or E-mail Steve Barrett today to find out more about this valuable program at: 1-800-540-6566 or email: [maciprotect@gmail.com](mailto:maciprotect@gmail.com)

# NATaT Converges in Washington, D.C.

TOI brought a group of 12 Township officials to Washington, D.C. in mid-May for a trip to Capitol Hill to talk to members of the Illinois congressional delegation about issues affecting township government on the national level.

While in Washington, D.C., the TOI delegation

got to meet with the following members and/or a member of their staff: Sen. Dick Durbin (D-IL); Sen. Tammy Duckworth (D-IL); Rep. Nikki Budzinski (D-IL-13); Rep. Mary Miller (R-IL-15); Rep. Robin Kelly (D-IL-2); Rep. Eric Sorensen (D-IL-17); Rep. Raja Krishnamoorthi (D-IL-8).



*Front row: Christopher Kain, Jacqueline Stewart, Sherrill Knorr, Sherry Tite, Mary Rob Clarke, Calvin Jordan.  
Back row: Jerry B. Crabtree, Mickey Goral, Brad Ruppert, Arnold Vegter, Chuck Layer.*



*Arnold Vegter, Jerry B. Crabtree, Sherrill Knorr, Chuck Layer, Sherry Tite, Christopher Kain, Rep. Raja Krishnamoorthi (D-IL-8), Mickey Goral, Calvin Jordan, Jacqueline Stewart, Brad Ruppert, Mary Rob Clarke.*



*Mickey Goral, Chuck Layer, Arnold Vegter, Sherrill Knorr, Calvin Jordan, Rep. Robin Kelly (D-IL-2), Jacqueline Stewart, Christopher Kain, Mary Rob Clarke, Sherry Tite, Brad Ruppert, Jerry B. Crabtree.*



*Arnold Vegter, Christopher Kain, Brad Ruppert, Sherrill Knorr, Sherry Tite, Jerry B. Crabtree, Chuck Layer, Rep. Eric Sorensen (D-IL-17), Mickey Goral, Jacqueline Stewart, Mary Rob Clarke, Calvin Jordan.*



*At left: Front row: Calvin Jordan, Mary Rob Clarke, Sherrill Knorr, Rep. Mary Miller (R-IL-15), Sherry Tite, Jacqueline Stewart, Mickey Goral.  
Back row: Jerry B. Crabtree, Arnold Vegter, Brad Ruppert, Christopher Kain, Chuck Layer.*

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# Education Events

On June 5, TOI held the first district event of the year in Normal at the Normal Township ARC center.



*Attendees of the June 5 Normal District Event.*

WCIHCA held their Summer Seminar in Macomb June 11-12.



*Attendees of the WCIHCA Summer Seminar.*

The Township Supervisors of Illinois and Trustees Division held their first event in Rockford on June 21.



*Attendees at the Zone 1 Rockford Event.*

TOI held Professional Development 2: Quickbooks 101 with Katie Redman, Redman LLC, on June 28.



*Attendees at Professional Development 2: Quickbooks 101.*

In July, State Senator (R-51) Chapin Rose held a series of Round Table discussions for Highway Commissioners in his District cosponsored by TOI. These meetings were held in Ogden, Charleston, and Robinson.



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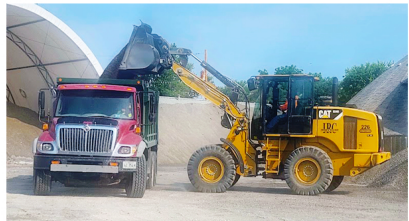
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Chuck Layer



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

With summer in full swing, it's time to take advantage of the educational workshops that are on the calendar. TOI's events began in June but you can still catch the August (St. Charles) or September (Wood River) events. The Supervisors/Trustees Workshops began in May. You still have time to make the event in Rock Island (Bally's). Whether you are in your first term or finishing up your sixth, education should always be one of our top priorities. The open forum at our TSI Workshops is always very interesting and informative.

• August 9th – Rock Island – Bally's

As elected officials, we need to take every opportunity that is available to further our knowledge of the position that we serve. Supervisors, Trustees, Clerks, or Road Commissioners, I hope to see some of you at one of these events. The Supervisors Board of Directors has vacancies in all zones. If you are not sure what zone you are in, just go to TOI's website to the Supervisors division and check out the zone map. If you are interested in serving on the Board, you can contact Sherrill Knorr (TSI Past President), Chairman of the Nominating Committee. There is some travel expected from the Board members so be sure that you can dedicate some time.

Remember that the 2024 TOI Fall Conference is just

around the corner. This year we will start on Monday and end on Wednesday, November 11-13. As this year's Conference Chair—Thank You for the Honor—I encourage you all to try to put this on your TO DO list. The list of speakers and topics again makes this a must attend event. The Conference is a year-long planning event, and thanks to all those involved (Jerry, Brad, TOI Staff, and Conference Committee), every year seems to surpass the last year.

*That's it for now... STAY TOWNSHIP STRONG*

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Caseworkers are strongly encouraged to attend this training with your township Supervisor.

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**What topics or questions would you like to see addressed at this training?**

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Pam Bruner

Vice President, TOI Clerks Division

# Does Your Township Have a Deputy Clerk?

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

**D**o you have a plan if you become unable to perform your Clerk duties?

It is something we all think about but rarely do we have a plan if a situation keeps us from being able to perform the duties of the office we have been entrusted with.

The township clerk is the official custodian of all records, books, and papers of the township, and must duly file all certificates or oaths and other papers required by law to be filed in the clerk's office. 60 ILCS 1/75-5. The clerk must record all official township actions.

One way to make sure your office is covered if you become unable to perform your job is by appointing a **deputy clerk**. The township clerk, when authorized by the township board, may appoint one deputy clerk. The deputy clerk has the power and duty to do the following:

1. Execute all documents required by law to be executed by the township clerk and affix the township clerk's seal to those documents when required by law.
2. Attend bid openings with respect to the sale, purchase, and lease of goods or services by the township or the road district.
3. Attend town meetings and township board meetings and take minutes of those meetings.

The deputy clerk may exercise the powers authorized only in the absence of the township clerk and only when the clerk has directed the deputy clerk, in writing, to exercise that power or the township board has determined by resolution that the township clerk is temporarily or permanently incapacitated to perform the function. Also, the required attestation responsibilities. 60 ILCS 1/75-45.

