

**AGENDA**  
**TOWNSHIP BOARD OF VERNON TOWNSHIP**  
**REGULAR MEETING**

◆◆◆  
**August 13, 2020 – 7:00 p.m.**

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Pursuant to Public Act 101-0640, Supervisor Jonathan Altenberg has determined that because a Gubernatorial Disaster Proclamation is still in effect due to the ongoing public health crisis of COVID-19, it is not practical or prudent to require members of the Vernon Township Board to be physically present for the meeting. The meeting will be held via an online format in compliance with the Open Meetings Act, and remote access to the proceedings and the opportunity for the public to participate will be provided.

To join this meeting, go to:

<https://attendee.gotowebinar.com/register/7208422829810139920>

1. Call to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Comment.
5. Approval of Minutes.
6. Reports:
  - a. Township Supervisor
  - b. Clerk
  - c. Assessor
  - d. Trustees
  - e. Township Manager
  - f. Director of Constituent Affairs
7. Approval of Bills in the Following Funds:
  - a. Town Fund
  - b. General Assistance Fund
  - c. Cemetery Fund
  - d. Park Maintenance Fund
  - e. Road Fund

- f. Permanent Road Fund
  - g. Metra Fund
8. Unfinished Business.
9. New Business:
- a. Discussion and action encouraging the County Clerk to provide secure collection sites for ballot drop off.
  - b. Discussion and approval of COVID-19 Relief Fund Intergovernmental Agreement with Lake County.
10. Adjournment.

Vernon Township gives people with disabilities an equal opportunity to benefit from Township meetings. Any person who has a disability requiring an auxiliary aid or service for effective communication or a reasonable accommodation to participate in a Township meeting should contact Todd Gedville, Monday through Friday, 8:30 a.m. to 4:30 p.m., Vernon Township, 3050 Main Street, Buffalo Grove, IL 60089 or (847) 634-4600, as soon as possible but no later than 48 hours before the scheduled meeting.

## Monthly Distribution Summary Report - August 13, 2020 Board Meeting

Town Fund	Township Admin	\$267,605.24	
	Assessor's Office	\$52,667.52	
	<b>Total:</b>		<b>\$320,272.76</b>
General Assistance	GA Admin	\$1,456.29	
	GA Home Relief	\$1,000.00	
	<b>Total:</b>		<b>\$2,456.29</b>
Cemetery Fund			
	<b>Total:</b>		<b>\$5,575.01</b>
Park Fund			
	<b>Total:</b>		<b>\$39,821.73</b>
General Road Fund	Road Admin.	\$25,047.17	
	Road Maintenance	\$7,542.49	
	<b>Total:</b>		<b>\$32,589.66</b>
Permanent Road Fund			
	<b>Total:</b>		<b>\$60,115.13</b>
Station Fund			
	<b>Total:</b>		<b>\$18,044.84</b>
	<b>GRAND TOTAL:</b>		<b>\$478,875.42</b>

IN WITNESS WHEREOF, we, the members of said Board of Township Trustees,  
 have set out hands on \_\_\_\_\_ 20\_\_\_\_.

Board of Trustees

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

Township Clerk \_\_\_\_\_

Township Highway  
 Commissioner \_\_\_\_\_

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

VERNON TOWNSHIP – MONTHLY DISTRIBUTION REPORT - August 13, 2020

APPROVED CLAIMS – BOARD OF TOWNSHIP TRUSTEES

STATE OF ILLINOIS, Lake County, Township of Vernon

We, the undersigned, comprising the Board of Township Trustees of said Township, having duly met at the Township Clerk’s office on \_\_\_\_\_, 20\_\_\_\_ for the purpose of auditing town accounts, do hereby certify that the following claims or demands against said town were presented, and examined, were allowed at said meeting, to wit:

**General Ledger**

**Payroll**

21100	DR: Garnishment	\$300.00
21100	CR: Garnishment	\$(300.00)
21200	CR: Health Insurance Withholding	\$(1,745.21)
21200	CR: Health Insurance Withholding	\$(1,761.54)
21200	CR: Health Insurance Withholding	\$(1,812.21)
21300	CR: Deferred Compensation	\$(190.00)
21300	CR: Deferred Compensation	\$(190.00)
21300	CR: Deferred Compensation	\$(190.00)
21400	CR: Misc Payroll Deductions(Aflac)	\$(439.95)
21400	CR: Misc Payroll Deductions(Aflac)	\$(439.95)
21400	CR: Misc Payroll Deductions(Aflac)	\$(433.69)
21500	CR: Misc Payroll Suspense(HSA/Life)	\$(320.00)
21500	CR: Misc Payroll Suspense(HSA/Life)	\$(320.00)
21500	CR: Misc Payroll Suspense(HSA/Life)	\$(320.00)
21600	CR: State WH Tax-IL FUND ER	\$(20.00)
21600	DR: State WH Tax Payable	\$3,362.53
21600	CR: State WH Tax Payable-EE	\$(2,840.08)
21600	DR: State WH Tax Payable	\$2,860.08
21600	CR: State WH Tax Payable-EE	\$(3,283.91)
21600	DR: State WH Tax Payable	\$3,212.90
21600	CR: State WH Tax-IL FUND ER	\$(67.76)
21600	CR: State WH Tax-IL FUND ER	\$(78.62)
21600	CR: State WH Tax Payable-EE	\$(3,145.14)
21700	DR: Federal WH Tax Payable	\$6,730.48
21700	DR: Federal WH Tax Payable	\$6,412.90
21700	DR: Federal WH Tax Payable	\$6,059.91
21700	CR: Federal WH Tax Payable	\$(6,059.91)
21700	CR: Federal WH Tax Payable	\$(6,412.90)
21700	CR: Federal WH Tax Payable	\$(6,730.48)
21800	CR: FICA Payable-Med ER	\$(1,087.16)
21800	CR: FICA Payable-Med EE	\$(938.28)

