

## EVERGREEN MEMORIAL CEMETERY

### MEETING NOTICE AND AGENDA

Meeting: Board of Trustees, Evergreen Memorial Cemetery  
Date: 11/13/2017  
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 Updates by the Township Supervisor, Cemetery Board or staff.)*

- A. Approval of Minutes of the October 9, 2017 Board Meeting, as submitted by Cemetery staff. (Recommend that the Minutes of the October 9, 2017 Board Meeting be approved as presented.)
  - B. Approval by Board on Monthly Cemetery Audit of October 2017. (Recommend that the Audit be approved as presented and forwarded on to Township Board for action and approval at their November 27, 2017 meeting.)
- IV. Approval of anticipated expenditures as presented for the month of November 2017. (Recommend approval of anticipated expenditures for the month of November 2017.)
- V. Approval by Board to transfer \$50,000 from Reserve Account (7782) to Checking Account (7774). (Recommend the transfer of \$50,000 from Reserve Account (7782) to Checking Account (7774) be approved.)
- VI. Discussion and approval of a line item transfer to the FY 2018 Budget for a \$49,000 payment to the Mausoleum Loan Principal. (Recommend the line item transfer to the FY 2018 Budget for a \$49,000 payment on the principle for the Mausoleum loan be approved.)
- VII. Discussion and approval by the Board to transfer \$100,000 from Prepay Account (7114) to Checking Account (7774). (Recommend the transfer of \$100,000 from Prepay Account (7114) to Checking Account (7774) be approved.)
- VIII. Update by Cemetery Board of Trustees regarding purchase of a \$100,000 Certificate of Deposit.

- IX. Discussion regarding Heartland Bank Accounts access.
- X. Public Notice of 2018 Annual List of Meetings for Evergreen Memorial Cemetery.  
(Recommend that the 2018 Annual List of Meetings be accepted and forwarded on to Township Board for action and acceptance at their November 27, 2017 meeting.)
- XI. Discussion regarding nomination for the City of Bloomington Heritage Award by Russel Francois.
- XII. 2017 Year to Date Burials: Evergreen Memorial Cemetery 59  
East Lawn Memorial Gardens Cemetery 155  
Park Hill Cemetery 98  
Evergreen Memorial Pet Cemetery 2
- IX. Comment
- X. Public Comment
- XI. 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 October 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 13th day of November 2017.

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

Notary Public

This 13th day of November 2017.

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, \$40,568.66 at HEARTLAND BANK (7774), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, \$342,471.32 at HEARTLAND BANK (7782), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, a balance of \$117,190.38 at HEARTLAND BANK (7114), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, and a balance of \$204,015.76 in STATE FARM BANK (0441), BLOOMINGTON, McLEAN COUNTY, ILLINOIS, constituting the EVERGREEN MEMORIAL CEMETERY FUND of said TOWN.

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

This 27th day of November 2017.

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: OCTOBER 2017**

**Funds at Commencement**

Cash: Petty Cash	\$	50	
Cash: Heartland Bank 7774 (Checking)	\$	101,937	
Cash: Heartland Bank 7782 (Reserve)	\$	342,432	
CD: State Farm Bank 0441 (36 month @ 1.49%, matures 06/16/2019) ~ as of 09/01/2017	\$	203,508	
Trust Account: Heartland Bank 7114 (O/C Trust)	\$	117,977	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 06/30/2017	\$	190,614	
		<u>\$</u>	956,518
Funds at Commencement			

**Other Funds Received This Month**

Opening/Closing Fees	\$	7,075	
Sale of Lots	\$	8,415	
Sale of Crypts	\$	75	
Sale of Niches	\$	1,200	
Interest: Reserve/Checking/Back Taxes	\$	547	
Income from Trusts	\$	13	
Other Income	\$	179	
Inspection Fees	\$	450	
Heartland Bank Trust 3189 Activity	\$	4,284	
		<u>\$</u>	22,238
Total Funds Received This Month			

