



Preliminary and Tentative
For Discussion Purposes Only

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

ANNUAL FINANCIAL REPORT

For the Year Ended March 31, 2020



SIKICH.COM

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS
TABLE OF CONTENTS**

**Preliminary and Tentative
For Discussion Purposes Only**

	<u>Page(s)</u>
INDEPENDENT AUDITOR'S REPORT.....	1-3
MANAGEMENT'S DISCUSSION AND ANALYSIS	MD&A 1-8
GENERAL PURPOSE EXTERNAL FINANCIAL STATEMENTS	
Basic Financial Statements	
Government-Wide Financial Statements	
Statement of Net Position.....	4
Statement of Activities	5
Fund Financial Statements	
Governmental Funds	
Balance Sheet	6
Reconciliation of Fund Balances of Governmental Funds to the Governmental Activities in the Statement of Net Position	7
Statement of Revenues, Expenditures and Changes in Fund Balances	8
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances to the Governmental Activities in the Statement of Activities.....	9
Notes to Financial Statements.....	10-27
Required Supplementary Information	
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual	
General Town Fund.....	28
Road and Bridge Fund	29
Illinois Municipal Retirement Fund	
Schedule of Employer Contributions	31
Schedule of Changes in the Employer's Net Pension Liability and Related Ratios.....	32
Notes to Required Supplementary Information	33

	<u>Page(s)</u>
SUPPLEMENTARY INFORMATION	
Extended Tax Rates, Levies and Assessed Valuations.....	40

**GENERAL PURPOSE EXTERNAL
FINANCIAL STATEMENTS**

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

STATEMENT OF NET POSITION

March 31, 2020

	Primary Government Governmental Activities
ASSETS	
Cash and cash equivalents	\$ 1,089,289
Receivables, net of allowance	
Property taxes	2,840,944
Prepaid items	-
Capital assets not being depreciated	629,690
Capital assets (net of accumulated depreciation)	<u>3,928,438</u>
Total assets	<u>8,488,361</u>
DEFERRED OUTFLOWS OF RESOURCES	
Pension items - IMRF	<u>126,354</u>
Total deferred outflows of resources	<u>126,354</u>
Total assets and deferred outflows of resources	<u>8,614,715</u>
LIABILITIES	
Accounts payable	152,446
Accrued payroll	24,554
Accrued interest payable	12,106
Noncurrent liabilities	
Due within one year	118,595
Due in more than one year	<u>1,354,217</u>
Total liabilities	<u>1,661,918</u>
DEFERRED INFLOWS OF RESOURCES	
Pension items - IMRF	192,668
Deferred property taxes	<u>2,840,944</u>
Total deferred inflows of resources	<u>3,033,612</u>
Total liabilities and deferred inflows of resources	<u>4,695,530</u>
NET POSITION	
Net investment in capital assets	3,928,438
Restricted for	
Road and bridge	516,671
Unrestricted (deficit)	<u>(525,924)</u>
TOTAL NET POSITION	<u>\$ 3,919,185</u>

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

STATEMENT OF ACTIVITIES

For the Year Ended March 31, 2020

FUNCTIONS/PROGRAMS	Program Revenues				Net (Expense)
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Change in Net Position
					Primary Governmental Activities
PRIMARY GOVERNMENT					
Governmental Activities					
General government	\$ 1,742,456	\$ 30,602	\$ -	\$ -	\$ (1,711,854)
Road and bridge	1,438,257	6,957	-	-	(1,431,300)
Interest	51,167	-	-	-	(51,167)
Total governmental activities	3,231,880	37,559	-	-	(3,194,321)
TOTAL PRIMARY GOVERNMENT	\$ 3,231,880	\$ 37,559	\$ -	\$ -	(3,194,321)
General revenues					
Taxes					
Property					2,795,307
Replacement					124,710
Investment income					28,796
Miscellaneous					114,381
Total					3,063,194
CHANGE IN NET POSITION					(131,127)
NET POSITION, APRIL 1					4,177,643
Prior period adjustment					(127,331)
NET POSITION, APRIL 1, RESTATED					4,050,312
NET POSITION, March 31					\$ 3,919,185

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

Preliminary and Tentative
For Discussion Purposes Only

**BALANCE SHEET
GOVERNMENTAL FUNDS**

March 31, 2020

	General Town	Road and Bridge	Total
ASSETS			
Cash and cash equivalents	\$ 565,315	\$ 523,974	\$ 1,089,289
Receivables			
Property taxes	1,612,741	1,228,203	2,840,944
TOTAL ASSETS	\$ 2,178,056	\$ 1,752,177	\$ 3,930,233
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
LIABILITIES			
Accounts payable	\$ 152,446	\$ -	\$ 152,446
Accrued payroll	17,251	7,303	24,554
Total liabilities	169,697	7,303	177,000
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - property taxes	1,612,741	1,228,203	2,840,944
Total deferred inflows of resources	1,612,741	1,228,203	2,840,944
Total liabilities and deferred inflows of resources	1,782,438	1,235,506	3,017,944
FUND BALANCES			
Restricted for			
Road and bridge	-	516,671	516,671
Unrestricted			
Unassigned	395,618	-	395,618
Total fund balances	395,618	516,671	912,289
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 2,178,056	\$ 1,752,177	\$ 3,930,233

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

Preliminary and Tentative
For Discussion Purposes Only

**RECONCILIATION OF FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION**

March 31, 2020

FUND BALANCES OF GOVERNMENTAL FUNDS	\$ 912,289
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds	4,558,128
Differences between expected and actual experiences, assumption changes, net differences between projected and actual earnings and contributions subsequent to the measurement date for the Illinois Municipal Retirement Fund are recognized as deferred outflows and inflows of resources on the statement of net position	(66,314)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds	
Debt certificate	(960,468)
Capital lease	(158,526)
Accrued interest payable	(12,106)
Compensated absences payable	(32,475)
IMRF net pension liability	<u>(321,343)</u>
NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ 3,919,185</u>

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

Preliminary and Tentative
For Discussion Purposes Only

**STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES**

For the Year Ended March 31, 2020

	General Town	Road and Bridge	Total
REVENUES			
Property taxes	\$ 1,587,144	\$ 1,208,163	\$ 2,795,307
Personal property replacement taxes	42,753	81,957	124,710
Fines and fees	30,602	6,957	37,559
Investment income	17,095	11,701	28,796
Miscellaneous	112,075	2,306	114,381
Total revenues	1,789,669	1,311,084	3,100,753
EXPENDITURES			
Current			
General government	1,416,160	-	1,416,160
Road and bridge	-	1,260,912	1,260,912
Debt service			
Principal	1,089,532	84,301	1,173,833
Interest	47,647	3,520	51,167
Capital outlay	453,540	184,078	637,618
Total expenditures	3,006,879	1,532,811	4,539,690
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(1,217,210)	(221,727)	(1,438,937)
OTHER FINANCING SOURCES			
Issuance of debt certificates	975,000	-	975,000
Issuance of capital lease	-	130,000	130,000
Total other financing sources	975,000	130,000	1,105,000
NET CHANGE IN FUND BALANCES	(242,210)	(91,727)	(333,937)
FUND BALANCES, APRIL 1	881,390	535,436	1,416,826
Prior period adjustment	(243,562)	72,962	(170,600)
FUND BALANCE, APRIL 1, AS RESTATED	637,828	608,398	1,246,226
FUND BALANCES, MARCH 31	\$ 395,618	\$ 516,671	\$ 912,289

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

Preliminary and Tentative
For Discussion Purposes Only

**RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES TO THE
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF ACTIVITIES**

For the Year Ended March 31, 2020

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	\$ (333,937)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlay as expenditures; however, they are capitalized and depreciated in the statement of activities	473,590
Some expenses in the statement of activities (e.g., depreciation) do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds	(337,733)
The issuance of long-term debt and related costs is shown on the fund financial statements as other financing sources but is recorded as a long-term liability on the government-wide statements	(1,105,000)
The change in the Illinois Municipal Retirement Fund net pension liability and deferred outflows and inflows of resources is not a source or use of a financial resources	30,595
The repayment of long-term debt is reported as an expenditure when due in governmental funds but as a reduction of principal outstanding in the statement of activities	
Debt certificate	1,089,532
Capital lease	84,301
Some expenses in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds	
Increase in compensated absences	<u>(32,475)</u>
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ (131,127)</u>

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

Preliminary and Tentative
For Discussion Purposes Only

NOTES TO FINANCIAL STATEMENTS

March 31, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a. Reporting Entity

Plainfield Township (the Township) is duly organized and existing under the provisions of the laws of the State of Illinois and is operating under the provisions of the Township Code of the State of Illinois. The Township was incorporated in 1850. The Township operates under the authority of a supervisor, highway commissioner, assessor, clerk, and the board of trustees. In addition to the general management of the Township, administrative and operations support is provided with respect to road and bridge construction and maintenance.

The accounting policies and financial statements of the Township conform to accounting principles generally accepted in the United States of America and applicable to governments (herein referred to generally accepted accounting principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Following is a summary of the more significant policies.

b. Fund Accounting

The accounts of the Township are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund balances, revenues and expenditures or expenses as appropriate. Government resources are allocated to and accounted for individual funds based on the purposes for which they are to be spent and the means by which spending activities are controlled. Funds are classified into the following category: governmental.

Governmental funds are used to account for the Township's general activities. The General Town Fund is the primary operating fund; accounting for all financial resources not accounted for in another fund. Special revenue funds account for revenue sources that are legally restricted or committed for specific purposes.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the Township. The effect of material interfund activity has been eliminated from these statements.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Government-Wide and Fund Financial Statements

Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, if any, which rely to a significant extent on fees and charges for support. The statement of activities demonstrates the degree to which the direct expenses of a given function, segment or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and (2) grants and standard revenues that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

The Township reports the following major governmental funds:

The General Town Fund is the Township's primary operating fund. It accounts for all financial resources of the Township, except those accounted for in another fund.

The Road and Bridge Fund, a special revenue fund, accounts for the Township's resources and costs of providing street, sidewalk, curb and bridge repairs, snow removal, and winter road salting.

d. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. Property taxes are recognized as revenues in the year for which they are levied (i.e., intended to finance). Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

**d. Measurement Focus, Basis of Accounting and Financial Statement Presentation
(Continued)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Township considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a fund liability is incurred. However, debt service expenditures are recorded only when payment is due.

Property taxes and interest associated with the current fiscal period are all considered to be susceptible to accrual and are recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Township.

The Township reports unearned and deferred/unavailable revenue on its financial statements. Deferred/unavailable revenues arise when a potential revenue does not meet both the measurable and available criteria for recognition in the current period, under the modified accrual basis of accounting. Unearned revenue arises when a revenue is measurable but not earned under the accrual basis of accounting. Unearned revenues also arise when resources are received by the Township before it has a legal claim to them or prior to the provision of services, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the Township has a legal claim to the resources, the liability and deferred inflows of resource for unearned and deferred/unavailable revenue are removed from the financial statements and revenue is recognized.

e. Cash and Investments

The Township's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Investments with a maturity of less than one year when purchased, non-negotiable certificates of deposit and other nonparticipating investments are stated at cost or amortized cost. Investments with a maturity greater than one year when purchased are stated at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Township does not have investments valued at fair value.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f. Prepaid Items

Payments made to vendors for services that will benefit periods beyond the date of this report are recorded as prepaid items. Prepaid items are recorded as expenditures when consumed rather than when purchased.

g. Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets, are reported in the government-wide financial statements. The Township defines capital assets as assets with an initial cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost, or estimated historical cost if purchased or constructed. Donated capital assets are recorded at their acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset, or materially extend assets' lives, are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the primary government are depreciated using the straight-line method, over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	15-40
Improvements other than buildings	5-40
Infrastructure	15-50
Transportation equipment	5-10
Machinery and equipment	5-15

h. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities. Principal payments on long-term debt are recorded as expenditures in the fund financial statements but as a reduction of a liability on the government-wide statements.

i. Fund Balance/Net Position

In the fund financial statements, governmental funds report nonspendable fund balance for amounts that are either not in spendable form or legally or contractually required to be maintained intact. Restrictions of fund balance are reported for amounts constrained by legal restrictions from outside parties for use for a specific

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

i. Fund Balance/Net Position (Continued)

purpose, or externally imposed by outside entities. None of the restricted fund balance result from enabling legislation adopted by the Township.

Committed fund balance, if any, is constrained by formal actions of the Township's Board of Trustees, which is considered the Township's highest level of decision-making authority. Formal actions include ordinances approved by the Township's Board of Trustees. Assigned fund balance represents amounts constrained by the Township's intent to use them for a specific purpose. All funds other than the Town Fund would typically be required to report their fund balance in this category. Any residual fund balance of the General Town Fund and any deficit fund balances in other governmental funds are reported as unassigned.

The Township's flow of funds assumption prescribes that the funds with the highest level of constraint are expended first. If restricted or unrestricted funds are available for spending, the restricted funds are spent first. Additionally, if different levels of unrestricted funds are available for spending, the Township considers committed funds to be expended first followed by assigned and then unassigned funds.

In the government-wide financial statements, restricted net positions are legally restricted by outside parties for a specific purpose. Net investment in capital assets, represents the book value of capital assets, less any long-term debt principal outstanding issued to construct or acquire the capital assets.

k. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

l. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, deferred inflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1. Use of Estimates (Continued)

expenditures/expenses during the reporting period. Actual results could differ from those estimates.

2. DEPOSITS AND INVESTMENTS

The Township's investment policy authorizes the Township to invest in any investment authorized by statutes. Deposits and investments are categorized into the following categories of credit risk:

- Insured or collateralized with securities held by the Township; such as insurance funds maintained by the FDIC.
- Collateralized with securities held by the pledging financial institution's trust department or agent in the Township's name.
- Uncollateralized.

a. Deposits with Financial Institutions

Custodial credit risk for deposits with financial institutions is the risk that in the event of bank failure, the Township's deposits may not be returned to it.

b. Investments

Investments with maturities of one year or more from the date of purchase are stated at fair value based on quoted market prices. Investments with maturities of one year or less from the date of purchase are stated at amortized cost. All other investments, which do not consider market rates, are stated at cost.

The Township limits its exposure to credit risk, the risk that the issuer of a debt security will not pay its par value upon maturity, by primarily investing in short-term deposits.

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Township limits its exposure to interest rate risk by structuring the portfolio to provide liquidity for short and long-term cash flow needs while providing a reasonable rate of return based on the current market. Unless matched to a specific cash flow, the Township does not invest operating funds in securities maturing more than three years from the date of purchase.

2. DEPOSITS AND INVESTMENTS (Continued)

b. Investments (Continued)

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to the investment, the Township will not be able to recover the value of its investments that are in possession of an outside party. The Township's investment policy is silent on custodial credit risk.

Concentration of credit risk is the risk that the Township has too high a percentage of their investments invested in one type of investment. The Township's investment policy is silent on concentration credit risk.