21800	CR: FICA Payable-Med EE	\$(1,051.10)
21800	CR: FICA Payable-Med EE	\$(1,087.17)
21800	CR: FICA Payable-SS ER	\$(4,648.59)
21800	CR: FICA Payable-Med ER	\$(1,051.13)
21800	CR: FICA Payable-SS EE	\$(4,012.02)
21800	CR: FICA Payable-SS EE	\$(4,494.35)
21800	CR: FICA Payable-SS EE	\$(4,648.55)
21800	DR: FICA Payable	\$11,090.94
21800	DR: FICA Payable	\$11,471.47
21800	CR: FICA Payable-SS ER	\$(4,011.95)
21800	CR: FICA Payable-SS ER	\$(4,494.36)
21800	DR: FICA Payable	\$9,900.51
21800	CR: FICA Payable-Med ER	\$(938.26)
21900	CR: IMRF Payable-EE	\$(2,454.45)
21900	DR: IMRF Payment	\$15,150.55
21900	CR: IMRF Payable-Volunt.	\$(1,360.52)
21900	CR: IMRF Payable-Volunt.	\$(1,206.90)
21900	CR: IMRF Payable-ER	\$(3,857.89)
21900	CR: IMRF Payable-Volunt.	\$(1,224.44)
21900	CR: IMRF Payable-EE	\$(2,489.88)
21900	CR: IMRF Payable-EE	\$(2,482.89)
21900	CR: IMRF Payable-ER	\$(3,878.66)
21900	CR: IMRF Payable-ER	\$(3,823.48)

**AFLAC**

21400	AFLAC	\$879.90
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**Benefit Wallet**

21500	HSA July 2020	\$560.00
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**Blue Cross Blue Shield of IL**

21200	BCBS Employee Expense	\$3,506.75
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**Dan Dougherty**

20200	Wheelchair Deposit Refund	\$50.00
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**Heron's Landing HOA**

20200	CSB Security Deposit Return (8/6/20)	\$200.00
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**NCPERS Group Life Ins.**

21500	Life Insurance - Employee Expense	\$80.00
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**Sanchir Luvaanjalba**

20200	Wheelchair Deposit Refund (x2)	\$100.00
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**Donna Mermel**

20200	Rollator Deposit Refund	\$50.00
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**Nationwide Retirement Solution**

21300	Deferred Comp 7-8-20 & 7-22-20	\$380.00
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**Pawel Kanski**

26200	Bond refund 20709 Florence	\$1,000.00
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**Norman Topping**

20200	Wheelchair Deposit Refund	\$50.00
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**Town Admin.****Payroll**

40110	DR: Salaries-Town	\$32,322.87
40110	DR: Salaries-Town	\$31,721.49
40110	DR: Salaries-Town	\$31,806.00
40210	DR: Benefits-Town	\$31.25
40210	DR: Benefits-Town	\$31.25
40210	DR: Benefits-Town	\$31.25
40310	DR: Social Security-Town	\$2,339.98
40310	DR: Social Security-Town	\$2,382.15
40310	DR: Social Security-Town	\$2,349.46
40410	DR: IMRF-Town	\$1,903.61
40410	DR: IMRF-Town	\$1,907.59
40410	DR: IMRF-Town	\$1,838.83
43810	DR: Other Professional Serv. (Payroll Expense)	\$360.65
43810	DR: Other Professional Serv. (Payroll Expense)	\$179.99
43810	DR: Other Professional Serv. (Payroll Expense)	\$386.17

**Vanessa Abrams**

57910	Marriott Refund - West Side Story	\$111.00
57910	Marriott Refund - Sound of Music	\$111.00

**American Taxi Dispatch Inc.**

52710	Taxi Coupons 7/15/20	\$426.00
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**AT&T**

42310	Elevator line	\$93.06
42310	CSB Garage Line	\$101.88

**AT&T Mobility**

42310	Town cell phones	\$292.79
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**Barbara Barnabee**

42910	Established Mthly Expenses	\$50.00
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**Blue Cross Blue Shield of IL**

