



**Nunda Township
Township Board – Regular Meeting
Agenda**

August 13, 2026 at 7:00 p.m.

Nunda Town Hall

3510 Bay Road, Crystal Lake, IL 60012

-
1. Call to Order
 2. Roll Call
 3. Pledge of Allegiance
 4. Approval of Agenda
 5. Public Comment
 6. Approval of Minutes
 - a. Special Board Meeting of July 14, 2026
 7. New Business for Approval
 - a. Resolution 2026-08-13-02: Budget and Appropriation Line Item Transfer – Cemetery Fund
 - b. Road District Warrants for approval for payment for August 13, 2026
 - c. Township Warrants for approval for payment for August 13, 2026
 8. New Business for Discussion
 - a. General Assistance/Emergency Assistance Policy Review
 - b. Waste Hauler Contract
 9. Old Business for Approval
 - a. Resolution 2026-08-13-01: Adoption of Facility Use Policy
 10. Old Business for Discussion
 - a. Anita Sherwood Park
 - b. Office Consolidation
 11. Reports by the Supervisor, Town Clerk, Highway Commissioner, Assessor, Trustees and Cemetery Board Trustees
 12. Semi-Annual Review of Closed Session Minutes, as required by Section 2.06(d) of the Illinois Open Meetings Act (5 ILCS 120/2.06(d))
 - a. Executive Session, if necessary, pursuant to 5 ILCS 120/2(c)(21) — discussion of minutes of meetings lawfully closed under the Open Meetings Act, for purposes of semi-annual review
 13. Adjournment

SPECIAL MEETING MINUTES – BOARD OF TRUSTEES

NUNDA TOWNSHIP

STATE OF ILLINOIS }
McHENRY COUNTY } SS.
TOWNSHIP OF NUNDA }

The Board of Trustees met at the Nunda Township Hall, 3510 Bay Road, Crystal Lake, Illinois, on **Tuesday, July 14th 2026** at 7:00 p.m. This is a Special Meeting due to rescheduling from original meeting date of July 9th 2026.

Meeting called to order at 7:03 p.m.

Township Clerk Kyle Bussenger recorded the following official business.

The Pledge of Allegiance was recited at 7:03 p.m.

Roll Call answered by:

- Trustee: Bob Murray (ABSENT)
- Trustee: Joe Bratanick
- Trustee: Sheila Halasz
- Trustee: Butch Shine
- Supervisor: Mike Shorten

Also in attendance: Members of the public.

Public Comment:

Public spoke to Rob Parrish about the speed bump in their neighborhood. Majority of the neighborhood do not want the speed bump or believe the speed bump is in the wrong location. Safety concerns were brought up. Discussion on finding a solution to the problem and moving the speed bump to a different place in the road. Discussion of removing a tree that causes a blind spot as well.

4. Approval of Agenda: Mike Shorten asked for a motion and a second to move the public comment up from #12 on the meeting agenda to #4.

Motion: Butch Shine **Second:** Sheila Halasz

Voice Vote: All Ayes – Motion carries

5. Approval of Minutes

5a. Approval of Board Meeting Minutes from June 11, 2026

Motion: Joe Bratanick **Second:** Butch Shine

Voice Vote: All Ayes – Motion carries

6. New Business for Approval

6a. Resolution 2026-07-14-01: Adoption of Facility Use Policy

Moved to August meeting.

6b. Resolution 2026-07-14-02: Approval of Spending up to \$2,000 for Nunda's America 250 Acts of Kindness Time Capsule

Motion: Butch Shine **Second:** Joe Bratanick

Voice Vote: All Ayes – Motion carries

6c. Resolution 2026-07-14-03: Budget and Appropriation Line Item Transfer – Cemetery Fund

Motion: Joe Bratanick **Second:** Butch Shine

Voice Vote: All Ayes – Motion carries

6d. Approval of Master Service Agreement with Clarity Technology Group, Inc. For Phone/Technology Services

Motion: Butch Shine **Second:** Joe Bratanick

Voice Vote: All Ayes – Motion carries

6e. Road District Warrants for approval for payment for July 14, 2026

Motion: Butch Shine **Second:** Joe Bratanick

Voice Vote: All Ayes – Motion carries

Butch Shine requested remove the amount paid to Foxcroft Meadow, Inc. of \$257.00

Motion: Joe Bratanick **Second:** Sheila Halasz

Voice Vote: Ayes – Sheila Halasz, Joe Bratanick, Mike Shorten | Abstain: Butch Shine

6f. Township Warrants for approval for payment for July 14, 2026

Motion: Butch Shine **Second:** Joe Bratanick

7. New Business for Discussion

None

8. Old Business for Approval

None

9. Old Business for Discussion

Supervisor Mike Shorten discussed Anita Sherwood Park as well as progress with office consolidation.

10. Reports

Highway Commissioner: Talked about speedbump near Curling Pond Road. Happy to find a solution. Bought a dump truck from Cary Park District. 6 years old with snowblade and salt spreader. Sold off a variety of tools. Part time job available at the recycling center.

11. Public Comment

None

12. Motion to Adjourn:

Motion: Butch Shine

Second: Joe Bratanick

Voice Vote: All Ayes – Motion carries

Adjourned at: 8:03 p.m.