Since the deputy clerk is an appointed position, the pay can range from 0 or any amount that the board agrees to pay them for their service. The amount of pay is not part of the elected official salary schedule since they are appointed. The amount could be hourly or monthly salary but is not required. The most important thing is to devise a plan with your board that will keep your job duties being performed in your absence. Maybe one of the Trustees would like the responsibility of stepping in and covering for the clerk or you have someone in the community who would like the responsibility. Please take the time to work with your board to come up with a plan. Remember, in this scenario no additional compensation is an option.

If you have not sent in your clerks dues, please make sure when you submit your dues you update your contact information on the form. It is especially important to give us an email contact as the dues receipt and membership card will be emailed to you. We continue to keep our dues at the rate of \$30 and in order to do this we need to reduce expenses where we can, and postage is one place we can cut back. Make sure to fill in County and Township. Make sure you change the submit to address. This information has changed. Submit forms and check to: **Clerk Barbara Parker, Membership Coordinator, Township Clerks of IL, PO Box 1591, Bolingbrook, IL 60440.**

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](mailto:clerk@cordovatownship.com), write me at PO Box 311, Cordova, IL 61242, or call 309-654-2447.





**Craig Smith**



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

I am taking the time to look forward to this year's summer seminar, August 12-14. I think we have a great event with a lot of information from speakers and vendors with new and different products for Highway Commissioners. I know I will learn a lot, and I hope all the attendees learn something new as well.

My heartfelt thanks go out to all the people who helped make this year's seminar a success. Not only the Township Highway Commissioners of Illinois Board of Directors, but everyone who put in the time to ensure that this year's seminar will go off without a hitch. I especially want to thank all the speakers for their participation and Alice Reed for all her hard work.

We are looking forward to returning to East Peoria again next August, and with a few changes and improvements it should be another great event.

Now with the seminar almost upon us, we can start looking toward fall. Some officials will be looking

forward to retiring while many others will be gearing up for the upcoming election. There are always many things to complete in addition to preparing for the winter ahead.

I always look forward to this time of year to prepare for the upcoming winter by making any needed repairs to equipment and checking all our signs to ensure they are secure and will hold up throughout the long winter. Of course, we are also waiting for salt pricing and yet still finishing up any road projects before the fall harvest begins so roadwork is complete before farmers need the roads for their harvest season. I'm also anticipating getting my normal one or two calls requesting new field entrances and also any last-minute requests for adjustments of existing field entrances. The life of a highway commissioner is always dealing with the unexpected.





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Mary Rob Clarke




President, Trustees Division  
Trustee, Riverside Township, Cook Co.

Your Township should have received a letter from TOI for the trustees yearly dues for 2024. One check for \$30.00 will cover your membership for ALL your township trustees. Your membership in the Trustees Division of TOI allows us to bring educational seminars that will help all trustees to do their township job better and help them understand the workings of township government. The Trustees division also supports the scholarship fund in helping students of all our townships receive a higher education. Your membership fee will also go to help to support the TOI website. Finally, your membership allows your trustees to participate and vote in the annual meeting held at the Annual TOI conference. Your \$30.00 check goes a

long way in supporting not only the Trustees Division but all of TOI.

**Know a trustee in your division who needs a high five?** Please recognize them by sending an email to me. Include your name, your Township and County the trustee being recognized, and what the trustee did. We would like to recognize trustees who have gone above and beyond at the Annual Educational Conference in November. Any questions please email me.


Thank you  
Mary Rob Clarke  
President, Illinois Trustees Association,  
Cook County, Riverside Township  
[maryrrob@aol.com](mailto:maryrrob@aol.com)




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Deb Lane

# Education / Election / Township Clerk

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

A few months without an article? I have been busy getting my assessment work done for the year, the due date was June 15th. Hopefully I can get back on track with monthly articles or have an article written by someone else in the Assessing field.

Our tax bills in LaSalle County are out and the first installment was due July 11th. This is the time of year when Assessors are not too popular. But that comes with the job I guess; you cannot be “thin-skinned,” per my one Supervisor.

Now to start working on next year’s new construction and demolition. Also, making a plan for reassessment by checking property record cards, field work, and new photos. This is a continual cycle—breaking it down and making it more manageable. I’m not sure how you can be more diligent to your taxpayers than by keeping assessments and values up to date.

Make sure you go up and down every street or road to check all parcels so you don’t miss one. When working in a section or in town, I make a copy of the aerial map and highlight (as a check off) as we go, so no parcel is missed. My field worker and I line up the property record cards by address, so we go up and down each street in an orderly fashion.

Before we go out, a posted notice or postcard is sent out that we are going to be out viewing each parcel. If they have questions or would like to be home, we make an appointment.

Then it’s time for data entry and placing a fair and equitable value on the parcel, from the last 3 year “Good Sales” average. I figure reassessment should take up about half your time each year.

Speaking of your time... this is the year Township Boards set salaries. This has to be set by Nov. 2nd for Multi Township Assessing Districts and Nov. 20th for Township Assessors (60 ILCS 1/65-20). Along with setting the salary for the Assessor, you need to set the \$25 per diem (maximum by law) for the Multi Township Boards (Supervisor and Clerk from each Township that is in the district).

Some questions / comments I have heard over the years:

**We do not have an Assessor; we do not set a salary.**

*You need to set a salary for the position, whether you have a person elected, appointed, or the funds can pay the County to do the work.*

**How does the Board come up with an amount to set the salary at?**

*Talk to your Assessor and find out what they have to do to complete their job yearly (for all 4 years), or ask the County Assessor if they would do the work for the position, what would they charge? In larger jurisdictions, a budget/levy will be more than a smaller jurisdiction, and the job of the Assessor would be at a higher level. In a smaller jurisdiction, your duties could be the same but at a smaller scale. It is not “One size fits all”—break the duties down, how much time will it take to do the work, and set a pay accordingly.*

**My Assessor does not do the job?**

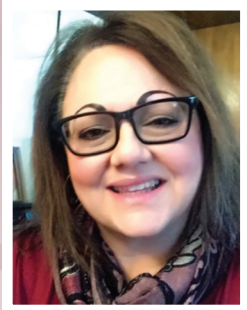
*Talk to your Assessor or to the County Assessor, see what can be done to get the job done—more pay, employees, equipment, this is a required position and the work needs to be done by state statute.*

**The Multi Board gets paid \$100 per meeting.**

*The State Statute says \$25 per diem, if you are getting paid more than that, please correct it and set \$25 per diem along with the Assessor Salary.*

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





Tina Houdek



# A Message from the President

President, AITCOY

**A**ITCOY is gearing up for this year's Annual Education Conference in November. We will be continuing to offer our awards for outstanding leadership in various categories. These categories include Youth Leadership Award, Volunteer Award, Staff Award, Youth Organization Award, Township Friend of Youth Award, and Director of the Year Award. The awards will be presented at the conference again this year. As a reminder, if you would like to nominate someone, you will need to be a paying member of AITCOY. The deadline for submitting nominations is September 13, 2024 by 5pm. Nomination forms can be found on our website at [www.aitcoy.org](http://www.aitcoy.org).

