

TOWNSHIP MEETING

February 20, 2024

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Township Board Minutes** - Approval of the Township Board Meeting minutes from February 6, 2024
- 4. Presentation of Communications**
 - A. Retirement of Deborah Gray
 - B. Appointment of Lea Anne Selph
- 5. Finance Committee: Jim Hawkins, Chairperson**
 - A. Bill List - February 20, 2024
- 6. Unfinished Business**
- 7. New Business**
- 8. Adjournment**

Office of Assessor

TOWN OF THE CITY OF GRANITE CITY, ILLINOIS

Deborah Gray, C.I.A.O.

ASSESSOR
GRANITE CITY, ILLINOIS 62040

2060 C Delmar
Phone: 877-6150
Fax: 877-6324

LeaAnne Selph, C.I.A.O.
Chief Deputy



February 8, 2024

Town Board Trustees
Granite City Township
2000 Edison, Granite City, IL 62040

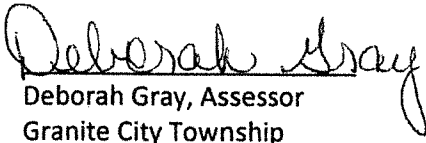
Dear Trustees,

As of February 1, 2024, I have had the privilege of being employed at the Assessor's Office for 44 years. I began as a Deputy Assessor, then Chief Deputy, and now Township Assessor. I would like to thank the Town Board Members for their guidance and support of the Assessor's Office. The time has come for me to step down. I intend to retire March 1, 2024.

I would like to ask that you appoint Lea Anne Selph to fill the position of Assessor. She has 23 years experience, first as a Deputy and currently as my Chief Deputy. She has the required qualifications of the ILDOR to hold the position. Lea Anne is knowledgeable in all functions and duties of the Assessor. She is great with our taxpayers and would make an excellent Assessor.

Again, I would like to thank the you and express my gratitude for the opportunity to work with such a wonderful office staff and all Township employees.

Sincerely,


Deborah Gray, Assessor
Granite City Township

LAW OFFICES OF THOMAS E. SCHOOLEY

2038 EDISON AVENUE
P.O. BOX 1289
GRANITE CITY, ILLINOIS 62040

WILLIAM W. SCHOOLEY (1929-2007)
THOMAS E. SCHOOLEY

Telephones
877-2142
452-7122
Area Code 618
Fax: 452-9612

February 14, 2024

Town Board Trustees
Town of the City of Granite City
City Hall
2000 Edison Ave.
Granite City, IL 62040

RE: Deborah Gray, Granite City Assessor, Retirement, Appointment of Successor

Dear Trustees:

I enclose herewith a copy of the February 8, 2024 letter from Granite City Township Assessor Deborah Gray.

As you can see, Ms. Gray intends to retire her elected position on March 1, 2024.

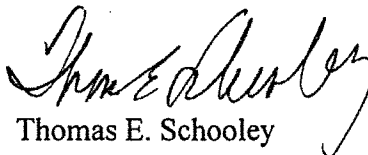
Additionally Ms. Gray is requesting that Lea Ann Selph, 23 year employee of the Granite City Assessor's office be appointed as her successor to fulfill her unexpired current term that Ms. Gray holds. After that time period if appointed Ms. Selph would have to run for that position.

At the upcoming meeting it would be respectfully requested that the Town Board accept Ms. Gray's retirement effective March 1, 2024.

Additionally it is respectfully requested that Lea Ann Selph be approved and appointed to fill the unexpired term of Deborah Gray.

If you have any questions, please contact me.

Very truly yours,



Thomas E. Schooley

TES/cas.
enclosure

Margaret Shipley
Supervisor
Granite City Township
2060 A Delmar
Granite City, IL 62040
618-877-0513 618-877-8585

2/20/2024

BILLS PAYABLE FROM THE TOWN FUND:

