

1. 7:00 P.M. April 7, 2020 Regular Board Meeting

Documents:

[AGENDA 040720 REGULAR MEETING.PDF](#)  
[COMPLETE PACKET 040720.PDF](#)

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

◆◆◆  
**April 7, 2020 – 7:00 p.m.**

◆◆◆

**Executive Order 2020-07 provides that for the duration of the COVID-10 Gubernatorial Disaster Proclamation, the provisions of the Open Meetings Act pertaining to in-person attendance of members of a public body are suspended, allowing for Township meetings to be held via an online format and providing the public remote access to the proceedings**

**To join this meeting, go to:**

<https://attendee.gotowebinar.com/register/5600772999915224075>

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. Approval of the contract for the Pekara Subdivision and Woodbine Circle paving project.
  - b. Discussion on the Corona Virus Response
    - i. Food Pantry
    - ii. Office and Operations
    - iii. Communications
    - iv. Intergovernmental Response
  - c. Discussion of Possible Metra / SHS Parking Refunds
  - d. Discussion on the 2020 Annual Town Meeting
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.

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**Monthly Distribution Summary Report - April 7, 2020 Board Meeting**

Town Fund	Township Admin	\$96,908.17	
	Assessor's Office	\$20,704.24	
	<b>Total:</b>		<b>\$117,612.41</b>
General Assistance	GA Admin	\$410.06	
	GA Home Relief	\$800.00	
	<b>Total:</b>		<b>\$1,210.06</b>
Cemetery Fund			
	<b>Total:</b>		<b>\$3,498.25</b>
Park Fund			
	<b>Total:</b>		<b>\$2,784.88</b>
General Road Fund	Road Admin.	\$10,846.34	
	Road Maintenance	\$5,674.14	
	<b>Total:</b>		<b>\$16,520.48</b>
Permanent Road Fund			
	<b>Total:</b>		<b>\$20,285.19</b>
Station Fund			
	<b>Total:</b>		<b>\$5,680.52</b>
	<b>GRAND TOTAL:</b>		<b>\$167,591.79</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 - April 7, 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	\$(1,802.32)
21300	CR: Deferred Compensation	\$(190.00)
21400	CR: Misc Payroll Deductions(Aflac)	\$(439.95)
21500	CR: Misc Payroll Suspense(HSA/Life)	\$(322.00)
21600	CR: State WH Tax Payable-EE	\$(2,703.29)
21600	CR: State WH Tax-IL FUND ER	\$(126.76)
21600	DR: State WH Tax Payable	\$2,830.05
21700	DR: Federal WH Tax Payable	\$5,702.81
21700	CR: Federal WH Tax Payable	\$(5,702.81)
21800	DR: FICA Payable	\$9,365.30
21800	CR: FICA Payable-SS EE	\$(3,795.11)
21800	CR: FICA Payable-SS ER	\$(3,795.07)
21800	CR: FICA Payable-Med ER	\$(887.56)
21800	CR: FICA Payable-Med EE	\$(887.56)
21900	CR: IMRF Payable-Volunt.	\$(1,200.57)
21900	CR: IMRF Payable-ER	\$(3,850.90)
21900	CR: IMRF Payable-EE	\$(2,472.05)
21900	DR: IMRF Payable	\$7,523.52

**AFLAC**

21400	AFLAC	\$879.90
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**Benefit Wallet**

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

21200	BCBS Employee Expense	\$3,604.64
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**Ed Gerstein**

20200	Wheelchair Deposit Refund	\$50.00
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**Kathleen Han**

20200	Wheelchair Deposit Refund	\$50.00
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**Mruttunjaya Hiremath**

20200	CSB Rental Deposit Refund	\$250.00
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**NCPERS Group Life Ins.**

21500	Life Insurance - Employee Expense	\$84.00
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**Samuel Kossoff**

20200	Wheelchair Deposit Refund	\$50.00
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**Bishwajeet Kumar**

20200	CSB Deposit Refund	\$200.00
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**Nationwide Retirement Solution**

