

EVERGREEN MEMORIAL CEMETERY
MEETING NOTICE AND AGENDA

Meeting: Board of Trustees, Evergreen Memorial Cemetery
Date: 01/08/2018
Place: Evergreen Memorial Cemetery Office
302 E. Miller St., Bloomington, IL 6170\1
Time: 6:00 P.M.

- I. Call to order: Gene Lorch
- II. Roll Call of Attendance
- III. Motion to Recess to Executive Session - 5ILCS 120/2(c)(1) Performance of specific former employee including compensation.
- IV. Motion to Adjourn Executive Session and Return to the Regular Meeting.
- V. "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 December 11, 2017 Board Meeting as submitted by Cemetery staff. (Recommend that the Minutes of the December 11, 2017 Meeting be approved as presented.)
 - B. Approval of anticipated expenditures as presented for the month of January 2018. (Recommend that the Anticipated Expenditures be approved as presented.)
- VI. Approval by the Board on Monthly Cemetery Audit of December 2017. (Recommend that the Audit be approved as presented and forwarded on to Township Board for action and approval at their January 22, 2018 meeting.)
- VII. Discussion and approval of Preliminary FY 2018-2019 Budget. (Recommend approval of Preliminary FY 2018 – 2019 Budget.)
- VIII. Discussion and approval by Cemetery Board to rescind the August 2017 approval to purchase a \$100,000 2 year Certificate of Deposit from State Farm Bank. (Recommend approval to rescind the August 2017 approval to purchase a \$100,000 2 year Certificate of Deposit from State Farm Bank.)

- IX. Discussion and approval by Cemetery Board to rescind Payment Voucher/Request for Payment dated 11/14/2017 for State Farm Bank in the amount of \$100,000 and Payment Voucher/Request for Payment dated 11/15/2017 in the amount of \$100,000 for Edward Jones for purchase of Certificate of Deposits due to the inability to invest with either institution. (Recommend approval that the Board rescind Payment Voucher/Request for Payment dated 11/14/2017 for State Farm Bank in the amount of \$100,000 and Payment Voucher/Request for Payment dated 11/15/2017 in the amount of \$100,000 for Edward Jones for purchase of Certificate of Deposit.)
- X. Discussion and approval by Cemetery Board 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 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.)
- XI. Discussion and approval of the Resolution Adopting a Policy Prohibiting Sexual Harassment for the Town of the City of Bloomington Township. (Recommend approval of Resolution Adopting a Policy Prohibiting Sexual Harassment for the Town of the City of Bloomington Township.)
- XII. Discussion and approval to continue holding over additional \$49,000 payment to Heartland Bank and Trust for payment towards Mausoleum loan principle until March 2018. (Recommend approval to continue holding over additional \$49,000 payment to Heartland Bank and Trust for payment towards Mausoleum loan principle until March 2018.)
- XIII. Discussion and approval by Board to rescind the April 10, 2017 approval to cancel Merchants Choice contract for Cemetery Credit Card processing vendor. (Recommend approval of rescinding the April 10, 2017 approval to cancel Merchants Choice contract for Cemetery Credit Card processing vendor.)
- XIV. Discussion of Cemetery Payroll and hiring a Payroll Service.
- XV. Discussion of 1210 S. Wright St. property.
- XVI. 2017 Year to Date Burials: Evergreen Memorial Cemetery - 68
East Lawn Memorial Gardens Cemetery - 176
Park Hill Cemetery - 107
Evergreen Memorial Pet Cemetery – 2
- XVII. Comment
- XVIII. Public Comment
- XIX. Adjournment

STATEMENT OF FUNDS--SUPERVISOR

ALL ACCOUNTS

McLEAN COUNTY, BLOOMINGTON, ILLINOIS

STATE OF ILLINOIS)
COUNTY OF McLEAN) SS

Town of the City of Bloomington

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 December 2017, 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 8th day of January 2018.

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

NotaryPublic

This 8th day of January 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, \$72,477.03 at HEARTLAND BANK (7774), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, \$255,530.65 at HEARTLAND BANK (7782), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, a balance of \$118,023.77 at HEARTLAND BAN K (7114), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of \$204,274.09 in STATE FARM BANK (0441), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the EVERGREEN MEMORIAL CEMETERY FUND of said TOWN.

