

**EVERGREEN MEMORIAL CEMETERY**  
**MEETING NOTICE AND AGENDA**

Meeting: Board of Trustees, Evergreen Memorial Cemetery  
Date: 02/12/2018  
Place: Evergreen Memorial Cemetery Office  
302 E. Miller St., Bloomington, IL 61701  
Time: 6:00 P.M.

- I. Call to order: Gene Lorch
- II. Roll Call of Attendance
- III. "Consent Agenda

*(All Items under the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Board Member or Township Supervisor so requests, in which event, the item will be removed from the Consent Agenda and considered separately and prior to comments by the Cemetery Board, Township Supervisor, or staff.)*

- A. Approval of Minutes of the January 08, 2018 Board Meeting as submitted by Cemetery staff. (Recommend that the Minutes of the January 08, 2017 Meeting be approved as presented.)
  - B. Approval of anticipated expenditures as presented for the month of February 2018. (Recommend that the Anticipated Expenditures be approved as presented.)
- IV. Approval by the Board on Monthly Cemetery Audit of January 2018. (Recommend that the Audit be approved as presented and forwarded on to Township Board for action and approval at their February 26, 2018 meeting.)
- V. Review of Executive Session Minutes from 2016 – 2017. (Recommend that the Resolution be adopted.)
- VI. Discussion and approval by Board to rescind approval to purchase a \$100,000 Certificate of Deposit from Flanagan State Bank at 1.25 % for 18 months or at the current rate of interest at time of investment. (Recommend approval to rescind approval to purchase a \$100,000 Certificate of Deposit from Flanagan State Bank at 1.25 % for 18 months or at the current rate of interest at time of investment.)
- VII. Discussion and approval by Cemetery Board to purchase a \$100,000 Certificate of Deposit from Flanagan State Bank at 1.25 % for 24 months or at the current rate of interest at time of investment. (Recommend approval to purchase a \$100,000 Certificate

of Deposit from Flanagan State Bank at 1.25 % for 24 months or at the current rate of interest at time of investment.)

- VIII. Discussion and approval by Board to accept the Investment Policy for the Town of the City of Bloomington Township as Evergreen Memorial Cemetery's Investment Policy. (Recommend approval to accept the Investment Policy for the Town of the City of Bloomington Township as Evergreen Memorial Cemetery's Investment Policy.)
- IX. Discussion and approval of making changes to Cemetery Price Sheet. (Recommend approval to make changes to the Cemetery Price Sheet.)
- X. Discussion of design proposal for the future Helen L. Cooper Memorial Garden. (Recommend approval to accept proposal for the future Helen L. Cooper Memorial Garden.)
- XI. Discussion and approval of contracting Bill Baker of Top Notch Chainsaw Carving to carve Dorothy Gage, Toto and the Yellow Brick Road into tree in section 7. (Recommend approval of contracting Bill Baker of Top Notch Chainsaw Carving to carve Dorothy Gage, Toto and the Yellow Brick Road into tree in section 7.)
- XII. Discussion to start search for new credit card processing company for processing payments to the Cemetery.
- XIII. Update of Cemetery Payroll and hiring a Payroll Service.
- XIV. Update of 1210 S. Wright St. property.
- XV. 2017 Year to Date Burials: Evergreen Memorial Cemetery - 9  
East Lawn Memorial Gardens Cemetery - 16  
Park Hill Cemetery - 13  
Evergreen Memorial Pet Cemetery – 0
- XVI. Comment
- XVII. Public Comment
- XVIII. Adjournment

**STATEMENT OF FUNDS--SUPERVISOR**

ALL ACCOUNTS

McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

**OFFICE OF THE TOWN SUPERVISOR--CEMETERY FUND**

The following is a statement by DEBORAH L. SKILLRUD, SUPERVISOR of the TOWN OF THE CITY OF BLOOMINGTON in the County and State aforesaid, of the amount of public funds received and expended by her during the period just closed, ending on the **31st day of January 2018**, showing the amount of public funds on hand at the commencement of said period, the amount of public funds received and from what source received, and the amount of public funds expended and for what purpose expended during said period ending as aforesaid.

The said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following statement by her subscribed is a correct statement of the amount of public funds on hand at the commencement of the period above stated, the amount of public funds received and the sources from which received, and the amount expended and the purpose for which expended as set forth in said statement.