Margaret Shipley, Supervisor	Salary 2/1-2/15/24	\$ 1,302.08
Deborah Gray, Assessor	Salary 2/16-2/29/24	\$ 2,604.17
Lea Anne Selph, Chief Deputy	Salary 2/16-2/29/24	\$ 2,601.65
Erica McCoy, Fieldperson	Salary 2/16-2/29/24	\$ 2,093.17
Sherie Skaggs, Deputy Clerk	Salary 2/16-2/29/24	\$ 2,093.17
Susan Theis, Fieldperson	Salary 2/16-2/29/24	\$ 2,093.17
Lisa Pellazari, Deputy Clerk	Salary 2/1-2/15/24	\$ 2,093.17
Peyton Stamboldjiev, Janitor	Salary 2/16-2/29/24	\$ 315.68
Aramark	Maintenance/Equipment- Assessor	\$ 29.10
AT&T Mobility	Services- Assessor	\$ 89.29
Charter Communications	Services- Assessor	\$ 199.95
Erica McCoy	Fieldperson-Assessor	\$ 180.00
Madison County Treasurer	Computer Fee- Assessor	\$ 197.52
Sams Club Mastercard	Services- Assessor	\$ 401.39
Watts	Office Supplies- Assessor	\$ 168.45
Marc Davis, Bldg Janitor	Salary 2/1-2/15/24	\$ 1,595.81
Betty Homyer, Sr. Food Assistant	Salary 2/1-2/15/24	\$ 616.00
Amy Winfield, Sr. Van Driver	Salary 2/1-2/15/24	\$ 1,806.56
Steve Barney, Sr. Van Driver	Salary 2/1-2/15/24	\$ 1,842.81
Rebecca Antoff Davis, Sr. Van Driver	Salary 2/1-2/15/24	\$ 1,659.63
Thomas Schooley, Township Attorney	Salary 2/1-2/15/24	\$ 1,155.21
Stan Meyer, Meals on Wheels Driver	Salary 2/1-2/15/24	\$ 196.00
Jenna DeYong, Town Clerk	Per Diem for February	\$ 41.67
Jenna DeYong, Town Clerk	Expenses for February	\$ 100.00
Agency for Community Transit	Sr Van Maintenance	\$ 4,752.87
Ameren IL	Utilities	\$ 7,119.41
Bailey Sewer & Water	Building Maintenance	\$ 275.00
City of Granite City	Health Ins Premium	\$ 7,021.58
City of Granite City	Sr Van Oil	\$ 1,875.06
Duke Bakery	Sr Citizen Expense- Dec	\$ 748.22
Fusion	Sr. Citizen Expenses/ Supervisor	\$ 633.69
Mutual of Omaha	Dental/Life Ins Premium	\$ 387.70
Rottler Pest Solutions	Building Maintenance	\$ 234.00

Margaret Shipley
Supervisor
Granite City Township
2060 A Delmar
Granite City, IL 62040
618-877-0513 618-877-8585

Stericycle	Building Maintenance	\$ 167.18
		\$ 48,690.36

Submitted By: Margaret Shipley
Margaret Shipley, Supervisor

Approved by Finance Committee: _____

Approved on this 20th day of February 2024 by vote of the City Council as follows:

_____ ayes _____ nays.

SEAL:

Jenna DeYong, Clerk

GRANITE CITY TOWNSHIP TOWN FUND
Profit & Loss Budget vs. Actual
 March 1, 2023 through February 15, 2024