3. PROPERTY TAX CALENDAR

Property taxes for the 2019 levy year attach as an enforceable lien on January 1, 2019, on property values assessed as of the same date. Taxes are levied by December 31 of the subsequent fiscal year by passage of a Tax Levy Ordinance. Tax bills are prepared by the County and issued on or about May 1, 2020, and are payable in two installments, on or about June 1, 2020 and September 1, 2020. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1% to 2% of the tax levy, to reflect actual collection experience. The 2019 taxes are intended to finance the 2021 fiscal year and are not considered available for current operations and are, therefore, shown as unavailable/deferred revenue. The 2020 tax levy has not been recorded as a receivable at March 31, 2020, as the tax attached as a lien on property as of January 1, 2020; however, the tax will not be levied until December 2020 and, accordingly, is not measurable at March 31, 2020.

PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

Preliminary and Tentative
For Discussion Purposes Only

4. CAPITAL ASSETS

Capital asset activity for the year ended March 31, 2020 was as follows:

	Balances April 1, As Restated	Increases	Decreases	Balances December 31
GOVERNMENTAL ACTIVITIES				
Capital assets not being depreciated				
Land	\$ 629,690	\$ -	\$ -	\$ 629,690
Total capital assets not being depreciated	629,690	-	-	629,690
Capital assets being depreciated				
Buildings	4,463,068	259,026	-	4,722,094
Transportation equipment	1,031,331	165,422	-	1,196,753
Furniture & fixtures	72,327	-	-	72,327
Improvements	597,001	24,240	-	621,241
Machinery & equipment	1,295,818	24,902	-	1,320,720
Total capital assets being depreciated	7,459,545	473,590	-	7,933,135
Less accumulated depreciation for				
Buildings	1,565,524	148,466	-	1,713,990
Transportation equipment	722,624	93,281	-	815,905
Furniture & fixtures	61,066	3,569	-	64,635
Improvements	186,689	39,739	-	226,428
Machinery & equipment	1,131,061	52,678	-	1,183,739
Total accumulated depreciation	3,666,964	337,733	-	4,004,697
Total capital assets being depreciated, net	3,792,581	135,857	-	3,928,438
Total capital assets being depreciated, net	\$ 4,422,271	\$ 135,857	\$ -	\$ 4,558,128

Depreciation expense was charged to functions of the primary government as follows:

GOVERNMENTAL ACTIVITIES	
General government	\$ 180,489
Road and bridge	157,244
TOTAL GOVERNMENTAL ACTIVITIES	\$ 337,733

PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

Preliminary and Tentative
For Discussion Purposes Only

5. LONG-TERM DEBT

a. Changes in Long-Term Liabilities

Changes in governmental long-term liabilities of the Township for the year ended March 31, 2020 are as follows:

	Balances April 1	Increases	Decreases	Balances December 31	Current Portion
Debt certificates	\$ 1,075,000	\$ 975,000	\$ 1,089,532	\$ 960,468	\$ 88,995
Capital lease	112,827	130,000	84,301	158,526	23,105
Compensated absences	-	32,475	-	32,475	6,495
Net pension liability - IMRF	500,727	-	179,384	321,343	-
TOTAL	\$ 1,688,554	\$ 1,137,475	\$ 1,353,217	\$ 1,472,812	\$ 118,595

The debt certificates are retired by the General Town fund. The capital lease(s), compensated absences and net pension liability have historically been repaid by the General Town and Road and Bridge Funds.

b. Debt Service Requirements to Maturity

The annual requirements to amortize to maturity the debt certificates outstanding as of March 31, 2020 are as follows:

Year Ending March 31,	Principal	Interest
2021	\$ 88,995	\$ 32,198
2022	92,161	29,032
2023	95,438	25,755
2024	98,833	22,360
2025	585,041	15,954
TOTAL	\$ 960,468	\$ 125,299

5. LONG-TERM DEBT (Continued)

c. Capital lease

The future maturities of the capital lease as of March 31, 2020 is as follows:

<u>Year Ending March 31,</u>	<u>Principal</u>	<u>Interest</u>
2021	\$ 23,105	\$ 4,542
2022	51,630	5,921
2023	53,877	3,673
2024	29,914	1,328
TOTAL	\$ 158,527	\$ 15,464

6. RISK MANAGEMENT

The Township is exposed to various risks of loss related to litigation; theft; destruction of assets; errors; injuries of employees; or natural disasters. The Township maintains coverage for its general liability; property; casualty; workers' compensation; and health through its participation in a pool.

The Township is a member of the Town Organization Intergovernmental Risk Management Agency (TOIRMA). TOIRMA is a public entity risk pool operating as a common risk management and insurance program for member townships in Illinois. The Township pays an annual premium to TOIRMA for its general insurance coverage.

The agreement for the formation of TOIRMA provides that TOIRMA will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of \$5,000,000 for general liability and \$3,000,000 for workers' compensation for each insured event. In the event that member premiums in any claim year are not sufficient to cover claims incurred during that period, each participant in the pool would be assessed an additional premium to cover such losses. The Township is not aware of any additional premiums due to TOIRMA for prior claim years at March 31, 2020. Settled claims have not exceeded coverage for the current or prior two fiscal years.

7. EMPLOYEE RETIREMENT SYSTEMS

The Township contributes to one defined benefit pension plan, the Illinois Municipal Retirement Fund (IMRF), an agent multiple-employer public employee retirement system. The benefits, benefit levels, employee contributions and employer contributions are governed by Illinois Compiled Statutes (ILCS) and can only be amended by the Illinois General Assembly. IMRF issues a publicly available report that includes financial statements and supplementary information for the plan as a whole, but not for individual employers. That report can be obtained from IMRF, 2211 York Road, Suite 500, Oak Brook, Illinois 60523 or at www.imrf.org.

Illinois Municipal Retirement Fund

Plan Administration

All employees hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members.

The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

Plan Membership

At December 31, 2019 (plan measurement date), IMRF membership consisted of:

Inactive employees or their beneficiaries	
currently receiving benefits	9
Inactive employees entitled to but not yet receiving benefits	11
Active employees	18
	<hr/>
TOTAL	38
	<hr/>

Benefits Provided

All employees hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. IMRF provides two tiers of pension benefits. Employees hired prior to January 1, 2011, are eligible for Tier 1 benefits. For Tier 1 employees, pension benefits vest after eight years of service. Participating members who retire at age 55 (reduced benefits) or after age 60 (full benefits) with eight years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter.

7. EMPLOYEE RETIREMENT SYSTEMS (Continued)

Illinois Municipal Retirement Fund (Continued)

Benefits Provided (Continued)

Employees hired on or after January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating members who retire at age 62 (reduced benefits) or after age 67 (full benefits) with ten years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter.

IMRF also provides death and disability benefits. These benefit provisions and all are established by state statute.

Contributions

Participating members are required to contribute 4.50% of their annual salary to IMRF. The Township is required to contribute the remaining amounts necessary to fund IMRF as specified by statute. The employer contribution for the year ended March 31, 2020 was 9.86% of covered payroll.

Actuarial Assumptions

The Township's net pension liability was measured as of December 31, 2019 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of the same date using the following actuarial methods and assumptions.

Actuarial valuation date	December 31, 2019
Actuarial cost method	Entry-age normal
Assumptions	
Inflation	2.50%
Salary increases	3.35% to 14.25%
Interest rate	7.25%
Cost of living adjustments	3.50%
Asset valuation method	Fair value

7. EMPLOYEE RETIREMENT SYSTEMS (Continued)

Illinois Municipal Retirement Fund (Continued)

Actuarial Assumptions (Continued)

For nondisabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustment that were applied for nondisabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

Discount Rate

The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that the Township contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the IMRF's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members.

PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

Preliminary and Tentative
For Discussion Purposes Only

7. EMPLOYEE RETIREMENT SYSTEMS (Continued)

Illinois Municipal Retirement Fund (Continued)

Changes in the Net Pension Liability

	(a) Total Pension Liability	(b) Plan Fiduciary Net Position	(a) - (b) Net Pension Liability
BALANCES AT			
JANUARY 1, 2019	\$ 2,587,765	\$ 2,066,728	\$ 521,037
Changes for the period			
Service cost	82,058	-	82,058
Interest	187,332	-	187,332
Difference between expected and actual experience	25,508	-	25,508
Changes in assumptions	-	-	-
Employer contributions	-	77,617	(77,617)
Employee contributions	-	35,971	(35,971)
Net investment income	-	378,312	(378,312)
Benefit payments and refunds	(89,801)	(89,801)	-
Other (net transfer)	-	2,692	(2,692)
Net changes	205,097	404,791	(199,694)
BALANCES AT			
DECEMBER 31, 2019	\$ 2,792,862	\$ 2,471,519	\$ 321,343

7. EMPLOYEE RETIREMENT SYSTEMS (Continued)

Illinois Municipal Retirement Fund (Continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources

For the year ended December 31, 2019, the Township recognized pension expense of \$72,253.

At March 31, 2020, the Township reported deferred outflows of resources and deferred inflows of resources related to IMRF from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 48,656	\$ 62,374
Changes in assumption	56,252	42,612
Net difference between projected and actual earnings on pension plan investments	-	87,682
Contributions made subsequent to the measurement date	21,446	-
TOTAL	\$ 126,354	\$ 192,668

\$21,446 contributed following the measurement date of December 31, 2019 will be recognized as pension expense during the fiscal year April 31, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to IMRF will be recognized in pension expense as follows:

<u>Year Ending March 31,</u>	
2021	\$ (29,339)
2022	(30,730)
2023	11,388
2024	(39,079)
2025	-
Thereafter	-
TOTAL	\$ (87,760)

7. EMPLOYEE RETIREMENT SYSTEMS (Continued)

Illinois Municipal Retirement Fund (Continued)

Discount Rate Sensitivity

The following is a sensitive analysis of the net pension liability (asset) to changes in the discount rate. The table below presents the net pension liability (asset) of the Township calculated using the discount rate of 7.25% as well as what the Township's net pension liability (asset) would be if it were calculated using a discount rate that is 1 percentage point lower (6.25%) or 1 percentage point higher (8.25%) than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net pension liability (asset)	\$ 754,859	\$ 321,343	\$ (24,028)

8. OTHER POSTEMPLOYMENT BENEFITS

a. Plan Description

In addition to providing the pension benefits described, the Township provides postemployment health care benefits (OPEB) for retired employees through a single-employer defined benefit plan. The benefits, benefit levels, employee contributions and any employer contributions are governed by the Township and can be amended by the Township through its personnel manual. The plan does not issue a separate report. The activity of the plan is reported in the Township's governmental activities. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

b. Benefits Provided

The Township provides postemployment health care benefits to its retirees. To be eligible for benefits, an employee must qualify for retirement under the Township's retirement plan or meet COBRA requirements.

All health care benefits are provided through the Township's health insurance plan. The benefit levels are the same as those afforded to active employees. Benefits include general inpatient and outpatient medical services; mental, nervous and substance abuse care; vision care; dental care; and prescriptions. Eligibility township sponsored health care plans is discontinued upon eligibility for federally sponsored health care benefits. Retirees pay the full premium to continue in the plan; however, the premium is a blended premium, not an age adjusted premium, which creates an implicit benefit as defined by GASB Statement No. 75.

8. OTHER POSTEMPLOYMENT BENEFITS (Continued)

c. Total OPEB Liability

Based on the size of the Township, the number of active plan members, the lack of any retirees participating in the plan and comparison of actuarial valuations for similar entities with similar benefits, the Township's total OPEB liability as of March 31, 2020 is immaterial and, therefore, not recorded by the Township and no further disclosure is deemed necessary.

REQUIRED SUPPLEMENTARY INFORMATION

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

**SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL TOWN FUND**

For the Year Ended March 31, 2020

	Original and Final Budget	Actual
REVENUES		
Property taxes	\$ 1,588,965	\$ 1,587,144
Replacement taxes	32,000	42,753
Fines and fees	42,500	30,602
Investment income	500	17,095
Miscellaneous income	104,800	112,075
Total revenues	1,768,765	1,789,669
EXPENDITURES		
Current		
General government		
Supervisor		
Personal Services	540,000	519,586
Contractual Services	505,500	451,504
Commodities	28,000	23,632
Other Expenditures	159,000	16,677
Total administration	1,232,500	1,011,399
Assessor		
Personal Services	261,000	206,634
Contractual Services	114,000	85,744
Commodities	2,000	1,319
Other Expenditures	17,900	1,064
Total assessor	394,900	294,761
Cemetery		
Personal Services	67,800	75,138
Contractual Services	44,900	31,368
Commodities	5,000	3,494
Total Cemetery	117,700	110,000
Total general government	1,745,100	1,416,160
Debt service		
Principal	-	1,089,532
Interest	-	47,647
Capital outlay	911,886	453,540
Total expenditures	2,656,986	3,006,879
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(888,221)	(1,217,210)
OTHER FINANCING SOURCES		
Issuance of debt certificates	-	975,000
Total other financing sources	-	975,000
NET CHANGE IN FUND BALANCE	\$ (888,221)	\$ (242,210)
FUND BALANCE, APRIL 1		881,390
Prior period adjustment		(243,562)
FUND BALANCE, APRIL 1, AS RESTATED		637,828
FUND BALANCE, MARCH 31		\$ 395,618

PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS

SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
ROAD AND BRIDGE FUND

For the Year Ended March 31, 2020

	Original and Final Budget	Actual
REVENUES		
Property taxes	\$ 1,209,640	\$ 1,208,163
Replacement taxes	71,000	81,957
Fines and Fees	15,000	6,957
Investment income	7,500	11,701
Miscellaneous income	7,000	2,306
Total revenues	1,310,140	1,311,084
EXPENDITURES		
Current		
Road & Bridge		
Administrative Division		
Personal Services	58,000	52,518
Contractual Services	128,250	99,655
Commodities	1,500	1,038
Capital Outlay	2,500	579
Other Expenditures	56,500	6,071
Total Administrative Division	246,750	159,861
Maintenance Division		
Personal Services	413,000	322,973
Contractual Services	741,000	641,514
Commodities	158,000	137,143
Capital Outlay	80,000	183,499
Total Maintenance Division	1,392,000	1,285,129
Total road and bridge	1,638,750	1,444,990
Debt service		
Principal	-	84,301
Interest	-	3,520
Total debt service	-	87,821
Total expenditures	1,638,750	1,532,811
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(328,610)	(221,727)
OTHER FINANCING SOURCES		
Issuance of capital lease	-	130,000
Total other financing sources	-	130,000
NET CHANGE IN FUND BALANCE	\$ (328,610)	(91,727)
FUND BALANCE, APRIL 1		535,436
Prior period adjustment		72,962
FUND BALANCE, APRIL 1, AS RESTATED		608,398
FUND BALANCE, MARCH 31		\$ 516,671

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

**SCHEDULE OF EMPLOYER CONTRIBUTIONS
ILLINOIS MUNICIPAL RETIREMENT FUND**

Last Six Fiscal Years

FISCAL YEAR ENDED March 31,	2020	2018*	2017*	2016*	2015*	2014*
Actuarially determined contribution	\$ 79,418	\$ 88,126	\$ 80,964	\$ 94,267	\$ 85,500	\$ 75,273
Contributions in relation to the actuarially determined contribution	79,418	88,126	80,965	94,266	85,655	81,538
CONTRIBUTION DEFICIENCY (Excess)	\$ -	\$ -	\$ (1)	\$ 1	\$ (155)	\$ (6,265)
Covered payroll	\$ 805,798	\$ 849,002	\$ 753,152	\$ 780,356	\$ 686,194	\$ 649,469
Contributions as a percentage of covered payroll	9.86%	10.38%	10.75%	12.08%	12.48%	12.55%

Notes to Required Supplementary Information

*Based on calendar year

The information presented was determined as part of the actuarial valuations as of December 31, each year, which is 12 months prior to the beginning of the fiscal year in which contributions are reported. Additional information as of the latest actuarial valuation presented is as follows: the actuarial cost method was entry-age normal; the amortization method was level percent of pay, closed and the amortization period was 24 years; the asset valuation method was five-year smoothed market; and the significant actuarial assumptions were an investment rate of return at 7.50% annually, projected salary increases assumption of 3.35% to 14.25% compounded annually and postretirement benefit increases of 3.00% compounded annually.

Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS

SCHEDULE OF CHANGES IN THE EMPLOYER'S
NET PENSION LIABILITY AND RELATED RATIOS
ILLINOIS MUNICIPAL RETIREMENT FUND

Last Five Calendar Years

MEASUREMENT DATE DECEMBER 31,	2019	2018***	2017**	2016*	2015
TOTAL PENSION LIABILITY					
Service cost	\$ 82,058	\$ 76,005	\$ 78,435	\$ 76,625	\$ 73,225
Interest	187,332	179,759	169,415	157,734	148,550
Changes of benefit terms	-	-	-	-	-
Differences between expected and actual experience	25,508	(70,343)	55,568	(11,541)	(54,150)
Changes of assumptions	-	87,330	(79,210)	(6,521)	-
Benefit payments, including refunds of member contributions	(89,801)	(87,536)	(82,627)	(51,510)	(41,578)
Net change in total pension liability	205,097	185,215	141,581	164,787	126,047
Total pension liability - beginning	2,587,765	2,402,550	2,260,969	2,096,182	1,970,135
TOTAL PENSION LIABILITY - ENDING	\$ 2,792,862	\$ 2,587,765	\$ 2,402,550	\$ 2,260,969	\$ 2,096,182
PLAN FIDUCIARY NET POSITION					
Contributions - employer	\$ 77,617	\$ 88,125	\$ 80,965	\$ 94,266	\$ 85,655
Contributions - member	35,971	38,281	35,996	37,241	35,586
Net investment income	378,312	(105,368)	308,710	97,626	7,903
Benefit payments, including refunds of member contributions	(89,801)	(87,536)	(82,627)	(51,510)	(41,578)
Other	2,692	32,776	(24,638)	38,407	(62,374)
Net change in plan fiduciary net position	404,791	(33,722)	318,406	216,030	25,192
Plan fiduciary net position - beginning	2,066,727	2,100,449	1,782,043	1,566,013	1,540,821
PLAN FIDUCIARY NET POSITION - ENDING	\$ 2,471,518	\$ 2,066,727	\$ 2,100,449	\$ 1,782,043	\$ 1,566,013
EMPLOYER'S NET PENSION LIABILITY	\$ 321,344	\$ 521,038	\$ 302,101	\$ 478,926	\$ 530,169
Plan fiduciary net position as a percentage of the total pension liability	88.49%	79.87%	87.43%	78.82%	74.71%
Covered payroll	\$ 799,348	\$ 849,002	\$ 753,152	\$ 780,356	\$ 686,194
Employer's net pension liability as a percentage of covered payroll	40.20%	61.37%	40.11%	61.37%	77.26%

*Changes in assumptions related to retirement age and mortality were made since the prior measurement date.

**Changes in assumptions related to retirement age and mortality were made since the prior measurement date.

***There were no benefit changes during the year. Changes in assumptions related to the discount rate were made since the prior measurement date.

Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

**PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS**

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

March 31, 2020

BUDGET/APPROPRIATIONS

The Township follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Formal budget integration is employed as a management control device during the year for the Town, Road District, and other funds. These budgets are adopted on a cash-basis of accounting. See Note 1 for more information on the Township's other significant accounting policies.
2. The Township Board of Trustees approves, by ordinance, the budget appropriations for all of the funds. Any revisions that alter the appropriations must be approved by the Board.
3. Unused appropriations for all of the budgeted funds lapse at the end of the year.
4. The budget amounts shown in the required supplementary information represent both the original and final authorized amounts for the year. The actual amounts reported in this information are shown under the cash-basis method of accounting.

2. INDIVIDUAL FUND DISCLOSURES

The following funds had expenditures in excess of appropriations:

<u>Fund</u>	<u>Excess</u>
General Town	\$ 279,048

SUPPLEMENTARY INFORMATION

PLAINFIELD TOWNSHIP
PLAINFIELD, ILLINOIS
Preliminary and Tentative
For Discussion Purposes Only

EXTENDED TAX RATES, LEVIES AND ASSESSED VALUATIONS

Last Four Levy Years

	Levy Year		
	2019	2018	2017
	2016		
ASSESSED VALUATION			
	\$ 2,038,837,793	\$ 1,937,761,857	\$ 1,840,604,279
	\$ 1,752,159,001		
TAX RATES BY FUND			
General Town	0.0799	0.0820	0.0839
Road and Bridge	0.1060	0.1088	0.1113
			0.1135
TOTAL TAX RATES BY FUND			
	0.1859	0.1908	0.1952
			0.1991
TAX EXTENSIONS BY FUND			
General Town	\$ 1,629,031	\$ 1,588,965	\$ 1,544,267
Road and Bridge	\$ 2,161,168	\$ 2,108,285	\$ 2,048,593
	\$ 1,499,848		\$ 1,988,700
TOTAL TAX EXTENSIONS BY FUND			
	\$ 3,790,199	\$ 3,697,250	\$ 3,592,860
			\$ 3,488,548



March 23, 2021

Chuck Willard
Township Administrator
Plainfield Township
22525 W. Lockport Street
Plainfield, IL 60544

Independent Accountant's Report on Applying Agreed-Upon Procedures

We have performed the procedures enumerated in Schedule A, which were agreed to by Plainfield Township, on portions of the Township's accounting operations for the period ended January 15, 2021. Plainfield Township's management is responsible for the Township's accounting operations for the period ended January 15, 2021. The sufficiency of these procedures is solely the responsibility of the parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures enumerated in Schedule A either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are described in Schedule A.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on portions of the Township's accounting operations for the period ended January 15, 2021. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures; other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of Plainfield Township and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Werner, Rogers, Doran, + Ruzon, LLC

REPORT ON APPLYING AGREED-UPON PROCEDURES

Plainfield Township - Schedule A

We performed the following procedures and report the following associated findings:

Internal Controls

Procedures:

- Obtain documentation of existing controls over the following areas:
 - Deposits.
 - Disbursements.
 - Bank reconciliations.
 - Vendor file maintenance.
 - Payments to employees (other than payroll), elected officials and appointed officials.
- Determine whether existing controls appear adequate and make recommendations for improvements, if needed.

Process:

WRDR requested written procedures as part of a request of materials email that was forwarded to the Township's Administrator.

WRDR was provided with electronic versions of procedures by the Administrator related to the following:

- Deposits.
- Disbursements.
- Bank reconciliations.

Generally, the written procedures contained details about the procedures needed to process transactions for each area.

The Township did not provide written procedures specific to vendor file maintenance or payments to employees (other than payroll), elected officials and appointed officials.

Findings:

Finding 1:

During our procedures performed, we noted the bank statements provided by First Midwest Bank did not include images of the canceled checks. Preparing an accurate bank reconciliation without documentation of the actual disbursement checks that cleared the bank could lead to significant errors, which will ultimately filter through to an organization's financial statements. We strongly recommend the organization request that First Midwest Bank provide the check images with the bank statements, which will help to identify any discrepancies and/or or detect fraud or theft. Without having this documentation, the ability to perform this critical step in the internal controls over cash will be significantly impaired.

Finding 2:

Accounting personnel perform the bank reconciliation function. However, there is currently no procedure in place to review the bank reconciliation after it is completed. This practice would greatly enforce the checks and balances necessary for strong controls over cash. We suggest that a member of management, such as the Township Administrator, review the bank reconciliations for any unusual items, investigate and fully resolve any such items, and document his or her approval by initialing the form.

REPORT ON APPLYING AGREED-UPON PROCEDURES

Plainfield Township - Schedule A

Finding 3:

Our procedures revealed that the Township Supervisor has both online access to bank accounts as well as the Township's QuickBooks. Although we understand the need for such access and the convenience it offers, employees who have online access to bank accounts should not have access to the Township's general ledger.

Accuracy of Deposits

Procedures:

- Obtain a copy of the general ledger for the current fiscal year as well as the prior two fiscal years related to recording of deposits.
 - Obtain documentation to support deposits made for a sample of 60 deposits.
 - Document any findings.

Process:

We haphazardly selected 60 deposits for testing. Of the 60 deposits selected, 18 deposits were made prior to January 1, 2019 and 42 were made on January 1, 2019 or later.

Testing of deposits made prior to January 1, 2019 included 1) agreeing deposit to the deposit slip 2) agreeing deposit to supporting documentation 3) verifying the deposit was made timely 4) assessing the reasonableness of the general ledger account coding and 5) tracing the deposit to the applicable bank statement.

Testing of deposits made on January 1, 2019 or later included 1) agreeing deposit to the deposit slip 2) agreeing deposit to supporting documentation 3) verifying the deposit was made timely 4) assessing the reasonableness of the general ledger account coding 5) tracing the deposit to the applicable bank statement 6) verifying the deposit was signed by the preparer and 7) verifying the deposit was initialed by a second person.

Findings:

Finding 4:

We noted 2 deposits totaling \$5,114.36 did not have deposit slips attached.

Finding 5:

We noted 2 deposits totaling \$6,225.72 did not have sufficient supporting documentation attached.

Finding 6:

We noted 1 deposit totaling \$592.83 was not signed by the preparer.

Finding 7:

We noted 10 deposits totaling \$12,917.27 were not initialed by a second person.

REPORT ON APPLYING AGREED-UPON PROCEDURES Plainfield Township - Schedule A

Finding 8:

We noted 1 deposit totaling \$4,690.70 did not agree to the deposit slip totaling \$4,163.35. The variance of \$527.35 was subsequently corrected by the financial institution. This deposit was also included in Finding 7.

Accuracy of Disbursements

Procedures:

- Obtain a copy of the general ledger for the current fiscal year as well as the prior two fiscal years related to recording of disbursements.
 - Obtain documentation to support disbursements made to vendors for a sample of 40 disbursements.
 - Obtain documentation to support disbursements made to employees (other than payroll), elected officials and appointed officials for a sample of 20 disbursements.
 - Document any findings.

Process:

We haphazardly selected 40 vendor disbursements and 20 disbursements made to employees (other than payroll), elected officials and appointed officials for testing.

Testing of disbursements included 1) assessing the reasonableness of the general ledger account coding 2) agreeing the vendor disbursement check to the invoice 3) verifying the disbursement was on an approved check run report 4) verifying the invoice was stamped "PAID" with the correct date 5) verifying the invoice was marked "ENTERED" and 6) verifying the disbursement was board approved.

We were unable to perform processes 3) and 6) above for 3 disbursements dated April 10, 2020 as check runs were not run due to the COVID-19 shutdown.

Findings:

Finding 9:

We noted 4 vendor disbursements totaling \$2,837.82 in which the invoice was not stamped "PAID".

Finding 10:

We noted 12 vendor disbursements totaling \$21,550.97 in which the invoice was not marked "ENTERED".

Finding 11:

We noted 2 employees (other than payroll), elected officials and appointed officials' disbursements totaling \$3,761.00 in which the support was not stamped "PAID".

Finding 12:

We noted 5 employees (other than payroll), elected officials and appointed officials' disbursements totaling \$2,492.09 in which the support was not marked "ENTERED".

Finding 13:

We noted 2 employees (other than payroll), elected officials' and appointed officials' disbursements totaling \$1,276.11 in which we did not note evidence of board approval.

REPORT ON APPLYING AGREED-UPON PROCEDURES

Plainfield Township - Schedule A

Finding 14:

We noted 1 employee (other than payroll), elected officials' and appointed officials' disbursement totaling \$1,093.11 did not agree to the support provided. The provided support equaled \$1,073.11 which is a \$20.00 difference from the actual disbursement. This disbursement was also included in Findings 12 and 13.

Bank Reconciliations

Procedures:

- Obtain bank reconciliations for a sample of 5 bank reconciliations.
 - Test reconciling items on each bank reconciliation.
 - Compare bank reconciliation to trial balance.
 - Document any findings.

Process:

We haphazardly selected 5 bank reconciliations for testing. The bank reconciliations selected for testing are listed below:

- Total Combined Disbursement Account (First Midwest Bank Account 8100111361)
 - April 30, 2019
 - January 31, 2020
 - March 31, 2020
 - December 31, 2020
- M/M 1st Midwest -Town (First Midwest Bank Account 0007221658)
 - June 30, 2020

Testing of each bank reconciliation included 1) agreeing the cleared balance (or statement ending balance) on the bank reconciliation to the ending balance on the applicable First Midwest Bank statement 2) tracing outstanding checks and deposits in transit on the bank reconciliation to the subsequent month's bank statement, if cleared, or bank reconciliation, if not cleared, and 3) agreeing the register balance on the bank reconciliation to the applicable general ledger account on the Township's trial balance in QuickBooks.

Additional testing including recalculation of each bank reconciliation for mathematical accuracy.

Findings:

Finding 15:

We noted the reconciled balance on the April 30, 2019 bank reconciliation for the Total Combined Disbursement Account (First Midwest Bank Account 8100111361) was \$53,818.13 while the balance listed on the April 30, 2019 trial balance was \$62,016.25. The variance between the two balances is \$8,198.12. Upon further investigation, it appeared a portion of the variance was due to voided Check Number 35586 to Income Works in the amount of \$8,705.00.

Finding 16:

We noted the reconciled balance on the January 31, 2020 bank reconciliation for the Total Combined Disbursement Account (First Midwest Bank Account 8100111361) was -\$21,216.96 while the balance listed on the January 31, 2020 trial balance was -\$21,107.02. The variance between the two balances is \$109.94.

REPORT ON APPLYING AGREED-UPON PROCEDURES

Plainfield Township - Schedule A

Finding 17:

We noted the reconciled balance on the March 31, 2020 bank reconciliation for the Total Combined Disbursement Account (First Midwest Bank Account 8100111361) was -\$19,413.48 while the balance listed on the March 31, 2020 trial balance was \$16,204.44. The variance between the two balances is \$35,617.92. Upon further investigation, it appeared the variance was due to the summation of Check Number 37153 to First Midwest Bank in the amount of \$4,721.55 and one transfer in the amount of \$30,896.37.

Finding 18:

We noted the reconciled balance on the December 31, 2020 bank reconciliation for the Total Combined Disbursement Account (First Midwest Bank Account 8100111361) was \$235,732.26 while the balance listed on the December 31, 2020 trial balance was \$241,666.08. The variance between the two balances is \$5,933.82. Upon further investigation, it appeared the variance was due to the summation of three transfers in the amounts of \$385.15, \$3,797.77, and \$1,750.90.