Subscribed and sworn to before me this **12th day of February 2018**.

\_\_\_\_\_  
Supervisor of the Town of the City of Bloomington, McLean County, Illinois.

\_\_\_\_\_  
Notary Public

This **12th day of February 2018**.

WE, the undersigned BOARD OF TRUSTEES of EVERGREEN MEMORIAL CEMETERY, TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of EVERGREEN MEMORIAL CEMETERY FUND, and find the same in all respects true and correct and that there appears to be a balance of **\$50.00** in Petty Cash held at Evergreen Memorial Cemetery Office, **\$53,787.81** at HEARTLAND BANK (7774), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, **\$255,584.91** at HEARTLAND BANK (7782), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, a balance of **\$118,047.21** at HEARTLAND BANK (7114), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of **\$204,783.39** in STATE FARM BANK (0441), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the EVERGREEN MEMORIAL CEMETERY FUND of said TOWN.

Cemetery Board President:  
Eugene C Lorch  
\_\_\_\_\_  
Secretary/Treasurer for Cemetery Board:  
Joseph B Gibson  
\_\_\_\_\_

Cemetery Board Vice President:  
Gregory E Fraley  
\_\_\_\_\_  
Board of Trustees of the Evergreen Memorial Cemetery, Town of the City of Bloomington, McLean County, Illinois  
\_\_\_\_\_

This **26th day of February 2018**.

WE, the undersigned BOARD OF TRUSTEES of the TOWN OF THE CITY OF BLOOMINGTON, do hereby certify that we have this day examined the foregoing and annexed account of DEBORAH L. SKILLRUD, SUPERVISOR of CEMETERY FUND, and find the same in all respects true and correct.

WARD 1: Jamie Mathy  
\_\_\_\_\_

WARD 6: Karen Schmidt  
\_\_\_\_\_

WARD 2: David Sage  
\_\_\_\_\_

WARD 7: Scott Black  
\_\_\_\_\_

WARD 3: Mboka Mwilambwe  
\_\_\_\_\_

WARD 8: Diana DeSio Hauman  
\_\_\_\_\_

WARD 4: Amelia Buragas  
\_\_\_\_\_

WARD 9: Kimberly Bray  
\_\_\_\_\_

WARD 5: Joni Painter  
\_\_\_\_\_

Trustee Tari Renner  
\_\_\_\_\_  
Board of Trustees of the Town of the City of Bloomington, McLean County, Illinois  
\_\_\_\_\_

I, the TOWN CLERK of the Town of the City of Bloomington, McLean County, Illinois, do hereby certify that the above actions taken by the BOARD OF TRUSTEES of the Town of the City of Bloomington, have approved the Statement of Funds at a regularly constituted meeting of the TOWNSHIP BOARD. I shall retain a copy of this documentation and shall forward the same to the Town Supervisor.

\_\_\_\_\_  
Town Clerk

**Town of the City of Bloomington--Cemetery Fund**

Month of: **JANUARY 2018**

**Funds at Commencement**

|  |    |         |                              |
|--|----|---------|------------------------------|
| Cash: Petty Cash   | \$ | 50      |                              |
| Cash: Heartland Bank 7774 (Checking)   | \$ | 72,477  |                              |
| Cash: Heartland Bank 7782 (Reserve)  | \$ | 255,531 |                              |
| CD: State Farm Bank 0441 (36 month @ 1.49%, matures 06/16/2019) ~ as of 11/15/2017 | \$ | 204,274 |                              |
| Trust Account: Heartland Bank 7114 (O/C Trust)                                     | \$ | 118,024 |                              |
| Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 09/30/2017          | \$ | 194,898 |                              |
|  |    |         | <b>Funds at Commencement</b> |
|  |    |         | \$ 845,254                   |

**Public Funds Received This Month**

|                                   |    |       |          |
|-----------------------------------|----|-------|----------|
| Personal Property Replacement Tax | \$ | 1,312 | \$ 1,312 |
|-----------------------------------|----|-------|----------|