	Mar 1, '23 - ...	Budget	\$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
COUNTY TAXES	799,992.95	826,197.00	(26,204.05)	96.8%
HALL RENTAL	6,970.37	0.00	6,970.37	100.0%
IMRF ACCOUNT	(44,990.21)	0.00	(44,990.21)	100.0%
INTEREST INCOME	39,266.35	0.00	39,266.35	100.0%
MADISON COUNTY TRANSIT	16,352.81	30,000.00	(13,647.19)	54.5%
MISC. INCOME	40,230.33	0.00	40,230.33	100.0%
Mobile Home Tax	61.58	0.00	61.58	100.0%
REPLACEMENT TAX	928,137.95	250,000.00	678,137.95	371.3%
Total Income	1,786,022.13	1,106,197.00	679,825.13	161.5%
Gross Profit	1,786,022.13	1,106,197.00	679,825.13	161.5%
Expense				
ASSESSOR - FIELD EXPENSES	1,980.00	2,160.00	(180.00)	91.7%
ASSESSOR COMPUTER FEE	8,713.38	12,950.00	(4,236.62)	67.3%
ASSESSOR DEPUTIES SALARY	258,556.99	302,610.00	(44,053.01)	85.4%
ASSESSOR DUES	0.00	500.00	(500.00)	0.0%
ASSESSOR JANITOR SALARY	7,260.64	7,300.00	(39.36)	99.5%
ASSESSOR JANITOR SUPPLIES	0.00	2,000.00	(2,000.00)	0.0%
ASSESSOR MAINT. SERVICE EQUIP.	4,411.86	9,520.00	(5,108.14)	46.3%
ASSESSOR OFFICE SUPPLIES	4,160.99	3,000.00	1,160.99	138.7%
ASSESSOR POSTAGE	0.00	1,700.00	(1,700.00)	0.0%
ASSESSOR PRINTING	0.00	500.00	(500.00)	0.0%
ASSESSOR SALARY	59,895.91	62,500.00	(2,604.09)	95.8%
ASSESSOR SCHOOLING	3,975.00	8,000.00	(4,025.00)	49.7%
ASSESSOR TELEPHONE	803.10	5,000.00	(4,196.90)	16.1%
ASSESSOR TRAVEL EXPENSES	0.00	1,500.00	(1,500.00)	0.0%
ATTORNEY SALARY	26,525.40	27,000.00	(474.60)	98.2%
AUDITING	6,490.00	6,500.00	(10.00)	99.8%
BANK FEE	1,610.06	0.00	1,610.06	100.0%
BUILDING INSURANCE	51,790.98	78,000.00	(26,209.02)	66.4%
BUILDING MAINTENANCE	507,148.99	600,000.00	(92,851.01)	84.5%
CLERK PER DIEM	1,558.37	1,700.00	(141.63)	91.7%
COMMUNITY SERVICES	503,830.00	5,000.00	498,830.00	10,076.6%
COMPUTER MAINT. EXPENSES	6,626.45	10,000.00	(3,373.55)	66.3%
CONTINGENCIES	9,814.36	525,000.00	(515,185.64)	1.9%
ELECTED OFFICIALS TRAVEL EXP	3,000.00	0.00	3,000.00	100.0%
Food Van Driver/Assist Salary	17,041.38	0.00	17,041.38	100.0%
Hall Rental Refund	1,928.50	0.00	1,928.50	100.0%
HEALTH AND LIFE INSURANCE	106,321.74	129,310.00	(22,988.26)	82.2%
Inner Fund Transfer/Payroll Exp	(43,969.43)	0.00	(43,969.43)	100.0%
Intergovernmental Payment	60,046.00	60,046.00	0.00	100.0%
JANITOR SALARY	41,691.07	40,000.00	1,691.07	104.2%
JANITOR SUPPLIES	3,335.83	5,000.00	(1,664.17)	66.7%
OFFICE SUPPLIES	3,691.53	6,000.00	(2,308.47)	61.5%
Payroll Expenses	48,507.53	0.00	48,507.53	100.0%
PRINT & PUBLISH	0.00	1,500.00	(1,500.00)	0.0%
SANTA AVENUE	0.00	1,000.00	(1,000.00)	0.0%
SEMINARS	25.00	3,000.00	(2,975.00)	0.8%
SENIOR AIDE SALARY	5,277.50	46,225.00	(40,947.50)	11.4%
SENIOR CITIZEN EXPENSES	49,761.15	45,000.00	4,761.15	110.6%
SR. VAN GAS & OIL	20,894.09	22,000.00	(1,105.91)	95.0%
SR. VAN MAINTENANCE	12,538.98	27,000.00	(14,461.02)	46.4%
Summer Youth Employees	0.00	10,000.00	(10,000.00)	0.0%
SUPERV. TRAVEL EXP.	0.00	1,500.00	(1,500.00)	0.0%
SUPERVISOR SALARY	29,947.84	34,850.00	(4,902.16)	85.9%
TELEPHONE	5,334.32	7,800.00	(2,465.68)	68.4%
TOWN BOARD PER DIEM	12,540.00	16,440.00	(3,900.00)	76.3%