Vendor File Maintenance

Procedures:

- Obtain 10 vendor files including all new vendors for the current fiscal year as well as the prior two fiscal years.
 - Verify each vendor file includes Form W-9.
 - Verify each vendor has a website and physical address.
 - Document any findings.

Process:

We haphazardly selected 10 vendors for testing. We obtained Form W-9 for 9 of the 10 vendors selected. Form W-9 was not obtained by the Township for 1 vendor as the disbursement was for a scholarship. We determined if each Form W-9 was completed and signed.

Additional testing included verifying each vendor selected had a website as well as a physical address. We agreed the address listed on Form W-9 to the address listed on the vendor's invoice. We also visited 7 of the 10 vendors' websites. 2 vendors were individuals in which the Township paid rent and 1 vendor was an individual in which the Township awarded a scholarship. These 3 vendors did not have websites.

Findings:

None noted.

STATE OF ILLINOIS)
COUNTY OF WILL) **S.S.**
TOWN OF PLAINFIELD)

RESOLUTION #21-02

Resolution of Declaration of 2nd Amendment/Lawful Gun Owner Sanctuary Township

WHEREAS, the 2nd Amendment to the US Constitution guarantees the Right to Keep and Bear Arms, an individual right affirmed by the US Supreme Court

WHEREAS, the Declaration of Independence refers to all being endowed by their Creator with the unalienable right to Life, self-defense is an "original right" referred to by Alexander Hamilton in Federalist 28, and self-defense is recognized as a national and international right

WHEREAS, Americans lawfully use firearms hundreds of thousands of times each year, protecting themselves and their loved ones from violent criminals

WHEREAS, there are an estimated 17.5 million Americans who lawfully carry concealed firearms

WHEREAS, lawfully armed civilians have stopped active shooters and saved law enforcement officers who were under attack

WHEREAS, firearms are lawfully used for hunting and sport, on a daily basis, across the country

WHEREAS, unbiased research has shown that concealed carry of firearms reduces violent crime, and those benefiting most from firearms in self-defense are women, the elderly and the disabled

WHEREAS, abridging the rights of lawful gun owners does not reduce the criminal use of firearms by violent offenders

WHEREAS, the Federal and State governments have, for many years, had numerous laws, statutes, and regulations relating to firearms ownership, purchase, transportation, transfer, carry and use

WHEREAS, violations of existing laws, statutes and regulations are already criminal offenses, many being felonies

WHEREAS, the US is 62nd on the worldwide list of nations for frequency of mass shootings, behind countries like Norway, Finland and Switzerland

WHEREAS, gun control laws, including a plethora of current proposed legislation, are not evidence-based

WHEREAS, legislation called "gun safety" legislation, factually has nothing to do with teaching or promoting the safe and lawful use of firearms

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Plainfield Township Board declares Plainfield Township to be a 2nd Amendment/ Lawful Gun Owner Sanctuary Township.
2. The Plainfield Township Board supports the rights of lawful gun owners to lawfully use firearms; to defend themselves, their loved ones and other innocents; to lawfully hunt to provide sustenance for their families; and to lawfully participate in shooting sports up to and including Olympic sports.
3. The Plainfield Township Board opposes further interference with, or abridging of, the rights of lawful gun owners.
4. The Plainfield Township Board opposes gun control or "gun safety" legislation, State, Federal, or local.
5. The Plainfield Township Board espouses holding accountable the violent criminal offenders, rather than irrational and/or disproven attempts to control lawful tools of self-defense, hunting and sport.

THIS RESOLUTION SHALL be effective from and after the date of its adoption.

PASSED THIS 12TH DAY OF April 2021, at the Township Board meeting duly held in the Town of Plainfield, County of Will, Illinois.

Matt Star, Supervisor

Date

Michelle Smith, Clerk

Date

Record of Votes:

Ayes: _____

Nays: _____

Pass: _____

Abstain: _____

Chuck Willard

From: Leonard Cooper <lcooper@racadj.com>
Sent: Thursday, April 8, 2021 9:47 AM
To: Kenneth Rodgers; Chuck Willard
Cc: Leonard Cooper
Subject: FW: Plainfield Township Water Damage
Attachments: plainfield township water damage repair breakdown.xlsx

Importance: High

Ken,

Insurance has indicated they are not paying the cost difference for the insulation to be converted to foam and the insulation demo and foam installation in the shop.

By my calculations that will reduce your repair proposal to \$33,220.55 (removing shop insulation demo and foam insulation). The cost difference of the insulation conversion to foam in the offices is \$2,935, by my calculation. The insurance proposed settlement estimate total is \$30,285.55.

$\$33,220.55 \text{ less } \$2,935.00 = \$30,285.55$

The Insured can replace the insulation with foam if they desire and pay the difference of \$2,935.00 and also replace the shop insulation.

From the proposed settlement of \$30,285.55 we can add the invoice for the Bond or the Permit once it is submitted to me. I will also need a copy of the plumbing sub-bid estimate prior to processing the claim payment.

Please review and let me know if we can agree.

Thank you
Len Cooper
630-222-3471

From: Kenneth Rodgers <ken@rodgersconstructioncorp.com>
Sent: Friday, March 26, 2021 12:51 PM
To: Leonard Cooper <lcooper@racadj.com>
Cc: CWILLARD@plainfield-township.com
Subject: Re: Plainfield Township

CAUTION: This email originated from outside of RAC Adjustments. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Mr. Cooper,

I attached the breakdown of our costs for this work. Let me know what portions need to be changed or removed.

On Wed, Mar 24, 2021 at 7:24 AM Leonard Cooper <lcooper@racadj.com> wrote:

PLAINFIELD TOWNSHIP WATER DAMAGE REPAIR

	carpenter	laborer	total
Labor	103.50	95.50	
frame	8.00		828.00
rock	32.00		3,312.00
tape	40.00		4,140.00
base	6.00		621.00
kitchen cabinets & tops	20.00		2,070.00
demo foam in shop area		24.00	2,292.00
paint	16.00		1,656.00
dust pro and clean		16.00	1,528.00
sub total			16,447.00
overhead and profit	0.16		2,631.52
labor total			19,078.52
Material	quantity	unit price	
			0.00
dry wall	30.00	15.00	450.00
base and glue	1.00	200.00	200.00
kitchen top	1.00	750.00	750.00
misc glue and screws	1.00	100.00	100.00
tape mat	1.00	200.00	200.00
primer and paint	5.00	65.00	325.00
dust proection	1.00	100.00	100.00
fuel	1.00	100.00	100.00
dumpsters	1.00	350.00	350.00
Material sub-total			2,575.00
markup	0.13		334.75
Material total			2,909.75

Subs			
plumbing			1,450.00
insulate office area			9,075.00
insulate shop area			6,900.00
Subcontractor sub-total			17,425.00
mark-up	0.16		2,788.00
Subcontractor Total			20,213.00
Total labor,mat.,subs			42,201.27
bond	0.0255		1,076.13
grand total			43,277.40

April 8, 2021

Mr. Chuck Willard
Township Administrator
Plainfield Township
22525 W. Lockport Street
Plainfield, IL 60544

Dear Chuck:

This engagement letter (the "Agreement") , effective as of April 8, 2021, between Sikich LLP, an Illinois limited liability partnership, ("Sikich," "we," "us," or "our") and Plainfield Township (the "Client," "you," or "your") sets forth the mutual agreements of the parties regarding the audit of the Client's basic financial statements for the year ended March 31, 2021 (the "Services").

The Services will include an audit of the financial statements of the governmental activities, each major fund and the aggregate remaining fund information and the related notes to the financial statements, which collectively comprise the basic financial statements of the Client as of and for the year ended March 31, 2021.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information ("RSI"), such as management's discussion and analysis ("MD&A"), to supplement the Client's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our Services, we will apply certain limited procedures to the Client's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual, for the General Fund and any major special revenue funds.
3. Schedule of Changes in the Employer's Net Pension Liability and Related Ratios for the Illinois Municipal Retirement Fund.
4. Schedule of Employer Contributions for the Illinois Municipal Retirement Fund.
5. Notes to Required Supplementary Information.

We have also been engaged to report on supplementary information other than RSI that accompanies the Client's financial statements. We will subject the following supplementary information 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 we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

1. Extended Tax Rates, Levies and Assessed Valuations

AUDIT OBJECTIVE

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of accounting records and other procedures we consider necessary to enable us to express such opinions and to render the required report. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance.

If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the Agreement.

AUDIT PROCEDURES - GENERAL

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk 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. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

AUDIT PROCEDURES - INTERNAL CONTROL

Our audit will include obtaining an understanding of the government 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 is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control matters that are required to be communicated under AICPA professional standards.

AUDIT PROCEDURES - COMPLIANCE

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Client's compliance with provisions of applicable laws, regulations, contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion.

OTHER SERVICES

We will also assist in preparing the financial statements and related notes of the Client in conformity with U.S. generally accepted accounting principles based on information provided by you.

Other nonattest Services expected to be performed during our audit of the financial statements as of and for the year ended March 31, 2021 and other deliverables are as follows:

1. Prepare ten (10) copies and an electronic copy (.pdf) of the annual financial report (CAFR) of the Township (Management's Discussion and Analysis to be provided by the Township).
2. Prepare ten (10) copies of the management letter.
3. Prepare electronic filing of the Illinois Comptroller Annual Financial Report.

MANAGEMENT RESPONSIBILITIES

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are 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 affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are also responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, 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.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other non-audit Services we provide; oversee the nonaudit Services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those Services; and accept responsibility for them.

ENGAGEMENT ADMINISTRATION, FEES AND OTHER

In accordance with professional standards, any discussions during the period of the Agreement between any individual representing the Client and a member of the Sikich engagement team regarding potential employment or association with the Client creates an impairment of independence for the Sikich employee and possibly Sikich. Such a situation could require us to temporarily or permanently remove that person from your engagement or to perform additional procedures or re-perform procedures, which would increase our fees. Should we not become aware of the impairment until after the conclusion of the Agreement, Sikich's independence would be deemed to have been impaired. Please inform appropriate Client personnel to refrain from any such discussions with any Sikich staff while the engagement is ongoing and notify Anthony M. Cervini immediately if you or anyone else at the Client becomes aware that any such discussions may have occurred.

We may from time-to-time and depending on the circumstances, use third party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards designed to protect the confidentiality of your personal information. In addition, we will enter into confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that such service providers have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers engaged by us.

Client hereby explicitly acknowledges and consents to Sikich's use of third-party cloud computing services to store confidential and proprietary information and other data of the Client, and agrees that Sikich's use of such cloud services coupled with the use of encrypted devices, password protections and firewall protection shall constitute the best efforts of Sikich to safeguard such information and data from unauthorized disclosure. Client further agrees that, subject to applicable law, Sikich shall only be liable for such unauthorized disclosure or use if it has been finally judicially determined by a court of competent jurisdiction that Sikich did not take commercially reasonable measures to protect the confidential and proprietary information and other data of the Client from unauthorized disclosure or use. The assistance to be supplied by Client personnel is described in the workpaper request lists for preliminary (interim) and final fieldwork, which outline the specific schedules and information we are requesting for this Agreement. The workpaper request lists will be discussed with and

coordinated with Chuck Willard, Township Administrator. The timely and accurate completion of this work is an essential condition to our completion of the audit and issuance of our audit report. This Agreement assumes that all records, documentation and information we requested in connection with our audit (and outlined in the workpaper request lists) are complete and available at the beginning of the respective phases of the engagement. It also assumes that key personnel are available to us during the duration of the audit. The accuracy of these assumptions will allow us to conduct our audit without any delays or inefficiencies for the fee noted in this Agreement. If the assumptions are not accurate and you fail to provide the records, documentation, information and key personnel required, there may be additional fees to cover our cost for the delays and possible rescheduling of the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We understand that your employees will prepare all cash, accounts receivable and other confirmations we request and will locate any documents selected by us for testing.

You may request that we perform additional services not contemplated by this Agreement. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this Agreement. Notwithstanding the foregoing, this Agreement will not include any services related to the Affordable Care Act or consideration of taxable fringe benefits including those impacted by Affordable Care Act; in all circumstances, services related to the Affordable Care Act and other taxable fringe benefit reporting will be the subject of a separate engagement letter and will be billable under a separate hourly rate structure than the services provided hereunder.

We will provide copies of our reports to the Client; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our report are to be made available for public inspection.

The audit documentation for this Agreement is the property of Sikich and constitutes confidential information. However, subject to applicable laws and regulations, audit and examination documentation and appropriate individuals will be made available upon request and in a timely manner to cognizant or oversight agency for audit or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Sikich personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

As a result of our prior or future services to you, we might be requested or required to provide information or documents to you or a third party in a legal, administrative, regulatory inquiry (other than that mentioned in the previous paragraph) or arbitration or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to you as a separate engagement. In such event you agree to compensate us for our time and reasonable reimbursement for our expenses (including legal fees) in complying with the request.

The audit documentation for this Agreement will be retained for a minimum of seven years after the report release date or for any additional period requested by the cognizant or oversight agency for audit or its designee. Sikich does not keep any original client records so we will return those to you at the completion of the Services rendered under this Agreement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies.

Final reports will be issued upon your approval of the preliminary drafts. Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service. Anthony M. Cervini is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will not exceed \$19,100, which includes out-of-pocket costs such as report reproduction, postage, etc. This fee is based upon anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Services will be invoiced to you from time-to-time as work progresses. In accordance with Illinois Compiled Statutes, payments for all Services are due within sixty days of receipt of an invoice. Invoices not paid within sixty days are subject to finance charges of 1% per month (12% annually).

We reserve the right to suspend or terminate Services for reasonable cause, such as failure to pay our Invoices on a timely basis or failure to provide the information or cooperation necessary for successful performance of the Services. Our Services will be deemed to be completed upon written notification of termination, even if we have not completed our report. In such event you agree to compensate us for the time expended to that point and to reimburse us for all out-of-pocket expenditures through the date of termination.

You hereby agree to indemnify and hold harmless Sikich and its partners, directors, employees, agents or subcontractors against all costs, expenses, losses, judgments, damages and liabilities (including reasonable attorneys' fees and expenses) associated with any third-party claim, threat or proceeding relating to the performance of the Services by Sikich under this Agreement, other than as determined through mediation to have been caused by our own gross negligence or willful misconduct.

You agree that our maximum liability to you for any matters related to this Agreement and the provision of the Services, whether a claim be in tort, contract or otherwise, will be limited to the total amount of fees we receive from you under this Agreement for the Services provided under this Agreement giving rise to the liability, except to the extent determined to result from our gross negligence or willful misconduct. You agree that this limitation applies to any and all liability or causes of action against us, however alleged or arising, unless otherwise prohibited by law or professional standards. Additionally, our liability as accountants shall be limited to the period covered by our review and shall not extend to later periods for which we are not engaged as accountants or prior periods before we were engaged as accountants. You acknowledge and agree that in no event will Sikich be liable to you or any third party for any special, consequential, exemplary, incidental indirect, lost profit, punitive or similar damages of any kind.

No (i) direct or indirect holder of any equity interests or securities of Sikich, (ii) affiliate of Sikich, or (iii) director, officer, employee, representative, or agent of Sikich, or of an affiliate of Sikich or of any such direct or indirect holder of any equity interests or securities of Sikich (collectively, the "**Sikich Affiliates**") shall have any liability or obligation of any nature whatsoever in connection with or under this Agreement or the transactions contemplated hereby, and Client waives and releases all claims against such Sikich Affiliates related to any such liability or obligation.