21300	Deferred Comp 3-6-20 & 3-2020 Payr	\$380.00
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**Carol Schechter**

20200	Wheelchair Deposit Refund	\$50.00
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**Vidya Verma**

20200	CSB Deposit Refund	\$200.00
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**Town Admin.****Payroll**

40110	DR: Salaries-Town	\$32,341.68
40210	DR: Benefits-Town	\$56.25
40310	DR: Social Security-Town	\$2,392.35
40410	DR: IMRF-Town	\$1,951.13
40510	DR: Unemployment-Town	\$85.25
43810	DR: Other Professional Serv. (Payroll Expense)	\$131.48

**Advance Auto Parts**

41310	Equipment Maintenance	\$34.16
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**AT&T**

42310	CSB Garage Line	\$130.33
42310	Elevator Line	\$92.38

**Alla Batko**

44410	Skunk Program Reimbursement	\$65.00
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**Batteries Plus**

41310	Alarm Batteries	\$35.90
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**Barbara Barnabee**

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

40210	BCBS Employer Expense	\$12,886.03
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**Buildingstars**

41110	April Cleaning - Admin Bldg	\$599.00
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**Cairo Design**



43810	Newsletter Design	\$1,360.00
<b>Cardinal Cleaning Company</b>		
41110	Feb Cleaning Services	\$280.00
<b>Comcast Cable</b>		
42310	Fax - Town/Assr	\$105.42
42310	Phone	\$290.31
<b>Conserv F S</b>		
50610	Town Fuel	\$530.56
<b>Constellation Energy Services</b>		
42610	Town Utility	\$545.90
42610	CSB Utility	\$728.26
<b>ElCor Industries</b>		
50910	Uniforms	\$110.00
<b>Flood Brothers Disposal</b>		
41110	Refuse Collection	\$448.67
<b>Gen X Generator</b>		
41310	Yearly Maintenance Agreement	\$350.00
<b>Richard Goll</b>		
37710	Refund Cancelled Yoga Class	\$10.00
<b>Home Depot</b>		
50710	Maintenance Supplies	\$9.48
52410	Late Fees	\$40.00
<b>NCPERS Group Life Ins.</b>		
40210	Life Insurance - Employer Expense	\$100.26
<b>Nick Janovski</b>		
37610	Refund Cancelled Farmer's Market	\$250.00
<b>Johnson Controls Security Solu</b>		
42310	Quarterly Billing Alarm - Town	\$907.85
42310	Quarterly Billing Alarm - CSB	\$1,477.71
52510	Pro-Rated Service Charge 03/06/20-03/31/20	\$9.53
<b>Nancy Krause</b>		
37710	Refund Cancelled Yoga Class	\$10.00
<b>MetLife - Group Benefits</b>		
40210	Dental/Vision Insurance	\$1,009.80
<b>Quadient Finance USA Inc</b>		
43210	Mail Machine Replenish	\$364.65
<b>North Shore Gas</b>		
42610	Utilities - Natural Gas	\$60.32

42610	Utilities - Natural Gas	\$238.75
<b>Northwest Community Hospital</b>		
43810	Professional Services	\$74.00
<b>Office Depot Office Max</b>		
50810	Office Supplies	\$77.38
<b>OReilly Automotive</b>		
41210	Vehicle Maintenance; PACE and Truck	\$88.73
<b>Orkin</b>		
41110	Cleaning Admin Building	\$272.18
41110	Cleaning CSB	\$322.83
<b>Quill Corporation</b>		
57510	Office Furniture	\$695.00
<b>Reliable Fire Equipment Co</b>		
41310	Extinguisher Re-Cert CSB	\$43.75
41310	Extinguisher Re-Cert CSB Garage	\$32.25
41310	Extinguisher Re-Cert Admin	\$323.60
<b>Single Click IT Inc</b>		
43810	IT Services - April	\$958.00
<b>Storino Ramello &amp; Durkin</b>		
43710	Legal Services Feb 2020	\$1,082.25
<b>Helene Terry</b>		
37710	Cancelled Yoga Class Refund	\$30.00
<b>Township Clerks of Illinois</b>		
44310	Township Clerks of Illinois Dues 2020	\$30.00
<b>Unifirst Corporation</b>		
50910	Town Uniforms	\$59.56
<b>Village of Buffalo Grove</b>		
42610	Water/Sewer 131-001	\$17.39
42610	Water/Sewer 111-001	\$78.62
<b>Vidya Nahar</b>		
42010	Yoga Instructor Session 2 Winter 2020	\$304.00
<b>John Steven Vita Communication</b>		
52510	Public Relations March 2020	\$250.00