We are currently working on the final details for AITCOY's workshop offering at this year's Annual Education Conference as well so please be on the lookout for more information. We will include all the details in our September issue of *Perspective*.

The next AITCOY workshop is scheduled for August 22, 2024. We are still in the process of finalizing all the details but it will be hosted by Hanover Township and will be held in a hybrid style. The workshop will be on Family Systems and conducted by Robert Zak, LMFT, and Juan Escutia, from Hanover Township. More information regarding this will be posted on our website soon. Please visit [www.aitcoy.org/workshop](http://www.aitcoy.org/workshop) for continued updates.

Also please note that the deadline for the 2024 Sandra Koscielniak Graduate Scholarship Application has been changed and is due on September 13, 2024. This is a \$1000.00 scholarship for those who are in a graduate program with a focus on serving youth post graduate. Programs to be considered include: Master of Social Work (MSW), Master of Science or Arts in Psychology, Counseling, Family Therapy, Recreation, or Prevention with a focus on youth (MS/MA). For further information and application forms, please visit our website.

Happy Summer!!  
Tina Houdek

## Did You Know?

Did you know... that August 12, 2024, is International Youth Day, IYD, established by the United Nations as an opportunity for governments to draw attention to youth issues. Youth organizations around the world meet with national and local government officials to provide workshops, cultural events, and concerts focusing on the current issues important to youth.

In the United States, the Annie E. Casey Foundation suggest the following steps to steps to reduce inequities and keep youth engaged in school or work, including:

- Providing access to affordable, accessible high-quality early childhood education, especially in low-income communities, sets the stage for academic success and decreases disparities by income and race.
- Providing equitable access to high-quality K-12 education, including ensuring that schools in low-income areas have adequate resources, counselors, and support services as well as positive environments and non-punitive discipline policies.
- Strengthening early warning systems in schools and communities to identify youth who are struggling and to connect them with needed support, whether related to academics, disabilities, family issues, health care, mental health, or other needs.
- Ensuring that flexible learning experiences are available and tailored to youth needs and offering strong support for the transition from high school to post-secondary pathways, especially in areas with higher rates of youth disconnection.
- Increasing access to youth development programs—such as mentoring, after-school, and civic engagement—helps youth form relationships with supportive adults and meaningfully contribute to their community.
- Providing equitable access to high-quality employment opportunities, such as internships, apprenticeships, and career and technical training programs.
- Creating targeted plans to address the unique needs of communities with high rates of opportunity youth.

*Submitted by Dawn Arimura, Bloomington Township*



Lakeela Jennings



President, ITAGAC

Summer is beginning to wind down but in many cases, General Assistance case work is ramping up. With the ever-changing landscape of social work, ITAGAC is proud to continue to offer resources to Supervisors and their General Assistance staff who strive every day to help those in our respective communities.

If you haven't had a chance yet, there is still time to register for our next in-person educational event! Chicago Legal Aid & Prairie State Legal Services will be at Warren Township from 11:00 am to 2:00 pm on **Thursday, August 22, 2024** to discuss legal resources for GA clients. The cost is \$20 per attendee and lunch will be provided. Please email Mary Jo Imperato at [mimperato@hanovertownship.org](mailto:mimperato@hanovertownship.org) for more information and to RSVP.

The Caseworkers Division has begun planning for 2025 in a big way. The division meeting at TOI in November will focus on reviewing activities from 2024 and planning for the future. We will be holding

an election for our board in November and forming new committees. Some of the committees we are considering include:

- Membership Committee
- Educational Committee
- Conference Committee
- Awards Committee

We have had great success in hosting an ITAGAC Educational Conference for the past three years but we could use some help. Corey Dewey will be taking nominations for members and chair of these potential committees from now until the end of September. If you would like to volunteer or nominate someone for these roles, please email Corey at [cdewey@elkgrovetownship.com](mailto:cdewey@elkgrovetownship.com).

Thank you for your continued support! Please enjoy these last precious moments of summer and be thinking about ways to become more involved in the Caseworkers division. We appreciate you so much!

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

WE WANT YOU



# \*ITSSA WANTS YOU!

Lynndah Lahey

Director of Senior & Disability Services, Wheeling Township

**EXCITING NEWS!** At the Division's June membership meeting, ITASCSC members amended the bylaws and officially changed their name to **\*Illinois Township Senior Services Association (ITSSA)**. This new name better reflects the division's purpose of supporting Townships as they provide senior services, act as an advisory group for establishing new Senior Services Committees, provide education and continuity of Township-sponsored senior services, and monitor and advocate for legislation related to senior services.

While the name may have changed, the basic tenets of the Division's formation remain the same. ITSSA (previously ITASCSC) was formed as a result of Elected Officials and Township staff recognizing the growing number of older adults in their communities and the need for more senior services to support them. Officially recognized by TOI in 1982, some 42 years later the organization is still going strong with over 30 participating Townships. We are making a significant impact on senior services and programming throughout the state.

### What exactly is ITSSA, and what do we do?

ITSSA holds bimonthly in-person meetings in February, April, June, and August, but you can also participate virtually (and many members do). An annual meeting is held during the TOI Conference in November where new officers are elected. Additionally, ITSSA also holds topical and timely informational programs at the TOI Annual Educational Conference which address issues affecting older adults (open to all conference attendees). ITSSA's membership year runs from December 1 through November 30. The annual membership fee is \$75.