NUNDA TOWNSHIP, McHENRY COUNTY, ILLINOIS

RESOLUTION NO. 2026-08-13-02

RESOLUTION AUTHORIZING TRANSFER OF APPROPRIATIONS

CEMETERY FUND

WHEREAS, there was adopted on the 14th day of April, 2026 by the Board of Trustees of Nunda Township, McHenry County, Illinois, a Budget & Appropriation Ordinance for the fiscal year beginning April 1, 2026 and ending March 31, 2027; and

WHEREAS, it now appears that certain adjustments between appropriated line items in the Cemetery Fund in said ordinance are desirable and necessary; and

WHEREAS, Section 3 of the Illinois Municipal Budget Law (50 ILCS 330/3), as approved July 12, 1937, as amended, authorizes transfers between the various line items within any fund in such Appropriation Ordinance not exceeding 10% of the total amount appropriated in such fund by such ordinance;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Nunda Township, McHenry County, Illinois, that:

There is hereby transferred from the unexpended balance of the line item 150-905 (Contingencies) in the Cemetery Fund the sum of Fifty and 00/100 Dollars (\$50.00), which transferred sum is hereby added to the line item 150-673 (Insurance Expense) in the same fund, making the adjusted appropriations as follows:

Line Item	Starting Amount	Transfer Amount	Adjusted Amount
150-905 Contingencies	\$1,300.00	-\$50.00	\$1,250.00
150-673 Insurance Expense	\$350.00	+\$50.00	\$400.00

This transfer shall be in full force and effect from and after this date.

PASSED AND ADOPTED by the Nunda Township Board of Trustees, McHenry County, Illinois, this 13th day of August 2026.

VOTE	Aye	Nay	Absent
Trustee Joe Bratanick			
Trustee Bob Murray			
Trustee Sheila Halasz			
Trustee Raymond Shine			
Supervisor Mike Shorten			

Mike Shorten, Supervisor

Kyle Bussenger, Town Clerk

Township Claims Audit and Payment Authorization

NUNDA TOWNSHIP ROAD DISTRICT

McHenry County, State of Illinois
Crystal Lake, Illinois

SUPERVISOR – Mike Shorten TOWN CLERK – Kyle Bussenger

PERIOD:

July 10, 2026 through August 13, 2026

We the undersigned members of Nunda Township Board of Trustees, certify that we have, this 13th day of August 2026, audited the amounts due for the items specified in the claims attached and hereby authorize payment in the amount of \$136,802.11 for all Road District Funds, plus Payroll Expenditures for the month of July 2026.

SECTION A — FUND SUMMARY

Fund Name	Amount
Permanent Hard Road	\$120,395.82
Road District (Road and Bridge)	\$16,406.29
TOTAL PAYMENTS FOR AUTHORIZATION	\$136,802.11

SECTION B — PAYROLL SUMMARY (July 2026)

Description	Amount
Gross Payroll	\$86,931.43
Employer Taxes (incl. IMRF)	\$10,799.37
TOTAL PAYROLL DISBURSEMENTS	\$97,730.80

IN WITNESS WHEREOF, we the members of said Board of Trustees, have hereunto set our hand on August 13th, 2026.

Board of Trustees

Mike Shorten, Nunda Township Supervisor

Kyle Bussenger, Nunda Township Clerk

Rob Parrish, Highway Commissioner

**Nunda Township Road District
Monthly Bills
For Approval 8/13/2026**

	Num	Account	Class	Paid	Open Balance	Amount
Ace Hardware						
		190-626 · Maintenance & Purchases	Perm Road	Unpaid	14.89	14.89
		190-626 · Maintenance & Purchases	Perm Road	Unpaid	7.58	7.58
		190-626 · Maintenance & Purchases	Perm Road	Unpaid	7.59	7.59
Total Ace Hardware					30.06	30.06
Advance Auto Parts						
		190-626 · Maintenance & Purchases	Perm Road	Unpaid	150.31	150.31
		190-626 · Maintenance & Purchases	Perm Road	Unpaid	6.49	6.49
		190-626 · Maintenance & Purchases	Perm Road	Unpaid	12.28	12.28
Total Advance Auto Parts					169.08	169.08
AFLAC						
	686132	120-676 · Health Insurance	Perm Road	Paid		972.60
Total AFLAC					0.00	972.60
AHW LLC						
	12408142	190-626 · Maintenance & Purchases	Perm Road	Unpaid	83.58	83.58
Total AHW LLC					83.58	83.58
Al Warren Oil Co.						
	W1860397/1860396	170-648 · Gasoline & Oil	Perm Road	Unpaid	15,692.60	15,692.60
	W1860397/1860396	170-648 · Gasoline & Oil	Perm Road	Unpaid	6,381.48	6,381.48
Total Al Warren Oil Co.					22,074.08	22,074.08
Altorfer CAT						
		190-626 · Maintenance & Purchases	Perm Road	Unpaid	3,338.67	3,338.67
Total Altorfer CAT					3,338.67	3,338.67
BCU/Visa #2286						
	2026.08.02	170-642 · Road Improvements	Perm Road	Unpaid	643.57	643.57
	2026.08.02	120-654 · Office Expense	Road & Bridge	Unpaid	87.95	87.95
Total BCU/Visa #2286					731.52	731.52
Benny's Service Center						
	Multiple	190-626 · Maintenance & Purchases	Perm Road	Unpaid	779.00	779.00
Total Benny's Service Center					779.00	779.00
Blue Cross/Blue Shield						
	August 2026	120-676 · Health Insurance	Perm Road	Paid		10,186.49
	August 2026	201-004 · Employees' Portion Health Ins.	Perm Road	Paid		2,546.62
Total Blue Cross/Blue Shield					0.00	12,733.11
Burris Equipment						
	PS2021240-1	190-626 · Maintenance & Purchases	Perm Road	Unpaid	97.00	97.00
Total Burris Equipment					97.00	97.00
Cassidy Tire & Service						
	925009730	190-626 · Maintenance & Purchases	Perm Road	Unpaid	325.00	325.00
Total Cassidy Tire & Service					325.00	325.00
Cintas						
	8408506627	170-636 · Maintenance Personnel	Perm Road	Unpaid	107.42	107.42
Total Cintas					107.42	107.42
City of Crystal Lake						
		261-000 · Crystal Lake Replacement	Road & Bridge	Unpaid	3,803.45	3,803.45
Total City of Crystal Lake					3,803.45	3,803.45
City of McHenry						
		262-000 · McHenry Replacement	Road & Bridge	Unpaid	3,122.12	3,122.12
Total City of McHenry					3,122.12	3,122.12
Com Ed - Lift Station 1222						
	2026.07.09	200-670 · Utilities	Perm Road	Unpaid	65.08	65.08
Total Com Ed - Lift Station 1222					65.08	65.08
Com Ed - Street Lighting 3000						
	2026.07.10	170-645 · Street Lighting	Road & Bridge	Unpaid	2,501.46	2,501.46
Total Com Ed - Street Lighting 3000					2,501.46	2,501.46
Com Ed #4000						
	2026.07.23	200-670 · Utilities	Perm Road	Unpaid	1,345.49	1,345.49
Total Com Ed #4000					1,345.49	1,345.49
E J Equipment						
	P22882	190-626 · Maintenance & Purchases	Perm Road	Unpaid	387.15	387.15
Total E J Equipment					387.15	387.15
Feece Oil Company						
	248558	170-648 · Gasoline & Oil	Perm Road	Unpaid	3,870.45	3,870.45
Total Feece Oil Company					3,870.45	3,870.45
Foxcroft Meadow, Inc.						
	4780/4829	200-634 · Maintenance/Facility Improvem	Perm Road	Unpaid	385.50	385.50
	4780/4829	200-634 · Maintenance/Facility Improvem	Perm Road	Unpaid	100.00	100.00
Total Foxcroft Meadow, Inc.					485.50	485.50
Geske and Sons						
	MULTIPLE	170-642 · Road Improvements	Perm Road	Unpaid	40,685.12	40,685.12
Total Geske and Sons					40,685.12	40,685.12

