

AGENDA
WINFIELD TOWNSHIP
BOARD OF TRUSTEES MEETING
February 11, 2019 – 7:00 pm

**Winfield Township
130 Arbor Ave.
West Chicago, IL 60185**

1. Roll call.
2. Pledge of Allegiance to the Flag.
3. Review and Approval of Minutes of the regular Board meeting held January 14, 2019.
4. Audience participation (5-minute limit per person.)
5. Correspondence.
6. Review and Approval of Board Audit Report.
7. Unfinished Business
 - a. Tax Objection.
8. New Business
 - a. Monthly Financial and Investment Reports.
 - b. Approval of CERT Intergovernmental Agreement 2019/2020
 - c. Approval of ATM Agenda
 - d. Discussion – Open House
 - e. Approval of Audit proposal for FY 2018/2019
9. On-Going Business
10. Department Reports
11. Comments from Elected Officials
12. Executive Session
 - a. Semi Annual Review of Closed Session Minutes, 5 ILCS 120 2 (c) 21
Discussion of Approval and/or Release of Closed Session Minutes:
8/13/2018 and 9/24/2018
13. Action to be taken from the Executive Session
 - a. Approval and/or release of Closed Session Minutes: 8/13/2018, 9/24/2018
14. Adjournment.



Board of Trustees
Regular Meeting Minutes
Held at Winfield Township Office
130 Arbor Avenue
West Chicago, IL 60185
1/14/2019

Meeting called to order at 7:00PM by Supervisor Smith.

Clerk Prater called roll call. Trustee Halley, Trustee Alekna, Trustee Guglielmi and Supervisor Smith were present. Trustee Voelz was absent.

Also present: Assessor Mark Malay, Highway Commissioner John Dusza, and Clerk Nicole Prater.

Others present: Ed Franckowiak

Supervisor Smith led the Pledge of Allegiance.

Supervisor Smith entertained a motion for approval for the minutes of the Regular Board Meeting held December 10, 2018. Motion made by Trustee Guglielmi. Second by Trustee Alekna. No discussion. Motion carried on roll call vote.

Trustee Halley- Aye	Trustee Alekna- Aye	Trustee Guglielmi-Aye
Trustee Voelz- Absent	Supervisor Smith- Aye	

Audience participation: Ed Franckowiak commended the Board for putting the packet on the website. Still had issues with how the outline for the agenda is being written. He would also like to see the checkbook entries that were approved for this meeting.

Correspondence: None

Board Audit Report:

Town Fund \$ 112,154.88	General Road Fund \$105,000.01
General Assistance \$11,037.06	Permanent Road Fund \$42,076.73
Equipment & Building Fund \$15,900.20	IMRF Road District Fund \$2,589.32
Social Security Road Fund \$1,008.28	Liability Insurance Fund \$0.00
Total of all funds \$285,864.53	

Motion made by Trustee Halley to approve the Board Audit report. Second by Trustee Guglielmi. Two charges for JRF Consulting for what was updated on the website. Supervisor Smith advised by the end of the week we will have a new website and mobile access friendly. Motion carried on roll call vote.

Trustee Alekna- Aye	Trustee Guglielmi-Aye	Trustee Voelz-Absent
Trustee Halley- Aye	Supervisor Smith- Aye	



Unfinished Business:

Midwest Shelter for Homeless Veterans – Supervisor Smith sent out the check and asked for an Annual Report.

Tax Objections - Negotiations are still going on. March is the court date.

New Business:

Monthly Financial and Investment Reports - Information only

Ongoing Business:

One-year Pilot Ride DuPage Program – Supervisor Smith is still meeting with Warrenville, West Chicago and PACE. They are looking to have an agreement with PACE in place by March 2019.

Department Reports:

Supervisor Smith - Working on new website. 3/9 is the Winfield Township Open House.

Assessor Mark Malay – Last hearings on Friday. We then move on to 2019 assessments.

Highway Commissioner Dusza - Annual pot hole patching. Snow and ice removal looks like this weekend will be fun. Working on cutting down trees as we can and working on the Handbook. It takes an hour and a half to print 48 books, just going a little bit slower. Supervisor Smith commended Commissioner Dusza for printing in- house and saving money. Working on maintaining trucks and ordered more salt today. Bloomingdale Township gave us some 1,800 gallons of salt brine/beet juice mix. It is what you pre-wet the roads with when you stripe them. Next week, we have the homeless count on 1/23 from 9pm to 3am. Happy Martin Luther King Day.

Trustee Voelz – Absent

Trustee Halley –Happy New Year! Be safe this weekend when it snows.

Trustee Alekna – Life is good.

Trustee Guglielmi – Nothing to report.

Clerk Prater – Happy New Year!

Motion for adjournment made by Trustee Halley. Second by Trustee Guglielmi. Motion carried on voice vote.

Trustee Halley- Aye Trustee Alekna- Aye Trustee Guglielmi-Aye

Trustee Voelz- Absent Supervisor Smith- Aye

Meeting Adjourn at 7:11PM



Clerk Nicole Prater

Supervisor Dona Smith

8:24 AM

02/06/19

Cash Basis

Winfield Township Investment Report As of January 31, 2019

	Jan 31, 19
ASSETS	
Current Assets	
Checking/Savings	
TOWN INVESTMENT	
100134 · CD #21648 3.20@ 09-22-08	100,000.00
100109 · Disbursing HRA Account	63.67
100105R · Republic Bank Town MM	403,150.98
100101 · Disbursing Account	3,107.45
100100R · Republic Bank - Town	1,419,129.92
Total TOWN INVESTMENT	1,925,452.02
GA INVESTMENTS	
200150 · Petty Cash	100.00
200100 · GA - Republic Bank	339,191.62
Total GA INVESTMENTS	339,291.62
GENERAL ROAD INVESTMENTS	
300100R · Republic Bank - General Road	56,915.14
Total GENERAL ROAD INVESTMENTS	56,915.14
PERM ROAD INVESTMENTS	
400100R · Republic Bank - Perm Road	461,882.45
Total PERM ROAD INVESTMENTS	461,882.45
EQUIPMENT & BLDG INVESTMENTS	
410100R · Republic Bank - Equipment Fund	420.65
Total EQUIPMENT & BLDG INVESTMENTS	420.65
IMRF INVESTMENTS	
500100R · Republic Bank - IMRF	33,718.66
Total IMRF INVESTMENTS	33,718.66
SOCIAL SECURITY INVESTMENTS	
510100R · Republic Bank - SS & MEDI	28,133.03
Total SOCIAL SECURITY INVESTMENTS	28,133.03
INSURANCE INVESTMENTS	
520510R · Republic Bank - Liab Ins	69,984.63
Total INSURANCE INVESTMENTS	69,984.63
ROAD BOND INVESTMENTS	
550101 · Republic Bank - Bond Checking	240,847.07
Total ROAD BOND INVESTMENTS	240,847.07
Total Checking/Savings	3,156,645.27
Total Current Assets	3,156,645.27
TOTAL ASSETS	3,156,645.27
LIABILITIES & EQUITY	0.00