**Other Funds Received This Month**

|                                       |    |        |           |
|---------------------------------------|----|--------|-----------|
| Opening/Closing Fees                  | \$ | 10,485 |           |
| Sale of Lots                          | \$ | 9,105  |           |
| Sale of Crypts                        | \$ | 125    |           |
| Sale of Niches                        | \$ | 1,150  |           |
| Sales - Chapel Fee                    | \$ | 100    |           |
| Interest: Reserve/Checking/Back Taxes | \$ | 602    |           |
| Other Income                          | \$ | 192    |           |
| Inspection Fees                       | \$ | 150    |           |
| Heartland Bank Trust 3189 Activity    | \$ | 1,501  | \$ 23,410 |

Total Funds Received This Month \$ 24,722

Total Funds Available \$ 869,975

**Funds Expended This Month**

**TOTAL Funds at Month End** \$ 827,151

**Funds at Month End**

|  |    |         |                                 |
|--|----|---------|---------------------------------|
| Cash: Petty Cash   | \$ | 50      |                                 |
| Cash: Heartland Bank 7774 (Checking)   | \$ | 53,788  |                                 |
| Cash: Heartland Bank 7782 (Reserve)  | \$ | 255,585 |                                 |
| CD: State Farm Bank 0441 (36 month @ 1.49%, matures 06/16/2019) ~ as of 01/31/2018 | \$ | 204,783 |                                 |
| Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)                     | \$ | 118,047 |                                 |
| Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 09/30/2017          | \$ | 194,898 |                                 |
|  |    |         | <b>TOTAL Funds at Month End</b> |
|  |    |         | <u><u>\$ 827,151</u></u>        |

**Checking Account Activity**

Checkbook Balance at Commencement \$ 72,477

|          |                                   |    |        |           |
|----------|-----------------------------------|----|--------|-----------|
| Deposits | Personal Property Replacement Tax | \$ | 1,312  |           |
|          | Opening/Closing Fees              | \$ | 10,485 |           |
|          | Sale of Lots                      | \$ | 9,105  |           |
|          | Sale of Crypts                    | \$ | 125    |           |
|          | Sale of Niches                    | \$ | 1,150  |           |
|          | Interest                          | \$ | 15     |           |
|          | Chapel Fee                        | \$ | 100    |           |
|          | Income Distribution from Trusts   | \$ | 1,501  |           |
|          | Other Income                      | \$ | 192    |           |
|          | Inspection Fee                    | \$ | 150    |           |
|          | Total Deposits for Month          |    |        | \$ 24,135 |
|          | Total Funds Available             |    |        | \$ 96,612 |

Checks Written

|   |    |        |           |
|---|----|--------|-----------|
| Compensation & Benefits                     | \$ | 27,542 |           |
| Administrative Expenses                     | \$ | 9,327  |           |
| Cemetery Improvements, Maintenance & Repair | \$ | 5,066  |           |
| Cemetery Operations                         | \$ | 889    |           |
| Total Checks Written                        |    |        | \$ 42,824 |

Total Checks Written \$ 42,824

**Checkbook Balance at Month End** \$ 53,788

**Bank Reconciliation at Month End**

|   |    |          |                         |
|---|----|----------|-------------------------|
| Balance per Bank Statement                  | \$ | 64,470   |                         |
| Less Outstanding Checks                     | \$ | (10,682) |                         |
| <b>Checkbook Balance per Reconciliation</b> |    |          | <u><u>\$ 53,788</u></u> |