Nunda Township Road District
Monthly Bills
For Approval 8/13/2026

	Num	Account	Class	Paid	Open Balance	Amount
Hi-Viz, Inc.						
	MULTIPLE	170-642 · Road Improvements	Perm Road	Unpaid	874.60	874.60
Total Hi-Viz, Inc.					874.60	874.60
Hydraulic Services						
	411552	190-626 · Maintenance & Purchases	Perm Road	Unpaid	136.56	136.56
Total Hydraulic Services					136.56	136.56
Illinois Secretary of State						
		190-626 · Maintenance & Purchases	Perm Road	Paid		173.00
Total Illinois Secretary of State					0.00	173.00
Imagetec						
	802725	120-654 · Office Expense	Road & Bridge	Unpaid	811.98	811.98
Total Imagetec					811.98	811.98
Interstate All Battery Center						
	1903701064921	190-626 · Maintenance & Purchases	Perm Road	Unpaid	120.00	120.00
Total Interstate All Battery Center					120.00	120.00
Interstate Billing Service, Inc.						
	Multiple	190-626 · Maintenance & Purchases	Perm Road	Unpaid	1,743.82	1,743.82
Total Interstate Billing Service, Inc.					1,743.82	1,743.82
Leach Enterprises, Inc.						
		190-626 · Maintenance & Purchases	Perm Road	Unpaid	197.43	197.43
Total Leach Enterprises, Inc.					197.43	197.43
Lowe Enterprises INC.						
	106754	170-642 · Road Improvements	Perm Road	Unpaid	1,479.49	1,479.49
Total Lowe Enterprises INC.					1,479.49	1,479.49
Menards Crystal Lake						
	Multiple	190-626 · Maintenance & Purchases	Perm Road	Unpaid	30.85	30.85
	Multiple	200-634 · Maintenance/Facility Improvemen	Perm Road	Unpaid	1,099.63	1,099.63
Total Menards Crystal Lake					1,130.48	1,130.48
Moove						
		170-648 · Gasoline & Oil	Perm Road	Unpaid	3,975.29	3,975.29
		170-648 · Gasoline & Oil	Perm Road	Unpaid	2,155.26	2,155.26
Total Moove					6,130.55	6,130.55
Nicor Gas 3535 4						
	2026.07.08	200-670 · Utilities	Perm Road	Unpaid	195.07	195.07
Total Nicor Gas 3535 4					195.07	195.07
Nicor Gas Company - 3092 1						
	2026.07.08	200-670 · Utilities	Perm Road	Unpaid	63.30	63.30
Total Nicor Gas Company - 3092 1					63.30	63.30
Prime, Tack & Seal Co						
	88273/88304	170-642 · Road Improvements	Perm Road	Unpaid	1,238.25	1,238.25
	88273/88304	170-642 · Road Improvements	Perm Road	Unpaid	1,333.50	1,333.50
Total Prime, Tack & Seal Co					2,571.75	2,571.75
Reliable Sand & Gravel Co, Inc.						
	8533	170-642 · Road Improvements	Perm Road	Unpaid	1,590.00	1,590.00
Total Reliable Sand & Gravel Co, Inc.					1,590.00	1,590.00
Rivera Tools, LLC						
	0716266972Q	190-626 · Maintenance & Purchases	Perm Road	Unpaid	1,262.33	1,262.33
Total Rivera Tools, LLC					1,262.33	1,262.33
Rob Parrish						
		120-654 · Office Expense	Road & Bridge	Unpaid	12.23	12.23
		120-654 · Office Expense	Road & Bridge	Unpaid	185.48	185.48
Total Rob Parrish					197.71	197.71
Roland Machinery Co						
	38089638	190-626 · Maintenance & Purchases	Perm Road	Unpaid	87.24	87.24
Total Roland Machinery Co					87.24	87.24
Security Consultants Alarm Co						
	024002	120-654 · Office Expense	Road & Bridge	Unpaid	90.00	90.00
Total Security Consultants Alarm Co					90.00	90.00
Stenstrom/Protanic						
	264051	200-634 · Maintenance/Facility Improvemen	Perm Road	Unpaid	989.19	989.19
Total Stenstrom/Protanic					989.19	989.19
Suburban Propane						
		170-648 · Gasoline & Oil	Perm Road	Unpaid	233.55	233.55
Total Suburban Propane					233.55	233.55
The IT Connection Inc						
	12581	120-654 · Office Expense	Road & Bridge	Unpaid	542.75	542.75
Total The IT Connection Inc					542.75	542.75
Tifco Industries						
	72215637	190-626 · Maintenance & Purchases	Perm Road	Unpaid	592.52	592.52
Total Tifco Industries					592.52	592.52
Ultra Strobe Communications Inc						