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Cash Basis

Winfield Township
Statement of Revenue & Expenses - Town Fund
April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
REVENUE (Town Fund)				
100400 · Current tax Levy	1,152,272.08	1,270,000.00	-117,727.92	90.7%
100401 · Prior Tax Levy	893.48			
100405 · Personal Property Tax Revenue	43,240.34	30,000.00	13,240.34	144.1%
100410 · Interest Income	9,098.01	7,000.00	2,098.01	130.0%
100415 · Passport Revenue	1,605.00	1,000.00	605.00	160.5%
100420 · Senior/Adult Bus Program	2,527.00	4,000.00	-1,473.00	63.2%
100421 · Coast2Coast Cards	348.50	400.00	-51.50	87.1%
100425 · Rental Income	15,000.00	20,000.00	-5,000.00	75.0%
100430 · Miscellaneous Income	4,046.41	1,000.00	3,046.41	404.6%
100431 · Contra Account to Health Ins	119.04			
Total REVENUE (Town Fund)	1,229,149.86	1,333,400.00	-104,250.14	92.2%
Total Income	1,229,149.86	1,333,400.00	-104,250.14	92.2%
Gross Profit	1,229,149.86	1,333,400.00	-104,250.14	92.2%
Expense				
10 · TOWN FUND				
1.01 · ADMINISTRATIVE EXPENDITURES				
PERSONNEL SERVICES				
101500 · Salaries - Officers	265,333.60	322,000.00	-56,666.40	82.4%
101501 · Salaries - Office	40,416.80	51,000.00	-10,583.20	79.2%
101505 · Health/Life Insurance	36,686.12	75,000.00	-38,313.88	48.9%
101506 · Social Security Tax	23,351.60	40,000.00	-16,648.40	58.4%
101507 · I.M.R.F.	24,705.36	45,000.00	-20,294.64	54.9%
Total PERSONNEL SERVICES	390,493.48	533,000.00	-142,506.52	73.3%
CONTACTUAL SERVICES				
101515 · Maintenance - BLDG & Equipment	9,595.09	36,000.00	-26,404.91	26.7%
101520 · Liability Insurance	25,518.00	55,000.00	-29,482.00	46.4%
101525 · Telephone	634.38	2,000.00	-1,365.62	31.7%
101530 · Utilities	3,966.03	7,000.00	-3,033.97	56.7%
101535 · Travel & Training	212.22	5,000.00	-4,787.78	4.2%
101540 · Postage	1,342.95	6,000.00	-4,657.05	22.4%
101545 · Print/Publishing	2,591.50	8,000.00	-5,408.50	32.4%
101550 · Accounting Services	9,088.70	12,000.00	-2,911.30	75.7%
101551 · Computer Consulting	4,981.11	14,000.00	-9,018.89	35.6%
101555 · Legal Services	6,360.33	10,000.00	-3,639.67	63.6%
101565 · Weed Control	0.00	1,000.00	-1,000.00	0.0%
101560 · Dues & Subscriptions	3,004.11	3,000.00	4.11	100.1%
101600 · GA Emer - Food & Per Allow	0.00	1,500.00	-1,500.00	0.0%
101601 · GA Emer - Medical Care	0.00	1,000.00	-1,000.00	0.0%
101602 · GA Emer - Funeral/Burial	0.00	1,000.00	-1,000.00	0.0%
101603 · GA Emer - Utilities	0.00	2,000.00	-2,000.00	0.0%
101604 · GA Emer - Shelter	0.00	1,000.00	-1,000.00	0.0%
101605 · GA Emer - Transportation	0.00	500.00	-500.00	0.0%

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Cash Basis

Winfield Township
Statement of Revenue & Expenses - Town Fund
April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
101606 · GA Emer - Misc. Expense	0.00	500.00	-500.00	0.0%
101607 · GA PRY-REP payee	0.00	500.00	-500.00	0.0%
Total CONTACTUAL SERVICES	67,294.42	167,000.00	-99,705.58	40.3%
OTHER DIVISIONS				
101570 · Commodities - Office Supplies	2,692.07	8,000.00	-5,307.93	33.7%
101572 · Election Supplies	0.00	500.00	-500.00	0.0%
101574 · Other Expenses - Misc.	508.27	8,500.00	-7,991.73	6.0%
101590 · Capital outlay	789.74	15,000.00	-14,210.26	5.3%
Total OTHER DIVISIONS	3,990.08	32,000.00	-28,009.92	12.5%
Total 1.01 · ADMINISTRATIVE EXPENDITURES	461,777.98	732,000.00	-270,222.02	63.1%
1.02 · ASSESSOR				
PERSONNEL				
102501 · Salaries	195,925.00	255,000.00	-59,075.00	76.8%
102505 · Health Insurance	42,048.36	78,000.00	-35,951.64	53.9%
102506 · Social Security Tax	14,619.26	25,000.00	-10,380.74	58.5%
102507 · I.M.R.F	17,602.17	30,000.00	-12,397.83	58.7%
102508 · Unemployment Tax	408.24	1,000.00	-591.76	40.8%
Total PERSONNEL	270,603.03	389,000.00	-118,396.97	69.6%
CONTRACTUAL SERVICES				
102516 · Maintenance - BLDG & Equip	29.67			
102519 · Other Professional Services	3,727.16	20,000.00	-16,272.84	18.6%
102525 · Telephone	7,083.49	10,000.00	-2,916.51	70.8%
102535 · Training Education & Travel	4,907.25	9,000.00	-4,092.75	54.5%
102540 · Postage	759.20	2,000.00	-1,240.80	38.0%
102545 · Printing/Publishing	1,226.75	3,000.00	-1,773.25	40.9%
102560 · Dues & Subscriptions	734.50	2,000.00	-1,265.50	36.7%
Total CONTRACTUAL SERVICES	18,468.02	46,000.00	-27,531.98	40.1%
OTHER DIVISIONS				
102570 · Commodities - Office Supplies	798.37	3,000.00	-2,201.63	26.6%
102574 · Other Expenses - Misc	407.10	2,000.00	-1,592.90	20.4%
102590 · Capital Outlay	9,400.84	20,000.00	-10,599.16	47.0%
Total OTHER DIVISIONS	10,606.31	25,000.00	-14,393.69	42.4%
Total 1.02 · ASSESSOR	299,677.36	460,000.00	-160,322.64	65.1%