If any dispute, controversy or claim arises in connection with the performance or breach of the Agreement, either party may, on written notice to the other party, request that the matter be mediated. Such mediation will be conducted by a mediator appointed by and pursuant to the Mediation Rules of the American Arbitration Association. Both parties will exert their commercially reasonable best efforts to discuss with each other in good faith their respective positions in an attempt to finally resolve such dispute or controversy. Each party may disclose any facts to the other party or the mediator which it, in good faith, considers necessary to resolve the matter. All such discussions, however, will be for the purpose of assisting in settlement efforts and will not be admissible in any subsequent litigation or proceeding against the disclosing party. Except as agreed by both parties in writing, the mediator will keep confidential all information disclosed during negotiations. The mediation proceedings will conclude within sixty days from receipt of the written notice unless extended or terminated sooner by mutual consent. Each party will be responsible for its own expenses. The fees and expenses of the mediator, if any, will be borne equally by the parties.

THIS AGREEMENT SHALL BE GOVERNED BY, AND CONSTRUED IN ACCORDANCE WITH, THE LAWS OF THE STATE OF ILLINOIS. SIKICH AND CLIENT KNOWINGLY, VOLUNTARILY AND IRREVOCABLY WAIVE ANY RIGHT TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM (WHETHER BASED UPON CONTRACT, TORT OR OTHERWISE) RELATED TO OR ARISING OUT OF OR IN CONNECTION WITH THE ENGAGEMENT OF SIKICH PURSUANT TO, OR THE PERFORMANCE BY SIKICH OF THE SERVICES CONTEMPLATED BY, THIS AGREEMENT.

If either party hereto desires to terminate its relationship with the other or the engagement, it may do so at any time for any reason by giving written notice to the other party. In such event, Sikich will be paid for fees and expenses incurred through the termination date, as well as for reasonable engagement closing costs.

It is understood and agreed that Sikich will for all purposes be an independent contractor, will not hold itself out as representing or acting in any manner for Client, and neither Sikich nor Client will have any authority to bind the other party to any contract or in any other manner. Sikich and Client do not intend to create a joint Client relationship, and Sikich and Client each represents that it is the sole employer of its employees. Sikich shall not and does not have the right to control Client's employees' essential terms and conditions of employment, including hiring its employees, determining their wages and benefits, or assigning, scheduling, training, disciplining, or terminating Client's employees.

Client represents and warrants the following with respect to the U.S. Treasury Department's Office of Foreign Assets Control (OFAC): (a) Client does not have any nexus with persons or entities on any of OFAC's sanctions list (e.g. SSI, SDN, FSE etc.) either through large shareholders, employees, beneficial owners, vendors, affiliated entities (i.e. affiliates or subsidiaries), third parties, customer base or otherwise; (b) Client does not have any operations in any comprehensive OFAC sanctioned country (Cuba, Iran, Syria, Sudan, North Korea, the Crimea); (c) Client does not have any operations in any limited OFAC sanctioned country program; or (d) Client does not remit payment for Sikich's fees and expenses from an OFAC sanctioned country.

Sikich shall not be deemed in default of any provision of this Agreement or be liable for any delay, failure in performance, or interruption of the Services resulting directly or indirectly from acts of God, electronic virus attack or infiltration, civil or military authority action, civil disturbance, war, strike and other labor disputes, fires, floods, other catastrophes, and other forces beyond its reasonable control.

All notices given under or pursuant to this Agreement will be sent by national courier, Certified or Registered Mail, Return Receipt Requested, and will be deemed to have been delivered when physically delivered to Client or Sikich at the following address:

If to Sikich:
Sikich LLP
1415 W. Diehl Road, Suite 400
Naperville, IL 60563
Attention: Anthony M. Cervini

With a copy to:
Sikich LLP
1415 W. Diehl Road, Suite 400
Naperville, IL 60563
Attention: Office of General Counsel

If to Client:
Plainfield Township
22525 W. Lockport Street
Plainfield, IL 60544
Attention: Mr. Chuck Willard

Those provisions that by their nature are intended to survive termination or expiration of this Agreement and any right or obligation of the parties in this Agreement which, by its express terms of nature and context is intended to survive termination or expiration of this Agreement, shall so survive any such termination or expiration.

MISCELLANEOUS

Entire Agreement: This Agreement constitutes the entire agreement between Sikich and Client, regarding the terms of this Agreement. In the event Client requires Sikich to execute a purchase order or other Client documentation in order to receive payment for Services, the terms and conditions contained in such purchase order or documentation shall be null and void and shall not govern the terms of this Agreement. This Agreement is entered into without reliance on any promise or representation, written or oral, other than those expressly contained herein and supersedes any other such promises or representations. This Agreement can only be modified by a written agreement signed by duly authorized representatives of each party.

Counterparts: This Agreement may be executed in counterparts (and by facsimile or other electronic means), each of which shall constitute an original and all of which together will be deemed to be one and the same document.

Severability: The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision.

Authority: Due Authorization: Enforceability: Each party hereto represents and warrants that it has all requisite power and authority to enter into this Agreement and to perform its obligations hereunder. Each party hereto further represents and warrants that this Agreement has been duly and validly authorized by all necessary corporate action and has been duly executed and delivered by each such party and constitutes the legal, valid and binding agreement of each such party, enforceable in accordance with its terms.

Counsel Representation: The terms of this Agreement have been negotiated by the parties hereto, who have each been represented by counsel, there shall be no presumption that any of the provisions of this Agreement shall be construed adverse to any party as "drafter" in the event of a contention of ambiguity in this Agreement, and the parties waive any statute or rule of law to such effect.

Assignment: This Agreement may not be assigned by any party hereto without the prior written consent of the other party. Any attempted assignment of this Agreement made without such consent shall be void and of no effect, at the option of the non-assigning party.

Headings: Headings used herein are for convenience of reference only and shall not affect the interpretation or construction of this Agreement.

ACCEPTANCE

You acknowledge having read this Agreement in its entirety, have had full opportunity to consider its terms in consultation with your attorney, have had full and satisfactory explanation of the same and fully understand and agree to be bound by the terms of this Agreement.

Please indicate your understanding and acceptance of this Agreement and your intention to be legally bound hereby by executing this Agreement in the space provided below where indicated and return it to our offices, indicating your authorization for us to proceed on the above terms and conditions.

Plainfield Township
April 8, 2021
Page 9

We appreciate the opportunity to be of service to you and believe this Agreement accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

Very truly yours,



By: Anthony M. Cervini, CPA, CFE
Partner
On behalf of Sikich LLP

Acknowledged:

Plainfield Township.

By: _____

Title: _____

Date: _____



Office of Erin Kljaich **Assessor**

To: Township Board
Date: April 2021
From: Erin Kljaich, Assessor
RE: Monthly Report

Exemptions

- As a reminder, the Senior Freeze, Persons with Disabilities, and Veterans with Disabilities require annual application and renewal by the taxpayer.
- Given the pandemic, state legislation was passed to automatically renew those exemptions from 2019 to 2020.
- Similar legislation is pending to automatically renew the 2020 exemptions for 2021.
- Renewals typically begin in April. They will be delayed this year while the legislation is being considered.
- The Will County Supervisor of Assessments office has mailed postcards to taxpayers letting them know the legislation is pending and the renewal process is on hold.
- Once the legislation is approved or the session ends without calling the bill, the Will County Supervisor of Assessments Office will notify those taxpayers.

Tax Bills

- 2020 Tax Bills will be mailed out May 1 by the Will County Treasurer.
- Due to the ongoing pandemic, they will be due in 4 installments (rather than 2 installments).
- The due dates are June 3, August 3, September 3, and November 3.
- Payments are collected by the Will County Treasurer.

Assessments

- The assessments for 2021 have been started.
- We expect our tentative factor from the Department of Revenue to be ready soon. It is delayed a bit because of the pandemic.
- Assessments are due to the County Supervisor of Assessments Office by June 15 this year (a few weeks earlier than previous years).



Kenneth R. Marland, Commissioner
22525 W. Lockport Street, Plainfield, IL 60544
815.436.6090 Phone • 815.436.7050 Fax

Plainfield Township Highway Department Board Report for March 2021

WORK UPDATE

- **Snow Plowing and Salting:** The Road Crew were out plowing and salting as needed during the short period of inclement weather.
- **Jetting:** Various areas of the Road District were jetted to help water flow.
- **Trash Pickup:** Trash was collected and disposed of in all areas of the Road District.
- **Road Work:** 135th and Rowley Road were re-graded with gravel; Potholes were repaired throughout Road District where needed.
- **Drain Cleaning:** Drains were monitored after rainfall and cleared of debris to clear water flow.
- **Culvert Repair:** Driveway culverts were replaced at Charlotte and Ivy in Franklin Heights and on Lorraine Avenue.
- **Other Maintenance:** The shop was cleaned during downtime and after the salt and snow fell from the trucks after plowing. Easements were repaired from snowplow damage. The crew began removing the salt spreaders from some of the trucks.
- **Drainage Projects:** Drain tiles were repaired near Rolf Road and at the South end of Howard.
- **Branch Trimming:** Overgrown branches were cut back on various roads in the District where needed. The Road District is working with a 3rd party for areas that need to be trimmed back that are unreachable and for trees that need to be removed.
- **Street Signs:** New street name signs were installed in Renwick Park Estates and Lewood Subdivision.

EQUIPMENT UPDATE

- Normal preventative truck maintenance was conducted on all trucks in the fleet. All equipment was cleaned and routine maintenance was conducted. A 2020 Takeuchi mini excavator was purchased, using the JD Backhoe as a trade in.

PLANNING

- The Highway Commissioner is currently preparing for the new fiscal year by prioritizing projects and preparing a budget.
- To help mitigate the spread of COVID-19, trucks and equipment are continually cleaned, sanitized, and disinfected for the crew's safety. Crews have been limited to one employee per vehicle to support social distancing.

Ken Marland, Highway Commissioner

Memorandum of Understanding

Between

Will County Center for Community Concerns

and

Plainfield Township Government

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the Will County Center for Community Concerns (WCCCC) and Plainfield Township Government (PTG) to provide assistance and services to low and moderate income households within Will County, Illinois.

Background

The mission of Will County Center for Community Concerns, Will County's Community Action Agency, is to assist and enable low and moderate income individuals to obtain the opportunities needed to prepare themselves for self-sufficiency. Plainfield Township Government's "General Assistance Office" provides financial assistance to residents of Plainfield Township who are in need.

Purpose

This MOU will benefit the low income residents of Plainfield Township residents by establishing a partnership with Plainfield Township Government to make referrals between entities on behalf of persons needing assistance with utility payments, housing, or other basic needs.

This MOU is distinct and separate from the current LIHEAP non-financial agreement with Plainfield Township to provide space at 22525 W Lockport Street, Plainfield to serve as a WCCCC outreach site.

General Coordination of Services

WCCCC and PTG acknowledge the existence of their respective services. Regular and frequent contact between the entities will be maintained in regard to changes in services and programs, to avoid duplication of services, and to refer individuals who may have need of the other entity's services. Both parties will consider the confidentiality of visitors, clients, volunteers and staff.

Funding

This MOU is not a commitment of funds. Plainfield Township Government recognizes that WCCCC is dependent on grant funding to provide direct client assistance.

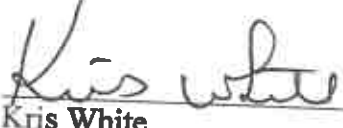
Duration


This MOU is at-will and may be modified by mutual consent of authorized officials from WCCCC and Plainfield Township Government. This MOU shall become effective upon signature by the authorized officials from the WCCCC and Plainfield Township Government and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from WCCCC and Plainfield Township Government this MOU shall end on December 31, 2022.

Contact Information

Will County Center for Community Concerns
Kris White
Executive Director
2455 Glenwood Avenue
Joliet, IL 60435
P: (815) 722-0722
F: (815) 722-6344
kwhite@wcccc.net

Plainfield Township Government
~~Anthony Fremarek~~
Township Supervisor
22525 W Lockport Street
Plainfield, IL 60544
P: (815) 436-5117
tfremarek@plainfield-township.com


Kris White Date: 3-25-2021
Executive Director, Will County Center for Community Concerns


~~Anthony Fremarek~~, Matthew C. Starr Date: 4-5-2021
Supervisor, Plainfield Township Government

Town Administrator Monthly Report March 2021

2021 Monthly Reports													
2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Passports (New)	50	22	40										112
Passports (Renewal) Photos	0		0										0
Marriage Licenses	20	23	20										63
Shuttle Bus Monthly Riders	14	11	13										38
Shuttle Bus Fares	\$222.00	\$ 194.00	\$ 238.00										\$ 654.00
Shuttle Bus Rides	111	97	119										327
Mileage	1274	1091	1523										3888

Medical Loan: 6 clients served
General Assistance: 1 client served
Applications given out: 5
Emergency Assistance: No new cases
Nicor Sharing: No new cases
Salvation Army: 3 clients served

Notes:

- The office is open during COVID Phase 4 restrictions. Our front door is open, but we are doing in office services for residents by appointment only. Face masks are required, and staff maintains social distancing guidelines.
- Work on the security cameras at administration and the community center continues. All cameras have been placed and are active. Work now continues on mapping them for distribution to the people who need access.
- Work continues at the Community Center from the weather damage. Our insurance company is in control of this project and working with the contractor for resolution.
- Emergency repair work was done to the decorative outside stone cap between our main entrance and the food pantry entrance. Most of the mortar was gone and it was in danger of falling down.
- Exterior concrete seams have been cleaned and re-caulked.
- The annual fire inspection has been completed and 15 emergency light batteries were replaced due to age and no charge capacity.
- The election took place at the administration building with no issues. A deep cleaning was done the next day.

- Met with Interiors for Business to discuss design and estimate for meeting room non-raised meeting dais and sound system.
- Met with Troy Township Administrator and gave a tour of our admin building renovation. Troy is looking to do some renovation work at their admin building.

Visitor log

March 2021	
Passport	54
Marriage License	39
Assessor	23
Gen Assistance	2
Notary	2
Medical Loan	4
Garden Plots	20
Clerk	0
RWK	0
Highway	5
Other	18
TOTAL	167

2021 Totals	
Passport	150
Marriage License	125
Assessor	47
Gen Assistance	6
Notary	8
Medical Loan	11
Garden Plots	20
Clerk	0
RWK	0
Highway	8
Other	51
TOTAL	426

Chuck Willard-Town Administrator





Nextsulting Website Management Report

<http://plainfield-township.com/>

02/28/2021 - 03/31/2021



Thanks again for choosing Nextsulting for your website management. We're so grateful to serve you.