### ITSSA's FOCUS

- Provide for the stability and continuity of existing Township-sponsored Senior & Aging Services Programs;
- Act as an advisory group for the establishment of new Township Senior Services Committees and Departments;

- Monitor and advocate for current and pending legislation related to Senior & Aging Services;
- Promote the cooperation and sharing of resources and program information among Township Senior & Aging Services providers; and,
- Provide educational opportunities.

### Becoming an ITSSA member has many benefits

Networking opportunities, program ideas, idea sharing, informational meetings, educational workshops, and eligibility for ITSSA awards.

The ITSSA "Commitment to Senior Services Awards" are presented annually during the TOI Conference. These highly coveted awards shine a spotlight on members' continuing efforts to provide excellent services and programs to older adults in Illinois. Award categories include: "Innovative Senior Program of the Year," "Senior Services Director of the Year," "Volunteer of the Year," and "Senior Services Staff Member of the Year." Your organization must be an ITSSA member in good standing in order to participate.

Across the state, seniors continue to face isolation and lose services. *They have questions about such things as Medicare, loneliness, and transportation, and who better to help offer them guidance but their Township!* Join ITSSA and learn how. Any questions about membership can be directed to ITSSA President Becky Cordes at Schaumburg Township 847-285-4542 or Monika Jaroszewicz at Maine Township 847-297-2510. You can also visit the ITSSA website at [www.itascsc.net](http://www.itascsc.net) (web address will change soon) for membership forms and a schedule of our upcoming meetings.

*For more information about ITSSA, visit [www.itascsc.net](http://www.itascsc.net). If your Township is not yet a member, complete a membership application and submit it with annual dues of \$75. Get access to member-only resources and the opportunity to work alongside a great network of professionals serving older adults. Please reach out to ITSSA President Becky Cordes at Schaumburg Township 847-285-4542 or [bcordes@schaumburgtownship.org](mailto:bcordes@schaumburgtownship.org). Join us—and make a difference to the older adults in YOUR Township.*



## 2023 – 2024 Membership Registration

**\*New Name! ITSSA -- ILLINOIS TOWNSHIP SENIOR SERVICES ASSOCIATION** (formerly known as ITASCSC). ITSSA’s membership year 2023 – 2024 is Dec 1, 2023 -- Nov 30, 2024. Annual membership dues are \$75 for up to two delegates. *You must be a current ITSSA member in good standing to participate in our 2024 annual Awards Program* (awards presented at TOI).

**For Townships wishing to nominate staff/programs for the 2024 “Commitment To Senior Services” Awards, the Township needs to be a current member of ITSSA in good standing. If you would like to join ITSSA now in order to nominate staff or programs, please send your check for \$75 to ITSSA no later than November 1, 2024.**

If you are not currently an ITSSA member, but wish to join for **next** year (2024 – 2025 membership year: Dec 1, 2024 – Nov 30, 2025), note that on the membership form and your check. Please note that this will not allow you to nominate for the awards *this year*, but you will be eligible to nominate for the 2025 awards. *Questions? Contact Monika at Maine Township or ITSSA President Becky Cordes at Schaumburg Township 847-285-4542.*

**Please submit form and annual dues to:** ITSSA Membership  
C/O Monika Jaroszewicz  
Maine Township  
1700 Ballard Road  
Park Ridge, IL 60068  
Phone: 847-297-2510

TOWNSHIP:	
WEBSITE:	
ADDRESS:	
CITY:	ZIP:
FIRST DELEGATE NAME:	
FIRST DELEGATE PHONE:	
FIRST DELEGATE EMAIL:	
SECOND DELEGATE NAME:	
SECOND DELEGATE PHONE:	
SECOND DELEGATE EMAIL:	





## Commitment to Senior Services Awards 2024 Nomination Form

**\*New Name! ITSSA -- The ILLINOIS TOWNSHIP SENIOR SERVICES ASSOCIATION** (formerly known as ITASCSC), is now accepting nominations for its “2024 Commitment to Senior Services” annual awards. These awards are presented in recognition of outstanding commitment to meeting the needs of older adults within the community. Award recipients from 2023 are ineligible to receive the *same award* in 2024. For a list of previous award winners, visit the ITASCSC website: [www.itascsc.net](http://www.itascsc.net). ***Only members of ITSSA are able to submit nominations.*** *If your Township isn’t a member of ITSSA yet, please visit the website at [www.itascsc.net](http://www.itascsc.net) for more information.*

### How to Submit a Nomination:

- Choose and check the appropriate award category;
- Send in the nomination form below and submit a ***one-page written narrative*** for each nomination. **One** additional piece of documentation (ie., flyer, social media post, etc.) may also be submitted;
- Multiple nominations from the same Township are welcome;
- **The deadline for nominations is October 1, 2024.**

### Award Categories:

\_\_\_ Innovative Senior Program of the Year

\_\_\_ Senior Services Director of the Year

\_\_\_ Volunteer of the Year (aged 55+)

\_\_\_ Senior Services Staff Member of the Year

<b>TOWNSHIP:</b>
NAME OF NOMINEE:
DATE OF BIRTH (for VOLUNTEER award only):
ADDRESS:
CITY: ZIP:
PHONE: EMAIL:
<b>NOMINATED BY:</b>
<b>ADDRESS:</b>
CITY: ZIP:
PHONE: EMAIL:

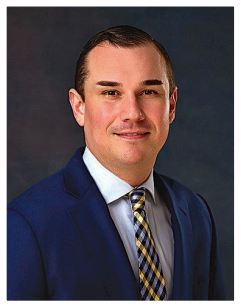
Please **EMAIL** all nominations to:

**Monika Jaroszewicz**  
Maine Township  
Phone: 847-297-2510 x252

[mjaroszewicz@mainetown.com](mailto:mjaroszewicz@mainetown.com)

**Awards will be presented in person during the TOI Breakfast Awards Program on Wednesday, November 13, 2024.**

The Awards program is part of the TOI Annual Educational Conference (which will be held 11/11 - 11/13 at the Crowne Plaza Hotel in Springfield).



# Illinois Supreme Court Rules Against Insurance Policy Stacking

Steve Judge

Judge Law, LLC

In a significant decision in the case of *Kuhn v. Owners Ins. Co.*, the Illinois Supreme Court addressed whether the liability limits of a multivehicle insurance policy could be aggregated or “stacked.” *Kuhn v. Owners Ins. Co.*, 2024 IL 129895. This case revolved around a \$1 million liability limit for each of seven vehicles covered under a single policy, potentially leading to a \$7 million total coverage for a single accident. The central issue was whether the policy’s antistacking clause was clear and enforceable.