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**Assessor**

**Payroll**

40112	DR: Salaries-Assessor	\$12,238.99
40312	DR: Social Security-Assessor	\$895.63
40412	DR: IMRF-Assessor	\$857.95

40512	DR: Unemployment-Assessor	\$21.29
<b>Blue Cross Blue Shield of IL</b>		
40212	BCBS Employer Expense	\$6,053.01
<b>NCPERS Group Life Ins.</b>		
40212	Life Insurance - Employer Expense	\$64.00
<b>MetLife - Group Benefits</b>		
40212	Dental/Vision Insurance	\$417.88
<b>Quill Corporation</b>		
50512	Office Supplies	\$133.98
<b>Gary Raupp</b>		
42912	Assessor Expenses 3/24/2020	\$21.51
<b>GA Admin</b>		
<b>Constellation Energy Services</b>		
42630	Utility - Electric	\$134.59
<b>North Shore Gas</b>		
42630	Utilities - Natural Gas	\$275.47
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<b>GA Home Relief</b>		
<b>Emma Gomez</b>		
46832	GA Client	\$800.00
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<b>Cemetery</b>		
<b>Constellation Energy Services</b>		
42640	Utility - Electric	\$471.29
<b>Johnson Controls Security Solu</b>		
42340	Quarterly Billing Alarm - Cemetery	\$226.96
<b>Wm Smith Enterprises Inc</b>		
42440	Grave Opening/Closing	\$2,800.00
<b>Park Fund</b>		
<b>Comcast Cable</b>		
42350	Peterson Park Internet and Phone	\$113.93
<b>Constellation Energy Services</b>		
42650	Park Utility	\$423.35
<b>Lake County Health Dept.</b>		
43850	License for swimming facility	\$335.00
<b>Johnson Controls Security Solu</b>		
42350	Quarterly Billing - Park	\$253.79
<b>Menards Vernon Hills</b>		
41150	Maintenance - Building	\$249.94
<b>North Shore Gas</b>		

42650	Utilities - Natural Gas	\$172.09
<b>Reliable Fire Equipment Co</b>		
41850	Extinguisher Re-Cert Pool	\$38.00
<b>S&amp;S Worldwide Inc</b>		
51050	Camp Supplies	\$279.78
<b>Ann Sendre</b>		
37850	Overpaid for Camp	\$190.00
<b>Single Click IT Inc</b>		
43850	IT Services - April	\$479.00
<b>John Steven Vita Communication</b>		
43850	Public Relations March 2020	\$250.00
<b>Road Admin.</b>		
<b>Payroll</b>		
40160	DR: Salaries-Road	\$6,666.82
40260	DR: Benefits-Road	\$62.50
40360	DR: Social Security-Road	\$505.52
40460	DR: IMRF-Road(Retirment Contrib Rd Admin)	\$178.14
40560	DR: Unemployment-Road	\$15.48
<b>Blue Cross Blue Shield of IL</b>		
40260	BCBS Employer Expense	\$577.98
<b>Comcast Cable</b>		
42360	Internet & Phone	\$298.75
42360	Fax	\$52.72
<b>Daily Herald</b>		
43360	Paving Bid Notice	\$73.60
<b>NCPERS Group Life Ins.</b>		
40260	Life Insurance - Employer Expense	\$12.00
<b>Johnson Controls Security Solu</b>		
42360	Quarterly Billing Alarm - Road	\$1,134.81
<b>MetLife - Group Benefits</b>		
40260	Dental/Vision Insurance	\$81.88
<b>Midwest Service Corp</b>		
52560	Drug Testing Maintenance Staff	\$199.50
<b>Odelson and Sterk LTD</b>		
43760	Legal Fees	\$46.25
<b>Quill Corporation</b>		
43360	Office Supplies	\$864.95
<b>Unifirst Corporation</b>		