Total Funds Available	\$	978,756
	\$	79,562

**Funds Expended This Month**

**TOTAL Funds at Month End**

**Funds at Month End**

Cash: Petty Cash	\$	50	
Cash: Heartland Bank 7774 (Checking)	\$	40,569	
Cash: Heartland Bank 7782 (Reserve)	\$	342,471	
CD: State Farm Bank 0441 (36 month @ 1.49%, matures 06/16/2019) ~ as of 10/31/2017	\$	204,016	
Trust Account: Heartland Bank 7114 (O/C Trust & GB/S/Mc Trust)	\$	117,190	
Trust Account: Heartland Bank 3189 (Irrevocable Trust) ~ as of 09/30/2017	\$	194,898	
		<u>\$</u>	899,194
TOTAL Funds at Month End			

**Checking Account Activity**

Checkbook Balance at Commencement	\$	101,937
-----------------------------------	----	---------

Deposits			
Opening/Closing Fees	\$	7,075	
Sale of Lots	\$	8,415	
Sale of Crypts	\$	75	
Sale of Niches	\$	1,200	
Other Income	\$	179	
Inspection Fee	\$	450	
G/B,S,Mc Maint transferred (to)/from Acct 7114	\$	2,400	
Prepaid O/C Deposits transferred (to)/from Acct 7114	\$	(1,600)	
Total Deposits for Month		<u>\$</u>	18,194
Total Funds Available			\$ 120,131

Checks Written			
Compensation & Benefits	\$	44,595	
Administrative Expenses	\$	9,291	
Cemetery Improvements, Maintenance & Repair	\$	22,493	
Cemetery Operations	\$	3,183	
Total Checks Written		<u>\$</u>	79,562
Total Checks Written			\$ 79,562

**Checkbook Balance at Month End**

**Bank Reconciliation at Month End**

Balance per Bank Statement	\$	53,516	
Plus Outstanding Deposits	\$	2,525	
Less Outstanding Checks	\$	(15,472)	
		<u>\$</u>	40,569
Checkbook Balance per Reconciliation			

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

Statement of Receipts and Disbursements

Oct-17

Revenue			
42000	Opening/Closing Fee	\$	7,075
42500	Sale of Lots	\$	8,415
43000	Sale of Crypts	\$	75
43100	Sale of Niches	\$	1,200
43500	Interest: Savings/Checking/Back Taxes	\$	547
49000	Income from Trusts	\$	13
49002	Other Income - Veteran Flags	\$	179
49021	Inspection Fees	\$	450
	Total Revenue		<u>\$ 17,954</u>
	Total Income		<u>\$ 17,954</u>
Expense			
Compensation & Benefits			
50101	Wages: Administrative Staff	\$	9,960
50102	Wages: Cemetery Staff	\$	22,692
50103	Trustee Compensation	\$	750
50201	Payroll Taxes	\$	2,407
50202	IMRF	\$	4,131
50204	Employee Health Insurance	\$	4,619
50205	Direct Deposit Transmittal Fees	\$	37
	Total Compensation & Benefits		<u>\$ 44,595</u>
Administrative Expenses			
51500	Contractual Services	\$	4,748
52000	Office Supplies	\$	474
52500	Utilities	\$	1,432
55400	Special Event Expenses	\$	2,054
55450	Other Admin Expenses	\$	582
	Total Administrative Expenses		<u>\$ 9,291</u>
Cemetery Improvements, Maintenance & Repair			
57800	Operating Equipment	\$	5,600
58000	Mausoleum (including debt service)	\$	5,066
58300	Veterans Memorial	\$	11,827
	Total Cemetery Improvements, Maintenance & Repair		<u>\$ 22,493</u>
Cemetery Operations			
55500	Fuel, Oil and Equipment	\$	587
56000	Tree Removal/Monument Repair	\$	500
56500	Equipment Repairs	\$	459
56600	Cemetery Supplies & Maintenance	\$	434
58100	Grave Markers	\$	1,204
	Total Cemetery Operations		<u>\$ 3,183</u>
	Total Expense		<u>\$ 79,562</u>
Net Income			<u>\$ (61,608)</u>