**Town of the City of Bloomington--Cemetery Fund**

Statement of Receipts and Disbursements

Jan-18

|   |    |        |             |
|---|----|--------|-------------|
| Revenue                                     |    |        |             |
| 41000 Personal Property Replacement Tax     | \$ | 1,312  |             |
| 42000 Opening/Closing Fee                   | \$ | 10,485 |             |
| 42500 Sale of Lots                          | \$ | 9,105  |             |
| 43000 Sale of Crypts                        | \$ | 125    |             |
| 43100 Sale of Niches                        | \$ | 1,150  |             |
| 44800 Chapel Fee                            | \$ | 100    |             |
| 49002 Other Income - Veteran Flags          | \$ | 192    |             |
| 49021 Inspection Fees                       | \$ | 150    |             |
|   |    | <hr/>  |             |
|   |    |        | \$ 22,619   |
|   |    |        | <hr/>       |
|   |    |        | \$ 22,619   |
|   |    |        |             |
| Expense                                     |    |        |             |
| Compensation & Benefits                     |    |        |             |
| 50101 Wages: Administrative Staff           | \$ | 8,191  |             |
| 50102 Wages: Cemetery Staff                 | \$ | 10,244 |             |
| 50103 Trustee Compensation                  | \$ | 750    |             |
| 50201 Payroll Taxes                         | \$ | 1,290  |             |
| 50202 IMRF                                  | \$ | 2,325  |             |
| 50204 Employee Health Insurance             | \$ | 4,720  |             |
| 50205 Direct Deposit Transmittal Fees       | \$ | 23     |             |
|   |    | <hr/>  |             |
|   |    |        | \$ 27,542   |
| Administrative Expenses                     |    |        |             |
| 51500 Contractual Services                  | \$ | 35     |             |
| 52500 Utilities                             | \$ | 2,141  |             |
| 55100 Audit Expense                         | \$ | 6,850  |             |
| 55450 Other Admin Expenses                  | \$ | 302    |             |
|   |    | <hr/>  |             |
|   |    |        | \$ 9,327    |
| Cemetery Improvements, Maintenance & Repair |    |        |             |
| 58000 Mausoleum (including debt service)    | \$ | 5,066  |             |
|   |    | <hr/>  |             |
|   |    |        | \$ 5,066    |
| Cemetery Operations                         |    |        |             |
| 56500 Equipment Repairs                     | \$ | (156)  |             |
| 56600 Cemetery Supplies & Maintenance       | \$ | 527    |             |
| 56900 Abandoned Lot Reclamation             | \$ | 518    |             |
|   |    | <hr/>  |             |
|   |    |        | \$ 889      |
|   |    |        | <hr/>       |
|   |    |        | \$ 42,824   |
|   |    |        | <hr/>       |
|   |    |        | \$ (20,205) |
|   |    |        | <hr/>       |
| Net Income                                  |    |        |             |