Nunda Township Road District
Monthly Bills
For Approval 8/13/2026

	Num	Account	Class	Paid	Open Balance	Amount
	088237	190-626 · Maintenance & Purchases	Perm Road	Unpaid	131.70	131.70
Total Ultra Strobe Communications Inc					131.70	131.70
USSI Rentals, Inc.						
	7005934-IN	190-626 · Maintenance & Purchases	Perm Road	Unpaid	985.00	985.00
Total USSI Rentals, Inc.					985.00	985.00
Verizon Wireless						
	6149323649	200-670 · Utilities	Perm Road	Unpaid	99.26	99.26
Total Verizon Wireless					99.26	99.26
Village of Bull Valley						
		257-000 · Bull Valley Replacement	Road & Bridge	Unpaid	310.71	310.71
Total Village of Bull Valley					310.71	310.71
Village of Holiday Hills						
		254-000 · Holiday Hills Replacement	Road & Bridge	Unpaid	202.15	202.15
Total Village of Holiday Hills					202.15	202.15
Village of Island Lake						
		259-000 · Island Lake Replacement	Road & Bridge	Unpaid	1,620.96	1,620.96
Total Village of Island Lake					1,620.96	1,620.96
Village of Lakemoor						
		253-000 · Lakemoor Replacement	Road & Bridge	Unpaid	254.56	254.56
Total Village of Lakemoor					254.56	254.56
Village of Oakwood Hills						
		256-000 · Oakwood Hills Replacement	Road & Bridge	Unpaid	917.17	917.17
Total Village of Oakwood Hills					917.17	917.17
Village of Port Barrington						
		258-000 · Port Barrington Replacement	Road & Bridge	Unpaid	355.63	355.63
Total Village of Port Barrington					355.63	355.63
Village of Praire Grove						
		255-000 · Prairie Grove Replacement	Road & Bridge	Unpaid	1,474.96	1,474.96
Total Village of Praire Grove					1,474.96	1,474.96
VISA BCU #2534						
	2026.08.02	120-654 · Office Expense	Road & Bridge	Unpaid	112.73	112.73
	2026.08.02	170-636 · Maintenance Personnel	Perm Road	Unpaid	335.25	335.25
	2026.08.02	190-626 · Maintenance & Purchases	Perm Road	Unpaid	6,896.18	6,896.18
Total VISA BCU #2534					7,344.16	7,344.16
VSP						
	August 2026	120-676 · Health Insurance	Perm Road	Paid		102.29
	August 2026	201-004 · Employees' Portion Health Ins.	Perm Road	Paid		102.29
Total VSP					0.00	204.58
Waste Management						
	0012313-2776-6	200-635 · Recycling		Unpaid	1,342.00	1,342.00
Total Waste Management					1,342.00	1,342.00
West Side Tractor Sales						
	Multiple	190-626 · Maintenance & Purchases	Perm Road	Unpaid	1,055.63	1,055.63
Total West Side Tractor Sales					1,055.63	1,055.63
Ziegler's Ace Hardware						
	141678/D	190-626 · Maintenance & Purchases	Perm Road	Unpaid	8.38	8.38
Total Ziegler's Ace Hardware					8.38	8.38
Zukowski, Rogers, Flood & McArdle						
	2026.07.14	170-619 · Professional Services		Unpaid	1,575.00	1,575.00
Total Zukowski, Rogers, Flood & McArdle					1,575.00	1,575.00
TOTAL					122,718.82	136,802.11

Township Claims Audit and Payment Authorization

NUNDA TOWNSHIP

McHenry County, State of Illinois
Crystal Lake, Illinois

SUPERVISOR – Mike Shorten

TOWN CLERK – Kyle Bussenger

PERIOD:

July 10, 2026 through August 13, 2026

We the undersigned members of Nunda Township Board of Trustees, certify that we have, this 13th day of August 2026, audited the amounts due for the items specified in the claims attached and hereby authorize payment in the amount of \$32,488.32 for all Town Funds, plus Payroll Expenditures for the month of July 2026.

SECTION A — FUND SUMMARY

Fund Name	Amount
Town	\$28,208.88
General Assistance	\$1,504.44
Cemetery	\$2,775.00
TOTAL PAYMENTS FOR AUTHORIZATION	\$32,488.32

SECTION B — PAYROLL SUMMARY (July 2026)

Description	Amount
Gross Payroll	\$47,319.26
Employer Taxes (incl. IMRF)	\$5,777.28
TOTAL PAYROLL DISBURSEMENTS	\$53,096.54

IN WITNESS WHEREOF, we the members of said Board of Trustees, have hereunto set our hand on August 13th, 2026.