## Background of the Case

The case originated from an accident involving a school bus and a semitruck on Interstate 74 in McLean County. The bus was struck head-on by a semitruck driven by Ryan Hute, who crossed the median into oncoming traffic. The accident resulted in the deaths of Hute and an adult volunteer, Charlie Crabtree, and injured several bus occupants.

The semitruck was insured by Owners Insurance Company (Owners) under a commercial vehicle policy issued to Farrell Trucking, which covered seven vehicles, including the one involved in the accident. Mark and Karen Kuhn, on behalf of the injured parties, sought to aggregate the \$1 million liability limits for each of the seven vehicles to claim a total of \$7 million.

## Legal Proceedings

The Kuhns filed a declaratory judgment action to determine if the liability limits could be stacked. The McLean County circuit court ruled in favor of the Kuhns, declaring the policy ambiguous and allowing stacking. However, the appellate court reversed this decision, finding the antistacking clause unambiguous and enforceable.

## Insurance Policy Provisions

The key provisions of the policy included:

- Section II(A): Stated that Owners would cover all damages legally required due to bodily injury

or property damage from an accident involving a covered vehicle.

- Section II(C): Detailed the limits of insurance, specifying that the liability limits shown in the declarations could not be added together to increase coverage for a single accident.

The policy’s declarations pages listed a “Combined Liability” limit of \$1 million per accident for each vehicle, accompanied by individual premiums.

## Court’s Analysis and Decision

The Illinois Supreme Court conducted a de novo review of the policy, emphasizing the need to interpret the entire policy rather than isolated provisions. The court referenced past rulings, including *Bruder v. Country Mutual Insurance Co.* and *Hobbs v. Hartford Insurance Co. of the Midwest*, to guide its interpretation.

The key cases cited in the opinion, focused on the issue of stacking insurance policy limits:

### *Bruder v. Country Mutual Insurance Co. (1993)*

- Summary: This case involved whether uninsured-motorist coverage in a business auto policy could be stacked due to separate premiums paid for two pickup trucks. The policy had an antistacking clause stating that the limit shown in the declarations applied regardless of the number of covered autos.
- Relevance: The court ruled that the policy provided a single \$100,000 liability limit for each person, irrespective of the number of vehicles insured, due to the unambiguous antistacking clause. The case is frequently referenced for its discussion on ambiguity created by listing liability limits multiple times on the declarations page.

### *Hobbs v. Hartford Insurance Co. of the Midwest (2005)*

- Summary: This case consolidated two underlying cases involving underinsured-motorist coverage for multiple vehicles under a single policy. The antistacking clause limited liability regardless

of the number of insured vehicles or premiums shown in the declarations.

- **Relevance:** The court ruled against stacking, highlighting that the clear and unambiguous antistacking language in the policy controlled the interpretation. It reaffirmed that an insurance policy's declarations page must be read in conjunction with other policy provisions to determine coverage limits.

### *Yates v. Farmers Automobile Insurance Ass'n (2000)*

- **Summary:** The appellate court found ambiguity in an insurance policy that allowed stacking of underinsured-motorist coverage because the declarations page listed limits for each covered vehicle.
- **Relevance:** Cited in Hobbs, the Illinois Supreme Court disagreed with Yates' interpretation, emphasizing that the antistacking clause must clearly limit liability regardless of the number of vehicles listed.

### *Hall v. General Casualty Co. of Illinois (2002)*

- **Summary:** The policy in question contained an antistacking clause that was argued to be ambiguous due to a statement indicating coverage provided where a premium is shown. The appellate court allowed stacking based on this perceived contradiction.
- **Relevance:** The Illinois Supreme Court overruled Hall in Hobbs, clarifying that a statement indicating coverage based on shown premiums does not inherently conflict with an antistacking clause.

### *Hess v. Estate of Klamm (2020)*

- **Summary:** The case involved bodily injury liability limits and whether these limits could be stacked for multiple covered vehicles. The policy's antistacking clause was clear in limiting liability regardless of the number of vehicles.
- **Relevance:** The court ruled against stacking, reaffirming that clear antistacking language prevents multiple liability limits from being aggregated. It also emphasized that a declarations page listing limits more than once does not automatically create ambiguity.

### *Cherry v. Elephant Insurance Co. (2018)*

- **Summary:** This appellate case allowed the stacking of underinsured-motorist coverage due to the separate listing of liability limits for each vehicle on the declarations page.

- **Relevance:** Referenced in Hess, the Illinois Supreme Court distinguished Cherry by noting that the declarations page listed limits separately for each vehicle, unlike in Hess where the limits were listed only once per page.

### *Johnson v. Davis (2007)*

- **Summary:** This case allowed stacking of underinsured-motorist coverage in a multivehicle policy due to separate listings of liability limits for each vehicle.
- **Relevance:** Like Cherry, this case was distinguished in Hess where the court held that separate listings of limits do not necessarily imply stacking unless the policy language clearly supports such an interpretation.

## **Key Takeaways from These Cases:**

- **Antistacking Clauses:** The primary legal principle is that clear and unambiguous antistacking clauses in insurance policies generally prevent the aggregation of liability limits across multiple vehicles.
- **Declarations Pages:** The arrangement and listing of limits on declarations pages are critical. Multiple listings can create ambiguity, but the presence of a clear antistacking clause typically controls.
- **Case-by-Case Analysis:** The courts emphasize a holistic approach, examining the entire policy rather than isolated sections to determine the intent and coverage limits.

The court found that the policy's antistacking clause was clear and unambiguous. The clause explicitly stated that the liability limit for any one accident could not be aggregated with limits for other covered vehicles. Despite multiple listings of the \$1 million limit for each vehicle on the declarations pages, the policy as a whole indicated that stacking was not permitted.

## **Conclusion**

The Illinois Supreme Court affirmed the appellate court's decision, holding that the antistacking clause in the Owners Insurance policy was unambiguous and enforceable. This ruling clarified that policyholders could not aggregate the liability limits of multiple vehicles covered under a single policy for a single accident, thus limiting the total coverage to \$1 million as specified in the policy. This decision underscores the importance of clear policy language and provides guidance on the interpretation of antistacking provisions in multivehicle insurance policies.