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

Year to Date Budget Comparison

Income	<u>Oct-17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenue				
40100 Real Estate Tax Levy	\$ 493,160	\$ 506,600	\$ (13,440)	97.3%
41000 Personal Property Replacement Tax	\$ 29,825	\$ 39,000	\$ (9,175)	76.5%
42000 Opening/Closing Fee	\$ 46,990	\$ 55,000	\$ (8,010)	85.4%
42100 Marker Commission	\$ 3,760	\$ 7,000	\$ (3,240)	53.7%
42500 Sale of Lots	\$ 54,828	\$ 72,200	\$ (17,372)	75.9%
43000 Sale of Crypts	\$ 8,240	\$ 12,000	\$ (3,760)	68.7%
43100 Sale of Niches	\$ 2,660	\$ 20,000	\$ (17,340)	13.3%
44700 Sale of Burial Supplies	\$ 550	\$ 2,500	\$ (1,950)	22.0%
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	\$ 1,994	\$ 4,000	\$ (2,006)	49.8%
49000 Income from Trusts	\$ 1,062	\$ 2,500	\$ (1,438)	42.5%
49020 Other Income & Special Events	\$ 6,125	\$ 2,500	\$ 3,625	245.0%
49021 Inspection Fees	\$ 3,075	\$ 4,000	\$ (925)	76.9%
Total Revenue	<u>\$ 653,169</u>	<u>\$ 730,700</u>	<u>\$ (77,531)</u>	<u>89.4%</u>
Total Income	\$ 653,169	\$ 730,700	\$ (77,531)	89.4%
Expense				
Compensation & Benefits				
50101 Wages: Administrative Staff	\$ 58,785	\$ 81,000	\$ (22,215)	72.6%
50102 Wages: Cemetery Staff	\$ 132,017	\$ 233,000	\$ (100,983)	56.7%
50103 Trustee Compensation	\$ 2,250	\$ 3,000	\$ (750)	75.0%
50201 Payroll Taxes	\$ 13,781	\$ 24,250	\$ (10,469)	56.8%
50202 IMRF	\$ 24,137	\$ 40,000	\$ (15,863)	60.3%
50203 IDES - Unemployment Insurance	\$ 5,339	\$ 20,000	\$ (14,661)	26.7%
50204 Employee Health Insurance	\$ 30,248	\$ 60,000	\$ (29,752)	50.4%
50205 Direct Deposit Transmittal Fees	\$ 240	\$ 700	\$ (460)	34.3%
50206 TASC Annual Fees	\$ -	\$ 300	\$ (300)	0.0%
Total Compensation & Benefits	<u>\$ 266,797</u>	<u>\$ 462,250</u>	<u>\$ (195,453)</u>	<u>57.7%</u>
Administrative Expenses				
51100 Casualty Insurance	\$ 20,048	\$ 23,000	\$ (2,952)	87.2%
51500 Contractual Services	\$ 6,755	\$ 5,000	\$ 1,755	135.1%
52000 Office Supplies	\$ 2,296	\$ 2,500	\$ (204)	91.8%
52500 Utilities	\$ 9,550	\$ 16,000	\$ (6,450)	59.7%
54000 Advertising	\$ 1,595	\$ 4,000	\$ (2,405)	39.9%
54500 Dues/Seminars	\$ 224	\$ 600	\$ (376)	37.3%
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)	0.0%
55400 Special Event Expenses	\$ 8,293	\$ 10,000	\$ (1,707)	82.9%
55450 Other Admin Expenses	\$ 4,948	\$ 4,500	\$ 448	110.0%
57900 Office Equipment	\$ -	\$ 1,000	\$ (1,000)	0.0%
Total Administrative Expenses	<u>\$ 53,800</u>	<u>\$ 86,650</u>	<u>\$ (32,850)</u>	<u>62.1%</u>
Cemetery Improvements, Maintenance & Repairs				
57601 Flags & Flag Poles	\$ 9,114	\$ 8,500	\$ 614	107.2%
57800 Operating Equipment	\$ 18,741	\$ 12,000	\$ 6,741	156.2%
58000 Mausoleum (including debt service)	\$ 85,462	\$ 60,792	\$ 24,670	140.6%
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	-
Total Cemetery Improvements, Maintenance & Repairs	<u>\$ 126,047</u>	<u>\$ 121,292</u>	<u>\$ 4,020</u>	<u>103.9%</u>

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

Year to Date Budget Comparison (cont.)