Board of Trustees

Mike Shorten, Nunda Township Supervisor

Kyle Bussenger, Nunda Township Clerk

**Nunda Township
Monthly Bills
For Approval 8/13/2026**

	<u>Num</u>	<u>Account</u>	<u>Class</u>	<u>Paid</u>	<u>Open Balance</u>	<u>Amount</u>
AFLAC						
	484135	201-003 · Employees AFLAC	Town	Paid		165.68
	792081	201-003 · Employees AFLAC	Town	Paid		<u>165.68</u>
Total AFLAC					0.00	331.36
Alpha Graphics						
	38555	220-890 · Community Relations	Town	Unpaid	<u>170.58</u>	<u>170.58</u>
Total Alpha Graphics					170.58	170.58
Ameritas Life Insurance						
	August 2026	110-676 · Health Insurance	Town	Paid		88.32
	August 2026	120-690 · Miscellaneous Expense	Town	Paid		45.60
	August 2026	140-676 · Health Insurance	Town:Assessor	Paid		<u>701.88</u>
Total Ameritas Life Insurance					0.00	835.80
Blue Cross Blue Shield						
	August 2026	110-676 · Health Insurance	Town	Paid		1,525.52
	August 2026	140-676 · Health Insurance	Town:Assessor	Paid		8,809.86
	August 2026	201-004 · Employee Health Insurance	Town:Assessor	Paid		<u>1,148.37</u>
Total Blue Cross Blue Shield					0.00	11,483.75
Chicago Metro Fire Prevention						
	IN00491794	120-632 · Maintenance Expense	Town	Unpaid	356.00	356.00
	IN00488795	140-690 · Miscellaneous Expense	Town:Assessor	Unpaid	<u>128.25</u>	<u>128.25</u>
Total Chicago Metro Fire Prevention					484.25	484.25
Cirone Computer Consultants, Inc.						
	7195	140-629 · Computer Expense	Town:Assessor	Paid		<u>875.00</u>
Total Cirone Computer Consultants, Inc.					0.00	875.00
ComEd #2000 3510						
	2026.07.23	120-670 · Utilities	Town	Paid		<u>454.51</u>
Total ComEd #2000 3510					0.00	454.51
ComEd #4000 3420						
	2026.07.23	120-670 · Utilities	Town	Paid		<u>365.21</u>
Total ComEd #4000 3420					0.00	365.21
CoStar Realty Information						
	124572904	140-657 · Publications & Subscriptions	Town:Assessor	Unpaid	<u>870.10</u>	<u>870.10</u>
Total CoStar Realty Information					870.10	870.10
Culligan of Crystal Lake						
	774212	140-654 · Office Expense	Town:Assessor	Unpaid	<u>16.18</u>	<u>16.18</u>
Total Culligan of Crystal Lake					16.18	16.18
Cunat Exchange VI Irish Prairie DST						
	26EA00045	210-709 · Shelter	GA	Paid		<u>750.00</u>
Total Cunat Exchange VI Irish Prairie DST					0.00	750.00
David Salemi						
	26EA00040	210-709 · Shelter	GA	Paid		<u>750.00</u>
Total David Salemi					0.00	750.00
Employee Benefits Corporation						
	5515496	110-676 · Health Insurance	Town	Unpaid	48.00	48.00
	5515496	140-676 · Health Insurance	Town:Assessor	Unpaid	<u>72.00</u>	<u>72.00</u>
Total Employee Benefits Corporation					120.00	120.00
FNBO/First Bankcard - Assr 3679						
	2026.07.29	140-623 · Professional Improvement	Town:Assessor	Paid		695.00
	2026.07.29	140-672 · Telephone/Internet	Town:Assessor	Paid		83.76
	2026.07.29	140-672 · Telephone/Internet	Town:Assessor	Paid		<u>30.75</u>
Total FNBO/First Bankcard - Assr 3679					0.00	809.51
FNBO/First Bankcard SUPER 2473						
	2026.07.28	120-654 · Office Expense	Town	Paid		232.74
	2026.07.28	220-890 · Community Relations	Town	Paid		26.50
	2026.07.28	120-654 · Office Expense	GA	Paid		2.17
	2026.07.28	120-654 · Office Expense	Town	Paid		21.44
	2026.07.28	120-654 · Office Expense	Town	Paid		2.99
	2026.07.28	120-654 · Office Expense	Town	Paid		39.31
	2026.07.28	120-654 · Office Expense	GA	Paid		2.27
	2026.07.28	120-632 · Maintenance Expense	Town	Paid		330.00
	2026.07.28	120-654 · Office Expense	Town	Paid		14.74
	2026.07.28	330-000 · Weed Ordinance	Town	Paid		13.29
	2026.07.28	120-654 · Office Expense	Town	Paid		102.52
	2026.07.28	120-654 · Office Expense	Town	Paid		<u>200.00</u>
Total FNBO/First Bankcard SUPER 2473					0.00	987.97
GAPS						