# Township Officials of Cook County

President Katy Dolan Baumer from Hanover Township, brought the meeting of the 2024 Spring Conference of the Township Officials of Cook County (TOCC) to order and welcomed everyone on June 13. She reminded everyone present that one of the main reasons the organization exists is to provide education and support to the membership. She thanked everyone for making the evening's event a success with hopes that everyone would go home with much new and refreshed information to share with their township officials and staff. Over 130 participants joined the TOCC Board for panel discussions, sessions, special guests, and dinner at this Spring Conference.

President Dolan Baumer provided a recap of the TOCC Board's year to date activities. TOCC had three representatives to the National Association of Towns & Townships (NATA/T) conference in Washington, D.C. Supervisor Calvin Jordan (Rich Township), Trustee Jacqueline Stewart (Bloom Township), and Trustee



*Former River Forest (Cook Co.) Supervisor Carla Sloan was honored for her service to TOCC. Pictured: Riverside Township (Cook Co.) Assessor and TOCC Treasurer Fran Sitkiewicz; former River Forest Supervisor Carla Sloan; Schaumburg (Cook Co.) Township Supervisor and TOCC Immed. Past President Tim Heneghan; Hanover Township (Cook Co.) Township Clerk, TOCC President, and Township Clerks Division President Katy Dolan Baumer; and Rich Township (Cook Co.) Supervisor and TOCC Vice President Calvin Jordan.*

Mary Rob Clarke (Riverside Township) represented TOCC and their townships well. They enjoyed the conference and felt they were heard by the legislators.

The Board accepted the resignation, with regret, of Supervisor Carla Sloan as she stepped down from her elected position in Riverside Township. A steadfast advocate of coterminous townships, she reached out to legislators to share important township information and helped them to see the value of those

townships to their constituents. Immediate Past President Tim Heneghan of Schaumburg presented Carla with a commemorative plaque and wished her well in her future.

The General Assistance Caseworkers group was welcomed as an associate membership under the Supervisor's Division by Supervisor Bob Alberding of Barrington Township. President Daniela Mozas from Proviso, Treasurer April Dugas of Oak Park, and Secretary Alexis O'Farrell of Orland were present and stood to be recognized.

President of the Assessors Division Ali ElSaffar of Oak Park Township reported recently that 20% of online applications to the County Assessor are through township assessors. They have embraced the digital age and the local township assessors' assistance is proving invaluable to our residents.



*Rich Township (Cook Co.) Trustee and TOI Board of Directors Jacquelyn Small, TOI Executive Director Jerry B. Crabtree, and Bloom Township (Cook Co.) Trustee and TOI Board of Directors Jacqueline Stewart.*

Trustee Nick Bobis of Rich Township congratulated Trustee Jacqueline Stewart, who would lead the Trustees Division, saying that the Division looks forward to a robust year in 2024-25 with Jacque at the helm as president and himself as Treasurer.

While Bloom Township Highway Commissioner Joe Stanfa did not talk about butterflies too much this year, he did applaud all who supported stopping bills that were targeted against Road Districts and toward their dismantle. Commissioner Stanfa is known for spearheading the Monarch Project in our area, planting a mix of milkweed and flowers "so the butterflies and bees can have nectar during the rest stops," said the Commissioner.

Clerk Vinnedge reported that the Clerks Division is strong and all the clerks welcomed returning Clerk

Jerome Hoynes of New Trier back into the division, as he recently hosted the division's May meeting with a discussion by IMRF representatives. Meetings are being scheduled for 2024-25 this summer.

Special guest, Township Officials of Illinois Executive Director Jerry Crabtree, spoke about the upcoming summer district education events across the state. He also highlighted upcoming lunch and learn webinar opportunities and the trustees event in Bloomington in August. Of particular note, he mentioned the Township Election Seminar sponsored by the Clerks Division of TOI.

TOCC participated in and sponsored the Township Officials of Illinois Annual Conference last November, and the Metropolitan Township Association symposium in September.



*Illinois Secretary of State Alexi Giannoulias spoke to attendees as Keynote Speaker.*

The keynote speaker for the evening was introduced by Supervisor Jordan. Secretary of State Alexi Giannoulias was engaging and had much to impart to us, including stories of his immigrant parents who ingrained “service” into his life.

Sessions and panel discussions for the evening included a variety of topics presented by experienced and knowledgeable presenters.

Attorney James Ferolo of Klein, Thorpe and Jenkins, Ltd. led a discussion on the Open Meetings Act. Mr. Ferolo is also the author on the same topic for the Township Officials of Illinois Clerks Handbook. Celeste Smith (Hanover), Mandy Stevenson (Elk Grove), and Melissa Bukovatz (Leyden) led a panel discussion on Canva. *Canva* is a free-to-use online graphic design tool used to create social media posts, presentations, posters, videos, logos, and more. Tina Cole-Chambers and Keith Chambers of Rich Township discussed Mental Health Boards. On the discussion panel for Senior Advisory Committees, Dr. Patricia George, Tina Cole-Chambers, and Geraldine Tyler (all from Rich Township), engaged participants with lively Q&A. On every Township official's mind today are the “First Amendment Audits”

that are occurring throughout Illinois. Schaumburg Director of Community Relations Katy Trent and River Forest Supervisor Carla Sloan have first-hand knowledge and experience with the audits, and provided tips and information to make the audit a breeze! Attorneys Matt Welch and Tom Condon of Montana and Welch LLC led a discussion on all things highway, including vacating roads, responsibilities (county or township or village), insurance issues, and much more.

President Dolan Baumer thanked Administrative Assistant Austin Hopkins for organizing this Spring Conference. From the alignment of the speakers and panels to the meal to the invitations and reservations, he and his partner Heidi, and the TOCC Board, did an admirable job. You made us all very proud.