	<u>Oct-17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Cemetery Operations				
55500 Fuel, Oil & Equipment	\$ 5,232	\$ 15,000	\$ (9,768)	34.9%
56000 Tree Removal/Monument Repair	\$ 19,100	\$ 19,000	\$ 100	100.5%
56500 Equipment Repairs	\$ 2,359	\$ 4,000	\$ (1,641)	59.0%
56600 Cemetery Supplies & Maintenance	\$ 4,648	\$ 2,500	\$ 2,148	185.9%
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	\$ 4,193	\$ 7,200	\$ (3,007)	58.2%
57000 Office Building	\$ -	\$ 500	\$ (500)	0.0%
57602 Grounds Maintenance/Repairs	\$ 37,015	\$ 35,700	\$ 1,315	103.7%
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	\$ 15,202	\$ 6,000	\$ 9,202	253.4%
59900 Other Cemetery Expenses	\$ -	\$ 10,000	\$ (10,000)	0.0%
Total Cemetery Operations	\$ 126,231	\$ 149,100	\$ (22,869)	84.7%
Total Expense	\$ 572,875	\$ 819,292	\$ (247,152)	69.9%
Net Income	\$ 80,295	\$ (88,592)	\$ 169,622	

**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)		
10/01/2017	Deposit	HBT - Heartland Bank & Trust	47.00
10/02/2017	Deposit	HBT - Heartland Bank & Trust	1,590.00
10/02/2017	EFT	Woodforest National Bank	-243.71
10/02/2017	EFT	Merchants Choice	-54.70
10/03/2017	41052	NICOR Gas	-69.55
10/03/2017	41053	AT&T Mobility	-174.72
10/03/2017	Deposit	HBT - Heartland Bank & Trust	55.00
10/04/2017	Deposit	HBT - Heartland Bank & Trust	100.00
10/05/2017	Deposit	HBT - Heartland Bank & Trust	45.00
10/06/2017	Deposit	HBT - Heartland Bank & Trust	2,375.00
10/07/2017	Deposit	HBT - Heartland Bank & Trust	10.00
10/08/2017	Deposit	HBT - Heartland Bank & Trust	17.00
10/10/2017	41054	Heartland Bank & Trust - mausoleum	-5,066.00
10/10/2017	41055	Growing Grounds	-30.24
10/10/2017	41056	Sam's Club	-208.85
10/10/2017	41057	AlphaGraphics	-300.00
10/10/2017	41058	BL Pest Control	-35.00
10/10/2017	41059	Cold Spring Memorial Group	-549.00
10/10/2017	41060	Evergreen FS Inc	-586.53
10/10/2017	41061	Holland Supply Inc	-1,826.86
10/10/2017	41062	Original Niepagen Flower Shop	-156.00
10/10/2017	41063	Pontiac Granite Co Inc	-425.00
10/10/2017	41064	Pontiac Granite Co Inc	-10,000.00
10/10/2017	41065	Triple H Company	-229.55
10/10/2017	41066	RP Lumber Company Inc	-134.09
10/10/2017	41067	Cybernautic, Inc	-4,712.50
10/10/2017	41068	McLean County Museum of History	-1,479.00
10/10/2017	41069	Thoennes, Rick dba TNT Tree Service	-500.00
10/10/2017	41070	Chicago Title Company	-250.00
10/10/2017	41071	Office Depot Inc	-174.35
10/10/2017	41072	Midwest Equipment	-5,600.46
10/11/2017	Transfer	Shepherd, Mark & Diana	-800.00
10/11/2017	Transfer	Mitchell, Frank & Dorothy	-800.00
10/11/2017	1011171297	Gridley/Bell,Scott,McCormick Trust	2,400.00
10/13/2017	Deposit	HBT - Heartland Bank & Trust	3,825.00
10/13/2017	Deposit	HBT - Heartland Bank & Trust	900.00
10/13/2017	20171015	Payroll Direct Deposit	-10,349.45
10/13/2017	04374797	EFTPS - IRS	-3,400.26
10/13/2017	41073	TX Child Support SDU	-85.00
10/13/2017	41074	IL State Disbursement Unit	-144.30
10/16/2017	Credit	Merchants Choice	39.99
10/16/2017	Debit	Merchants Choice	-59.00
10/17/2017	41075	VISA BMCU...1484	-494.98
10/23/2017	Deposit	HBT - Heartland Bank & Trust	50.00
10/24/2017	41076	NICOR Gas	-71.52
10/24/2017	41077	City of Bloomington Water Dept	-315.35
10/24/2017	41078	Frontier Communications	-234.03
10/24/2017	41079	Ameren Illinois	-396.00
10/24/2017	41080	Martin Sullivan Inc	-458.84
10/24/2017	Credit Card	Roth, Stephany	-200.00
10/30/2017	Deposit	HBT - Heartland Bank & Trust	1,350.00
10/31/2017	Deposit	HBT - Heartland Bank & Trust	7,005.00
10/31/2017	Deposit	HBT - Heartland Bank & Trust	25.00
10/31/2017	Deposit	HBT - Heartland Bank & Trust	200.00
10/31/2017	41081	City of Bloomington TWP - Reimburse	-12,161.39
10/31/2017	20171031	Payroll Direct Deposit	-12,601.46
10/31/2017	84670706	EFTPS - IRS	-4,200.04
10/31/2017	0537608224	IL Dept of Revenue	-1,423.87
10/31/2017	41082	TX Child Support SDU	-85.00
10/31/2017	41083	IL State Disbursement Unit	-144.30
10/31/2017	41084	AT&T Mobility	-171.01
		Total	<u><u>-61,367.92</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 **October 10, 2017, to November 13, 2017.**