40210	BCBS Employer Expense	\$13,396.36
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**Buildingstars**

41110	Cleaning Service	\$481.00
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<b>Cairo Design</b>		
43410	Newsletter Design	\$1,098.20
<b>Cardinal Cleaning Company</b>		
41110	June Cleaning	\$187.50
<b>Center for Enriched Living</b>		
43910	Social Agency Grant	\$9,000.00
<b>Central States Bus Sales, Inc</b>		
41210	Vehicle Maintenance	\$212.60
<b>Clarke Environmental Mosquito</b>		
44710	Mosquito Abatement Services	\$7,018.00
<b>Comcast Cable</b>		
42310	Phone	\$203.30
42310	Phone	\$386.80
42310	Fax Line- Town/Assessor	\$107.76
<b>Conserv F S</b>		
50610	Town fuel	\$763.00
<b>Constellation Energy Services</b>		
42610	CSB Utility	\$581.75
42610	Town Utility	\$385.55
<b>Drains Made Simple LLC</b>		
41110	Cleaning/Sanitizing Services - Admin (7/9/20 & 08/06/20)	\$380.00
41110	Sanitize Admin Bldg - 7/16 & 7/23 & 7/30	\$570.00
<b>ElCor Industries</b>		
50910	Town uniforms	\$360.67
<b>Patricia E Felz</b>		
57910	Marriott Refund - Sound of Music	\$74.00
57910	Marriott Refund - West Side Story	\$74.00
<b>Flood Brothers Disposal</b>		
41110	Refuse Collection	\$506.16
<b>Cathy Geyer</b>		
57910	Marriott Refund - West Side Story	\$74.00
57910	Marriott Refund - Sound of Music	\$74.00
<b>Grower Equipment &amp; Supply</b>		
41310	Maintenance Equipment	\$188.48
<b>NCPERS Group Life Ins.</b>		
40210	Life Insurance - Employer Expense	\$117.78
<b>Little City Foundation</b>		
43910	Social Agency Grant	\$7,500.00

<b>Debra Macklin</b>		
44410	Skunk Program Reimbursement	\$65.00
<b>Menards Vernon Hills</b>		
50710	Maintenance Supplies	\$24.60
<b>MetLife - Group Benefits</b>		
40210	Dental/Vision Insurance	\$1,524.08
<b>Mother's Trust Foundation</b>		
43910	Social Agency Grant	\$2,000.00
<b>Napleton Libertyville Ford</b>		
41210	Oil Change, warranty work, Assr vehicle	\$63.96
<b>Quadient Finance USA Inc</b>		
43210	Mail Machine Replenish	\$228.97
<b>Network Services Company</b>		
50710	Maintenance Supplies	\$108.05
<b>North Shore Gas</b>		
42610	Utilities - Natural Gas - CSB Garage	\$32.22
42610	Utilities - Natural Gas - CSB	\$33.15
42610	Utilities - Natural Gas - Twn	\$104.57
<b>Office Depot Office Max</b>		
57510	New Monitor & Mouse	\$177.99
<b>OReilly Automotive</b>		
41210	Vehicle Maintenance	\$95.98
<b>Orkin</b>		
41110	Building Maintenance	\$229.46
<b>Pepsi Cola Gen. Bot. Inc.</b>		
52410	Fees	\$3.01
52510	Pop and Water Supplies	\$405.24
<b>Quadient Leasing USA Inc</b>		
41310	Postage meter lease august-november	\$287.16
<b>Quill Corporation</b>		
50510	Office Supplies, paper	\$132.38
<b>Rotary Club of Buffalo Grove</b>		
44310	Third and fourth quarter dues	\$374.00
<b>Sam's Club</b>		
52410	Interest	\$5.40
<b>Jack Schneiderman</b>		
44410	Skunk Program Reimbursment	\$65.00
<b>Single Click IT Inc</b>		

43810	IT Service-August	\$1,145.50
<b>Allen Smith</b>		
44410	Skunk Program Reimbursement	\$65.00
<b>U.S. Postal Services</b>		
43210	Personalized Stamped Envelopes - Admin	\$667.05
<b>Star Auto Authority INC</b>		
41210	Vehicle Maintenance	\$356.68
<b>Storino Ramello &amp; Durkin</b>		
43710	Legal Services	\$1,927.70
<b>Todd Gedville</b>		
43810	Go To Webinar	\$28.77
<b>TruGreen</b>		
41110	Maintenance Admin & Baseball Fields	\$1,049.05
<b>Lauren Tweddale</b>		
43210	Postage Due	\$3.39
50310	Senior Supplies	\$113.05
52510	Pop Machine Refunds, PP Photo Discounts	\$6.25
<b>Unifirst Corporation</b>		
50910	Town Uniforms	\$92.32
<b>USPS</b>		
43210	Postage - Fall 2020 Newsletter	\$3,483.66
<b>Village of Buffalo Grove</b>		
42610	Water/Sewer - CSG Garage - 131-001	\$46.10
42610	Water/Sewer - CSB - 111-001	\$44.66
42610	Water/Sewer - Admin Bldg - 101-001	\$122.74
<b>John Steven Vita Communication</b>		
43810	Public Relations Services July	\$1,000.00
<b>Nancy Wang</b>		
44410	Skunk Program Reimbursement	\$65.00
<b>Youth &amp; Family Counseling</b>		
43910	Social Agency Grant	\$7,500.00
<b>Zacharias Sexual Abuse Center</b>		
43910	Social Agency Grant	\$6,000.00

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**Assessor**

**Payroll**

40112	DR: Salaries-Assessor	\$12,802.49
40112	DR: Salaries-Assessor	\$12,802.49
40112	DR: Salaries-Assessor	\$12,802.49

40312	DR: Social Security-Assessor	\$937.41
40312	DR: Social Security-Assessor	\$937.41
40312	DR: Social Security-Assessor	\$938.76
40412	DR: IMRF-Assessor	\$897.46
40412	DR: IMRF-Assessor	\$897.46
40412	DR: IMRF-Assessor	\$897.46

**Blue Cross Blue Shield of IL**

40212	BCBS Employer Expense	\$6,336.58
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**Cairo Design**

43412	Newsletter Design	\$129.20
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**NCPERS Group Life Ins.**

40212	Life Insurance - Employer Expense	\$64.00
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**IL Property Assesment Institute**

43112	Exam - Robin O'Donnell	\$360.00
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**Patricia Lippert**

42912	Conference Expenses - July 2020	\$121.00
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**MetLife - Group Benefits**