Cemetery Board President:

EugeneC Lorch

Cemetery Board Vice President:

Gregory E Fraley

Secretary/Treasurer for CemeteryBoard:

Joseph B Gibson

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

This 22nd day of January 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 Schmidl

WARD 2: David Sage

WARD 7: Scott Black

WARD 3: Mboka Mwilambwe

WARD 8: Diana DeSio Hauman

WARD 4: Amelia Buraqas

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--CemeteryFund

Month of: DECEMBER 2017

Funds at Commencement

Cash: Petty Cash	\$	50	
Cash: Heartland Bank 7774 (Checking)	\$	87,859	
Cash: Heartland Bank 7782 (Reserve)	\$	255,485	
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)	\$	118,004	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) - as of 09/30/2017	\$	<u>194,898</u>	
Funds at Commencement			\$ 860,570

Other Funds Received This Month

Opening/Closing Fees	\$	5,125	
Marker Commission	\$	4,782	
Sale of Lots	\$	12,337	
Sale of Crypts	\$	125	
Sale of Niches	\$	50	
Sale of Burial Supplies	\$	150	
Interest: Reserve/Checking/Back Taxes	\$	58	
Income from Trusts	\$	19	
Inspection Fees	\$	<u>175</u>	\$ <u>22,822</u>
Total Funds Received This Month			\$ <u>22,822</u>
Total Funds Available			\$ 883,392

Funds Expended This Month

TOTAL Funds at Month End \$ 845,254

Funds at Month End

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 & GB/S/Mc Trust)	\$	118,024	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) - as of 09/30/2017	\$	<u>194,898</u>	
TOTAL Funds at Month End			\$ <u>845,254</u>

Checking Account Activity

Checkbook Balance at Commencement			\$ 87,859
Opening/Closing Fees	\$	5,125	
Marker Commission	\$	4,782	
Sale of Lots	\$	12,337	
Sale of Crypts	\$	125	
Sale of Niches	\$	50	
Sale of Burial Supplies	\$	150	
Interest	\$	13	
Inspection Fee	\$	<u>175</u>	
Total Deposits for Month			\$ <u>22,757</u>
Total Funds Available			\$ 110,616
Checks Written			
Compensation & Benefits	\$	24,783	
Administrative Expenses	\$	2,641	
Cemetery Improvements, Maintenance & Repair	\$	5,604	
Cemetery Operations	\$	<u>5,110</u>	
Total Checks Written			\$ <u>38,139</u>
Total Checks Written			\$ 38,139
Checkbook Balance at Month End			\$ <u>72,477</u>

Bank Reconciliation at Month End

Balance per Bank Statement	\$	75,634	
Less Outstanding Checks	\$	<u>(3,157)</u>	
Checkbook Balance per Reconciliation			\$ <u>72,477</u>

