TOI Newsletter



March 2024

Issue 2024-01

TOWNSHIP OFFICIALS OF ILLINOIS 3217 Northfield Drive, Springfield, IL 62702 (217) 744-2212 / 1 (866) TWP-GOVT

TOI.ORG

Get ready for Annual Town Meeting April 9

For annual meetings, the law requires that the Township Board adopt an agenda at least 15 days before the meeting. Voters may request an agenda item for consideration by giving written notice of a specific request to the Township Clerk no later than March 1, 2024. Items not on the published agenda may **NOT** be considered or added to the agenda at the meeting.

ANNUAL TOWN MEETING NOTICE-Notice of the time and place of holding the annual township meeting shall be given by the township clerk (or in the clerk's absence, the supervisor, assessor or collector) by posting written or printed notices in three of the most public places in the township *at least 15 days before the meeting and, if there is an English language newspaper published in the township, by at least one publication in that newspaper before the meeting.** The notice *shall* set forth the agenda for the meeting.

AGENDA-Not less than 15 days before the annual meeting, the township board shall adopt an agenda for the annual meeting. Any 15 or more registered voters in the township may request an agenda item for consideration by the electors at the annual meeting by giving written notice of a specific request to the township clerk no later than March 1 prior to the annual meeting. The agenda published by the township board shall include any such request made by voters if the request is relevant to powers granted to electors under the Township Code.

ADDITIONAL AGENDA ITEMS-Any matter or proposal not set forth in the published agenda shall not be considered at the annual meeting other than advising that the matter may be considered at a special meeting of the electors at a later date.

SUPERVISOR'S ANNUAL FINANCIAL STATEMENT- It is the duty of the Township Clerk to post a copy of the supervisor's annual financial statement at the place of holding the Annual Town Meeting. This MUST be done at least 2 days before the Annual Town Meeting is held.

ANNUAL TOWN MEETING DAY- No Annual (or special) Town Meeting may begin before 6:00 p.m. The Township Clerk, if he/she is present, shall call the meeting to order. After this, the clerk shall call for nominations for a Moderator and the electors present will elect someone to serve as moderator. Before the moderator enters the duties of office, he/she shall take the oath of office administered by the Township Clerk (see inset box)

PLEASE NOTE: The Township Clerk is the ONLY township official acting in ANY official capacity at the Annual (or special) Town Meeting. Everyone else present, regardless if they are an elected official or not, are there as electors (voters) and each have an equal vote in each matter voted upon.

VOTING AT ANNUAL TOWN MEETING- Only registered voters (electors) of the township may vote at the annual (or special) town meeting. The township clerk therefore must obtain a list of the township's registered voters from the county clerk prior to the meeting being held. This list must be used to establish who is or isn't a registered voter and able to participate in the meeting.

MINUTES OF ANNUAL (OR SPECIAL) TOWN MEETING-After a moderator is elected, the Township Clerk acts as clerk of the meeting and keeps an accurate record of the proceedings at the meeting. The minutes shall be signed by the Township Clerk and the Moderator of the meeting.

FINANCIAL STATEMENT- It is the duty of the township clerk to read aloud **OR** provide a copy of the unaudited statement of the annual financial statement of the township supervisor to the electors at the annual town meeting.

POWERS OF ELECTORS-There are many powers that the electors **MAY** take at the Annual (or special) Town Meeting. The following page lists all of those powers. You might keep this list of powers available for your annual town meeting.

THE LAST DAY TO PUBLISH/POST THE NOTICE IS MARCH 26, 2024.

VISIT THE TOI MEMBERS ONLY SECTION TO ACCESS MORE ATM INFORMATION IN THE DOWNLOAD CENTER.



PREPARING FOR THE ANNUAL TOWN MEETING

The time is NOW to prepare for the statutorily required Annual Town Meeting, April 9, 2024. This webinar explores the list of what to expect in organizing and executing the annual event in all townships. Additionally, discussing a review of what powers the electors have at the annual township event.

Register at https://tgen.toi.org/index.cfm?pg=semwebCatalog





A Message from the President

TOI President

Assessor (Addison Twp./DuPage Co.).

Welcome to 2024! The new year marks the final 13-month countdown of the current four-year term for all elected and appointed township officials. The theme for the 2024 Education Program and the 2024 TOI Fall Conference is "Building for Tomorrow." As we start to wind down the current term, we do so by building towards our future, our

successors' future and setting up for the next four years.

We have an exciting year planned on the education front. Our 2024 Education Programs will cover northern, central, and southern Illinois. We have a full slate of webinars, Professional Development Days, and our new Virtual District Events. Check toi.org for the full list of educational events scheduled for 2024.