40212	Dental/Vision Insurance	\$417.88
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**Notary Public Association**

44312	Notary Renewal - Mirabella-Weller	\$54.00
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**Robin V. O'Donnell**

42912	Conference Expenses - August 2020	\$598.64
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**Quill Corporation**

50512	Thermometer, paper, office supplies	\$182.45
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**Gary Raupp**

42912	Assessor Expenses - July 2020	\$80.50
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**USPS**

43212	Postage - Fall 2020 Newsletter	\$409.84
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**GA Admin.**

**Cairo Design**

43430	Newsletter Design	\$64.60
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**Comcast Cable**

42330	Phone	\$42.00
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**Constellation Energy Services**

42630	GA Utility	\$110.00
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**NJS Enterprises, Inc.**

43830	GA software annual service agreement	\$1,000.00
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**Todd Gedville**

43830	Go To Webinar	\$28.77
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**Lauren Tweddale**

52530	PACE Fares for EA/GA Appts	\$6.00
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**USPS**

43230	Postage - Fall 2020 Newsletter	\$204.92
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**GA Home Relief**

**Vaseekaran Janarthanam**

46832	EA Client - Rent	\$1,000.00
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**Cemetery**

**Cairo Design**

43440	Newsletter Design	\$64.60
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**Comcast Cable**

42340	Phone	\$96.72
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42340	Phone	\$125.00
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**Constellation Energy Services**

42640	Cemetery Utility	\$80.00
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**Wm Smith Enterprises Inc**

41440	Maintenance Diamond July	\$1,900.00
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41440	Maintenance Vernon July	\$1,675.00
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42440	Burial Vernon July	\$1,400.00
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**Todd Gedville**

43840	Go To Webinar	\$28.77
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**USPS**

43240	Postage - Fall 2020 Newsletter	\$204.92
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**Park Fund**

**Payroll**

40150	DR: Salaries-Park	\$12,579.07
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40150	DR: Salaries-Park	\$10,842.20
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40150	DR: Salaries-Park	\$3,200.25
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40350	DR: Social Security-Park	\$244.82
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40350	DR: Social Security-Park	\$829.43
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40350	DR: Social Security-Park	\$962.28
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40550	DR: Unemployment-Park	\$67.76
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40550	DR: Unemployment-Park	\$20.00
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40550	DR: Unemployment-Park	\$78.62
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**American Red Cross**

43850	2020 LTS Facility Fee	\$200.00
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**Aqua Pure Enterprises Inc**

41850	Pool Maintenance	\$1,315.31
<b>AT&amp;T Mobility</b>		
42350	Park cell phone	\$44.40
<b>Cairo Design</b>		
43450	Newsletter Design	\$129.20
<b>Comcast Cable</b>		
42350	Phone	\$101.65
42350	Phone	\$96.70
42350	Internet - Peterson Park	\$114.54
<b>Constellation Energy Services</b>		
42650	Park Utility	\$784.10
<b>Drains Made Simple LLC</b>		
41850	Cleaning/Sanitizing Services - Pool (7/9/20 & 8/06/20)	\$500.00
41850	Sanitize Pool 7/16 & 7/23 & 7/30	\$750.00
<b>Gold Medal - Chicago, Inc.</b>		
57850	Candy Supplies	\$1,458.44
<b>Home Depot</b>		
57550	New Carpet - Park Apartment	\$1,905.16
<b>Adolf Kiefer &amp; Associates, LLC</b>		
50750	Pool Supplies	\$214.15
<b>Lake Pools, Inc.</b>		
41850	Pool Maintenance	\$28.00
<b>Medco Supply Company</b>		
50750	Pool Supplies	\$6.65
<b>North Shore Gas</b>		
42650	Utilities - Natural Gas - Park	\$384.37
<b>S&amp;S Worldwide Inc</b>		
51050	Camp Supplies	\$111.34
<b>Sam's Club</b>		
50750	Pool Supplies	\$89.38
57850	Candy Supplies	\$128.28
<b>Sawvell Tree Service INC</b>		
41150	Log Dump Fees	\$40.00
<b>Jessica Schwartz</b>		
57950	Camp Refund Due to COVID-19	\$995.00
<b>Single Click IT Inc</b>		
43850	IT Services-August	\$479.00
<b>Thor Guard Inc</b>		

41350	Equipment Maintenance	\$683.02
<b>Todd Gedville</b>		
43850	Go To Webinar	\$28.77
<b>USPS</b>		
43250	Postage - Fall 2020 Newsletter	\$409.84
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<b>Road Admin.</b>		
<b>Payroll</b>		
40160	DR: Salaries-Road	\$6,616.83
40160	DR: Salaries-Road	\$6,616.83
40160	DR: Salaries-Road	\$6,616.83
40260	DR: Benefits-Road	\$78.12
40260	DR: Benefits-Road	\$78.12
40260	DR: Benefits-Road	\$78.12
40360	DR: Social Security-Road	\$505.21
40360	DR: Social Security-Road	\$505.09
40360	DR: Social Security-Road	\$505.09
40460	DR: IMRF-Road(Retirement Contrib Rd Admin)	\$174.68
40460	DR: IMRF-Road(Retirement Contrib Rd Admin)	\$174.68
40460	DR: IMRF-Road(Retirement Contrib Rd Admin)	\$174.68
<b>AT&amp;T Mobility</b>		
42360	Highway cell phones	\$224.05
<b>Blue Cross Blue Shield of IL</b>		
40260	BCBS Employer Expense	\$200.01
<b>Cairo Design</b>		
43360	Newsletter Design	\$129.20
<b>Comcast Cable</b>		
42360	Fax Line - Highway	\$53.88
42360	Phone and Internet	\$204.87
42360	Internet & Phone	\$308.25
<b>ElCor Industries</b>		
50960	Highway uniforms	\$675.45
<b>NCPERS Group Life Ins.</b>		
40260	Life Insurance - Employer Expense	\$13.74
<b>Lake County Clerk</b>		
44360	Notary registration - Gastfiled`	\$10.00
<b>MetLife - Group Benefits</b>		
40260	Dental/Vision Insurance	\$81.88
<b>Quill Corporation</b>		
50560	Office Supplies	\$34.17