**Nunda Township
Monthly Bills
For Approval 8/13/2026**

	<u>Num</u>	<u>Account</u>	<u>Class</u>	<u>Paid</u>	<u>Open Balance</u>	<u>Amount</u>
Total GAPS	26193	120-620 · Accounting Services	Town	Unpaid	<u>1,520.00</u>	<u>1,520.00</u>
Jett's Heating and Air					1,520.00	1,520.00
	111123338	120-632 · Maintenance Expense	Town	Unpaid	230.00	230.00
	111123425	120-632 · Maintenance Expense	Town	Unpaid	<u>6,335.00</u>	<u>6,335.00</u>
Total Jett's Heating and Air					6,565.00	6,565.00
NCPERS Group Insurance						
	Aug 2026	140-676 · Health Insurance	Town:Assessor	Paid		16.00
	Aug 2026	102-001 · Due from PHR - NCPERS	Town	Paid		64.00
	Aug 2026	120-654 · Office Expense	Town	Paid		<u>0.80</u>
Total NCPERS Group Insurance					0.00	80.80
Nicor #38-70-33-1000 3 (SUPER)						
	2026.07.08	120-670 · Utilities	Town	Paid		<u>64.68</u>
Total Nicor #38-70-33-1000 3 (SUPER)					0.00	64.68
Nicor #46-74-91-6487 0 (TH)						
	2026.07.08	120-670 · Utilities	Town	Paid		<u>63.30</u>
Total Nicor #46-74-91-6487 0 (TH)					0.00	63.30
Nu Way Commercial Services LLC						
	1482	120-632 · Maintenance Expense	Town	Unpaid	375.00	375.00
	1482	120-632 · Maintenance Expense	Town	Unpaid	100.00	100.00
	1482	120-632 · Maintenance Expense	Town	Unpaid	<u>75.00</u>	<u>75.00</u>
Total Nu Way Commercial Services LLC					550.00	550.00
Nunda Township Road District						
	2026.08.03	140-640 · Car Expense	Town:Assessor	Unpaid	<u>224.49</u>	<u>224.49</u>
Total Nunda Township Road District					224.49	224.49
ODP Business Solutions						
	474653115001	120-654 · Office Expense	Town	Unpaid	<u>59.84</u>	<u>59.84</u>
Total ODP Business Solutions					59.84	59.84
Principal - Town						
	Aug 2026	110-676 · Health Insurance	Town	Paid		60.02
	Aug 2026	140-676 · Health Insurance	Town:Assessor	Paid		<u>98.30</u>
Total Principal - Town					0.00	158.32
Professional Cemetery Services						
	7708	150-632 · Maintenance	Cemetery	Unpaid	2,275.00	2,275.00
	7708	150-620 · Cemetery Management	Cemetery	Unpaid	<u>500.00</u>	<u>500.00</u>
Total Professional Cemetery Services					2,775.00	2,775.00
The I.T. Connection						
	12637	120-654 · Office Expense	Town	Unpaid	<u>100.00</u>	<u>100.00</u>
Total The I.T. Connection					100.00	100.00
Verizon						
	6149148547	120-672 · Telephone/Internet	Town	Paid		<u>69.24</u>
Total Verizon					0.00	69.24
VSP Of Illinois						
	August 2026	110-676 · Health Insurance	Town:Assessor	Paid		19.65
	August 2026	140-676 · Health Insurance	Town:Assessor	Paid		<u>128.95</u>
Total VSP Of Illinois					0.00	148.60
Zukowski, Rogers, Flood & McArdle						
	184684	120-621 · Legal Services	Town	Unpaid	<u>804.83</u>	<u>804.83</u>
Total Zukowski, Rogers, Flood & McArdle					804.83	804.83
TOTAL					<u>14,260.27</u>	<u>32,488.32</u>

NUNDA TOWNSHIP
MCHENRY COUNTY, ILLINOIS
RESOLUTION NO. 2026-08-13-01

A Resolution Adopting the Nunda Township Facility Use Policy

WHEREAS, the Board of Trustees of Nunda Township (the “Board”) is established and operates pursuant to the Illinois Township Code, 60 ILCS 1/1-1 et seq.; and

WHEREAS, Nunda Township owns and operates public facilities including the Township Hall at 3510 Bay Road, Crystal Lake, Illinois, and the outdoor picnic shelter and grounds (collectively, the “Township Facilities”); and

WHEREAS, Township Facilities are public property maintained at taxpayer expense and exist primarily for the conduct of Township business; and

WHEREAS, the Township has received requests from organizations and residents to use Township Facilities for meetings, events, and other community purposes, and the Board finds it necessary and appropriate to establish a written policy to govern such use; and

WHEREAS, the Board has reviewed a proposed Facility Use Policy (the “Policy”) establishing eligibility criteria, a community connection requirement, an application and approval process, a fee structure, insurance requirements, conditions of use, and an appeal procedure; and

WHEREAS, the Policy is consistent with the Illinois Township Code, the Illinois Open Meetings Act (5 ILCS 120/1 et seq.), the Illinois Freedom of Information Act (5 ILCS 140/1 et seq.), the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), and other applicable law; and

WHEREAS, the Board finds that adoption of the Policy will ensure that Township Facilities are used fairly, consistently, and for the benefit of the Nunda Township community, and that adoption is in the best interest of the Township and its residents;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Nunda Township, McHenry County, Illinois, as follows:

SECTION 1. Adoption of Policy

The Board hereby adopts the Nunda Township Facility Use Policy in the form attached hereto and incorporated herein as Exhibit A (the “Policy”). The Policy shall govern all requests for use of Township Facilities by persons or organizations other than the Township itself.

SECTION 2. Fee Schedule

The fee schedule set forth in Section 7 of the Policy is adopted concurrently with the Policy as part of this Resolution, and no separate Board action is required. No outside reservation shall be

confirmed until all applicable fees have been received. The fee schedule shall remain subject to amendment by Board action at a properly noticed public meeting.

SECTION 3. Authorization to Administer

The Township Supervisor is hereby authorized and directed to administer the Policy, to develop application forms and a Facility Use Agreement consistent with the Policy, and to take such other administrative actions as are necessary or appropriate to implement the Policy.

SECTION 4. Public Records

The Policy, all Facility Use Applications, Facility Use Agreements, approval and denial letters, appeal records, and related financial records shall be maintained as public records by the Township Clerk and shall be available for inspection in accordance with the Illinois Freedom of Information Act (5 ILCS 140/1 et seq.).

SECTION 5. Effective Date

This Resolution, and the Policy attached hereto as Exhibit A, shall be in full force and effect upon adoption. This Resolution supersedes all prior informal practices, understandings, and arrangements relating to use of Township Facilities by outside users.