Let's end the term strong and continue to Build for Tomorrow!

Chris Kain TOI President

From The Executive Director Jerry B. Crabtree

TOI Executive Director

Happy Spring!

The association has many educational opportunities coming up as well as our legislative tracking for the Spring Session of the Illinois General Assembly.

Remember to review our current bill tracking list as well as our legislative agenda you must access through the "Members Only" section of the association's website at toi.org. There are many updated resources from our MEMBERS ONLY section.

Visit our website at toi.org and navigate the new website. Every five (5) years or so we take a face lift to the viewable experience from our online website. Several navigational changes have been implemented since our website began in 2004. It is our goal to have this as a one stop shop for your access to information and educational opportunities provided by the association.

Please make sure we have your email address. Further, watch your email for notifications on "ACTION ALERTS" regarding legislation. As you know the legislative process moves faster now than ever before. If we need your assistance in reaching out to your legislators from a local perspective, you will receive a call for ACTION via email. We will make every effort to provide timely notification.

If you have not registered for our annual LOBBY DAY event, please consider making the trip to Springfield on Wednesday, April 17th. We have a great event planned. Details are on the website and in the Perspective magazine.

I look forward wot working with all of you to preserve township government in Illinois.

Jerry B. Crabtree Executive Director



2024 Cox Report Released

TOI commissioned political scientist Wendall Cox of Demographia in 2023 for an updated version of his "Local Democracy in Illinois: Government Closest to the People." Following up on his 2012 and 2016 reports, the third installment of what we informally call "The Cox Report" further examines the finances and fiscal performance of Illinois township government. This detailed report breaks down the number of local governments in Illinois, the fiscal performance of townships compared to their counterparts in municipal government.

It starts with a background of governments in Illinois, including the different units of local government, population trends and tax rates in the state of Illinois and the Chicagoland region. It has a breakdown of Township Fiscal Performance, Municipal Fiscal Performance by Population. It compares Illinois and its governmental units with other states in the union. Using academic research it shows why abolishment and consolidation with other units of local government doesn't always save money and leads to rising costs and loss of services.

CLICK HERE TO DOWNLOAD THE 2024 REPORT

Legislative Update

March brings the true start of the legislative calendar. Committees will begin to hear bills to determine what proceeds to the floor for consideration.

Pay close attention to the Counties and Townships Committee, Labor, and others in the House. Additionally, the Executive Government Operations and Local Government Committes in the Senate. We have a link to our general bill list and priority list below Please watch your email for **ACTION ALERTS** where we call upon you to contact your legislators.

CLICK HERE TO VIEW GENERAL TOI LEGISLATIVE WATCH LIST

The next link is a link to the Hot List of bills TOI is following that directly effect township government and desire a closer look and will have a bigger impact on Illinois townships:

CLICK HERE TO VIEW TOI LEGISLATIVE HOT LIST

SOME ISSUES WE ARE MONITORING

HB 3731-REP. DAN UGASTE (R-65)

Amends the Dissolution of Townships in McHenry County Article of the Township Code. Renames the Article and makes it applicable to all counties under township organization. Amends the Counties Code and the Motor Fuel Tax Law making conforming changes. Amends the Illinois Highway Code. Changes provisions requiring road districts in townships in Lake County and McHenry County to be abolished if the roads of the road district are less than 15 miles in length to require all townships to abolish such road districts. Repeals provisions making abolition permissive for townships with road districts that have roads of less than 15 miles in length. Effective immediately.

TOI Status- Opposed

HB 3904- REP. TERRA COSTA-HOWARD (D-48)

Creates the Local Official Vacancy Posting Act. Provides that a unit of local government shall post every elected official vacancy on its website, if the full-time staff of the municipality maintain the website, and the county clerk shall also post the vacancy on the county clerk website. Provides that the unit of local government may not fill the vacancy until the posting has been on the municipality's website, or the county's website if the municipality does not have full-time staff maintaining a website, for at least 15 days. Limits home rule powers.

TOI Status: Opposed

HB 4190- REP. SUZANNE NESS (D-66)

This bill sought to move back the effective date of the Paid Leave for All Workers Act to July 1, 2024. It was hoped that moving the date back would give Townships and others more time to understand and potentially change PLAWA. Rep. Ness continues to engage stakeholders on this issue and this bill could be amended with new language this spring.