OVERVIEW



Website: <http://plainfield-township.com/>
IP Address: 52.202.127.176
WordPress Version: 5.7



UPDATES

Updates performed: 8



BACKUPS

Backups created: 85; Latest one on: 04/01/2021 10:08



ANALYTICS

46.8% average increase in sessions in the previous period



SECURITY

Your website is safe

OPTIMIZATION



DATABASE OPTIMIZATION

Database overhead cleaned: 3.7 MB



POST REVISIONS

Post revisions cleaned: 13

UPDATES



Total updates performed: **8**

02/28/2021 to 03/31/2021

OVERVIEW

Plugin updates

7

WordPress updates

1

UPDATES HISTORY (1/2)

Plugin name	Plugin version			Date
Yoast Duplicate Post	4.1.1	→	4.1.2	03/28/2021
TranslatePress - Multilingual	1.9.6	→	1.9.7	03/28/2021
Really Simple SSL	4.0.11	→	4.0.13	03/28/2021
Google Analytics Dashboard for WP (GADWP)	6.6.2	→	6.7.0	03/21/2021
TranslatePress - Multilingual	1.9.5	→	1.9.6	03/14/2021
Really Simple SSL	4.0.9	→	4.0.11	03/14/2021
Jetpack by WordPress.com	9.4	→	9.5	03/06/2021

UPDATES HISTORY (2/2)

WordPress	WordPress version	Date
	5.6.2 ➔ 5.7	03/14/2021

✓ BACKUPS



Backups created: **35**
02/28/2021 to 03/31/2021

Total backups available: **85**

LATEST BACKUPS



Backup size
2715.42MB



WordPress version
5.7



Active Theme
TownPress v1.5.3



Active Plugins
24



Published posts
0



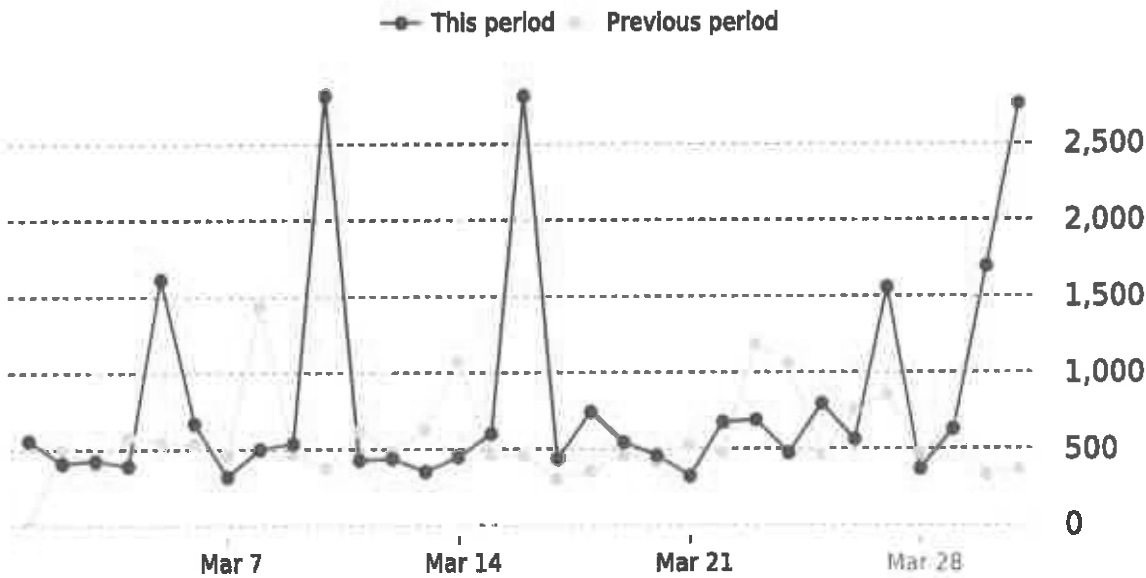
Approved comments
0

ANALYTICS



Traffic up by: **46.8%**
02/28/2021 to 03/31/2021

SESSIONS





Thanks again for your business. If you have any questions, please don't
hesitate to reach out!



PLAINFIELD TOWNSHIP Cemetery

15408 S. Joliet Road • Plainfield, IL 60544 • 815.436.4350 • www.plainfield-township.com

Board Report – April 14, 2021

1. Grave Cleanup

After March 1st total grave clean off all debris and old flowers were removed from cemetery.

2. Grave Maintenance

All winter graves were filled with black dirt and leveled and seeded.

3. Cemetery Burials

Three traditional burials and three cremains.

4. Dirt Work

Section J remove old foundation remnants.

5. Data Entry

Updated cemetery ledger and state database along with CIM Cloud. New maps
For section N, S.

6. Foundation work

Section F-G-M.

Normal everyday customer service was maintained with phone calls regarding grave locations for stone companies, engravers, and family members, stone and foundation orders, scheduling of cremation and burial arrangements and cemetery tours/ grave sales.

FY 2020-2021

Grave Sales	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	YTD
Traditional Burials	3	4	1	3	2	1	2	2	7	2	2	4	
Cremains	0	3	2	2	0	6	2	2	5	0	1	3	

Total Burials: 59

Recreation Manager Adult Services Report

Fm: Kathy Whalen, Recreation Manager

Date: January – March 2021

Re: Report

January 2021-

- **Completed the Active Adult Newsletter for January/February 2021. Mailed/Emailed to participants**
- **Worked with Donna/AllenForce to insure correct keys for PTCC for herself and intern**
- **Attended the Park District Board update meeting on January 15th**
- **Met with NWCSRA staff about building usage for the adult program**
- **Held an Intro to Zoom class on January 18th**
- **Attended a Rec Staff meeting on January 19th**
- **Held an Intro to Zoom class on January 20th**
- **Ladder Up dropped off packets for people who stop by asking questions about income taxes**
- **Attended a Task Force meeting on January 22nd**
- **Set up appointment with Konica Minolta to fix copier**
- **Met with Recreation Manager Bartlett to plan adult special events**
- **Worked with Park District Maintenance staff on outside building light timers**
- **Completed the February Active Adult Newsletter. Mailed /Emailed to participants**

February 2020 –

- **Re-Opened PTCC for limited programming beginning February 2nd**
- **Attended a Zoom meeting on February 3rd**
- **Attended a Zoom meeting, Partnerships/Sponsorships, on February 5th**
- **Attended a Facility Managers meeting on February 10th**
- **Attended the Park District Board update meeting on February 11th**
- **Met with a resident about hosting a blood drive with the American Red Cross in the spring of 2021**
- **Held a curbside/pickup February Luncheon for active adults on February 12th**
- **Attended Rec Staff meeting on February 16th**
- **Attended a Zoom meeting, Culture/Climate discussion on February 19th**
- **Supervised the rental on Saturday, February 20th**
- **Attended a partnerships/Sponsorships meeting on February 24th**
- **Completed the March Active Adult Newsletter. Mailed/Emailed to participants**

March 2020 –

- **Attended Rec Staff meeting on March 2nd**
- **Met with Recreation Manager Bartlett about Adult Easter Egg Hunt**
- **Attended the Facility Manager Meeting via zoom on March 10th**
- **Total Fire and Safety checked sprinklers and fire alarms on March 10th**
- **Attended the Park District Board update meeting on March 11th**
- **Attended zoom meeting on how to send secure emails on March 12**
- **Met with Director Dunfee for one-on-one meeting March 12**
- **Held the annual St. Patty's Day Party on March 17th. Party was available to eat in or to go meals**
- **Worked the Parking Lot Bingo event on March 20th**
- **Held a Jigsaw Puzzle Contest for the Active Adult's on March 25th**
- **Total Fire and Safety checked fire extinguishers and emergency lights on March 26th**
- **Completed the April Active Adult Newsletter. Mailed/Emailed to participants**

Active Adult Newsletter

April 2021

Safety is our first concern for participants that attend programs at the Community Center. Plexiglass barriers have been put up on all card tables to add an additional barrier. All touch areas including tables & chairs are sanitized after each program. Restrooms are cleaned daily. Masks are required! If you have any questions don't hesitate to call the Community Center at 815-436-2029.

Weekly & Drop In Programs

Game Day Galore (NEW DAY & TIME)

Wednesdays from 10:00-noon

Drop in to play a game of canasta, rummikub or the game of the month!

Bridge

Wednesdays from 10:00—noon

All Bridge players are welcome to play a few friendly hands of drop-in bridge

Crafters Corner (NEW)

Fridays from 9:30-11am

BYOS (Bring Your Own Supplies) to this drop-in time. All are welcome whether you knit, crochet, make jewelry, paintBring what you are working on and join in on the fun!

Mahjong (NEW TIME)

Fridays from 10:00—noon

Come join this enthusiastic group of mahjong players. Most participants know the game but stop in and check it out!

National Walking Day—April 7th—10am

It's National Walking Day! Join us for a fun time and get in a little exercise too! Meet at 10am at the Plainfield Township Community Center and wear your walking shoes! Everyone that joins us on this national day will receive a surprise! RSVP by April 5th by calling 815-436-2029.

See back page for Active Adult Fitness Classes!

Adult Egg Hunt

Just for adults 21 & Over!

Saturday, April 10 | 6-8pm | \$20 per person

Location: PARC (24550 Renwick Rd)

Enjoy pizza, pop and the opportunity to go home with some fun prizes! Included in the fee you will enjoy pizza, pop, egg hunt and 1 raffle ticket. Additional raffle tickets will be available to purchase (cash only). This event is scheduled to be outdoors. If inclement weather the event will be moved indoors.

Registration Deadline April 5th

Bingo—April 1

1:30 | \$5

Candy Bar Bingo—April 8

1:30 | Bring 2 King Size Candy Bars to be used for prizes!

Bunco - April 15

1:30 | \$5 | RSVP by April 12

4 Games of Bunco & Prizes Included! No food!

Card Fun—April 29

1:30 | \$5 | RSVP by April 26

If you like Bingo you'll really like card fun!

Massage & Reflexology

Massage—1st & 3rd Tuesdays

Reflexology—2nd & 4th Tuesdays

The cost is \$25 for a 30-minute session. Call to check the schedule and availability. 815-436-2029

Plainfield PARK DISTRICT 

Active Adult Fitness Classes

Cardio Fun/Power Up for Active Adult

Step it up a notch with this cardio, power up class especially designed for the adult who wants a faster tempo and motivational exercises! Improve your agility, balance, strength and coordination! This class includes moderate to moderately heavy low impact cardio exercise and resistance training focusing on major muscle groups and strengthening for the heart and lungs. CDC approved face coverings are required during class.

Program #	Day	Date	Time	Location
67839C1	M,F	Apr. 5-30	8:00-9:00a	Plfd Twp Comm Center
67839O1	Tu,Th	Apr. 6-29	8:00-9:00a	Mather Woods

R\$40/NR \$50

Min. 7/Max. 12

Strength Training for Active Adult

This INDOOR Strength training for active adult class is designed to increase your total body strength. Please bring light weight dumbbells, a mat or beach towel, and water. This class will be held inside at PTCC (Plainfield Township Community Center 14014 S. Des Plaines St, Plainfield). CDC approved face coverings are required during class. ages 40+ BBO

Program #	Day	Date	Time	Location
67862C1	M,F	Apr. 5-30	7:00-7:45a	Plfd Twp Comm Center

R\$40/NR \$50

Min. 7/Max. 12

Outdoor Walking Group for Active Adult

This outside walking group for active adult will meet for 3 weeks, we will meet at the PTCC (15024 S Des Plaines, Plainfield) then head outside to walk through downtown and surrounding parks. We will walk while discussing a variety fitness/wellness topics. We will stay socially distant as we walk. You will be introduced to a variety of ways to change up your walking routine. All levels welcome. Please bring water. For outside classes, CDC approved face coverings are required only when 6 foot social distancing is not possible. Ages 40+

Program #	Day	Date	Time	Location
67890O1	Tu,Th	Apr. 13-29	10:00-10:45a	Plfd Twp Comm Center

R\$30/NR \$38

Min. 5/Max. 15



Active Adult Programs

April 2021

(Plainfield Township Community Center—815-436-2029)

Monday	Tuesday	Wednesday	Thursday	Friday
			1 Bingo 1:30	2 Fitness Classes 7-10am Crafters Corner 9:30-11 Mahjong 10-noon
5 Fitness Classes 7-10am	6 Massage 9-1	7 National Walking Day—10am(See newsletter for info) Games (New) & Cards 10-12	8 Candy Bar Bingo 1:30 (Don't forget your candy bars!)	9 Fitness Classes 7-10am Crafters Corner 9:30-11 Mahjong 10-noon
12 Fitness Classes 7-10am	13 Reflexology 9-1	14 Games (New) & Cards 10-12	15 Bunco 1:30	16 Fitness Classes 7-10a Crafters Corner 9:30-11 Mahjong 10-noon
19 Fitness Classes 7-10am	20 Massage 9-1	21 Games (New) & Cards 10-12	22 Happy Earth Day!	23 Fitness Classes 7-10am Crafters Corner 9:30-11 Mahjong 10-noon
26 Fitness Classes 7-10am	27 Reflexology 9-1	28 Games (New) & Cards 10-12	29 Card Fun 1:30	30 Fitness Classes 7-10am Crafters Corner 9:30-11 Mahjong 10-noon

PLAINFIELD TOWNSHIP
BOARD AUDIT REPORT
FROM: 03/10/2021 TO: 04/13/2021

TOTAL PAYROLL TOWN FUND.....	\$ 57,426.95
TOTAL BOARD AUDIT REPORT TOWN FUND.....	<u>\$ 101,323.08</u>
TOTAL GENERAL TOWN FUND.....	\$ 158,750.03

TOTAL PAYROLL HIGHWAY.....	\$ 28,807.96
TOTAL BOARD AUDIT REPORT HIGHWAY.....	<u>\$ 211,249.18</u>
TOTAL ROAD AND BRIDGE FUND.....	\$ 240,057.14

*****TOTAL ALL FUNDS*****	<u>\$ 398,807.17</u>
---------------------------	----------------------

THE ABOVE HAS BEEN AUDITED AND APPROVED FOR PAYMENT THIS _____
DAY OF _____, 2021.

I, _____, Clerk of the Township of Plainfield in Will County, Illinois, do hereby
certify that the attached General Ledger dated April 13, 2021 for the period of
March 10, 2021 through April 13, 2021 is true and correct and authorized by
Plainfield Township as provided by law (Illinois Public Act 100-0983).