## Town of the City of Bloomington--Cemetery Fund

### Year to Date Budget Comparison

| Income  | <u>Jan-18</u>     | <u>Budget</u>     | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|---|-------------------|-------------------|-----------------------|--------------------|
| <b>Revenue</b>  |                   |                   |                       |                    |
| 40100 Real Estate Tax Levy                                    | \$ 506,135        | \$ 506,600        | \$ (465)              | 99.9%              |
| 41000 Personal Property Replacement Tax                       | \$ 36,112         | \$ 39,000         | \$ (2,888)            | 92.6%              |
| 42000 Opening/Closing Fee                                     | \$ 65,175         | \$ 55,000         | \$ 10,175             | 118.5%             |
| 42100 Marker Commission                                       | \$ 8,542          | \$ 7,000          | \$ 1,542              | 122.0%             |
| 42500 Sale of Lots  | \$ 78,658         | \$ 72,200         | \$ 6,458              | 108.9%             |
| 43000 Sale of Crypts  | \$ 8,615          | \$ 12,000         | \$ (3,385)            | 71.8%              |
| 43100 Sale of Niches  | \$ 3,910          | \$ 20,000         | \$ (16,090)           | 19.6%              |
| 44700 Sale of Burial Supplies                                 | \$ 850            | \$ 2,500          | \$ (1,650)            | 34.0%              |
| 44800 Chapel Fee  | \$ 100            | \$ 1,000          | \$ (900)              | 10.0%              |
| 42400 Sales - Other   | \$ 900            | \$ 2,400          | \$ (1,500)            | 37.5%              |
| 43500 Interest  | \$ 3,076          | \$ 4,000          | \$ (924)              | 76.9%              |
| 49000 Income from Trusts                                      | \$ 2,472          | \$ 2,500          | \$ (28)               | 98.9%              |
| 49020 Other Income & Special Events                           | \$ 10,517         | \$ 2,500          | \$ 8,017              | 420.7%             |
| 49021 Inspection Fees   | \$ 3,550          | \$ 4,000          | \$ (450)              | 88.8%              |
| <b>Total Revenue</b>  | <b>\$ 728,612</b> | <b>\$ 730,700</b> | <b>\$ (2,088)</b>     | <b>99.7%</b>       |
| <b>Total Income</b>   | <b>\$ 728,612</b> | <b>\$ 730,700</b> | <b>\$ (2,088)</b>     | <b>99.7%</b>       |
| <b>Expense</b>  |                   |                   |                       |                    |
| <b>Compensation &amp; Benefits</b>                            |                   |                   |                       |                    |
| 50101 Wages: Administrative Staff                             | \$ 82,530         | \$ 81,000         | \$ 1,530              | 101.9%             |
| 50102 Wages: Cemetery Staff                                   | \$ 171,527        | \$ 233,000        | \$ (61,473)           | 73.6%              |
| 50103 Trustee Compensation                                    | \$ 3,000          | \$ 3,000          | \$ -                  | 100.0%             |
| 50201 Payroll Taxes   | \$ 18,203         | \$ 24,250         | \$ (6,047)            | 75.1%              |
| 50202 IMRF  | \$ 32,131         | \$ 40,000         | \$ (7,869)            | 80.3%              |
| 50203 IDES - Unemployment Insurance                           | \$ 5,867          | \$ 20,000         | \$ (14,133)           | 29.3%              |
| 50204 Employee Health Insurance                               | \$ 44,369         | \$ 60,000         | \$ (15,631)           | 73.9%              |
| 50205 Direct Deposit Transmittal Fees                         | \$ 312            | \$ 700            | \$ (389)              | 44.5%              |
| 50206 TASC Annual Fees  | \$ 400            | \$ 300            | \$ 100                | 133.3%             |
| <b>Total Compensation &amp; Benefits</b>                      | <b>\$ 358,339</b> | <b>\$ 462,250</b> | <b>\$ (103,911)</b>   | <b>77.5%</b>       |
| <b>Administrative Expenses</b>                                |                   |                   |                       |                    |
| 51100 Casualty Insurance                                      | \$ 20,048         | \$ 23,000         | \$ (2,952)            | 87.2%              |
| 51500 Contractual Services                                    | \$ 9,412          | \$ 5,000          | \$ 4,412              | 188.2%             |
| 52000 Office Supplies   | \$ 2,631          | \$ 2,500          | \$ 131                | 105.2%             |
| 52500 Utilities   | \$ 13,471         | \$ 16,000         | \$ (2,529)            | 84.2%              |
| 54000 Advertising   | \$ 1,716          | \$ 4,000          | \$ (2,284)            | 42.9%              |
| 54500 Dues/Seminars   | \$ 574            | \$ 600            | \$ (26)               | 95.7%              |
| 55500 Legal Expense   | \$ 90             | \$ 1,000          | \$ (910)              | 9.0%               |
| 55100 Audit Expense   | \$ 6,850          | \$ 6,850          | \$ -                  | 100.0%             |
| 55200 Financial Administration                                | \$ 12,200         | \$ 12,200         | \$ -                  | 100.0%             |
| 55400 Special Event Expenses                                  | \$ 8,489          | \$ 10,000         | \$ (1,511)            | 84.9%              |
| 55450 Other Admin Expenses                                    | \$ 6,337          | \$ 4,500          | \$ 1,837              | 140.8%             |
| 57900 Office Equipment  | \$ -              | \$ 1,000          | \$ (1,000)            | 0.0%               |
| <b>Total Administrative Expenses</b>                          | <b>\$ 81,817</b>  | <b>\$ 86,650</b>  | <b>\$ (4,833)</b>     | <b>94.4%</b>       |
| <b>Cemetery Improvements, Maintenance &amp; Repairs</b>       |                   |                   |                       |                    |
| 57601 Flags & Flag Poles                                      | \$ 9,114          | \$ 8,500          | \$ 614                | 107.2%             |
| 57800 Operating Equipment                                     | \$ 19,279         | \$ 12,000         | \$ 7,279              | 160.7%             |
| 58000 Mausoleum (including debt service)                      | \$ 100,660        | \$ 60,792         | \$ 39,868             | 165.6%             |
| 58150 Real Estate for Parking Lot                             | \$ -              | \$ 30,000         | \$ (30,000)           | 0.0%               |
| 58300 Veterans Memorial                                       | \$ 11,994         | \$ 10,000         | \$ 1,994              | 119.9%             |
| 58400 Scattering Grounds/Ossuary                              | \$ 735            | \$ -              | \$ 735                | -                  |
| <b>Total Cemetery Improvements, Maintenance &amp; Repairs</b> | <b>\$ 141,783</b> | <b>\$ 121,292</b> | <b>\$ 19,756</b>      | <b>116.9%</b>      |