PASSED AND ADOPTED by the Nunda Township Board of Trustees, McHenry County, Illinois, this 13th day of August 2026, pursuant to a roll call vote as follows.

VOTE	Aye	Nay	Absent
Trustee Joe Bratanick			
Trustee Bob Murray			
Trustee Sheila Halasz			
Trustee Raymond Shine			
Supervisor Mike Shorten			

Mike Shorten, Nunda Township Supervisor

Kyle Bussenger, Nunda Township Clerk

NUNDA TOWNSHIP

McHenry County, Illinois

FACILITY USE POLICY

Resolution No. 2026-08-13-01 | Adopted: August 13, 2026

Section 1 – Purpose

This policy governs the use of facilities owned or operated by Nunda Township, including the Township Hall at 3510 Bay Road, Crystal Lake, Illinois, and the outdoor picnic shelter and grounds. It establishes who may use Township facilities, the application process, applicable fees, and the conditions of use.

Township facilities exist primarily for the conduct of Township business. When not required for that purpose, they are available to eligible organizations and residents under the terms of this policy. This policy is intended to ensure that Township facilities are used fairly, consistently, and for the benefit of the Nunda Township community.

This policy was adopted by resolution of the Nunda Township Town Board and may be amended only by Board action at a properly noticed public meeting, in accordance with the Illinois Open Meetings Act.

Section 2 – Eligible Users

Township facilities are available to the following users, subject to the community connection requirement in Section 3 and all other terms of this policy:

Governmental Bodies

Federal, state, county, and municipal agencies; other Illinois townships and units of local government; and elected officials conducting official business. Campaign-related activity by elected officials is not official business and is addressed in Section 5.

Nonprofit and Community Organizations

Organizations serving civic, charitable, educational, youth development, or cultural purposes. This includes service clubs, fraternal organizations, neighborhood and homeowner associations, and youth organizations such as Scouting groups and 4-H.

Educational and Cultural Programs

Schools, educational programs, and cultural or arts events open to the public.

Township Residents

Residents of Nunda Township may reserve facilities for private events, subject to availability and applicable fees.

Ineligible Users

Political parties, campaign committees, and political action committees are not eligible to use Township facilities. This restriction applies uniformly to all parties, candidates, and political organizations regardless of affiliation or viewpoint. It reflects the Township's obligation to reserve public property for public purposes, not a judgment about any group's positions.

For-profit businesses may not use Township facilities for commercial activity.

Section 3 – Community Connection Requirement

Township facilities are maintained at taxpayer expense, and their use should benefit the Nunda Township community. Each organization requesting facility use must demonstrate a connection to the Township in at least one of the following ways:

- The organization is located in Nunda Township or McHenry County, or its primary service area includes the Township
- The proposed event is open to and primarily intended to serve Nunda Township residents
- A majority of the organization's members live, work, or own property in Nunda Township or McHenry County

An organization whose application materials clearly establish that it operates within Nunda Township — for example, through a Township address or a charter covering this area — satisfies this requirement without further documentation.

An organization based outside the Township, or whose local connection is not evident from its application, must identify a Resident Sponsor as provided in Section 4.

Section 4 – Resident Sponsors

A Resident Sponsor is a member of the Nunda Township community who attests that a proposed event or organization has a legitimate connection to the Township. The Resident Sponsor requirement ensures that facility use serves Township residents and provides a local point of accountability for each event.

Serving as a Resident Sponsor carries no financial obligation. The sponsor is not responsible for fees or damages. Financial responsibility rests solely with the applicant organization.

Sponsor Qualifications

A Resident Sponsor must:

- Reside in Nunda Township, own property in the Township, or be a registered voter in the Township
- Be at least 18 years of age
- Not be a current Township elected official, appointed official, or Township employee acting in an official capacity

Sponsor Attestation

The Resident Sponsor signs the Facility Use Application, attesting that he or she meets the qualifications above, has reviewed this policy, and is familiar with the organization and the proposed event.

Applications, including sponsor names, are public records and are subject to disclosure under the Illinois Freedom of Information Act.

When No Sponsor Is Required

A Resident Sponsor is not required when the organization's Township connection is evident from its application materials. Township residents reserving facilities for personal events do not require a sponsor; residency itself satisfies the requirement.

Section 5 – Prohibited Uses

The following uses are prohibited for all applicants:

- Commercial or for-profit business activity
- Political campaign events, fundraisers, and electioneering
- Any activity that violates federal, state, or local law
- Service or consumption of alcohol without prior written approval from the Township and compliance with Illinois liquor laws
- Any use likely to damage Township property or create a safety hazard
- Any use that interferes with Township operations

The Township does not deny applications based on an applicant's views, beliefs, or affiliations. Denials are based solely on the objective criteria stated in this policy.

Section 6 – Application Process

A completed Facility Use Application must be submitted to the Township Supervisor's office at least fourteen (14) days before the requested date. Requests on shorter notice may be considered at the Supervisor's discretion but cannot be guaranteed.

Required with Each Application

- Organization name and contact information
- Description of the event and estimated attendance
- Requested facility, date, and times, including setup and cleanup
- Documentation of the organization's Township connection, or identification of a Resident Sponsor where required
- Proof of nonprofit status, where applicable
- Certificate of liability insurance meeting the requirements of Section 8
- Signed acknowledgment of this policy and the Facility Use Agreement
- Payment of the applicable fee

All application materials are public records under the Illinois Freedom of Information Act. Applicants should not include personal information beyond what the application requires.

Section 7 – Fees

Rental Fees

All outside users pay rental fees according to the fee schedule adopted by the Town Board. Fees apply uniformly to all users within the same category. Township property is maintained with public funds, and Illinois law requires that public property be used for public purposes; charging consistent rental fees to all outside users satisfies that requirement and ensures equal treatment.