Supervisor

Town Clerk Attest

Trustee

Trustee

Trustee

Trustee

Highway Commissioner

Plainfield Township
Bills and Applied Payments
March 10 through April, 13 2021

	<u>Date</u>	<u>Transaction Type</u>	<u>Memo/Description</u>	<u>Num</u>	<u>Amount</u>
Amerigas	03/12/2021	Bill Payment (Check)		38359	-3,746.88
	02/26/2021	Bill	Propane Twn 626.89 Hwy 417.92	3118794977	
	02/22/2021	Bill	Propane Twn 1621.24 Hwy 1080.83	3118628028	
Aqua Service Company	03/12/2021	Bill Payment (Check)		38360	-389.89
	03/01/2021	Bill	Salt Fill	293408	
Comcast	03/12/2021	Bill Payment (Check)		38361	-403.84
	03/01/2021	Bill	Internet		
	02/23/2021	Bill	PTCC phone		
Comcast Business	03/12/2021	Bill Payment (Check)		38362	-772.78
	03/01/2021	Bill	Phone Lines Twn 736.95 Cem 35.83	118512590	
Ferretti's Pest Inspections & Consulting	03/12/2021	Bill Payment (Check)		38363	-110.00
	03/02/2021	Bill	Pest control Twn 65.00 PTCC 45.00		
Groot, Inc. A Waste Connections Co.	03/12/2021	Bill Payment (Check)		38364	-118.82
	03/01/2021	Bill	waste pickup	6753577	
Patriot Electric & Technologies	03/12/2021	Bill Payment (Check)		38365	-1,100.00
	03/02/2021	Bill	Emergency Repair	726726	
	03/02/2021	Bill	Emergency Repair	726726	
Plainfield Lock Techs	03/12/2021	Bill Payment (Check)		38366	-80.00
	01/29/2021	Bill	rekey	25836	
Plainfield Park District	03/12/2021	Bill Payment (Check)		38367	-10,125.23
	03/01/2021	Bill	PTCC Coordinator salary		
Plainfield Public Library	03/12/2021	Bill Payment (Check)		38368	-12,642.56
	03/11/2021	Bill	PPRT		
Ready Refresh-Town	03/12/2021	Bill Payment (Check)		38369	-56.90
	03/02/2021	Bill	Bottle Water	1188810364414 5	
Reichert.Lynn	03/12/2021	Bill Payment (Check)		38370	-750.00
	03/09/2021	Bill	cleaning		
Rod Baker Ford Sales Inc.	03/12/2021	Bill Payment (Check)		38371	-65.56
	02/25/2021	Bill	Bus 2	C24492	
RWK It Service	03/12/2021	Bill Payment (Check)		38372	-11,131.60
	03/01/2021	Bill	Equipment	8136	
	03/01/2021	Bill	cameras	8135	
	03/01/2021	Bill	Monthly charge Twn 1464.70 Hwy 1464.70 Asar 1464.70	8119	

Sikich LLP	03/12/2021	Bill Payment (Check)		38373	-1,984.00
	03/11/2021	Bill	Accounting Twn 982.00 Hwy 982.00	491308	
Staples	03/12/2021	Bill Payment (Check)		38374	-156.73
	02/20/2021	Bill	Twn 117.56 Hwy 39.17	8061347525	
Township Clerks of Illinois	03/12/2021	Bill Payment (Check)		38375	-30.00
	03/11/2021	Bill	Michelle Smith 2021 Dues	2021 dues	
Verizon- Township	03/12/2021	Bill Payment (Check)		38376	-126.75
	03/01/2021	Bill	Bus cell phones	9874585828	
Village of Plainfield	03/12/2021	Bill Payment (Check)		38377	-114.50
	02/28/2021	Bill	CEM water		
WEX Bank	03/12/2021	Bill Payment (Check)		38378	-287.90
	02/28/2021	Bill	bus fuel	70492030	
A Beep	03/19/2021	Bill Payment (Check)		38379	-369.60
	03/17/2021	Bill	phones		
Ajax Linen & Uniform - (Twp)	03/19/2021	Bill Payment (Check)		38380	-39.18
	03/09/2021	Bill	Mat Cleaning	99438	
Amerigas	03/19/2021	Bill Payment (Check)		38381	-1,146.55
	03/17/2021	Bill	Propane Twn 687.33 Hwy 458.22	3119081008	
Boleslaw Papiez	03/19/2021	Bill Payment (Check)		38382	-325.00
	03/18/2021	Bill	Case 208A00008		
Comcast	03/19/2021	Bill Payment (Check)		38383	-133.35
	03/08/2021	Bill	Cem Internet 8771201600735777		
First Midwest Bank Processing - Town	03/19/2021	Bill Payment (Check)		38384	-758.82
	03/08/2021	Bill	Township credit card		
First Midwest Bk Card - Cemetery	03/19/2021	Bill Payment (Check)		38385	-14.99
	03/02/2021	Bill	adobe		
Mahoney, Silverman and Cross, LLC	03/19/2021	Bill Payment (Check)		38386	-148.25
	03/08/2021	Bill	Legal	54451	
Menards	03/19/2021	Bill Payment (Check)		38387	-135.15
	03/09/2021	Bill	CEM tools	89587	
Merlin	03/19/2021	Bill Payment (Check)		38388	-3,119.80
	03/18/2021	Bill	Bus #2	70282	
Napa Auto Parts GPC	03/19/2021	Bill Payment (Check)		38389	-25.55
	03/09/2021	Bill	CEM Jelly Blade	1236-983408	



First Midwest Bank

BL ACCT 00000028-00000000

PLAINFIELD TOWNSHIP

Account Number: #####

Page 1 of 3

VISA

Account Summary

Billing Cycle		03/08/2021
Days in Billing Cycle		31
Previous Balance		\$569.83
Purchases	+	\$758.82
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$569.83
Other Charges	+	\$0.00
Finance Charge	+	\$0.00

NEW BALANCE \$758.82

Credit Summary

Total Credit Line	\$5,000.00
Available Credit Line	\$4,241.18
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries



Call us at: (800) 221-5920

Lost or Stolen Card: (866) 839-3485



Write us at PO BOX 31535, TAMPA, FL: 33631-3535

Payment Summary

NEW BALANCE	\$758.82
MINIMUM PAYMENT	\$758.82
PAYMENT DUE DATE	04/02/2021

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Corporate Activity

			TOTAL CORPORATE ACTIVITY	\$569.83-
Trans Date	Post Date	Reference Number	Transaction Description	Amount
02/18	02/18	2213624	INTERNET PMT-THANK YOU	\$569.83-

ENTERED
6-19-21

PAID

MAR 19 2021

BY: 038384

RI FARE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED FIVE DOLLARS, ALLOW UP TO 7 DAYS FOR RECEIPT.



PAID

Nextsulting LLC
P.O. Box 675
Plainfield, IL 60544

Invoice #2963

Invoice Date: 01/25/2021

Due Date: 02/08/2021

Invoiced To

Plainfield Township
ATTN: [REDACTED]
22525 W. Lockport Street
Plainfield, Illinois, 60544
United States

Description	Total
Web Hosting Standard - plainfield-township.com (02/08/2021 - 03/07/2021)	\$20.00 USD
Sub Total	\$20.00 USD
Credit	\$0.00 USD
Total	\$20.00 USD

Transactions

Transaction Date	Gateway	Transaction ID	Amount
02/08/2021	Stripe	[REDACTED]	\$20.00 USD
		Balance	\$0.00 USD

PDF Generated on 02/08/2021

Wendi McKenzie

From: Pitney Bowes <Transactional@emails.pitneybowes.com>
Sent: Tuesday, February 9, 2021 3:10 PM
To: AP
Subject: Confirming Your Recent Payment

Confirming Your Recent Payment

[view as webpage](#)



Thank you for paying your invoice online. Your payment has been successfully processed as reflected below:

Payment Amount: \$37.71
Payment Date: Feb 09, 2021
Confirmation Code: [REDACTED]

Thank you for choosing Pitney Bowes.



Please do not reply to this email. If you have any questions, please visit our [Support site](#) or [create a case](#).

This message was distributed by Pitney Bowes Inc., World Headquarters, 3001 Summer Street, Stamford, CT 06926-0700.

Pitney Bowes and the corporate design are trademarks of Pitney Bowes Inc. or a subsidiary. All other trademarks are the property of the respective owners.

Your email address was provided by you to Pitney Bowes, and use of your email address is governed by the Pitney Bowes Privacy Policy.

This electronic message is not an advertisement or solicitation.

© 2017 Pitney Bowes Inc. All rights reserved

PAID



Nextsulting LLC

P.O. Box 675

Plainfield, IL 60544

Invoice #3086

Invoice Date: 03/03/2021

Due Date: 03/17/2021

Invoiced To

Plainfield Township

22525 W. Lockport Street

Plainfield, Illinois, 60544

United States

Description	Total
Website Management From Nextsulting - plainfield-township.com (03/17/2021 - 04/16/2021)	\$150.00 USD
Sub Total	\$150.00 USD
Credit	\$0.00 USD
Total	\$150.00 USD

Transactions

Transaction Date	Gateway	Transaction ID	Amount
03/17/2021	Stripe		\$150.00 USD
		Balance	\$0.00 USD

PDF Generated on 03/17/2021



Intuit Inc.
2800 E. Commerce Center Place
Tucson, AZ 85706

Invoice

Invoice number: [REDACTED]
Total: \$70.00
Date: Feb 17, 2021
Payment method: [REDACTED]

Bill to

[REDACTED]
Plainfield Township
22525 W Lockport St
Plainfield, IL 60544-1647
US
Address may be standardized for tax purposes
Company ID [REDACTED]

Payment details

Item	Qty	Unit price	Amount
QuickBooks Online Plus	1	\$70.00	\$70.00
Sales tax - Exempt:			\$0.00
Total Invoice:			\$70.00

Tax reporting information

Period for monthly fees:	Feb 17, 2021 - Mar 17, 2021
Total without tax:	\$70.00
Total tax:	\$0.00

(1) For subscriptions, your payment method on file will be automatically charged monthly/annually at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires. To cancel your subscription at any time, go to Account & Settings and cancel the subscription. (2) For one-time services, your payment method on file will reflect the charge in the amount referenced in this invoice. Terms, conditions, pricing, features, service, and support options are subject to change without notice.

All dates and times are Pacific Standard Time (PST).

Dated As: 2-18-2021

Purchase Order #: 104

Vendor ID#:

Company Name: Amazon

Address:

City, State, Zip Code

Website**Phone:**

Order placed by Wendi McKennie

Budget Line Item #:

Destination:

Additional Notes:

W H C Gil
[Signatures of Authorized Person]
PTPOF 12-18



STa0r10ms0

Your order of February 26, 2021 (Q

Qty.	Item	Item Price	Total
1	Prime Business Checks Double Window Security Tinted Envelopes for Business Checks, QuickBooks, Laser Checks, 24 lb, 3-5/8" - Office Product X08DNWF8SJ P8EDWSEGC500 710473507424 (Sold by Prime Business Checks)	\$23.90	\$23.90

This shipment completes your order.

Subtotal	\$23.90
Shipping & Handling	\$5.88
Promotional Certificate	-\$5.88
Order Total	\$23.90
Paid via credit/debit	\$47.80

Return or replace your item
Visit: Amazon.com/returns



0/10ms0/-1 of 1--//ORD9-CART-A/sas-us-4/0/0228-12:00/0228-05:52

SIOC**Phone:**

Purchase Order

Dated As: 2-26-2021

Purchase Order #: 1060

Order placed by Wendi McKenzie
Budget Line Item #: _____
Destination: _____

[illegible]

Additional Notes:

Wendi McKee
[Signatures of Authorized Person]

PTPOF 12-18

S:\Supervisor Shared\Forms



Account number: 0016257972
Account name: PLAINFIELD TOWNSHIP

Page 1 of 2

Lease invoice# 3104532207

January 30, 2021

DO NOT PAY

SUMMARY OF YOUR CHARGES	
Leasing charges	\$196.98
Total tax	\$0.00
TOTAL DUE 02/28/2021	\$196.98
See reverse side for invoice details.	

PAYMENT INFORMATION
You are enrolled in Auto Pay. Your total amount due will be automatically deducted on 02/26/2021.



Sign up.

Never need to pick up the phone again. Sign up to "Your Account" to manage everything online.
pitneybowes.com/us/signupnow



Pay online.

Start using "Your Account" today to manage everything online, including AutoPay.
pitneybowes.com/us/payonline



Questions?

Get immediate answers to your questions.
pitneybowes.com/us/answers

For Billing and Account Support call: 844-256-6444

NEW: Check your lease contract details at
pitneybowes.com/us/contract

To pay by mail, complete and mail the coupon below. Please allow 7-10 business days for mail and processing time.

Page 1 of 2

TAX ID 20-1344287

Tear off here

N-002194

Pitney Bowes
2225 American Drive
Neenah, WI 54956-1005

Pitney Bowes payment coupon
If you've chosen to pay by mail, please
include this payment coupon with your
payment.

Invoice date: Jan 30, 2021
Payment amount due: \$0.00

Invoice #: 3104532207
NO PAYMENT DUE

NO PAYMENT DUE

2100001625797263104532207500001969804

0016257972

PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC
PO BOX 371887
PITTSBURGH PA 15250-7887

PLAINFIELD TOWNSHIP
WENDI MCKENZIE
22525 W LOCKPORT ST
PLAINFIELD IL 60544-1647

Change of address/contact information?
Please update at pitneybowes.com/us/support/addresschange.



PAID

Nextsulting LLC
P.O. Box 675
Plainfield, IL 60544

Invoice #3048

Invoice Date: 02/22/2021

Due Date: 03/08/2021

Invoiced To

Plainfield Township

22525 W. Lockport Street
Plainfield, Illinois, 60544
United States

Description	Total
Web Hosting Standard - plainfield-township.com (03/08/2021 - 04/07/2021)	\$20.00 USD
Sub Total	\$20.00 USD
Credit	\$0.00 USD
Total	\$20.00 USD

Transactions

Transaction Date	Gateway	Transaction ID	Amount
03/08/2021	Stripe	[REDACTED] S	\$20.00 USD
	Balance		\$0.00 USD



BL ACCT 00000364-00000000
PLAINFIELD TWP CEMETERY
Account Number: [REDACTED]
Page 1 of 3

VISA

ENTERED
3-19-21

103578

Account Summary

Billing Cycle	03/08/2021	
Days In Billing Cycle	31	
Previous Balance	\$14.99	
Purchases	+	\$14.99
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$14.99
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE \$14.99

Credit Summary

Total Credit Line	\$3,000.00
Available Credit Line	\$2,985.01
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00



Call us at: (800) 221-5920
Lost or Stolen Card: (866) 839-3485



Write us at PO BOX 31535, TAMPA, FL 33631-3535

Payment Summary

NEW BALANCE	\$14.99
MINIMUM PAYMENT	\$14.99
PAYMENT DUE DATE	04/02/2021

PAID
MAR 19 2021
BY: 03 8385

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Corporate Activity

			TOTAL CORPORATE ACTIVITY	\$14.99-
Trans Date	Post Date	Reference Number	Transaction Description	Amount
03/02	03/02	2231635	INTERNET PMT-THANK YOU	\$14.99-

Cardholder Account Summary

KEN CARROLL [REDACTED]	Payments & Other	Purchases & Other	Cash Advances	Total Activity
	Credits	Charges		
	\$0.00	\$14.99	\$0.00	\$14.99

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/15	02/16	PPLN01	[REDACTED]	ADOBE [REDACTED]	\$14.99

INVOICE

Adobe Inc.
345 Park Ave
San Jose, CA 95110

Reprint Page 1 of 1

Invoice Number: [REDACTED]

Invoice Date: FEB-14-21

Payment Terms: Credit Card

Due Date: FEB-21-21

Purchase Order: ADB045084578

Contract No 00004490

Order Number: [REDACTED]

Order Date: NOV-06-18

Customer No.: [REDACTED]

Bill to No. [REDACTED]

Adobe Contact Information:
<https://helpx.adobe.com/contact.html>

Bill To:
Ken Carroll
Plainfield Township Cemetery
W Lockport Street Plainfield, IL
IL 60544-1647

Line No	Material No / Description	UOM	Unit Price	Qty	Extended Price
000010	65232730 Acrobat Pro DC	EA	14.99	1	14.99
North America		Invoice Totals			
		S & H	Sales Tax	Currency	Qty Shipped Invoice Total
		0.00	0.00	USD	1 14.99