**Town of the City of Bloomington--Cemetery Fund**

Year to Date Budget Comparison (cont.)

|  | <u>Jan-18</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|--|---------------|---------------|-----------------------|--------------------|
| Cemetery Operations                        |               |               |                       |                    |
| 55500 Fuel, Oil & Equipment                | \$ 7,139      | \$ 15,000     | \$ (7,861)            | 47.6%              |
| 56000 Tree Removal/Monument Repair         | \$ 19,100     | \$ 19,000     | \$ 100                | 100.5%             |
| 56500 Equipment Repairs                    | \$ 6,793      | \$ 4,000      | \$ 2,793              | 169.8%             |
| 56600 Cemetery Supplies & Maintenance      | \$ 8,871      | \$ 2,500      | \$ 6,371              | 354.8%             |
| 56700 Rental Equipment & Short-term Leases | \$ 132        | \$ 1,000      | \$ (868)              | 13.2%              |
| 56800 IGA for Leaves/Branches              | \$ 5,000      | \$ 7,200      | \$ (2,200)            | 69.4%              |
| 56900 Abandoned Lot Reclamation            | \$ 5,003      | \$ 7,200      | \$ (2,197)            | 69.5%              |
| 57000 Office Building                      | \$ -          | \$ 500        | \$ (500)              | 0.0%               |
| 57602 Grounds Maintenance/Repairs          | \$ 37,345     | \$ 35,700     | \$ 1,645              | 104.6%             |
| 57603 Road, Fence, Lot, Drains             | \$ 33,350     | \$ 40,000     | \$ (6,650)            | 83.4%              |
| 57700 Equipment Building                   | \$ -          | \$ 1,000      | \$ (1,000)            | 0.0%               |
| 58100 Grave Markers                        | \$ 15,691     | \$ 6,000      | \$ 9,691              | 261.5%             |
| 59900 Other Cemetery Expenses              | \$ -          | \$ 10,000     | \$ (10,000)           | 0.0%               |
| Total Cemetery Operations                  | \$ 138,422    | \$ 149,100    | \$ (10,678)           | 92.8%              |
| Total Expense                              | \$ 720,360    | \$ 819,292    | \$ (99,667)           | 87.9%              |
| Net Income                                 | \$ 8,252      | \$ (88,592)   | \$ 97,579             |                    |