The Township Officials of Cook County Board members are:

- Katy Dolan Baumer, President; *Clerk, Hanover*
- Calvin Jordan, Vice President; *Supervisor, Rich*
- Fran Sitkiewicz, Treasurer; *Assessor, Riverside*
- Jerome Hoynes, Secretary; *Clerk, New Trier*
- Tim Heneghan, Immediate Past President; *Supervisor, Schaumburg*
- D. Robert Alberding; *Supervisor, Barrington*
- Michael Shackel; *Supervisor, Lemont*
- Bob Vinnedge; *Clerk, Schaumburg*
- Jane Nolan; *Clerk, Palos*
- Charles Levy; *Clerk, Niles*
- Carla Matthews; *Clerk, Bloom*
- Ali ElSaffar; *Assessor, Oak Park*
- Rick Kelly; *Assessor, Orland*
- Joe Stanfa; *Highway Commissioner, Bloom*
- Gene Adams; *Highway Commissioner, Palos*
- Scott Kegaris; *Highway Commissioner, Schaumburg*
- Nick Bobis; *Trustee, Rich*
- Eugene Martinez; *Trustee, Hanover*
- Mary Robb Clarke; *Trustee, Riverside*
- Jacqueline Stewart; *Trustee, Bloom*

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618-267-7741

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

## FOR SALE

Champaign Township, Champaign County, Illinois is selling its 1985 Harben Trailer Jetter.



It has a water capacity of 200 gallons, tanks being refurbished three years ago. Asking \$3,000.



For more information, call Keith Padgett, Highway Commissioner, at 217-352-0321. Jetter is located at 3900 Kearns Road, Champaign, IL 61821.

## FOR SALE



Bids are being accepted by the Cherry Grove-Shannon Township for our 2010 International 7500 tandem dump truck with 95,000 miles. Truck is sold as is condition. Minimum bid of \$30,000.

To view the truck contact Brian Koch, Road Commissioner, at 815-297-3260.

Bids will be opened on September 10th at 7pm at the township building. The Cherry Grove-Shannon township does reserve the right to reject any and all bids.

Cherry Grove-Shannon Township  
13 South Cedar Street, Shannon, Illinois 61078

## FOR SALE



2007 Ford F450 diesel sold with plow and stainless steel salt spreader. Vin #1FDXX47P67EA78697.

MIN. BID \$15,000.00. Good tires. 53,XXX miles. This truck is sold "as is" with no warranty or guarantee of equipment. All bids must be in by August 19, 2024, at NA-AU-SAY Twp., 1312 Wheeler Road, Plainfield, IL 60544 at 2pm at which time the bids will be opened. To view the truck call Gary at 815-482-2909.

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

# Township and Road District Checklist

## 2024 Township Calendar

Checklist dates are now available on the Events Calendar at [toi.org](http://toi.org)

09/27/24	<b>Fiscal Responsibility Report Card*</b>	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	<b>Comptroller's Report*</b>	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	<b>Annual Treasurer's Report Completed*</b>	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	<b>Annual Treasurer's Report Published*</b>	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. <b>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.</b>
09/30/24	<b>Audit</b>	50 ILCS 310/6 60 ILCS 1/80-20	Last day for townships to file CPA audit with state comptroller's office and county clerk. Townships receiving revenues of \$850,000 or more for a fiscal year, exclusive of road district funds, must have CPA audit within 6 months from end of fiscal year. Townships receiving revenues of less than \$850,000 for a fiscal year, exclusive of road district funds, may have a 3-member independent audit committee instead of CPA audit. Committee audit must be filed with county clerk within 6 months from end of fiscal year. <b>CPA audit required at end of supervisor's term or if vacancy occurs anytime in the position of supervisor.</b>
09/30/24	<b>Audit</b>	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	<b>Multi-Township Assessing District Salaries</b>	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	<b>Notifying Township Central Committee of Reporting Caucus Time/Location</b>	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	<b>Notifying Multi-Township Central Committee of Reporting Caucus Time/Location</b>	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	<b>Notifying Township Clerk of Caucus Time/Location</b>	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	<b>Notifying Multi-Township Clerk of Caucus Time/ Location</b>	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	<b>Township Official Salaries</b>	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	<b>Publishing Caucus Notice</b>	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.
11/24/24	<b>Publishing Multi-Township Caucus Notice</b>	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	<b>Township Caucus</b>	60 ILCS 1/45-10	Must be after 6:00 p.m.
12/04/24	<b>Multi-Township Assessing District Caucus</b>	60 ILCS 1/45-25	Must be after 6:00 p.m.
12/11/24	<b>Last Day to Determine Tax Levy for Truth in Taxation</b>	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	<b>Last Day for Truth in Taxation Notice</b>	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	<b>Last Day to Hold Truth in Taxation Hearing, Adopt &amp; File Tax Levies</b>	35 ILCS 200/18-90	Last day to hold Truth in Taxation hearing, adopt and file township and road district certificates of levy, tax levies and Certificate of Compliance for Truth in Taxation law with county clerk.

\*Assumes fiscal year begins April 1

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



# TOI Bookstore

<https://my.toi.org/toi-store>

The TOI Bookstore is now exclusively online! Head to [toi.org](https://my.toi.org) to find more details on these publications, prices, and discounts! Questions can be sent to the TOI office via phone (217) 744-2212 or via email [kayla@toi.org](mailto:kayla@toi.org)

**Half Price Sale - Laws & Duties  
Until September 30**



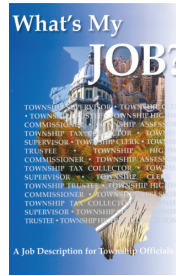
2022 Laws & Duties  
**\$35 \$17.50**



2022 Laws & Duties CD  
**\$30 \$15**



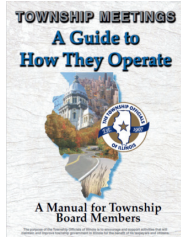
2022 Laws & Duties  
Combo  
**\$45 \$22.50**



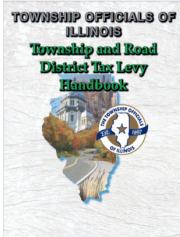
What's My Job?  
\$5



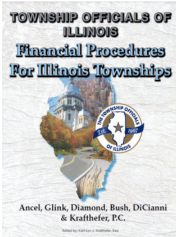
2021-2025 TOI Directory  
\$50



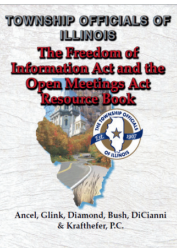
Township Meetings: A  
Guide to How They  
Operate  
\$15