Comments:

Surges, Nick	03/19/2021	Bill Payment (Check)		38390	-82.32
	03/19/2021	Bill	mileage		
Total Fire and Safety, Inc.	03/19/2021	Bill Payment (Check)		38391	-665.00
	03/10/2021	Bill	PTCC inspection	8882040-In	
Township Officials of Illinois	03/19/2021	Bill Payment (Check)		38392	-25.00
	03/09/2021	Bill	Michelle Smith Township Topic Day		
First Midwest Bank	03/15/2021	Expense	New Building Loan	EFT	-1,102.02
First Midwest Bank	03/15/2021	Expense	Interest only loan	EFT	-1,458.33
First Midwest Bank	03/15/2021	Expense	New Building Loan	EFT	-7,539.06
Ajax Linen & Uniform - (Twp)	03/24/2021	Bill Payment (Check)		38393	-41.14
	03/23/2021	Bill	Mat cleaning	101271	
Aqua Service Company	03/24/2021	Bill Payment (Check)		38394	-476.18
	03/12/2021	Bill	Salt for water	29343	
Blue Cross and Blue Shield of Illinois	03/24/2021	Bill Payment (Check)		38395	-8,026.98
	04/01/2021	Bill			
Delta Dental	03/24/2021	Bill Payment (Check)		38396	-841.54
	04/01/2021	Bill		1437684	
	04/01/2021	Bill		1437685	
Konica Minolta Lease Contract	03/24/2021	Bill Payment (Check)		38397	-180.00
	03/23/2021	Bill	contract fee twp 60 ass 60 hwy 60	438614737	
Konica Minolta USA, Inc.	03/24/2021	Bill Payment (Check)		38398	-118.97
	03/14/2021	Bill	copier usage PTCC 45.17 Twp 24.80 Assr 24.60 Hwy 24.60	9007600440	
NCPERS Group Life Insurance	03/24/2021	Bill Payment (Check)		38399	-96.00
	04/01/2021	Bill		6303042021	
Staples	03/24/2021	Bill Payment (Check)		38400	-116.65
	03/06/2021	Bill	office supplies Assr 23.18 Twp 93.47	806151339	
Superior Vision	03/24/2021	Bill Payment (Check)		38401	-155.81
	04/01/2021	Bill		500233	
Western Landscape Supply, Inc.	03/24/2021	Bill Payment (Check)		38402	-231.00
	03/23/2021	Bill	Cem top soil	58237	
IMRF	3/28/2021	Bill	Hwy 3885.59		-11155.1
A Beep	04/06/2021	Bill Payment (Check)		38404	-369.60
	03/24/2021	Bill	phones		

Amerigas	04/06/2021	Bill Payment (Check)		38405	-2,982.66
	03/23/2021	Bill	Twn 1789.60 Hwy 1193.08	3119902031	
Clarke Environmental Mosquito Mgmt, Inc.	04/06/2021	Bill Payment (Check)		38406	-12,263.50
	03/24/2021	Bill	mosquito		
Comcast	04/06/2021	Bill Payment (Check)		38407	-128.40
	03/23/2021	Bill	PTCC		
ComEd-Siren	04/06/2021	Bill Payment (Check)		38408	-31.20
	03/24/2021	Bill	siren		
ComEd-Township	04/06/2021	Bill Payment (Check)		38409	-907.25
	03/26/2021	Bill	Twn 484.35 Hwy 322.90		
Joliet Suspension, Inc.	04/06/2021	Bill Payment (Check)		38410	-165.99
	03/26/2021	Bill	Bus #2	126986	
Menards	04/06/2021	Bill Payment (Check)		38411	-43.50
	03/26/2021	Bill	CEM supplies		
Shaw Media (Herald News)	04/06/2021	Bill Payment (Check)		38412	-114.68
	03/31/2021	Bill	Herald news	032110087149	
Staples	04/06/2021	Bill Payment (Check)		38413	-290.79
	03/20/2021	Bill		8061654562	
Total Fire and Safety, Inc.	04/06/2021	Bill Payment (Check)		38414	-1,403.15
	03/29/2021	Bill	PTCC Fire inspection	9012830	
	03/29/2021	Bill	Annual fire inspection	9012859	
WageWorks, Inc.	04/06/2021	Bill Payment (Check)		38415	-123.50
	03/24/2021	Bill	Hwy 56.20 Twn 67.30	2688274	
Western Landscape Supply, Inc.	04/06/2021	Bill Payment (Check)		38416	-99.00
	03/24/2021	Bill	CEM topsoil	58246	
					\$ 101,323.08

Check Date	Name	Hours	Total Paid	Tax Withheld	Deductions	Net Pay	Employer Liability	Total Expense
Department: 004 - Highway 001								
4/2/2021	Carroll, Melanie J	80	1,885.52	428.25	105.38	1,351.89	335.51	2,221.03
3/19/2021	Carroll, Melanie J	80	1,885.52	428.24	105.38	1,351.90	344.61	2,230.13
Department Totals: 004 - Highway 001			160	\$3,771.04	\$856.49	\$2,703.79	\$680.12	\$4,451.16
Department: 005 - Highway 003								
4/2/2021	Cobb, Jimmie R	82	1,643.45	338.42	86.49	1,218.54	288.12	1,931.57
4/2/2021	Conroy, Christian	0	0	0	0	0	0	0
4/2/2021	Countryman, Dale W	82	2,121.69	475.05	95.47	1,551.17	373.19	2,494.88
4/2/2021	Ilig, Kenneth W	0	13.52	1.68	0.6	11.24	2.56	16.08
4/2/2021	Marland, Benjamin J	82	2,142.46	362.76	245.38	1,534.32	365.47	2,507.93
4/2/2021	Schwab, Ralph L	82	2,365.50	576.41	190.83	1,598.26	410.24	2,775.74
4/2/2021	Vickery, David S	82	2,231.95	460.42	100.43	1,671.10	392.59	2,624.54
3/19/2021	Cobb, Jimmie R	80	1,584.50	324.36	83.84	1,176.30	286.54	1,871.04
3/19/2021	Conroy, Christian	0	0	0	0	0	0	0
3/19/2021	Countryman, Dale W	80	2,045.49	449.61	92.04	1,503.84	359.8	2,405.29
3/19/2021	Ilig, Kenneth W	0	13.52	1.67	0.6	11.25	2.56	16.08
3/19/2021	Marland, Benjamin J	82	2,142.46	362.74	245.38	1,534.34	365.47	2,507.93
3/19/2021	Schwab, Ralph L	80	2,280.00	547.85	186.99	1,545.16	395.2	2,675.20
3/19/2021	Vickery, David S	80	2,152.00	441.36	96.84	1,613.80	378.52	2,530.52
Department Totals: 005 - Highway 003			812	\$20,736.54	\$4,342.33	\$14,248.89	\$3,620.26	\$24,356.80
HIGHWAY TOTAL								\$28,807.96

Plainfield Township HIGHWAY
Bills and Applied Payments
 March 10 through April, 13 2021

	Date	Transaction Type	Memo/Description	Num	Amount
A Beep					
	03/11/2021	Bill Payment (Check)		1072	-388.91
	03/10/2021	Bill	Phones	100498	
Ajax Linen & Uniform					
	03/11/2021	Bill Payment (Check)		1073	-174.22
	02/28/2021	Bill		95734 97592	
Best Budget Tree Service LLC					
	03/11/2021	Bill Payment (Check)		1074	-14,000.00
	03/03/2021	Bill	Mar 3 services		
	03/03/2021	Bill	Feb 17,18,20 services		
	03/03/2021	Bill	Trimming, stump removal		
Champion Salt LLC					
	03/11/2021	Bill Payment (Check)		1075	-43,345.89
	02/05/2021	Bill	Treated Salt	12540	
	02/27/2021	Bill	Bulk Salt	12567	
City of Crest Hill					
	03/11/2021	Bill Payment (Check)		1076	-14.85
	03/11/2021	Bill	PPRT		
City of Joliet					
	03/11/2021	Bill Payment (Check)		1077	-184.76
	03/11/2021	Bill	PPRT		
ComEd0395					
	03/11/2021	Bill Payment (Check)		1078	-3,804.97
	03/04/2021	Bill	Street Lights		
Cylinder Services Inc.					
	03/11/2021	Bill Payment (Check)		1079	-384.04
	02/26/2021	Bill	reseal cylinders	214429	
Environmental Recycling and Disposal					
	03/11/2021	Bill Payment (Check)		1080	-276.91
	02/20/2021	Bill	monthly fee	343591	
Fleetpride					
	03/11/2021	Bill Payment (Check)		1081	-165.88
	02/25/2021	Bill		68254982	
Heritage FS, Inc.					
	03/11/2021	Bill Payment (Check)		1082	-5,389.98
	02/28/2021	Bill	Fuel	32005078,5145	
	01/22/2021	Bill	fuel	32005078	
Home Depot Credit Services					

	03/11/2021	Bill Payment (Check)		1083	-30.30
	02/28/2021	Bill	op supplies	9040803	
Interstate All Battery Center					
	03/11/2021	Bill Payment (Check)		1084	-108.95
	03/01/2021	Bill	Disc		
Kin-Ko Ace Store #4300					
	03/11/2021	Bill Payment (Check)		1085	-18.12
	03/01/2021	Bill		635368/6	
	03/10/2021	Bill		409899	
	02/09/2021	Bill		635338/6	
KS Statebank					
	03/11/2021	Bill Payment (Check)		1086	-57,550.31
	02/14/2021	Bill			
	03/04/2021	Bill		3353512	
Napa Auto Parts GPC					
	03/11/2021	Bill Payment (Check)		1087	-201.68
	03/02/2021	Bill	white chipper	1236-982835	
	02/24/2021	Bill	shop	1236-982082	
Onsite Truck & Trailer Repair					
	03/11/2021	Bill Payment (Check)		1088	-846.40
	02/19/2021	Bill	truck 413	2101312	
Sandeno, Inc Rockdale Asphalt					
	03/11/2021	Bill Payment (Check)		1089	-197.80
	02/28/2021	Bill	cold patch	3075	
Shorewood Home and Auto-Hwy					
	03/11/2021	Bill Payment (Check)		1090	-995.92
	02/26/2021	Bill	chain saw	01-229938	
Tifco Industries					
	03/11/2021	Bill Payment (Check)		1091	-136.79
	02/20/2021	Bill	small tools	71832097	
Traffic Control & Protection Inc.					
	03/11/2021	Bill Payment (Check)		1092	-383.50
	02/25/2021	Bill		106313	
Verizon Wireless					
	03/11/2021	Bill Payment (Check)		1093	-81.42
	03/01/2021	Bill		9874511068	
Village of Plainfield					
	03/11/2021	Bill Payment (Check)		1094	-5,623.08
	03/11/2021	Bill	PPRT		
A Beep					
	03/19/2021	Bill Payment (Check)		1096	-386.91
	03/17/2021	Bill	phone airtime		

Advance Auto Parts	03/19/2021	Bill Payment (Check)		1097	-339.99
	03/13/2021	Bill	Nerf Bars	6535107282323	
ComEd2883	03/19/2021	Bill Payment (Check)		1098	-78.28
	03/19/2021	Bill			
Marland.Ben	03/19/2021	Bill Payment (Check)		1099	-105.52
	03/19/2021	Bill	truck repair		
Napa Auto Parts GPC	03/19/2021	Bill Payment (Check)		1100	-110.63
	03/12/2021	Bill	oil change	1236-983767	
	03/15/2021	Bill	oil filter	1236-984083	
	03/17/2021	Bill	oil	1236-984298	
Ready Refresh by Nestle	03/19/2021	Bill Payment (Check)		1101	-108.17
	03/10/2021	Bill	water	11C8105519717	
Shorewood Home and Auto-Hwy	03/19/2021	Bill Payment (Check)		1102	-50.29
	03/11/2021	Bill	air cleaner	01-231470	
Sunny Communications, Inc	03/19/2021	Bill Payment (Check)		1103	-8,700.00
	02/26/2021	Bill	Radios	98469	
Township Officials of Illinois	03/19/2021	Bill Payment (Check)		1104	-195.00
	03/12/2021	Bill	William Beyer		
Menards	03/23/2021	Bill Payment (Check)		1105	-25.28
	03/23/2021	Bill	coll		
Napa Auto Parts GPC	03/23/2021	Bill Payment (Check)		1106	-35.15
	03/18/2021	Bill		1236-984457	
	03/18/2021	Bill		1236-984413	
Ajax Linen & Uniform	04/07/2021	Bill Payment (Check)		1108	-174.22
	03/31/2021	Bill	Mat cleaning		
Best Budget Tree Service LLC	04/07/2021	Bill Payment (Check)		1109	-2,000.00
	03/30/2021	Bill			
Blain's Farm & Fleet	04/07/2021	Bill Payment (Check)		1110	-21.98
	03/19/2021	Bill		400	

Boughton Materials	04/07/2021	Bill Payment (Check)	1111	-254.25
	03/31/2021	Bill	272374	
ComEd3875 (Bridge St. Lights)	04/07/2021	Bill Payment (Check)	1112	-85.52
	03/19/2021	Bill		
ComEd4370	04/07/2021	Bill Payment (Check)	1113	-149.63
	03/19/2021	Bill		
Environmental Recycling and Disposal	04/07/2021	Bill Payment (Check)	1114	-281.38
	03/20/2021	Bill	356802	
Force America Distributing LLC	04/07/2021	Bill Payment (Check)	1115	-1,384.40
	03/25/2021	Bill	001-1527074	
Heritage FS, Inc.	04/07/2021	Bill Payment (Check)	1116	-1,888.80
	03/31/2021	Bill	2438480	
Home Depot Credit Services	04/07/2021	Bill Payment (Check)	1117	-44.23
	03/28/2021	Bill		
Kin-Ko Ace Store #4300	04/07/2021	Bill Payment (Check)	1118	-65.75
	03/31/2021	Bill	409899	
McCann Industries	04/07/2021	Bill Payment (Check)	1119	-55,597.00
	03/31/2021	Bill		
Menards	04/07/2021	Bill Payment (Check)	1120	-82.95
	03/24/2021	Bill	90281	
Napa Auto Parts GPC	04/07/2021	Bill Payment (Check)	1121	-49.91
	03/30/2021	Bill	1236-985758	
	03/28/2021	Bill	1236-985438	
	03/30/2021	Bill	1236-985784	
Pirtek Bollingbrook	04/07/2021	Bill Payment (Check)	1122	-367.03
	03/25/2021	Bill	700004478	
Sheffield Supply & Equipment	04/07/2021	Bill Payment (Check)	1123	-433.00
	01/19/2021	Bill	2323	

Traffic Control & Protection Inc.

04/07/2021	Bill Payment (Check)	1124	-84.85
03/16/2021	Bill	106487	

Tri-County Stockdale Company of Joliet, Inc.

04/07/2021	Bill Payment (Check)	1125	-255.00
03/31/2021	Bill	328037	

Underground Pipe & Valve,Compay

04/07/2021	Bill Payment (Check)	1126	-3,893.62
03/31/2021	Bill	1817	

\$ 211,249.18