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 **13th day of November 2017.**

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

This **13th day of November 2017.**

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: **November 13, 2017** Meeting

ACCT	COMPENSATION & BENEFITS	DESCRIPTION	Date Due	Amount
50101	Wages: Administrative			
50101	Wages: Administrative BONUS (Net, Paper Check, Hand Deliver)	G Nichols	11/22/17	\$100.00
50101	Wages: Administrative BONUS (Net, Paper Check, Hand Deliver)	T Crow	11/22/17	\$100.00
50101	Wages: Administrative SAFETY BONUS (Net, Paper Check, Hand Deliver)	G Nichols	11/22/17	\$50.00
50101	Wages: Administrative SAFETY BONUS (Net, Paper Check, Hand Deliver)	T Crow	11/22/17	\$50.00
50102	Wages: Cemetery			
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	A Anderson	11/22/17	\$100.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	C Anderson	11/22/17	\$100.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	B Crow	11/22/17	\$100.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	K Durrflinger	11/22/17	\$100.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	T Hansen	11/22/17	\$100.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	W Novy	11/22/17	\$100.00
50102	Wages: Cemetery BONUS (Net, Paper Check, Hand Deliver)	D Tucker	11/22/17	\$100.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	A Anderson	11/22/17	\$75.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	C Anderson	11/22/17	\$75.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	B Crow	11/22/17	\$75.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	K Durrflinger	11/22/17	\$75.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	T Hansen	11/22/17	\$75.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	W Novy	11/22/17	\$75.00
50102	Wages: Cemetery SAFETY BONUS (Net, Paper Check, Hand Deliver)	D Tucker	11/22/17	\$75.00
<b>SubTotal: Compensation &amp; Benefits</b>				<b>\$1,525.00</b>