Township and Road  
District Levy Handbook  
\$15



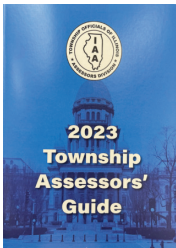
Financial  
Procedures for  
Illinois Townships  
\$15



FOIA & OMA  
Resource Book  
\$15



Desk Reference Set  
\$45



2023 Township  
Assessors' Guide  
\$20

## Clerks Handbook

Handbook & CD - \$50

CD only - \$25

Checks payable to *Township  
Clerks of Illinois*

Mail form and check to:  
Katy Dolan Baumer  
Hanover Township Clerk  
250 S. State Route 59  
Bartlett, IL 60103

Questions? Call Clerk Katy at (312) 215-5577 or e-mail her at  
[kdolanbaumer@hanover-township.org](mailto:kdolanbaumer@hanover-township.org)

Township: \_\_\_\_\_

County: \_\_\_\_\_

Clerk's Name: \_\_\_\_\_

Best Phone: \_\_\_\_\_

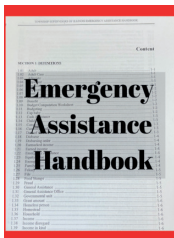
E-mail Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

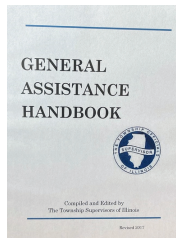
City: \_\_\_\_\_ Zip: \_\_\_\_\_

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Emergency Assistance  
Handbook  
\$40



General Assistance  
Handbook  
\$150

# IN MEMORIAM

**William Acton**, 94, of Henning died February 8. He was a former Township Clerk of South Ross Township (Vermilion Co.)

**Lonnie Allaman**, 71, of Macomb died June 22. He was a former Trustee of Sciota Township (McDonough Co.)

**Glendon "Red" Allicks**, 86, of Princeton died May 18. He was a former Highway Commissioner of Princeton Township (Bureau Co.)

**Helen Barrett**, 87, of Monee died May 15. She was a former Township Clerk of Monee Township (Will Co.)

**Reggie Birch**, 86, of Bible Grove died June 3. He was a former Trustee of Bible Grove Township (Clay Co.)

**Dale Darr**, 86, of Jerseyville died February 2. He was a former Supervisor of Shipman Township (Macoupin Co.)

**James Gonnam**, 72, of Morris died June 17. He was a former Trustee and Highway Commissioner of Vienna Township (Grundy Co.)

**Richard Gusewelle**, 80, of Edwardsville died June 26. He was a former Highway Commissioner of Hamel Township (Madison Co.)

**Gene Hofbauer**, 87, of Rankin died May 26. He was a former Trustee of Butler Township (Vermilion Co.)

**Jack Huggins**, 95, of Sugar Grove died May 29. He was a former Highway Commissioner of Sugar Grove Township (Kane Co.)

**Donald Huntley**, 86, of Chana died May 8. He was a former Supervisor of Pine Rock Township (Ogle Co.)

**Nancy Janes**, 85, of Lerna died March 28. She was currently serving as Trustee of Pleasant Grove Township (Coles Co.)

**John "Terry" Jones**, 81, of Galesburg died June 7. He was a former Trustee and Highway Commissioner of Swan Township (Warren Co.)

**Robert Kelly**, 64, of Dwight died February 20. He was a former Highway Commissioner of Dwight Township (Livingston Co.)

**Roger Kiddo**, 85, of Aledo died May 20. He was a former Trustee of Duncan Township (Mercer Co.)

**Arthur Kiesewetter**, 89, of Metamora died February 18. He was a former Trustee and Supervisor of Worth Township (Woodford Co.)

**Joanne Bettenhausen Krapf**, 95, of Manhattan died June 22. She was a former Assessor of Green Garden Township (Will Co.)

**Richard Law**, 87, of Taylorville died May 27. He was a former Trustee of Locust Township (Christian Co.)

**Carolyn Masterson**, 73, of Pocahontas died May 9. She was a former Trustee of Burgess Township (Bond Co.)

**Dennis Meske**, 94, of Shobonier died May 16. He was a former Township Clerk and Trustee of Wilberton Township (Fayette Co.)

**Ellen "Susie" Mohr**, 95, of Homer died June 13. She was a former Assessor for South Homer Township (Champaign Co.)

**Rick Morgan**, 68, of Sterling died May 17. He was a former Trustee of Gold Township (Whiteside Co.)

**Don Reno**, 89, of Brighton died May 6. He was a former Trustee and Highway Commissioner of Shipman Township (Macoupin Co.)

**Jacqueline Roman**, 81, of Prophetstown died June 25. She was a former Township Clerk of Prophetstown Township (Whiteside Co.)

**Jack Simmons**, 81, of Lewistown passed on June 13. He was currently serving as a trustee of Lewistown Township (Fulton Co.)

**Gary Smith**, 80, of Viola died June 2. He was a former Highway Commissioner of Greene Township (Mercer Co.)

**Myron Stackhouse**, 90, of Cambridge died June 20. He was a former Trustee of Cambridge Township (Henry Co.)

**Nanci Vanderwheel**, 87, of Elk Grove died July 6. She was a former Supervisor of Elk Grove Township (Cook Co.)

**Tom Walbum**, 91, of Pleasant Plains died May 4. He was a former Trustee of Cartwright Township (Sangamon Co.)

**Edward Weeks**, 79, of Morrison died May 13. He was a former Highway Commissioner of Mt. Pleasant Township (Whiteside Co.)

**Robert Willerton**, 91, of Danvers died June 15. He was a former Supervisor of Danvers Township (McLean Co.)

**Stella Zajakala**, 95, of Naperville, died February 8. She was a former Assessor in Will Township (Will Co.)



# New Year, Time for a New Website. New Year Discount.

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#### LIFTING SAFETY TIPS



- Let your lower body do the heavy lifting.
- Squat down in front of the object, keep your back straight and chest forward.
- Tighten your abdominal muscles as you unbend your knees and lift straight up.
- Keep the object you're lifting close to your chest.
- Keep shoulders and hips aligned in the same direction.

## Improper lifting is a pain.

Just by using proper lifting techniques injuries can be avoided on the job. Each year there are millions of dollars in workers' compensation claims paid as a result of lifting, slips, trips and falls. A collaborative effort by each member can help to minimize these injuries and reduce the cost of claims.

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