Town of the City of Bloomington- Cemetery Fund

Statement of Receipts and Disbursements

Dec-17

Revenue			
42000 Opening/Closing Fee	\$	5,125	
42100 Marker Commission	\$	4,782	
42500 Sale of Lots	\$	12,337	
43000 Sale of Crypts	\$	125	
43100 Sale of Niches	\$	50	
44700 Sale of Burial Supplies	\$	150	
44900 Interest	\$	13	
43500 Interest: Savings/Checking/Back Taxes	\$	46	
49000 Income from Trusts	\$	19	
49021 Inspection Fees	\$	175	
		<hr/>	
	Total Revenue		\$ 22,822
		Total Income	\$ 22,822
Expense			
Compensation & Benefits			
50101 Wages: Administrative Staff	\$	7,282	
50102 Wages: Cemetery Staff	\$	8,680	
50201 Payroll Taxes	\$	1,073	
50202 IMRF	\$	2,019	
50203 IDES - Unemployment Insurance	\$	529	
50204 Employee Health Insurance	\$	4,783	
50205 Direct Deposit Transmittal Fees	\$	18	
50206 TASC Annual Fees	\$	400	
		<hr/>	
	Total Compensation & Benefits		\$ 24,783
Administrative Expenses			
51500 Contractual Services	\$	690	
52000 Office Supplies	\$	21	
52500 Utilities	\$	532	
54500 Dues/Seminars	\$	350	
55450 Other Admin Expenses	\$	1,049	
		<hr/>	
	Total Administrative Expenses		\$ 2,641
Cemetery Improvements, Maintenance & Repair			
57800 Operating Equipment	\$	538	
58000 Mausoleum (including debt service)	\$	5,066	
		<hr/>	
	Total Cemetery Improvements, Maintenance & Repair		\$ 5,604
Cemetery Operations			
55500 Fuel, Oil and Equipment	\$	1,213	
56500 Equipment Repairs	\$	215	
56600 Cemetery Supplies & Maintenance	\$	3,318	
56900 Abandoned Lot Reclamation	\$	90	
58100 Grave Markers	\$	275	
		<hr/>	
	Total Cemetery Operations		\$ 5,110
		Total Expense	<hr/> \$ 38,139
Net Income			\$ (15,317)

Town of the City of Bloomington--Cemetery Fund

Year to Date Budget Comparison

Income	<u>Dec-17</u>	<u>Budget</u>	<u>i Over Budget % of Budget</u>	
Revenue				
40100 Real Estate Tax Levy	\$ 506,135	\$ 506,600	\$ (465)	99.9%
41000 Personal Property Replacement Tax	\$ 34,801	\$ 39,000	\$ (4,199)	89.2%
42000 Opening/Closing Fee	\$ 54,690	\$ 55,000	\$ (310)	99.4%
42100 Marker Commission	\$ 8,542	\$ 7,000	\$ 1,542	122.0%
42500 Sale of Lots	\$ 69,553	\$ 72,200	\$ (2,647)	96.3%
43000 Sale of Crypts	\$ 8,490	\$ 12,000	\$ (3,510)	70.8%
43100 Sale of Niches	\$ 2,760	\$ 20,000	\$ (17,240)	13.8%
44700 Sale of Burial Supplies	\$ 850	\$ 2,500	\$ (1,650)	34.0%
44800 Chapel Fee	\$ -	\$ 1,000	\$ (1,000)	0.0%
42400 Sales - Other	\$ 900	\$ 2,400	\$ (1,500)	37.5%
43500 Interest: Reserve/Checking/Back Taxes	\$ 2,349	\$ 4,000	\$ (1,651)	58.7%
49000 Income from Trusts	\$ 1,096	\$ 2,500	\$ (1,404)	43.8%
49020 Other Income & Special Events	\$ 10,325	\$ 2,500	\$ 7,825	413.0%
49021 Inspection Fees	\$ 3,400	\$ 4,000	\$ (600)	85.0%
Total Revenue	\$ 703,890	\$ 730,700	\$ (26,810)	96.3%
Total Income	\$ 703,890	\$ 730,700	\$ (26,810)	96.3%
Expense				
Compensation & Benefits				
50101 Wages: Administrative Staff	\$ 74,339	\$ 81,000	\$ (6,661)	91.8%
50102 Wages: Cemetery Staff	\$ 161,283	\$ 233,000	\$ (71,717)	69.2%
50103 Trustee Compensation	\$ 2,250	\$ 3,000	\$ (750)	75.0%
50201 Payroll Taxes	\$ 16,913	\$ 24,250	\$ (7,337)	69.7%
50202 IMRF	\$ 29,806	\$ 40,000	\$ (10,194)	74.5%
50203 IDES - Unemployment Insurance	\$ 5,867	\$ 20,000	\$ (14,133)	29.3%
50204 Employee Health Insurance	\$ 39,650	\$ 60,000	\$ (20,350)	66.1%
50205 Direct Deposit Transmittal Fees	\$ 289	\$ 700	\$ (411)	41.3%
50206 TASC Annual Fees	\$ 400	\$ 300	\$ 100	133.3%
Total Compensation & Benefits	\$ 330,797	\$ 462,250	\$ (131,453)	71.6%
Administrative Expenses				
51100 Casualty Insurance	\$ 20,048	\$ 23,000	\$ (2,952)	87.2%
51500 Contractual Services	\$ 9,527	\$ 5,000	\$ 4,527	190.5%
52000 Office Supplies	\$ 2,593	\$ 2,500	\$ 93	103.7%
52500 Utilities	\$ 11,330	\$ 16,000	\$ (4,670)	70.8%
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)	0.0%
55200 Financial Administration	\$ 12,200	\$ 12,200	\$ -	100.0%
55400 Special Event Expenses	\$ 8,358	\$ 10,000	\$ (1,642)	83.6%
55450 Other Adm in Expenses	\$ 6,231	\$ 4,500	\$ 1,731	138.5%
57900 Office Equipment	\$ -	\$ 1,000	\$ (1,000)	0.0%
Total Administrative Expenses	\$ 72,667	\$ 86,650	\$ (13,983)	83.9%
Cemetery Improvements, Maintenance & Repairs				
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)	\$ 95,594	\$ 60,792	\$ 34,802	157.2%
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	-
Total Cemetery Improvements, Maintenance & Repairs	\$ 136,717	\$ 121,292	\$ 14,690	112.7%