11:55 AM

02/15/24

Accrual Basis

GRANITE CITY TOWNSHIP TOWN FUND

Profit & Loss Budget vs. Actual

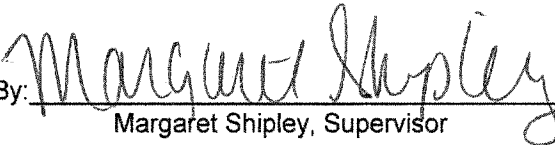
March 1, 2023 through February 15, 2024

	<u>Mar 1, '23 - ...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
UTILITIES	55,433.19	85,000.00	(29,566.81)	65.2%
VAN DRIVERS SALARIES	121,028.18	125,000.00	(3,971.82)	96.8%
YOUTH ACTIVITIES	3,815.00	10,000.00	(6,185.00)	38.2%
Total Expense	2,023,341.88	2,349,111.00	(325,769.12)	86.1%
Net Ordinary Income	(237,319.75)	(1,242,914.00)	1,005,594.25	19.1%
Net Income	<u>(237,319.75)</u>	<u>(1,242,914.00)</u>	<u>1,005,594.25</u>	<u>19.1%</u>

2/20/2024

Bills Payable From General Assistance:

Meghan Daily, Office Manager/Caseworker	Salary 2/16-29/2024	\$2,601.65
Denise Daily, Caseworker	Salary 2/16-29/2024	\$2,093.17
Deidre Cave, Bookkeeper	Salary 2/1-15/2024	\$2,243.17
Beth Shipley, Bookkeeper/Sr. Activities Director	Salary 2/1-15/2024	\$2,093.17
Jennifer Braunagel, Intake worker/Receptionist	Salary 2/1-15/2024	\$2,243.17
Mutual of Ohama	Life/Detal Insurance Premium	\$193.60
City of Granite City	Health Insurance Premium	\$1,365.52
Cozy Bear Properties, LLC	Rent	\$340.00
City Light Group	" "	\$340.00
Berry Spicer	" "	\$340.00
Illinois American Water	Utilities	\$150.00
Ameren IP	" "	\$150.00
		\$19,998.20

Submitted By:  _____
 Margaret Shipley, Supervisor

Approved by Finance Committee: _____

Approved on this 20th day of February 2024 by vote of the City Council as follows:

_____ ayes _____ nays.

SEAL:

 Jenna De Yong, Clerk

GRANITE CITY TOWNSHIP GENERAL ASSISTANCE

Profit & Loss Budget vs. Actual

March 1, 2023 through February 15, 2024

	Mar 1, '23 - ...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
COUNTY TAXES	284,442.71	265,320.00	19,122.71	107.2%
G.C. HOUSING AUTHORITY	0.00	0.00	0.00	0.0%
GENERAL ASSISTANCE	0.00	0.00	0.00	0.0%
imrf	0.00	0.00	0.00	0.0%
INTEREST INCOME	20,970.59	0.00	20,970.59	100.0%
MOBILE HOME TAX	15.97	0.00	15.97	100.0%
OVERPAYMENT	0.00	0.00	0.00	0.0%
Pharmacy Reimbursement	0.00	0.00	0.00	0.0%
RECOUPMENT	10,000.00	0.00	10,000.00	100.0%
REIM FROM FANS (CALLIS)	0.00	0.00	0.00	0.0%
REIM FROM PRECINCT COMMITTEEMAN	0.00	0.00	0.00	0.0%
REIMB FROM TOWN FUND	0.00	0.00	0.00	0.0%
REPLACEMENT TAX	258,052.45	0.00	258,052.45	100.0%
SSI Reimbursement	0.00	0.00	0.00	0.0%
WALMART	0.00	0.00	0.00	0.0%
WALMART christmas donation	0.00	0.00	0.00	0.0%
Total Income	573,481.72	265,320.00	308,161.72	216.1%
Cost of Goods Sold				
Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	573,481.72	265,320.00	308,161.72	216.1%
Expense				
ACH ORIGATION FEE	0.00	0.00	0.00	0.0%
Balance	0.00	0.00	0.00	0.0%
Balance GA Account	0.00	0.00	0.00	0.0%
BANK CHARGE	157.54	0.00	157.54	100.0%
BURIAL	0.00	2,000.00	-2,000.00	0.0%
CONTINGENCIES	6,040.32	5,000.00	1,040.32	120.8%
DENTAL	0.00	0.00	0.00	0.0%
DENTAL INSURANCE	1,673.90	2,500.00	-826.10	67.0%
DOCTOR	0.00	4,500.00	-4,500.00	0.0%
DRUGS	0.00	3,000.00	-3,000.00	0.0%
FOOD	7,694.16	60,000.00	-52,305.84	12.8%
funeral	0.00	0.00	0.00	0.0%
HEALTH INSURANCE	19,418.80	50,000.00	-30,581.20	38.8%
HOSPITAL	0.00	3,000.00	-3,000.00	0.0%
Inner Fund Transfer/Payroll Exp	-19,450.34	0.00	-19,450.34	100.0%
Intergovernmental Payment	23,194.00	23,194.00	0.00	100.0%
July 06 Storm Relief	0.00	0.00	0.00	0.0%
LIFE INSURANCE	200.25	650.00	-449.75	30.8%
mutual of omaha	0.00	0.00	0.00	0.0%
OFFICE EQUIPMENT	11,816.49	10,000.00	1,816.49	118.2%
OFFICE SUPPLIES	872.96	2,300.00	-1,427.04	38.0%
Payroll Expenses				
Officer Salary	0.00	0.00	0.00	0.0%
Payroll Expenses - Other	259,567.34	0.00	259,567.34	100.0%
Total Payroll Expenses	259,567.34	0.00	259,567.34	100.0%
RENT	31,532.14	70,000.00	-38,467.86	45.0%
TO BE REIMBURSED	0.00	0.00	0.00	0.0%
TRANSFER TO BANK OF EDW.	0.00	0.00	0.00	0.0%
TRANSFER TO IMRF	0.00	0.00	0.00	0.0%
TRANSFER TO TOWN FUND	0.00	0.00	0.00	0.0%
Uncategorized Expenses	19,450.34	0.00	19,450.34	100.0%
UTILITIES	24,799.72	40,000.00	-15,200.28	62.0%
VOID	0.00	0.00	0.00	0.0%
Total Expense	386,967.62	276,144.00	110,823.62	140.1%