No organization receives free or reduced-rate use of Township facilities except as expressly approved by the Town Board under the fee waiver provision below.

Facility / Space	Rental Rate
Township Hall – Main Room (up to 6 hours)	\$25.00
Township Hall – Main Room (full day)	\$50.00
Picnic Shelter / Outdoor Space (up to 6 hours)	\$50.00
Picnic Shelter / Outdoor Space (full day)	\$100.00

Fees are due upon approval of the application. A reservation is not confirmed until all fees have been received.

Fee Waivers

Fee waivers and reduced rates may be granted only by the Town Board at a properly noticed public meeting. The Township Supervisor does not have authority to waive or reduce fees. Approved waivers are documented in the

Township's public records and applied consistently to similarly situated organizations. A fee waiver does not waive any other requirement of this policy.

Township Governmental Use

Town Board meetings, official Township programs, and Township governmental operations are not subject to the application process or rental fees under this policy. Use of Township facilities by elected officials for campaign purposes is not governmental use and is prohibited under Section 5.

Recurring Use

Organizations seeking regular use of Township facilities on a monthly, seasonal, or other recurring schedule may request a Recurring Use Agreement in place of individual applications. Recurring Use Agreements require Town Board approval, may not exceed one year in duration, and are subject to annual renewal. All insurance, connection, and sponsor requirements apply.

Section 8 – Insurance

Each outside user must provide a certificate of commercial general liability insurance before the reservation is confirmed. The certificate must name Nunda Township as an additional insured, provide minimum coverage of \$1,000,000 per occurrence and \$2,000,000 aggregate, and be issued by an insurer licensed in Illinois.

The Township Supervisor may waive this requirement in writing for small, low-risk events. Waivers are documented and retained in the application file.

Section 9 – Conditions of Use

All approved users agree to the following conditions:

- The facility may be used only for the purpose stated in the approved application
- The facility must be left in the condition in which it was found, with all decorations, materials, and trash removed
- Attendance may not exceed the posted fire-code capacity
- All Township, state, and federal requirements must be observed
- No permanent alterations or attachments to the building or grounds are permitted
- Event materials may not state or imply Township sponsorship or endorsement
- The user organization is responsible for the conduct of its attendees
- The user organization is financially responsible for any damage to Township property
- Smoking is prohibited inside Township buildings in accordance with Illinois law

Section 10 – Approval, Denial, and Appeal

Review and Approval

The Township Supervisor or designee will review each application and issue a written decision within seven (7) business days of receiving a complete application. A reservation is final when the Facility Use Agreement is signed and payment is received.

Grounds for Denial

An application may be denied only for the following reasons:

- The applicant is not an eligible user under Section 2
- The community connection requirement is not met and no qualifying Resident Sponsor has been identified

- The proposed use is prohibited under Section 5
- The requested facility is unavailable on the requested date
- The application is incomplete
- The applicant previously damaged Township property or violated a prior Facility Use Agreement
- The insurance requirement cannot be met
- Expected attendance exceeds facility capacity

Denials are issued in writing and state the applicable reason. Applications are not denied on the basis of an applicant's views, beliefs, or affiliations.

Appeal

An applicant may appeal a denial to the Town Board by submitting a written appeal to the Township Clerk within fourteen (14) days of the decision. The Board will consider the appeal at its next regular meeting, or at a special meeting if scheduling requires. Appeals are heard in open session in accordance with the Illinois Open Meetings Act. The Board's decision is final.

Section 11 – Cancellation

The Township may cancel a reservation if the facility is needed for emergency governmental operations, if the application contained materially false information, or if the applicant has violated this policy or the Facility Use Agreement. The Township will provide as much notice as circumstances allow. If the Township cancels for reasons not attributable to the applicant, all fees are refunded in full within fourteen (14) days.

An applicant may cancel by written notice to the Township Supervisor's office at least seventy-two (72) hours before the event and receive a full refund of rental fees.

Section 12 – Indemnification

The applicant organization agrees to indemnify and hold harmless Nunda Township, its officials, employees, and agents from claims, damages, losses, and expenses, including reasonable attorney's fees, arising from the organization's use of Township facilities, except to the extent caused by the Township's own negligence or willful misconduct. This obligation rests with the applicant organization. A Resident Sponsor assumes no indemnification obligation.

Section 13 – Public Records

Applications, Facility Use Agreements, sponsor attestations, approval and denial letters, appeal records, and related financial records are public records subject to the Illinois Freedom of Information Act. FOIA requests are directed to the Township Supervisor, who serves as FOIA Officer, and are answered within the statutory period of five (5) business days, subject to extensions permitted by statute.

Facility use records are retained in accordance with the Illinois Local Records Act and applicable retention schedules.

Section 14 – Nondiscrimination

Nunda Township administers this policy without discrimination on the basis of race, color, religion, national origin, ancestry, sex, age, disability, marital status, military status, sexual orientation, or any other characteristic protected by the Illinois Human Rights Act or federal law.

This provision governs the Township's administration of the policy. It does not regulate the internal membership practices of private organizations.

Section 15 – Effective Date and Amendment

This policy takes effect upon adoption by the Town Board and supersedes all prior facility use policies and informal practices. Amendments require Town Board approval at a properly noticed public meeting.

The Township Supervisor maintains application forms and the fee schedule consistent with this policy, subject to Board approval, and will review this policy at least once every three years, presenting any recommended amendments to the Board.

Certification of Adoption

Adopted by the Town Board of Nunda Township, McHenry County, Illinois, at a duly noticed public meeting held on August 13, 2026.

Township Supervisor

Township Clerk

Trustee

Trustee

Trustee

Trustee