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Cash Basis

Winfield Township
Statement of Revenue & Expenses - Town Fund
April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
1.03 · OTHER DIVISIONS				
103600 · Maintenance Cemetery	2,480.00	8,000.00	-5,520.00	31.0%
103610 · Street Lights - Cemetery	196.56	1,000.00	-803.44	19.7%
103615 · Bus Program & Activities	0.00	30,000.00	-30,000.00	0.0%
103620 · WAYS	33,000.00	44,000.00	-11,000.00	75.0%
103625 · Children's Center	3,000.00	3,000.00	0.00	100.0%
103627 · Emergency Alarm System	0.00	1,000.00	-1,000.00	0.0%
103628 · Waste/Recycling	375.00	8,000.00	-7,625.00	4.7%
103629 · Warrenville Youth & Family Svc	6,000.00	8,000.00	-2,000.00	75.0%
103632 · Access DuPage	4,000.00	4,000.00	0.00	100.0%
103633 · Citizens Corp	1,875.00	3,000.00	-1,125.00	62.5%
103634 · DuPage County Senior Citizens	0.00	2,000.00	-2,000.00	0.0%
103638 · Student Scholarship	0.00	10,000.00	-10,000.00	0.0%
103640 · Midwest Shelter Homeless Vets	10,000.00	20,000.00	-10,000.00	50.0%
Total 1.03 · OTHER DIVISIONS	60,926.56	142,000.00	-81,073.44	42.9%
1.04 · SENIOR - ADULT DISABLES BUS PERSONNEL				
104501 · Salaries	38,463.90	49,000.00	-10,536.10	78.5%
104505 · Health & Life Insurance	15,096.30	21,000.00	-5,903.70	71.9%
104506 · Social Security Tax	2,932.50	6,000.00	-3,067.50	48.9%
104507 · I.M.R.F	3,440.00	7,000.00	-3,560.00	49.1%
Total PERSONNEL	59,932.70	83,000.00	-23,067.30	72.2%
CONTRACTUAL SERVICES				
104514 · Bus Maintenance	43.90	10,000.00	-9,956.10	0.4%
104516 · Testing	0.00	1,000.00	-1,000.00	0.0%
104520 · Liability Insurance	2,627.00	4,000.00	-1,373.00	65.7%
104525 · Telephone	386.39	1,000.00	-613.61	38.6%
104532 · Fuel	3,089.33	6,000.00	-2,910.67	51.5%
104535 · Travel & Training	0.00	1,000.00	-1,000.00	0.0%
104540 · Postage	0.00	1,000.00	-1,000.00	0.0%
104545 · Printing & Publishing	0.00	1,000.00	-1,000.00	0.0%
104555 · Legal Services	0.00	1,000.00	-1,000.00	0.0%
104560 · Dues & subscriptions	0.00	1,000.00	-1,000.00	0.0%
104574 · Miscellaneous	12.52	1,000.00	-987.48	1.3%
Total CONTRACTUAL SERVICES	6,159.14	28,000.00	-21,840.86	22.0%
Total 1.04 · SENIOR - ADULT DISABLES BUS	66,091.84	111,000.00	-44,908.16	59.5%

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Cash Basis

Winfield Township
Statement of Revenue & Expenses - Town Fund
 April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
1.06 · Clerk				
Contractual Services				
106515 · Maintenance-Building & Equipmen	3,546.00	5,000.00	-1,454.00	70.9%
106535 · Travel & Training	0.00	5,000.00	-5,000.00	0.0%
106540 · Postage	0.00	1,000.00	-1,000.00	0.0%
106545 · Printing & Publishing	29.90	1,000.00	-970.10	3.0%
106555 · Legal Services	0.00	3,000.00	-3,000.00	0.0%
106560 · Restoration of Records	0.00	50,000.00	-50,000.00	0.0%
Total Contractual Services	3,575.90	65,000.00	-61,424.10	5.5%
Other Divisions				
106570 · Commodities-Office Supplies	3,285.00	5,000.00	-1,715.00	65.7%
106574 · Other Expense-Miscellaneous	41.23	10,000.00	-9,958.77	0.4%
Total Other Divisions	3,326.23	15,000.00	-11,673.77	22.2%
Total 1.06 · Clerk	6,902.13	80,000.00	-73,097.87	8.6%
Total 10 · TOWN FUND	895,375.87	1,525,000.00	-629,624.13	58.7%
Total Expense	895,375.87	1,525,000.00	-629,624.13	58.7%
Net Income	333,773.99	-191,600.00	525,373.99	-174.2%