**Town of the City of Bloomington--Cemetery Fund**

Checking Account Activity

| <u>Date</u>            | <u>Number</u> | <u>Name</u>                         | <u>Amount</u>            |
|------------------------|---------------|-------------------------------------|--------------------------|
| 10500 Heartland (7774) |               |                                     |                          |
| 01/02/2018             | Deposit       | HBT - Heartland Bank & Trust        | 135.00                   |
| 01/02/2018             | 41131VOID     | Midwest Equipment                   | 214.91                   |
| 01/02/2018             | 41142         | Frontier Communications             | -233.50                  |
| 01/02/2018             | 41143         | Ameren Illinois                     | -391.75                  |
| 01/02/2018             | EFT           | Woodforest National Bank            | -286.59                  |
| 01/03/2018             | Deposit       | HBT - Heartland Bank & Trust        | 20.00                    |
| 01/04/2018             | Deposit       | HBT - Heartland Bank & Trust        | 3,248.17                 |
| 01/09/2018             | 41144         | BL Pest Control                     | -35.00                   |
| 01/09/2018             | 41145         | Heyl, Royster, Voelker & Allen PC   | -517.50                  |
| 01/09/2018             | 41146         | Phillips & Associates CPAs PC       | -6,850.00                |
| 01/09/2018             | 41147         | AT&T Mobility                       | -151.96                  |
| 01/09/2018             | 41148         | RP Lumber Company Inc               | -38.40                   |
| 01/09/2018             | 41149         | VISA BMCU...1484                    | -299.93                  |
| 01/09/2018             | 41150         | Midwest Equipment                   | -262.69                  |
| 01/11/2018             | Deposit       | HBT - Heartland Bank & Trust        | 50.00                    |
| 01/12/2018             | Deposit       | HBT - Heartland Bank & Trust        | 580.00                   |
| 01/12/2018             | 41151         | Heartland Bank & Trust - mausoleum  | -5,066.00                |
| 01/12/2018             | 20180115      | Payroll Direct Deposit              | -5,516.94                |
| 01/12/2018             | 72664697      | EFTPS - IRS                         | -1,827.66                |
| 01/12/2018             | 41152         | TX Child Support SDU                | -85.00                   |
| 01/17/2018             | Deposit       | HBT - Heartland Bank & Trust        | 4,830.00                 |
| 01/19/2018             | Deposit       | HBT - Heartland Bank & Trust        | 5,412.00                 |
| 01/22/2018             | Deposit       | HBT - Heartland Bank & Trust        | 1,625.00                 |
| 01/23/2018             | 41153         | City of Bloomington Water Dept      | -315.35                  |
| 01/23/2018             | 41154         | Frontier Communications             | -234.38                  |
| 01/23/2018             | 41155         | NICOR Gas                           | -415.77                  |
| 01/25/2018             | Deposit       | HBT - Heartland Bank & Trust        | 75.00                    |
| 01/30/2018             | 41156         | Ameren Illinois                     | -398.09                  |
| 01/31/2018             | Deposit       | HBT - Heartland Bank & Trust        | 8,145.00                 |
| 01/31/2018             | 41157         | City of Bloomington TWP - Reimburse | -10,199.39               |
| 01/31/2018             | 20180131      | Payroll Direct Deposit              | -6,851.61                |
| 01/31/2018             | 42787875      | EFTPS - IRS                         | -2,215.90                |
| 01/31/2018             | 0051077664    | IL Dept of Revenue                  | -760.51                  |
| 01/31/2018             | 41158         | TX Child Support SDU                | -85.00                   |
| 01/31/2018             | Credit        | Interest                            | 14.62                    |
| Total                  |               |                                     | <u><u>-18,689.22</u></u> |

# CERTIFICATE FOR PAYMENT OF ACCOUNTS

CEMETERY FUND ACCOUNTS  
McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)

)SS

Town of the City of Bloomington

COUNTY OF McLEAN)

## OFFICE OF THE TOWN SUPERVISOR--CEMETERY FUND ACCOUNTS

That attached hereto as Exhibit "A" are requests for payment of various bills that have become due since the last meeting of the Cemetery Board of Trustees. These amounts include billings that have been received from **January 9, 2018 through February 12, 2018**.

That said DEBORAH L. SKILLRUD, being duly sworn, doth depose and say that the following bills are correct, reasonable and unpaid and should receive the approval of the Cemetery Board of Trustees.

Subscribed and sworn to before me this **12th day of February 2018**.

\_\_\_\_\_  
Supervisor of the Town of the City of Bloomington, McLean County,  
Illinois.

\_\_\_\_\_  
Notary Public

This **12th day of February 2018**.

WE, the undersigned CEMETERY BOARD OF TRUSTEES, do hereby authorize payment of the bills attached hereto as Exhibit "A". We have examined the foregoing proposed claims and find the same in all respects true and correct and that there is a verified statement from the Supervisor indicating that these amounts should be paid and that the CEMETERY BOARD OF TRUSTEES of the Town of the City of Bloomington, at a regularly constituted meeting of the CEMETERY BOARD OF TRUSTEES and by Motion agreed to by majority of the members of the CEMETERY BOARD, said amounts shall be paid in accordance with 60 ILCS 1/80-50.

Cemetery Board President:

Eugene C Lorch

Cemetery Board Vice President:

Gregory E Fraley

Secretary/Treasurer for Cemetery Board:

Joseph B Gibson

Board of Trustees of the Evergreen Memorial  
Cemetery, Town of the City of Bloomington, McLean  
County, Illinois

I, the CEMETERY MANAGER of EVERGREEN MEMORIAL CEMETERY, a component unit of the Town of the City of Bloomington, McLean County, Illinois, do hereby certify that the above actions taken by the CEMETERY BOARD OF TRUSTEES of EVERGREEN MEMORIAL CEMETERY, a component unit of the Town of the City of Bloomington, have passed this Motion at a regularly constituted meeting of the TOWNSHIP BOARD. I shall retain a copy of this documentation and shall forward the same to the Supervisor for payment within twenty (20) days after presentation of this Certificate to the Town Supervisor.