12:21 PM
02/15/24
Cash Basis

GRANITE CITY TOWNSHIP GENERAL ASSISTANCE
Profit & Loss Budget vs. Actual
March 1, 2023 through February 15, 2024

	<u>Mar 1, '23 - ...</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Ordinary Income	186,514.10	-10,824.00	197,338.10	-1,723.2%
Other Income/Expense				
Other Expense				
Capital Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total Other Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u><u>186,514.10</u></u>	<u><u>-10,824.00</u></u>	<u><u>197,338.10</u></u>	<u><u>-1,723.2%</u></u>

GRANITE CITY TOWNSHIP TRANSPORTATION REPORT

NAME: Granite City Township

GRANITE CITY TOWNSHIP

REPORTING PERIOD: January 2024

DATE PREPARED: Jan. 31, 2024

PREPARED BY: Margaret Shipley

NUMBER OF VEHICLES:

3

1. TOTAL NUMBER OF ONE-WAY PASSENGER TRIPS BY PASSENGER CLASSIFICATION

ELDERLY #	<u>662</u>
HANDICAPPED	<u>111</u>
MENTAL HEALTH	<u> </u>
OTHER	<u> </u>
TOTAL :	<u> </u>

HOW MANY OF THE TRIPS WERE WHEELCHAIRS?

2. TOTAL NUMBER OF ONE-WAY PASSENGER TRIPS BY TRIP PURPOSE:

MEDICAL	<u>130</u>
EMPLOYMENT	<u>49</u>
NUTRITION	<u>40</u>
SOCIAL/REC	<u> </u>
SHOPPING/PERSONAL	<u>443</u>
EDUCATION	<u> </u>
TOTAL	<u><u>662</u></u>

3. TOTAL MILES DRIVEN:

#1 759
 #2 987
 #3 1018.1
2764.1

TOTAL:

4. AVERAGE MILES PER DAY: 139

5. AVERAGE OF NUMBER OF VEHICLE HOURS OF SERVICE PER DAY:

3X7 1/2=22 1/2

ELDERLY SHOULD INCLUDE ALL ELDERLY HANDICAPPED IF YOUR TRANSPORTATION IS AVAILABLE TO THEM BECAUSE OF AGE INSTEAD OF HANDICAP.

THE TOTAL FOR PASSENGER CLASSIFICATION MUST EQUAL THE TOTAL FOR TRIP PURPOSE. A ROUND TRIP EQUALS 2 ONE-WAY PASSENGER TRIPS

IF YOU HAVE 3 VEHICALS, ONE OPERATING 4 HOURS A DAY AND TWO OPERATING