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Cash Basis

Winfield Township
Statement of Revenue & Expenses - General Assistance
April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
REVENUE (General Assistance)				
200400 · Current Tax Levy	82,797.48	120,000.00	-37,202.52	69.0%
200401 · Non-Current Tax	74.39			
200410 · Interest Income	1,475.50	1,400.00	75.50	105.4%
200430 · Miscellaneous Income	0.00	2,000.00	-2,000.00	0.0%
200435 · GA Donated Funds	5,597.75	6,000.00	-402.25	93.3%
Total REVENUE (General Assistance)	89,945.12	129,400.00	-39,454.88	69.5%
Total Income	89,945.12	129,400.00	-39,454.88	69.5%
Gross Profit	89,945.12	129,400.00	-39,454.88	69.5%
Expense				
20 · GENERAL ASSISTANCE FUND				
ADMINISTRATION				
2.5 · PERSONNEL SERVICE				
200501 · Salaries	35,000.00	46,000.00	-11,000.00	76.1%
200505 · Health Insurance	5,806.01	15,000.00	-9,193.99	38.7%
200506 · FICA	3,941.38	7,000.00	-3,058.62	56.3%
200507 · I.M.R.F	3,140.90	8,000.00	-4,859.10	39.3%
Total 2.5 · PERSONNEL SERVICE	47,888.29	76,000.00	-28,111.71	63.0%
CONTRACTUAL SERVICES				
200515 · Maintenance of Equipment	0.00	1,000.00	-1,000.00	0.0%
200516 · Maintenance of Building	141.66	10,000.00	-9,858.34	1.4%
200528 · Office & Overhead	15,000.00	20,000.00	-5,000.00	75.0%
200535 · Travel & Training	1,106.50	2,500.00	-1,393.50	44.3%
200540 · Postage	100.87	1,000.00	-899.13	10.1%
200545 · Printing & Publishing	0.00	1,000.00	-1,000.00	0.0%
200555 · Legal	3,673.42	4,000.00	-326.58	91.8%
200560 · Dues & Subscriptions	162.02	500.00	-337.98	32.4%
200562 · Translation	0.00	1,000.00	-1,000.00	0.0%
Total CONTRACTUAL SERVICES	20,184.47	41,000.00	-20,815.53	49.2%
Total ADMINISTRATION	68,072.76	117,000.00	-48,927.24	58.2%
HOME RELIEF DIVISION				
200600 · Food & Personal Allowance	2,098.43	20,000.00	-17,901.57	10.5%
200601 · Medical Care	0.00	5,000.00	-5,000.00	0.0%
200602 · Funeral & Burial	0.00	2,000.00	-2,000.00	0.0%
200603 · Utilities	1,405.49	13,000.00	-11,594.51	10.8%
200604 · Shelter	3,028.00	25,000.00	-21,972.00	12.1%
200605 · Transportation	0.00	5,000.00	-5,000.00	0.0%
200606 · Miscellaneous	0.00	3,000.00	-3,000.00	0.0%
200607 · GA Other Expenses Donated Funds	1,807.53	12,000.00	-10,192.47	15.1%
200608 · GA PRY-REP Payee	0.00	12,000.00	-12,000.00	0.0%

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02/06/19

Cash Basis

Winfield Township
Statement of Revenue & Expenses - General Assistance
April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Total HOME RELIEF DIVISION	8,339.45	97,000.00	-88,660.55	8.6%
OTHER DIVISIONS				
200570 · Commodities - Office Supplies	1,844.39	4,000.00	-2,155.61	46.1%
200574 · Other Expenses - Miscellaneous	0.00	2,000.00	-2,000.00	0.0%
200580 · Capital Outlay - Equipment	2,558.26	8,000.00	-5,441.74	32.0%
200590 · Contingencies	2,360.00	5,000.00	-2,640.00	47.2%
Total OTHER DIVISIONS	6,762.65	19,000.00	-12,237.35	35.6%
Total 20 · GENERAL ASSISTANCE FUND	83,174.86	233,000.00	-149,825.14	35.7%
Total Expense	83,174.86	233,000.00	-149,825.14	35.7%
Net Income	6,770.26	-103,600.00	110,370.26	-6.5%

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02/06/19

Cash Basis

Winfield Township
Statement of Revenue & Expenses - General Road Fund
April 2018 through January 31, 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
REVENUE (General Road Fund)				
300400 · Current Property Tax	204,865.48	203,000.00	1,865.48	100.9%
300401 · Non-current Property Tax	173.97			
300405 · Replacement Tax	64,943.99	75,000.00	-10,056.01	86.6%
300410 · Interest Income	611.30	1,000.00	-388.70	61.1%
300430 · Miscellaneous Income	450.00	10,000.00	-9,550.00	4.5%
300445 · Parking & Traffic Fines	4,366.45	10,000.00	-5,633.55	43.7%
Total REVENUE (General Road Fund)	275,411.19	299,000.00	-23,588.81	92.1%
Total Income	275,411.19	299,000.00	-23,588.81	92.1%
Gross Profit	275,411.19	299,000.00	-23,588.81	92.1%
Expense				
30 · GENERAL ROAD FUND				
3.1 · ADMINISTRATION				
PERSONNEL				
301501 · Salaries	49,666.75	75,000.00	-25,333.25	66.2%
301505 · Health Insurance	131.20	5,000.00	-4,868.80	2.6%
301507 · IMRF	28,440.93	29,000.00	-559.07	98.1%
301508 · Unemployment Insurance	852.93	1,500.00	-647.07	56.9%
Total PERSONNEL	79,091.81	110,500.00	-31,408.19	71.6%
CONTRACTUAL SERVICES				
301520 · Maintenance of Equipment	0.00	100.00	-100.00	0.0%
301525 · Telephone	8,142.65	8,500.00	-357.35	95.8%
301535 · Travel Expenses	0.00	500.00	-500.00	0.0%
301537 · Uniforms/Towels	7,693.54	9,000.00	-1,306.46	85.5%
301539 · Bottled Water	1,677.28	3,000.00	-1,322.72	55.9%
301540 · Postage	2,798.20	5,000.00	-2,201.80	56.0%
301541 · Dues	1,110.00	2,000.00	-890.00	55.5%
301542 · Subscriptions	0.00	100.00	-100.00	0.0%
301545 · Printing	3,835.22	12,000.00	-8,164.78	32.0%
301546 · Publishing	178.70	1,000.00	-821.30	17.9%
301551 · Data Processing	4,856.00	7,500.00	-2,644.00	64.7%
301555 · Legal Services	5,548.75	8,800.00	-3,251.25	63.1%
301556 · Training	2,215.00	4,000.00	-1,785.00	55.4%
Total CONTRACTUAL SERVICES	38,055.34	61,500.00	-23,444.66	61.9%
COMMODITIES				
301570 · Office Supplies	2,721.27	3,500.00	-778.73	77.8%
Total COMMODITIES	2,721.27	3,500.00	-778.73	77.8%
CAPITAL OUTLAY				
301590 · Equipment	299.97	1,000.00	-700.03	30.0%