**Storino Ramello & Durkin**

43760	Legal Services	\$453.25
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**Todd Gedville**

43860	Go To Webinar	\$28.77
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**Unifirst Corporation**

50960	Highway Uniforms	\$95.53
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**USPS**

43260	Postage - Fall 2020 Newsletter	\$409.84
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**Road Maint.****Payroll**

40162	DR: Salaries-Road Maint	\$853.44
40162	DR: Salaries-Road Maint	\$818.40
40162	DR: Salaries-Road Maint	\$841.55
40362	DR: Social Security-Road Maint	\$61.22
40362	DR: Social Security-Road Maint	\$60.23
40362	DR: Social Security-Road Maint	\$58.13
40462	DR: IMRF-Road Maint	\$58.99
40462	DR: IMRF-Road Maint	\$59.82
40462	DR: IMRF-Road Maint	\$57.36

**Commonwealth Edison**

42662	Street Lights	\$1,787.87
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**Conserv F S**

50662	Highway fuel	\$1,059.86
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**Constellation Energy Services**

42662	Highway Utility	\$385.55
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**Ernie's**

41362	2014 GMC Sierra repairs	\$1,283.21
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**North Shore Gas**

42662	Utilities - Natural Gas - Hwy	\$156.86
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**Perm. Road****Payroll**

40170	DR: Salaries-Perm Road	\$10,128.09
40170	DR: Salaries-Perm Road	\$10,347.33
40170	DR: Salaries-Perm Road	\$10,459.98
40270	DR: Benefits - Perm Road	\$15.63
40270	DR: Benefits - Perm Road	\$15.63
40270	DR: Benefits - Perm Road	\$15.63
40370	DR: Social Security-Perm Road	\$755.95

40370	DR: Social Security-Perm Road	\$736.00
40370	DR: Social Security-Perm Road	\$764.94
40470	DR: IMRF-Perm Road	\$733.30
40470	DR: IMRF-Perm Road	\$725.40
40470	DR: IMRF-Perm Road	\$710.05
<b>American Gases Corp</b>		
50870	Welding cylinder	\$39.00
<b>Blue Cross Blue Shield of IL</b>		
40270	BCBS Employer Expense	\$2,107.57
<b>Cargill, Incorporated</b>		
57670	Rock Salt	\$4,239.25
<b>Arthur Clesen, Inc.</b>		
41770	Straw blanket	\$204.00
<b>ComEd</b>		
41670	Inverrary Culvert Project	\$5,713.46
<b>Grower Equipment &amp; Supply</b>		
50770	Maintenance Supplies	\$113.48
<b>NCPERS Group Life Ins.</b>		
40270	Life Insurance - Employer Expense	\$32.36
<b>Menards Vernon Hills</b>		
50770	Maintenance Supplies	\$25.74
<b>MetLife - Group Benefits</b>		
40270	Dental/Vision Insurance	\$124.49
<b>Napleton Libertyville Ford</b>		
50770	Part for truck 6	\$259.42
<b>Ozinga Materials and Logistics</b>		
41770	Gravel	\$110.74
<b>Ray Schramer Co.</b>		
41670	Culverts	\$1,597.90
<b>Sam's Club</b>		
52570	Gatorade	\$65.88
<b>Sawvell Tree Service INC</b>		
41770	Log Dump Fees	\$80.00
<b>Schroeder Asphalt</b>		
41470	Paving Juneway and Finger Streets	\$9,363.01
<b>Single Click IT Inc</b>		
43870	IT Services-August	\$479.00
<b>Traffic Control and Protection</b>		

50870	Street Signs	\$91.90
50870	Street Signs	\$60.00

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## Station Fund

### Payroll

40180	DR: Salaries-Metra	\$1,703.14
40180	DR: Salaries-Metra	\$1,633.90
40180	DR: Salaries-Metra	\$1,636.68
40380	DR: Social Security-Metra	\$117.37
40380	DR: Social Security-Metra	\$117.85
40380	DR: Social Security-Metra	\$122.67
40480	DR: IMRF-Metra	\$114.54
40480	DR: IMRF-Metra	\$114.73
40480	DR: IMRF-Metra	\$119.39

### Bryson Bello

39580	2020 SHS Parking Pass Reimbursement - Aug/Sept	\$60.00
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### Blue Cross Blue Shield of IL

40280	BCBS Employer Expense	\$922.61
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### Comcast Cable

42380	Phone	\$101.62
42380	Phone	\$96.70
42380	Internet	\$98.35

### Constellation Energy Services

42680	Train West Side Utility	\$143.28
42680	Train Platform	\$78.48
42680	Train East Side Utility	\$14.51

### J. Ross Docksey

57980	Pro-Rated Metra Annual Parking Pass Refund (July 2020 to Dec 2020)	\$150.00
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### GravesDesignGroup

43880	Other Professional Services	\$607.50
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### NCPERS Group Life Ins.