ACCT	VENDORS	DESCRIPTION	Date Due	Amount
52500	Ameren Illinois	Utility (estimated)	11/30/17	\$500.00
52500	AT&T Mobility/VISA	Utility (estimated)	11/30/17	\$350.00
57602	Bellas Landscaping	Grass Seed	11/30/17	\$137.50
51500	BL Pest Control	Contractual Service: Pest Control	11/30/17	\$110.00
55450	Casey's General Store	Employee Appreciation	11/30/17	\$25.00
52500	City of Bloomington (water)	Utility (estimated)	11/30/17	\$400.00
56500	CNH Capital	Birkey's: Equipment Repair	11/30/17	\$1,565.00
58100	Cold Spring Memorial Group	Niche Marker: Taylor, Bernyce	11/30/17	\$213.30
51500	Dave Capodice Excavating	Water line repair	11/30/17	\$1,785.00
57602	Dave Capodice Excavating	Dirt	11/30/17	\$150.30
54000	DexMedia	Yellow Pages Advertising (13th month)	11/30/17	\$121.30
55500	Evergreen FS Inc	Fuel (estimated)	11/30/17	\$937.67
52500	Frontier Communications	Utility (estimated)	11/30/17	\$250.00
58000	Heartland Bank & Trust (mausoleum note)	Mausoleum Note: principle & interest	11/30/17	\$5,066.00
58000	Heartland Bank & Trust (mausoleum note)	Mausoleum Note: additional principle	11/30/17	\$49,000.00
56900	Heyl Royster Voekler & Allen	Legal Expenses	11/30/17	\$202.50
51500	Illini Fire Equipment/VISA	Annual Fire Extinguisher Maintenance	11/30/17	\$139.25
56500	Interstate ALL-Battery Center/VISA	Battery: Leaf Vac	11/30/17	\$112.85
56600	Kaeb Janitorial Supplies/VISA	Dispenser towels	11/30/17	\$129.40
55400	Kroger/VISA	cemetery Walk: apple cider	11/30/17	\$42.20
55450	Labor Law Center	Labor Law Posters	11/30/17	\$37.90
57602	Lowe's/VISA	Grounds Maintenance	11/30/17	\$41.86
56600	Lowe's/VISA	Cemetery Supplies & Maintenance	11/30/17	\$22.96
56500	Martin Sullivan	Equipment Repairs: oil	11/30/17	\$238.89
56500	Midwest Equipment/VISA	oil filter	11/30/17	\$17.64
56500	Midwest Equipment/VISA	impeller assy	11/30/17	\$475.14
56500	Midwest Equipment/VISA	hurricane switches	11/30/17	\$69.99
52500	NICOR Gas	Utility (estimated)	11/30/17	\$200.00
52000	Office Depot/VISA	office supplies	11/30/17	\$174.35
55450	Pantagraph - Lee Industries - Central IL	monthly e-subscription	11/30/17	\$14.99
55400	Petty Cash/GNichols, Custodian: Dollar Tree		11/30/17	\$8.00
56500	Petty Cash/GNichols, Custodian: Nord Outdoor Power		11/30/17	\$6.54
55400	Petty Cash/GNichols, Custodian: Hucks	ice	11/30/17	\$9.98
52000	Petty Cash/GNichols, Custodian: USPS	postage: certified mail	11/30/17	\$3.84
55400	Petty Cash/GNichols, Custodian: Jewel	water	11/30/17	\$4.79
56600	RP Lumber Company Inc/VISA	Channel Lock Real, hammer bit	11/30/17	\$47.98
52000	US Postmaster/VISA	Office Supplies: Postage (200 @ \$.49)	11/30/17	\$98.00
51500	Winhost.net/VISA	Contractual Service: Domain Name (1 year)	11/30/17	\$47.61
55450	Woodforest National Bank/Merchant's Choice	Monthly CC Fees (estimated)	11/30/17	\$500.00
<b>SubTotal: VENDOR Payments</b>				<b>\$63,257.73</b>
<b>TOTAL: Requests for Payments</b>				<b>\$64,782.73</b>

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

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

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

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

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

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