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02/06/19

Cash Basis

Winfield Township
Statement of Revenue & Expenses - General Road Fund
April 2018 through January 31, 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Total CAPITAL OUTLAY	299.97	1,000.00	-700.03	30.0%
OTHER EXPENDITURES				
301574 · Miscellaneous Expenses	5,895.17	20,000.00	-14,104.83	29.5%
301576 · Municipal Replacement Tax	4,800.00	20,000.00	-15,200.00	24.0%
301580 · Contingencies	0.00	17,500.00	-17,500.00	0.0%
Total OTHER EXPENDITURES	10,695.17	57,500.00	-46,804.83	18.6%
Total 3.1 · ADMINISTRATION	130,863.56	234,000.00	-103,136.44	55.9%
3.04 · MAINTENANCE				
CONTRACTUAL SERVICES				
305512 · Maintenance (Service-Buildings)	7,936.72	10,000.00	-2,063.28	79.4%
305514 · Maintenance (Service-Equipment)	25,203.43	35,000.00	-9,796.57	72.0%
305516 · Maintenance (Service-Road)	83,787.50	4,000.00	79,787.50	2,094.7%
305524 · Utilities	8,227.26	11,000.00	-2,772.74	74.8%
305526 · Rentals	3,463.16	5,000.00	-1,536.84	69.3%
Total CONTRACTUAL SERVICES	128,618.07	65,000.00	63,618.07	197.9%
COMMODITIES				
305534 · Maintenance (Supplies-Buildings)	22,062.42	25,000.00	-2,937.58	88.2%
305536 · Maintenance (Supplies-Equipment)	34,743.19	35,000.00	-256.81	99.3%
305538 · Maintenance (Supplies-Roads)	1,221.15	5,000.00	-3,778.85	24.4%
305544 · Small Tools	9,916.54	10,000.00	-83.46	99.2%
Total COMMODITIES	67,943.30	75,000.00	-7,056.70	90.6%
Total 3.04 · MAINTENANCE	196,561.37	140,000.00	56,561.37	140.4%
Total 30 · GENERAL ROAD FUND	327,424.93	374,000.00	-46,575.07	87.5%
Total Expense	327,424.93	374,000.00	-46,575.07	87.5%
Net Income	-52,013.74	-75,000.00	22,986.26	69.4%

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Cash Basis

Winfield Township
Statement of Revenue & Expenses - Permanent Road
April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
REVENUE (Permanent Road Fund)				
400400 · Current Tax Levy	1,396,639.65	1,419,000.00	-22,360.35	98.4%
400401 · Prior Tax Levy	1,005.72			
400410 · Interest Income	3,281.08	4,000.00	-718.92	82.0%
400420 · Senior Bus	3,189.74	8,000.00	-4,810.26	39.9%
400430 · Miscellaneous Income	9,804.21	10,000.00	-195.79	98.0%
400431 · Contra Account Health Insurance	292.88	1,000.00	-707.12	29.3%
Total REVENUE (Permanent Road Fund)	1,414,213.28	1,442,000.00	-27,786.72	98.1%
Total Income	1,414,213.28	1,442,000.00	-27,786.72	98.1%
Gross Profit	1,414,213.28	1,442,000.00	-27,786.72	98.1%
Expense				
40 · PERMANENT ROAD FUND				
PERSONNEL				
400501 · Salaries	303,273.68	400,000.00	-96,726.32	75.8%
400505 · Health Insurance	41,786.54	75,000.00	-33,213.46	55.7%
Total PERSONNEL	345,060.22	475,000.00	-129,939.78	72.6%
CONTRACTUAL SERVICES				
400528 · Street Lighting	10,675.82	20,000.00	-9,324.18	53.4%
400650 · Maintenance (Service-Roads_	1,099,864.40	1,305,500.00	-205,635.60	84.2%
400651 · Engineering Services	5,731.00	20,000.00	-14,269.00	28.7%
400654 · Striping	14,329.94	20,000.00	-5,670.06	71.6%
Total CONTRACTUAL SERVICES	1,130,601.16	1,365,500.00	-234,898.84	82.8%
COMMODITIES				
400653 · Operating Supplies	102,397.47	125,000.00	-22,602.53	81.9%
400657 · Automotive Fuel/Oil	32,965.09	35,000.00	-2,034.91	94.2%
Total COMMODITIES	135,362.56	160,000.00	-24,637.44	84.6%
OTHER EXPENDITURES				
400580 · Contingencies	0.00	60,000.00	-60,000.00	0.0%
Total OTHER EXPENDITURES	0.00	60,000.00	-60,000.00	0.0%
Total 40 · PERMANENT ROAD FUND	1,611,023.94	2,060,500.00	-449,476.06	78.2%
Total Expense	1,611,023.94	2,060,500.00	-449,476.06	78.2%
Net Income	-196,810.66	-618,500.00	421,689.34	31.8%

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Cash Basis

Winfield Township
Statement of Revenue & Expenses - Equip & BLDG Fund
 April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
REVENUE (Equipment & Building)				
410400 · Current Tax Levy	48,252.43	50,000.00	-1,747.57	96.5%
410401 · Non Current Levy	45.43			
410410 · Interest Income	76.68	500.00	-423.32	15.3%
410430 · Miscellaneous	0.00	3,000.00	-3,000.00	0.0%
Total REVENUE (Equipment & Building)	48,374.54	53,500.00	-5,125.46	90.4%
Total Income	48,374.54	53,500.00	-5,125.46	90.4%
Gross Profit	48,374.54	53,500.00	-5,125.46	90.4%
Expense				
41 · EQUIPMENT & BUILDING FUND				
410660 · Equipment	52,308.19	55,500.00	-3,191.81	94.2%
410661 · Building	13,338.62	15,000.00	-1,661.38	88.9%
Total 41 · EQUIPMENT & BUILDING FUND	65,646.81	70,500.00	-4,853.19	93.1%
Total Expense	65,646.81	70,500.00	-4,853.19	93.1%
Net Income	-17,272.27	-17,000.00	-272.27	101.6%