**Road Maint.****Commonwealth Edison**

42662	Street Lights	\$1,768.87
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**Conserv F S**

50662	Highway Fuel	\$682.97
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**Constellation Energy Services**

42662	Highway Utility	\$545.89
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42662	Utility - Electric	\$605.87
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**Flood Brothers Disposal**

43362	Refuse	\$448.67
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**Gewalt Hamilton Associates**

43862	MS4 Report	\$270.00
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**North Shore Gas**

42662	Utilities - Natural Gas	\$503.69
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**Village of Buffalo Grove**

42662	Water/Sewer 101-001	\$598.18
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**John Steven Vita Communication**

43862	Public Relations March 2020	\$250.00
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**Perm. Road****Payroll**

40170	DR: Salaries-Perm Road	\$10,340.19
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40370	DR: Social Security-Perm Road	\$744.52
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40470	DR: IMRF-Perm Road	\$724.85
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**American Gases Corp**

50870	Welding Supplies	\$39.00
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**Bleck Engineering**

43870	SMPP Update	\$382.50
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**Blue Cross Blue Shield of IL**

40270	BCBS Employer Expense	\$3,716.78
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**ElCor Industries**

50770	Maintenance Supplies	\$128.21
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**Gewalt Hamilton Associates**

43670	Engineering	\$216.00
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**NCPERS Group Life Ins.**

40270	Life Insurance - Employer Expense	\$48.00
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**Menards Vernon Hills**

50770	Maintenance Supplies	\$54.98
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**MetLife - Group Benefits**

40270	Dental/Vision Insurance	\$271.33
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**Ray Schramer Co.**

41770	Land Improvement	\$36.75
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**Sam's Club**

52570	Gatorade	\$76.68
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**Single Click IT Inc**

43870	IT Services - April	\$479.00
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**Traffic Control and Protection**

41770	Sign Faces	\$3,026.40
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**Station Fund****Payroll**

40180	DR: Salaries-Metra	\$1,980.07
40280	DR: Benefits-Metra	\$6.25
40380	DR: Social Security-Metra	\$144.61
40480	DR: IMRF-Metra	\$138.83
40580	DR: Unemployment-Metra	\$4.74

**Blue Cross Blue Shield of IL**

40280	BCBS Employer Expense	\$884.28
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**Comcast Cable**

42380	Phone	\$290.31
42380	Metra Internet	\$98.35

**Constellation Energy Services**

42680	Train East Side Utility	\$47.23
42680	Train Platform Utility	\$160.05
42680	Train West Side Utility	\$215.71

**NCPERS Group Life Ins.**

40280	Life Insurance - Employer Expense	\$11.74
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**Johnson Controls Security Solu**

42380	Quarterly Billing - Alarm	\$365.10
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**North Shore Gas**

42680	Utilities - Natural Gas	\$87.33
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**Pacific Telemanagement Service**

42380	Pay Phone Train Station	\$78.00
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**Reliable Fire Equipment Co**

41380	Extinguisher Re-Cert Train	\$26.50
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**Single Click IT Inc**

43880	IT Services - April	\$479.00
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**Total Parking Solutions, Inc.**

41380 Maintenance - Pay Kiosks \$355.00

**Village of Buffalo Grove**

42680 Water/Sewer 141-001 \$57.42

**John Steven Vita Communication**

52580 Public Relations March 2020 \$250.00

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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

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

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

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