Town of the City of Bloomington--CemeteryFund

Year to Date Budget Comparison (cont.)

	<u>Dec-17</u>	<u>Budget</u>	<u>i</u> <u>Over Budget</u>	<u>% of Budget</u>
Cemetery Operations				
55500 Fuel, Oil & Equip ment	\$ 7,139	\$ 15,000	\$ (7,861)	47.6%
56000 Tree Removal/Monument Repair	\$ 19,100	\$ 19,000	\$ 100	100.5%
56500 Equipment Repairs	\$ 6,948	\$ 4,000	\$ 2,948	173.7%
56600 Cemetery Supplies & Ma in tenance	\$ 8,166	\$ 2,500	\$ 5,666	326.6%
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	\$ 4,486	\$ 7,200	\$ (2,715)	62.3%
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	\$ 137,356	\$ 149,100	\$ (11,744)	92.1%
Total Expense	\$ 677,536	\$ 819,292	\$ (142,491)	82.7%
Net Income	\$ 26,354	\$ (88,592)	\$ 115,681	

Town of the City of Bloomington--CemeteryFund

Checking Account Activity			
<u>Date</u>	<u>Number</u>	<u>Name</u>	<u>Amount</u>
10500 Heartland (7774)			
12/01/2017	Deposit	HBT - Heartland Bank & Trust	285.00
12/04/2017	Deposit	HBT - Heartland Bank & Trust	75.00
12/04/2017	EFT	Merchants Choice	-150.65
12/05/2017	Deposit	HBT - Heartland Bank & Trust	6,450.00
12/06/2017	Deposit	HBT - Heartland Bank & Trust	75.00
12/08/2017	Deposit	HBT - Heartland Bank & Trust	3,300.00
12/08/2017	Deposit	HBT - Heartland Bank & Trust	565.00
12/08/2017	Deposit	HBT - Heartland Bank & Trust	1,500.00
12/12/2017	41125	Heartland Bank & Trust - mausoleum	-5,066.00
12/12/2017	41126	George Alarm Co., Inc.	-361.74
12/12/2017	41127	Reed, Ursala	-233.00
12/12/2017	41128	BL Pest Control	-35.00
12/12/2017	41129	Evergreen FS Inc	-1,212.83
12/12/2017	41130	Heyl, Royster, Voelker & Allen PC	-90.00
12/12/2017	41131	Midwest Equipment II	-214.91
12/12/2017	41132	OSF Occupational Health	-515.00
12/12/2017	41133	Pontiac Granite Co Inc	-275.00
12/12/2017	41134	SBC Heating & Air Conditioning Inc	-217.88
12/12/2017	41135	RP Lumber Company Inc	-47.65
12/15/2017	Deposit	HBT - Heartland Bank & Trust	4,310.00
12/15/2017	20171215	Payroll Direct Deposit	-5,372.23
12/15/2017	91921089	EFTPS- IRS	-1,760.38
12/15/2017	41136	TX Child Support SOU	-85.00
12/18/2017	Deposit	HBT - Heartland Bank & Trust	4,932.20
12/19/2017	41137	VISA BMCU...1484	-4,644.53
12/19/2017	41138	City of Bloomington Water Dept	-315.35
12/19/2017	41139	NICOR Gas	-216.55
12/19/2017	Transfer	VISA BMCU...1484	7.23
12/21/2017	Deposit	HBT - Heartland Bank & Trust	960.00
12/21/2017	Deposit	HBT - Heartland Bank & Trust	100.00
12/26/2017	41140	City of Bloomington TWP - Reimburse	-9,863.21
12/27/2017	Deposit	HBT - Heartland Bank & Trust	25.00
12/28/2017	Deposit	HBT - Heartland Bank & Trust	400.00
12/28/2017	20171231	Payroll Direct Deposit	-4,867.48
12/28/2017	40524406	EFTPS- IRS	-1,571.64
12/28/2017	0361698336	IL Dept of Revenue	-649.44
12/28/2017	41141	TX Child Support SOU	-85.00
12/28/2017	0049611808	IDES - IL Dept of Emp Sec	-528.56
12/31/2017	Credit	Interest	12.59
		Total	-15,382.01