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Cash Basis

Winfield Township
Statement of Revenue & Expenses - IMRF Fund
April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
REVENUE (IMRF Fund)				
500400 · Current Tax Levy	40,953.12	40,000.00	953.12	102.4%
500401 · Prior Tax Levy	27.96			
500405 · Replacement Tax	4,800.00	4,800.00	0.00	100.0%
500410 · Interest Income	127.81	500.00	-372.19	25.6%
Total REVENUE (IMRF Fund)	45,908.89	45,300.00	608.89	101.3%
Total Income	45,908.89	45,300.00	608.89	101.3%
Gross Profit	45,908.89	45,300.00	608.89	101.3%
Expense				
50 · IMRF FUND				
500501 · Retirement Contributions	23,400.22	48,000.00	-24,599.78	48.8%
50 · IMRF FUND - Other	5,206.73			
Total 50 · IMRF FUND	28,606.95	48,000.00	-19,393.05	59.6%
Total Expense	28,606.95	48,000.00	-19,393.05	59.6%
Net Income	17,301.94	-2,700.00	20,001.94	-640.8%

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Cash Basis

Winfield Township
Statement of Revenue & Expenses - Social Security Fund
April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
REVENUE (Social Security Fund)				
510400 · Current Tax Levy	44,563.43	45,000.00	-436.57	99.0%
510401 · Prior Tax Levy	30.14			
510410 · Interest Income	107.40	500.00	-392.60	21.5%
Total REVENUE (Social Security Fund)	44,700.97	45,500.00	-799.03	98.2%
Total Income	44,700.97	45,500.00	-799.03	98.2%
Gross Profit	44,700.97	45,500.00	-799.03	98.2%
Expense				
51 · SOCIAL SECURITY FUND				
510501 · Social Security Contributions	26,808.68	45,000.00	-18,191.32	59.6%
Total 51 · SOCIAL SECURITY FUND	26,808.68	45,000.00	-18,191.32	59.6%
Total Expense	26,808.68	45,000.00	-18,191.32	59.6%
Net Income	17,892.29	500.00	17,392.29	3,578.5%

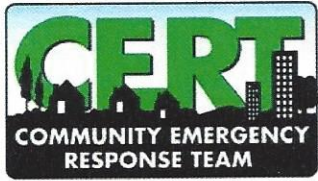
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Cash Basis

Winfield Township
Statement of Revenue & Expenses - Insurance Fund
April 2018 through January 2019

	Apr '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Income				
REVENUE (Insurance Fund)				
520410 · Interest Income	269.04	500.00	-230.96	53.8%
520419 · Liability Insurance Dividend	0.00	8,500.00	-8,500.00	0.0%
520401 · Prior Tax Levy	27.76	0.00	27.76	100.0%
520400 · Current Tax Levy	34,903.73	35,000.00	-96.27	99.7%
Total REVENUE (Insurance Fund)	35,200.53	44,000.00	-8,799.47	80.0%
Total Income	35,200.53	44,000.00	-8,799.47	80.0%
Gross Profit	35,200.53	44,000.00	-8,799.47	80.0%
Expense				
52 · INSURANCE FUND				
PERSONNEL				
520501 · Worker's Compensation	11,318.00	35,000.00	-23,682.00	32.3%
Total PERSONNEL	11,318.00	35,000.00	-23,682.00	32.3%
CONTRACTUAL SERVICES				
520500 · Liability Insurance	21,456.00	50,000.00	-28,544.00	42.9%
520502 · General Insurance	20,129.00	43,000.00	-22,871.00	46.8%
Total CONTRACTUAL SERVICES	41,585.00	93,000.00	-51,415.00	44.7%
Total 52 · INSURANCE FUND	52,903.00	128,000.00	-75,097.00	41.3%
Total Expense	52,903.00	128,000.00	-75,097.00	41.3%
Net Income	-17,702.47	-84,000.00	66,297.53	21.1%



Milton Township
Community Emergency Response Team

Ms. Dona Smith, Supervisor

Mr. John Duza, Highway Commissioner

Winfield Township

130 Arbor Avenue

West Chicago, IL 60185

Jan. 14, 2019

Supervisor Smith and Commissioner Duza,

Best wishes for a healthy and successful New Year. Enclosed is our annual IGA for the Community Emergency Response Team. We have two complete seven week classes already scheduled plus additional training in traffic control, CPR, Narcan administration, Active Shooter lecture and Search & Rescue. We are also cementing our relationship with the Du Page County Sheriff's Office to allow direct notification for emergency situations. Coverage includes all of Du Page.

Please sign and return the attached forms along with your payment for fiscal 2019-2020 and let me know if you have any questions. We would love to be a guest speaker at a future board meeting and can bring our dynamic new power point presentation.

Thanking you in advance for your continued support in making our county a safer place to live and raise our families.

A handwritten signature in black ink that reads "Marty Keller".

Marty Keller

Marty Keller, Executive Director
m.keller@miltontownship.net | Office: 630.668.1616 | Direct: 630.949.2452
1492 N. Main Street | Wheaton, IL 60187



INTERGOVERNMENTAL AGREEMENT

**BETWEEN MILTON TOWNSHIP AND
WINFIELD TOWNSHIP and WINFIELD TOWNSHIP Road
District**

This Agreement is made and entered into on this 1st day of April, 2019, by and among Milton Township, a body corporate and politic in the County of DuPage, State of Illinois ("Township"), and the Winfield Township and Winfield Township Road District ("Commission"), both a body corporate and politic in the County of DuPage, State of Illinois

WITNESSETH:

WHEREAS, Milton Township has been a participant in the President's Citizen Corps program as a Citizen Corps Council since 2003 and, as a part of that program, has conducted disaster preparedness and response training under its Community Emergency Response Team (CERT); and

WHEREAS, Milton Township CERT has proven to be a valuable asset to its Highway Commissioner, the DuPage County Sheriff and Forest Preserve Police, as well as the F.B.I. and others by providing trained individuals in search and rescue, post-incident recovery and training; and

WHEREAS, during the course of the program Milton Township has developed certain procurement; training and recruiting skills and best practices, including the development of a significant cadre of I.E.M.A. trained instructors, which could be of benefit to other Townships throughout DuPage County in recruiting, training, equipping and otherwise preparing citizens of those Townships for disaster(s); and

WHEREAS, Milton Township is willing to share its expertise with others within DuPage County by expanding their program to include and

participate with the other DuPage County Townships in a similar manner; and

WHEREAS, Winfield Township and the Winfield Township Highway Commissioner have the authority to enter into this Agreement pursuant to the Intergovernmental Cooperation Act, 5 ILCS 22011, et seq.