40280	Life Insurance - Employer Expense	\$12.12
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### Ava LaCroix

39580	SHS Monthly Parking Pass Reimbursement (August to September)	\$60.00
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### Marina Lempert

57980	Pro-Rated Annual Metra Parking Pass Refund (July 2020 to Dec 2020)	\$150.00
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### North Shore Gas

42680	Utilities - Natural Gas	\$32.22
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### PTS

42380	Payphone Train station 4 months	\$312.00
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**Single Click IT Inc**

43880 IT Services-August \$479.00

**Todd Gedville**

43880 Go To Webinar \$28.79

**Total Parking Solutions, Inc.**

41480 Parking Fare Terminal Maintenance & Monitoring 8/2/2020 through 8/1/2021 \$8,880.00

**Village of Buffalo Grove**

42680 Water/Sewer - Train Station \$17.39

**Will Votapka**

39580 SHS Monthly Parking Permit Refund (2 Spots, Aug 2020 to Sept 2020) \$120.00

IN WITNESS WHEREOF, we, the members of said Board of Township Trustees, have set out hands on \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Township Supervisor

\_\_\_\_\_  
Township Clerk

\_\_\_\_\_  
Township Highway Commissioner

\_\_\_\_\_  
Board of Township Trustee

## INTERGOVERNMENTAL AGREEMENT

### COVID19 RELIEF FUND

THIS AGREEMENT made this 13 day of August, 2020, by and between the **County of Lake** (hereinafter referred to as "COUNTY") and Vernon Township (hereinafter referred to as "TAXING DISTRICT," regardless of legal organization which may include a Home Rule unit of government). The COUNTY and the TAXING DISTRICT shall hereinafter be referred to jointly as the Parties.

#### RECITALS

WHEREAS, the Illinois Constitution and the Intergovernmental Cooperation Act (5 ILCS 220/ *et. seq*) authorize units of local government, including counties and municipalities, to contract or otherwise associate among themselves in any manner not prohibited by law and to jointly exercise any power, privilege or authority conferred upon them by law; and

WHEREAS, Article 7, Section 10 of the Illinois Constitution of 1971 and the Illinois Intergovernmental Cooperation Act 5 ILCS 220/1 *et seq.* allow units of public entities to enter into intergovernmental agreements in the furtherance of their governmental purposes; and

WHEREAS, pursuant to the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") the COUNTY received approximately one hundred twenty-two million dollars from the United States Government ("CARES Act Funds"); and

WHEREAS, the CARES Act provides for payments to local governments navigating the impact of the COVID-19 outbreak via the Coronavirus Relief Fund; and

WHEREAS, the CARES Act provides that payments from the Coronavirus Relief Fund may only be used to cover expenses which: (1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); (2) were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the local government; and (3) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020; and

WHEREAS, the COUNTY was eligible to receive payments under the CARES Act, as it is a unit of local government in excess of 500,000 residents; and

WHEREAS, the United States Department of Treasury ("Treasury") has issued guidelines with regards to the authorized use of funds allocated to local governments under the CARES Act; and

WHEREAS, this Agreement is intended to promote the most efficient distribution of financial resources which have been made available to the COUNTY to benefit the citizens of the COUNTY; and

WHEREAS, under the CARES Act, should the Office of the Inspector General determine that the funds were used in a manner contrary to the intent of the Act or contrary to the United States' Department of Treasury guidelines, the CARES Act provides that the federal government may recoup the improperly spent funds from the COUNTY; and

WHEREAS, the COUNTY and the TAXING DISTRICT within Lake County, and its residents, have suffered secondary effects of the coronavirus emergency; and

WHEREAS, the COUNTY, as the jurisdiction responsible for disbursement of funds under the CARES Act, finds that it is appropriate to use these funds to defray certain costs incurred by the TAXING DISTRICT related to the coronavirus emergency; and

WHEREAS, pursuant to guidance and interpretations of Treasury, the COUNTY as recipient of CARES Act funds may distribute a portion of those funds to other responsible entities within the COUNTY to assist in distributing CARES Act funds to those most in need of such funds

to be administered in compliance with the CARES Act, current and amended Treasury guidance and interpretations, and this Agreement; and

WHEREAS, the COUNTY may provide direct reimbursement to a TAXING DISTRICT that has eligible reimbursements per the Treasury guidance, both current and as amended; and

NOW, THEREFORE, the COUNTY and the TAXING DISTRICT hereby agree as follows:

### **1.0 Recitals, Definitions, and Purpose.**

**1.1 Recitals Incorporated.** The recitals set forth above are incorporated in this Agreement by reference and made a part of this Intergovernmental Agreement (“IGA”).

#### **1.2 Definitions.**

**1.2.1 “CARES ACT funds”** shall refer to funds which have been allocated to the COUNTY under the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) of which the COUNTY is responsible for the disposition.

**1.2.2 “Forms”** shall refer to forms or application documents used to seek reimbursement of coronavirus related expenses under this agreement.

**1.2.3** All other words used in this agreement which are not specifically defined shall have their normal and ordinary meaning.