\_\_\_\_\_  
Cemetery Manager



**Evergreen Memorial Cemetery: Exhibit "A"**

REQUEST FOR PAYMENT: **February 12, 2018** Meeting

| ACCT                                | VENDORS                                      | DESCRIPTION                                 | Date Due | Amount      |
|-------------------------------------|--|---|----------|-------------|
| 52000                               | ADOBE/VISA                                   | ADOBE annual agreement                      | 2/28/18  | \$191.12    |
| 52500                               | Ameren Illinois                              | Utility (estimated)                         | 2/28/18  | \$500.00    |
| 51500                               | Anderson Electric                            |   | 2/28/18  | \$115.00    |
| 52500                               | AT&T Mobility/VISA                           | Utility (estimated)                         | 2/28/18  | \$200.00    |
| 52000                               | Best Buy/VISA                                | Phone for office                            | 2/28/18  | \$189.98    |
| 51500                               | BL Pest Control                              | Contractual Service: Pest Control           | 2/28/18  | \$35.00     |
| 55400                               | Calvert & Metzler/VISA                       | Senior Expo                                 | 2/28/18  | \$425.00    |
| 52500                               | City of Bloomington (water)                  | Utility (estimated)                         | 2/28/18  | \$400.00    |
| 57602                               | Dave Capodice Excavating                     | Dirt  | 2/28/18  | \$397.10    |
| 55500                               | Evergreen FS Inc                             | Fuel (estimated)                            | 2/28/18  | \$367.51    |
| 56600                               | Farm & Fleet/VISA                            | rock salt                                   | 2/28/18  | \$35.94     |
| 52500                               | Frontier Communications                      | Utility (estimated)                         | 2/28/18  | \$250.00    |
| 58000                               | Heartland Bank & Trust (mausoleum note)      | Mausoleum Note: principal & interest        | 2/28/18  | \$5,066.00  |
| 56900                               | Heyl Royster Voekler & Allen                 | Legal Expenses: Lot Reclamation             | 2/28/18  | \$427.50    |
| 54500                               | ICFHA: Illinois Cemetery & Funeral Home/VISA | Dues/Seminars                               | 2/28/18  | \$470.00    |
| 57600                               | Lowe's/VISA                                  | Shelving/Wood; supplies for map box, shop f | 2/28/18  | \$175.05    |
| 56600                               | Menards/VISA                                 | Supplies to repair dirt wagon               | 2/28/18  | \$43.31     |
| 55450                               | Menards/VISA                                 | coffee                                      | 2/28/18  | \$6.75      |
| 52500                               | NICOR Gas                                    | Utility (estimated)                         | 2/28/18  | \$300.00    |
| 52000                               | Office Depot/VISA                            | Office supplies                             | 2/28/18  | \$217.53    |
| 55450                               | Pantagraph - Lee Industries - Central IL     | monthly e-subscription                      | 2/28/18  | \$14.99     |
| 51500                               | Robert McDonald & Company PC                 | professional services RE: Gene Lorch        | 2/28/18  | \$250.00    |
| 52000                               | Ron Smith Printing Co/VISA                   | business cards                              | 2/28/18  | \$30.00     |
| 56600                               | RP Lumber Company Inc/VISA                   | Wood for map box                            | 2/28/18  | \$16.80     |
| 52000                               | US Postmaster/VISA                           | Office Supplies: Postage                    | 2/28/18  | \$98.00     |
| 55450                               | Woodforest National Bank/Merchant's Choice   | Monthly CC Fees (estimated)                 | 2/28/18  | \$500.00    |
| <b>SubTotal: VENDOR Payments</b>    |  |   |          | \$10,722.58 |
| <b>TOTAL: Requests for Payments</b> |  |   |          | \$10,722.58 |

Trustee Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Trustee Approval: \_\_\_\_\_

Date: \_\_\_\_\_

Trustee Approval: \_\_\_\_\_

Date: \_\_\_\_\_