NOW THEREFORE, in consideration of the mutual covenants contained herein, Milton Township, Winfield Township and the Winfield Township Highway agree as follows:

SECTION 1: Both Winfield Township and the Winfield Township Highway Commissioner are each hereby named as voting members of the Milton Township Citizen Corps Council, the operational governing body and thus participate in a DuPage Township CERT Team.

SECTION 2: Winfield Township and the Winfield Township Highway Commissioner shall contribute to Milton Township, in proportions as they see fit, the aggregate annual sum of Three Thousand Seven Hundred Fifty and 00/100 (\$3,750.00) at the beginning of the 2019-2020 fiscal year. This funding is in the nature of a grant for the sole purpose of recruiting, training, certifying, equipping and maintaining a standardized CERT team within DuPage county and Winfield Township.

SECTION 3: Winfield Township and the Winfield Township Highway Commissioner shall provide Milton Township with one or more points of contact (POC) and will be responsible to provide recruiting support and population data as reasonably required to solicit trainees from within Winfield Township.

SECTION 4: Winfield Township and the Winfield Township Highway Commissioner shall be entitled to prioritization of CER T team use in the absence of declared disasters.

SECTION 5. The term of this Agreement shall begin April 1, 2019 and continue until March 31, 2020 and continue in effect annually or until terminated in writing by either Winfield Township or Winfield Township Road District or Milton Township.

SECTION 6. The Winfield Township Road District may, but is not obligated to, provide facilities, materials and equipment to the Winfield Townships CERT TEAM and its, committees or programs as determined advisable or expedient by the Winfield Township Road District.

SECTION 7. Nothing contained in this agreement shall require the Winfield Township Road District to provide such facilities, materials or equipment as requested by Township nor shall the Winfield Township Road District be required to give priority to any such request except for declared emergencies.

SECTION 8: Milton Township regularly posts its financial reports, including all expenditures on its website. Nevertheless, Winfield Township and the Winfield Township Highway Commissioner shall be entitled to an accounting, upon reasonable notice, of all funds spent on Citizen Corps and CERT by Milton Township.

SECTION 9. This Agreement shall be construed in accordance with the laws of the State of Illinois. If any provision of this Agreement is invalid or unenforceable, the remainder of the Agreement shall not be affected thereby and each remaining term, covenant or condition of the Agreement shall be valid and enforceable to the fullest extent permitted by law.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of Milton Township, Winfield Township and the Winfield Township Highway Commissioner have caused this Agreement to be executed on the date set forth above.

MILTON TOWNSHIP

WINFIELD TOWNSHIP ROAD DISTRICT

By: 

O. Chris Heidorn, Supervisor

By: _____

John Dusza, Highway Commissioner

WINFIELD TOWNSHIP

By: _____

Dona Smith, Supervisor

Attest: 

Gail Hinkle, Milton Clerk

Attest: _____

Nicole Prater, Winfield Clerk

Selden Fox

Accounting for your future

619 Enterprise Drive | Oak Brook, Illinois 60523 | www.seldenfox.com
p 630.954.1400 | f 630.954.1327 | email@seldenfox.com

January 17, 2019

Board of Trustees
Winfield Township
130 Arbor Ave.
West Chicago, IL 60185

Attention: Ms. Dona Smith, Township Supervisor

Ladies and Gentlemen:

This letter will confirm our understanding of the terms, objectives and limitations of our engagement to provide professional services to **Winfield Township** for the year ending March 31, 2019. Please read it carefully to ensure that it is acceptable.

We will audit the financial statements of the governmental activities, each major fund, and aggregate remaining fund information, and a statement of revenues, expenditures and changes in fund balance – budget and actual for the General and major Special Revenue Funds, and the related notes to the financial statements, which collectively comprise the basic financial statements of Winfield Township as of and for the year ending March 31, 2019. Also, the following supplementary information accompanying the financial statements will be subjected to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and our auditor's report will provide an opinion on it in relation to the financial statements as a whole:

1. Combining Balance Sheet – Non-Major Governmental Funds
2. Combining Statement of Revenues, Expenditures and Changes in Fund Balance – Non-Major Governmental Funds
3. Statement of Revenue, Expenditures and Changes in Fund Balance – Budget and Actual – Equipment and Building Fund
4. Statement of Revenue, Expenditures and Changes in Fund Balance – Budget and Actual – Insurance Fund
5. Statement of Revenue, Expenditures and Changes in Fund Balance – Budget and Actual – Social Security Tax Fund
6. Statement of Revenue, Expenditures and Changes in Fund Balance – Budget and Actual – IMRF Fund

Our responsibility and the objective of an audit are the expression of opinions on the basic financial statements based on our audit, and to report on the fairness of the supplementary information referred to above when considered in relation to the financial statements as a whole and are limited to the period covered by our audit. We will conduct our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement, whether caused by error or fraud. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. Accordingly, a material misstatement may remain undetected. Also, an audit is not designed to detect error or fraud that is immaterial to the financial statements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors that come to our attention, and we will inform you of any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. If circumstances preclude us from issuing an unmodified opinion, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or decline to issue a report as a result of this engagement.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. Accordingly, the areas and number of transactions selected for testing will involve judgment. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

An audit of financial statements includes obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit of financial statements is not designed to provide assurance on internal control or to identify significant deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We are also responsible to determine that certain other matters related to the conduct of the audit are communicated to those charged with governance, including a) the planned scope and timing of the audit, b) significant audit findings, c) disagreements with management and other serious difficulties encountered in performing the audit, d) various matters related to the entity's accounting policies and financial statements, e) management representations, and f) corrected and uncorrected misstatements.