**1.3 Purpose.** The purpose of this Agreement is to establish a contractual relationship between the COUNTY and TAXING DISTRICT with regards to the proposed reimbursement of municipal expenses associated with the coronavirus emergency from federal CARES ACT funds which the United States Federal Government has disbursed to the COUNTY. The COUNTY has, by resolution, created the Lake COUNTY Local Government COVID-19 Reimbursement program. This agreement shall remain in effect between the parties to govern the form of applications for reimbursement, the review of applications, the criteria for reimbursable expenses, the retention of documents, and other material terms governing the processing of reimbursement applications as outlined in the guidelines provided by the COUNTY to the TAXING DISTRICT.

### **2.0 Obligations of the COUNTY**

**2.1 Generally.** The COUNTY, by and through its Finance Department, shall process requests for reimbursement received from TAXING DISTRICT subject to the requirements set forth herein.

**2.2 Submittal does not guarantee approval.** The COUNTY, by receiving and processing the reimbursement requests of TAXING DISTRICT, does not guarantee approval of the reimbursement requests by the COUNTY, the United States Department of Treasury, or the Office of the Inspector General.

**2.3 No further obligations.** The COUNTY shall have no further obligations under this IGA other than those expressly set forth.

### **3.0 Obligations of the TAXING DISTRICT**

**3.1 Generally.** In order to submit requests for reimbursement of coronavirus emergency related expenditures, TAXING DISTRICT agrees to submit the forms, certifications and documentation as may be required by the COUNTY for any expense for which TAXING DISTRICT seeks reimbursement under this Agreement. TAXING DISTRICT agrees that the sole and exclusive decision as to whether or not TAXING

DISTRICT's request is granted lies within the discretion of the COUNTY, and that submission of expenses for reimbursement does not obligate the COUNTY to agree to reimburse those expenses. TAXING DISTRICT agrees that the COUNTY, through its Finance Department, may deny reimbursement for expenses which, in the discretion of the Chief Financial Officer, are not permitted uses for CARES ACT funds. The parties also agree that expenses that may be otherwise eligible for reimbursement may be rejected by the COUNTY in its sole discretion, that the COUNTY is under no obligation to approve any particular reimbursement request, and that reimbursement is also subject to the availability of funds.

#### **4.0 Form of Expense Submittals, Certification, failure to use form or comply with criteria**

**4.1 Generally.** The Parties agree that expenses for which TAXING DISTRICT seeks reimbursement shall be submitted upon the forms and in the manner as may be required by the COUNTY. TAXING DISTRICT agrees to utilize these forms exclusively in seeking reimbursement of expenses related to the coronavirus emergency.

**4.2 Certification.** By entering into this IGA the Mayor, President, CFO or City Manager or other authorized official certifies that the expenses for which TAXING DISTRICT seeks reimbursement: (i) are necessary expenditures incurred due to the public health emergency with response to the Coronavirus Disease 2019, (ii) were not accounted for in the most recently approved budget of the TAXING DISTRICT, as of March 27, 2020, (iii) were incurred during the period between March 1, 2020 and December 30, 2020, and (iv) meet the criteria set forth in the United States Department of Treasury guidelines and interpretations, both current and as they may be amended and supplemented in the future.

**4.3 Failure to use form or attach certification.** The failure by TAXING DISTRICT to use the required forms or to accompany each and every reimbursement request with a completed certification, shall lead to the summary rejection of that submittal by the COUNTY.

**4.4 Failure to comply with Department of Treasury Guidelines and Interpretations.** The COUNTY reserves the right to reject any reimbursement which it determines, in its sole and exclusive discretion, does not meet the criteria of the CARES ACT or United States Department of Treasury guidelines and interpretations, both current and as may be amended and supplemented in the future, associated with disbursement of funds under the CARES ACT.

**4.5** TAXING DISTRICT shall not submit for reimbursement to the COUNTY any expense which the TAXING DISTRICT has submitted or will submit to any other entity, whether public or private, for reimbursement. Should TAXING DISTRICT at any time receive reimbursement for any expense for which the COUNTY has already reimbursed the MUNICIPALITY under this IGA, the TAXING DISTRICT shall within 14 days or at the next scheduled municipal meeting occurring thereafter authorize and refund that reimbursement to the COUNTY.

#### **5.0 Reimbursement guidelines; prohibition on duplicate reimbursement.**

**5.1** Reimbursement guidelines will be provided to TAXING DISTRICT that will include details specific to maximum reimbursement funding and allocation method, allowable expenses, required documentation and format of submittal, submission deadlines,

reporting requirements, compliance audit information, and records retention, among other guidance.

5.1.1 The reimbursement guidelines may be updated based on additional information received by COUNTY, or if additional funding is allocated.

5.2 TAXING DISTRICT shall not be entitled to reimbursement of expenses on application to the County for which it has sought and received reimbursement from any other entity, whether public or private, as described in 4.2, above.

## **6.0 Cooperation**

6.1 The COUNTY shall assist TAXING DISTRICT in complying with the requirements of the CARES Act and the United States Department of Treasury guidelines by preparing sample forms and providing feedback and guidance with regards to the type and quality of information required to complete such forms.

6.2 TAXING DISTRICT agrees to abide by the terms of the CARES Act and all United States Department of Treasury guidelines and interpretations, both current and as may be amended and supplemented in the future.

6.3 TAXING DISTRICT shall, at the COUNTY's request, supply COUNTY with all relevant information for the COUNTY to evaluate whether a request for reimbursement meets the criteria under the CARES Act and United States Department of Treasury guidelines, both current and as may be amended and supplemented in the future.