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--CEMETERYFUND 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 **December 12, 2017 through January 8, 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 **8th day of January 2018.**

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

Notary Public

This **8th day of January 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.

CemeteryBoardPresident:

Eugene C Lorch

Cemetery Board Vice President:

Gregory E Fraley

Secretary/Treasurerfor Cemetery Board:

Joseph B Gibson

Board of Trustees of the Evergreen Memorial
Cemetery, Town of the City of Bloomington, Mclean
County Illinds

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: **January 8, 2018** Meeting

ACCT	COMPENSATION& BENEFITS	DESCRIPTION	Date Due	Amount
50103	Wages: Trustees	G Fraley	1/31/18	\$250.00
50103	Wages: Trustees	J Gibson	1/31/18	\$250.00
50103	Wages: Trustees	E Lorch	1/31/18	\$250.00
SubTotal: Compensation & Benefits				\$750.00

ACCT	VENDORS	DESCRIPTION	Date Due	Amount
52500	Ameren Illinois	Utility (estimated)	1/31/18	\$500.00
52500	AT&T MobilityNI SA	Utility (estimated)	1/31/18	\$200 .00
51500	BL Pest Control	Contractual Service: Pest Control	1/31/18	\$35.00
52500	City of Bloomington (water)	Utility (estimated)	1/31/18	\$400.00
52500	Frontier Communications	Utility (estimated)	1/31/18	\$250.00
58000	Heartland Bank & Trust (mausoleum note)	Mausoleum Note: principal & interest	1/31/18	\$5,066.00
58250	Heyl Royster Voekler & Allen	Legal Expenses: Lot Reclamation	1/31/18	\$517.50
56600	Lowe'sNISA	Cemetery Supplies & Maintenance	1/31/18	\$37.14
56600	MenardsNISA	Supplies	1/31 /18	\$125.92
56500	Midwest EquipmenW ISA	Repair backpack blower	1/31/18	\$58.98
56600	Midwest EquipmenWISA	Maintenance Supplies	1/31 /18	\$203 .71
52500	NICOR Gas	Utility (estimated)	1/31/18	\$300.00
55450	Pantagraph - Lee Industries - Central IL	monthly e-subscription	1/31/18	\$14.99
55100	Phillips & Associates CPAS, PC	Audit & State Comptroller's Report	1/31/18	\$6 ,850.00
56600	RP Lumber Company IncN ISA	Lumber for Shelving	1/31/18	\$38.40
55450	Woodforest National Bank/Merchant's Choice	Monthly CC Fees (estimated)	1/31/18	\$500.00
SubTotal: VENDOR Payments				\$15,097.64
TOTAL: Requests for Payments				\$15,847.64

TrusteeA pproval: _____ Date: _____

Trustee Approval: _____ Date: _____

Trustee Approval: _____ Date: _____