Management is responsible for the basic financial statements and all accompanying information, such as related notes and schedules. Management is responsible for the design, implementation, and maintenance of internal control relevant to the preparation and

fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. Management is responsible for establishing and maintaining effective internal control over financial reporting and for informing us of all significant deficiencies in the design or operation of such controls of which it has knowledge. Management is responsible for identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and for informing us of any known material violations of such laws and regulations. Management is also responsible for the selection and application of accounting principles and for the fair presentation in the financial statements of financial position of the governmental activities of Winfield Township in accordance with U.S. generally accepted accounting principles; and each major fund, and the aggregate remaining fund information of Winfield Township, and the respective changes in financial position in accordance with U.S. generally accepted accounting principles.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the entity involving a) management, b) employees who have significant roles in internal control, and c) others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. The audit committee, or its equivalent, is responsible for informing us of its views about the risks of fraud within the entity, and its knowledge of any fraud or suspected fraud affecting the entity.

Management is also responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. Management agrees to include our report on the other supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. Management also agrees to include the audited financial statements with any presentation of the other supplementary information that includes our report thereon, or if our report on supplementary information will not accompany the audited financial statements, management agrees to make the audited financial statements readily available to users of the supplementary information no later than the date the other supplementary information is issued with our report thereon.

Management is responsible for providing: (a) access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters; (b) additional information that is requested for the purpose of the audit; (c) unrestricted access to persons within the entity from whom we determine it is necessary to obtain audit evidence. At the conclusion of the engagement, management will provide us with a letter that confirms certain representations made during the audit. Management is responsible for adjusting the financial statements to correct material misstatements and for affirming to the auditor in the representation letter that the effects of any uncorrected misstatements aggregated by the auditor during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

As part of our engagement for the year ending March 31, 2019, we will prepare the Illinois State Comptroller's Report.

In the process of performing the audit, we may perform nonattest services, such as preparation of the financial statements and related notes, including Required Supplementary Information and other supplementary information, and performing certain computations, preparing proposed adjusting journal entries, including cash to accrual conversions, and preparation of the state report, as described above. We will provide you with a list of proposed adjusting journal entries when our procedures have been completed. Our professional standards require us to document that you understand and accept your responsibilities for such nonaudit services:

- You are responsible to make all management decisions and make informed judgments on the results of the services.
- You have designated an individual with suitable skills, knowledge or experience to be accountable for overseeing such services. We understand that Supervisor Dona Smith will have this responsibility.
- You will evaluate the adequacy of and accept responsibility for the results of such services and determine that they met management's objectives.
- You are responsible for establishing and maintaining internal controls, including monitoring ongoing activities.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Although not included in our estimated fee, we will be available during the year to consult with you on tax and accounting effects of any proposed transactions or contemplated changes in business policies subject to the terms of this engagement letter, including the limitation on our liability as set forth below.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm (either in hard copy or electronically), you also agree to provide us with printers' proofs or masters for our review and approval before printing or publishing. You also agree to provide us with a copy of the final reproduced material for our approval before it is published. If you publish your financial statements electronically on the World Wide Web, you understand that electronic sites are a means of distributing information; therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

We will have full cooperation and assistance of your personnel during the audit, including the preparation of schedules, analyses of accounts, retrieval of documentation, and typing of confirmations and other correspondence. The receipt of such items on a piecemeal basis throughout the audit decreases audit efficiency and increases our time requirements and thus the audit costs.

Our professional fees for the foregoing services will be \$8,450.

Invoices are payable upon presentation. Our initial fee estimate assumes we will receive the aforementioned assistance from your personnel and unexpected circumstances will not be encountered. We will notify you of any circumstances we encounter that could significantly affect our initial estimate of total fees. Any fees incurred from collection efforts of amounts payable to us shall be paid by Winfield Township. We reserve the right to terminate our

services if payment is not made when due. It is mutually understood and agreed that our liability, if any, arising from the services performed under the terms of this engagement letter will not exceed the fees we have received for this engagement.

Winfield Township, its Board of Trustees and management will indemnify Selden Fox, Ltd. and its shareholders, officers and employees or representatives and hold them harmless from any claims, liabilities, losses and costs arising in circumstances where there has been any knowing misrepresentation by a member of Winfield Township's management, employees or agents, regardless of whether such person was acting in the Entity's interest.

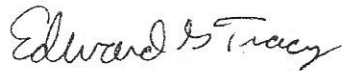
Ed Tracy is the engagement officer for the audit services specified in this letter and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

The work papers (including electronic files) for this engagement are the property of Selden Fox, Ltd. and constitute confidential information. If requested, access to such work papers will be provided under the supervision of Selden Fox, Ltd. personnel.

If the foregoing arrangements agree with your requirements, please indicate below by signing the approval statement and return this letter to us. A copy is enclosed for your records. We appreciate the opportunity to serve you and trust that our association will be a long and pleasant one.

Very truly yours,

SELDEN FOX, LTD.



Edward G. Tracy
Executive Vice President

EGT/cr

APPROVAL

The foregoing is approved by the Board of Trustees of Winfield Township. You are hereby authorized to proceed with the services as described.

WINFIELD TOWNSHIP

By: _____

Title: _____



Annual Town Meeting Agenda
Held at Winfield Township Highway Office
30W575 Roosevelt Road
West Chicago, IL 60185
April 9, 2019 at 7:00PM

- I. Town Clerk calls meeting to order at 7:00PM
- II. Pledge of Allegiance to the Flag.
- III. Introduction of the township elected officials
- IV. Clerk reads the notice of meetings township published in the Daily Herald Newspaper
- V. Clerk appoints a Sergeant of Arms.
- VI. Clerk conducts the nomination and elections of a Moderator of the meeting.
- VII. Clerk Administers the Oath of Office to the Moderator, Moderator signs oath form and assumes duties of Moderator of meeting.
- VIII. Discussion and approval of Minutes of the last Annual Town Meeting (April 10, 2018)
- IX. Reading and discussion of Financial Statement.
- X. Report of Township Assessor Mark Malay
- XI. Report of Township Highway commissioner John Dusza
- XII. Report of Township Supervisor Dona Smith
- XIII. Report of General Assistance Director Claudia Gabrels
- XIV. Public Comment (5 Minute limit per person)
- XV. Motion to set time of next Annual Town Meeting (April 7, 2020, second Tuesday in April at 7:00PM)
- XVI. Motion to set time of any special meeting that may be called.
- XVII. Motion to adjourn

The Winfield Township does not discriminate on the basis of handicapped status in the admission or access to, or treatment of employment in its programs or activities.