## **7.0 Records**

7.1 TAXING DISTRICT shall maintain all records relating to the expenses which TAXING DISTRICT seeks to have reimbursed by COUNTY from CARES Act funds for a period of at least ten (10) years or the period of time required by other state or federal law, whichever is longer.

7.2 At any time, the COUNTY may request that the TAXING DISTRICT provide records relating to the expenses which TAXING DISTRICT seeks to have reimbursed. TAXING DISTRICT agrees to provide records within 14 days in response to such requests.

7.3 Failure to provide records may result in the denial of the reimbursement request. In circumstances where the reimbursement request has been granted and the records are needed to justify the reimbursement to the Office of the Inspector General or any other office, official, or department which may later become responsible for auditing disbursements of CARES Act funds, failure by TAXING DISTRICT to provide these records, for any reason including the prior destruction of these records, shall constitute a breach of this Agreement. The sole and exclusive remedy for such a breach is that TAXING DISTRICT shall be responsible for repayment of any disbursement which the Office of Inspector General, or its successor, finds improper, unsupported, or unable to be verified within the time limit set by the Office of Inspector General. The TAXING DISTRICT shall make said repayment on or before the COUNTY is required to reimburse the federal government for such improper, unsupported, or unverified expense. Additionally, TAXING DISTRICT agrees to indemnify the COUNTY or make the COUNTY whole for any penalty assessed against the COUNTY based upon TAXING DISTRICT's failure to retain or provide records.

## **8.0 Timeliness.**

**8.1** The Parties agree that time is of the essence in the processing of applications for reimbursement. The COUNTY shall use all reasonable speed and diligence in the processing of applications for reimbursement.

**8.2** The Parties agree that time is of the essence in communications seeking supporting documents or requesting records under this agreement. The Parties agree that they shall use all reasonable speed and diligence in responding to requests for records or supporting documents.

#### **9.0 Indemnity.**

**9.1** The Parties agree that where the COUNTY may rely upon the certification of the TAXING DISTRICT that such expenses which TAXING DISTRICT sought to have reimbursed from CARES Act funds met the minimum requirements of the CARES Act, and where the Office of the Inspector General, or any other person, official, or department which is charged with the auditing and review of expenditures of CARES Act funds determines that such reimbursement was not permitted under the CARES Act, TAXING DISTRICT agrees to indemnify, reimburse and make whole the COUNTY for any funds which the United States Government or its agencies seeks to recoup or collect, either by litigation, or by withholding other federal funds owed to the COUNTY. TAXING DISTRICT further agrees to indemnify, reimburse, or make whole the COUNTY for any penalties associated with the federal government seeking to recoup the expended CARES Act funds which the COUNTY disbursed to TAXING DISTRICT including interest, attorneys fees or any penalty provided by law. Additionally, TAXING DISTRICT agrees to indemnify the COUNTY or make the COUNTY whole for any penalty assessed against the COUNTY based upon TAXING DISTRICT's duplication of reimbursements as provided in Article 5.2 above. TAXING DISTRICT also agrees to indemnify the COUNTY for any other loss or damage due to TAXING DISTRICT's violation of this IGA.

**9.2** TAXING DISTRICT agrees to hold COUNTY harmless for any evaluation or advice which the COUNTY provided to TAXING DISTRICT as to whether the requested reimbursement is a permissible use of the CARES Act funds.

#### **10.0 Term and termination**

**10.1 Term.** This Agreement shall remain in effect until December 30, 2020 unless earlier terminated by either party provides written notice of termination to the other. Such notice shall be effective 14 days after receipt of the termination.

**10.2 Survival of Terms.** Those terms relating to the party's obligation to maintain records and provide records, and the TAXING DISTRICT's indemnification of the COUNTY shall survive the termination of this Agreement.

#### **11.0 General Terms and Conditions**

**11.1 Amendment.** Any revision to this Agreement shall be made by written amendment to this Agreement. This Agreement, including exhibits attached hereto and incorporated herein by reference, represents the entire Agreement between the parties with respect to the subject matter hereof and supersedes all prior communications, agreements, and understandings relating thereto.

**11.2 Assignment.** The performance covered by this Agreement shall not be assigned or delegated without the prior written consent of the COUNTY.

**11.3 Conflict of Interest.** No officer, employee, elected or appointed officials of the COUNTY or the TAXING DISTRICT (and no one with whom they have family or business ties) shall obtain any personal or financial benefit of the funds to be administered herein

**11.4 Notices.** Any notice under this IGA shall be sent by email to the following individuals at the indicated email addresses:

To the COUNTY:

Patrice Sutton, Chief Financial Officer, County of Lake at [psutton@lakecountyil.gov](mailto:psutton@lakecountyil.gov)

To the TAXING DISTRICT:

(name/title/email address)

Jonathan Altenberg, Township Supervisor, [jaltenberg@vernontownship.com](mailto:jaltenberg@vernontownship.com)

IN WITNESS WHEREOF, the COUNTY and the TAXING DISTRICT have executed this Agreement as of the date first above written.

**COUNTY OF LAKE**

**(TAXING DISTRICT)**

\_\_\_\_\_  
County Administrator, Lake County

\_\_\_\_\_  
Authorized Signature

Jonathan Altenberg

\_\_\_\_\_  
Printed Name

Township Supervisor

\_\_\_\_\_  
Title

ATTEST:

ATTEST:

\_\_\_\_\_  
Lake County Clerk

\_\_\_\_\_  
Clerk