This is one of several bills dealing with the Paid Leave for All Workers Act that TOI is following. HB 4419- REP. MAURA HIRSCHAUER (D-49)

Amends the Open Meetings Act. Provides that an elected or appointed member of a public body of a township may satisfy specified training requirements of the Act by participating in a course of training sponsored or conducted by an organization that represents townships created under the Township Code. Specifies the contents of the course of training. Provides that if an organization that represents townships provides a course of training, it must provide a certificate of course completion to each elected or appointed member of a public body who successfully completes that course of training.

TOI Status : Support

HB 4441- REP. DANIEL DIDECH (D-59)

Provides that the board of trustees and corporate authorities of the various local governmental entities referenced in the named Acts and Codes may establish aspirational goals for the awarding of contracts to minority-owned businesses, women-owned businesses, and businesses owned by persons with disabilities.

TOI Status: Neutral

HB 4442- REP. DANIEL DIDECH (D-59)

Amends the Township Code. Provides that a township that has a website that the full-time staff of the township maintains shall also post on its website the notice and agenda of the annual and any special township meetings. Provides that a notice and agenda of the annual or a special township meeting that is posted on a township's website shall remain posted on the website at least until the annual or special township meeting is concluded.

TOI Status- Support

HB 4905-REP. GREGG JOHNSON (D-72)

Amends the Public Officer Prohibited Activities Act. Provides that a township official for a township with a population of less than 2,500 inhabitants, including, but not limited to, a trustee for the township, may serve as a member of a board of education, regional board of school trustees, board of school directors, or board of school inspectors. Effective immediately.

TOI Status- Support

HB 5011- REP. BRADLEY FRITTS (R-74) (THIS IS A TOI INITIATIVE)

Clarifies that provisions requiring an annual audit by a governmental unit to be performed of all the accounts and funds of the governmental unit, provides that township accounts and funds audited under the provisions do not include road district accounts or funds. In provisions relating to the type of audit report a governmental unit must provide based upon whether the unit has revenue of less or more than \$850,000, provides that township revenue shall be calculated exclusive of road district funds.

TOI Status: Support

HB 5050- REP. NATALIE MANLEY (D-98)

Amends the Local Government Reduction and Efficiency Division of the Counties Code. Defines "district" as a township road and bridge district, sanitary district, drainage district, mosquito abatement district, or street light district. Provides that a county board may enact a resolution or ordinance or a county executive may issue an executive order to dissolve a district, but must first adopt or issue a plan that describes how the county will absorb and implement the services provided by the district, that provides a reason to discontinue the services provided, that describes how the county will pay for the transfer of services, and that shows long-term savings for taxpayers and file that plan with the State Comptroller. Provides that the State Comptroller may approve or deny the dissolution of the

district based on the contents of the plan. Provides that, if the dissolution and transfer is approved by the State Comptroller, the county board may adopt a resolution or ordinance, or a county executive may issue an executive order authorizing the dissolution of the district not less than 60 days following the court's appointment of a trustee-in-dissolution. Includes procedures for the dissolution of the district and designation of individuals to represent the district. Provides that the county must provide quarterly updates to the State Comptroller and that the State Comptroller shall publish those quarterly updates on the State Comptroller's local government Warehouse database. Makes conforming changes in the Division.

TOI Status: Opposed - Call to Action Sent on March 1, 2024

HB 5190- REP. NORINE HAMMOND (R-94TH) AND REP. JAY HOFFMAN (D-113)

Provides that the allocation to road districts shall be made in the same manner and be subject to the same conditions and qualifications as are provided by Section 8 of the Motor Vehicle Tax Law with respect to the allocation to road districts of the amount allotted from the Motor Fuel Tax Fund for apportionment to counties for the use of road districts, but no allocation shall be made to any road district that has not levied taxes for road and bridge purposes in such a manner that is eligible for allotment of Motor Fuel Tax funding pursuant to the Motor Fuel Tax Law. Provides that any funds allocated to a county that are not obligated within 48 months shall be used to provide additional monetary assistance to townships and road districts that have insufficient funding for construction of bridges that are 20 feet or more in length under the Code. Requires the Department of Transportation to adopt rules to implement the provisions.

TOI Status: Neutral

HB 5440- REP. JOE SOSNOWSKI (R-66)

Provides that a township must expend at least 51% of the funds deposited into the general assistance fund in a calendar year by the following calendar year. Provides for elimination of the general assistance tax for one year if a township expends less than 51% of the funds deposited into the general assistance fund in a calendar year by the following calendar year. Provides for the reduction of the general assistance tax levy to 0.05% if a township expends at least 51% but less than 70% of the funds deposited into the general assistance fund in the general assistance fund in a calendar year assistance fund in a calendar year assistance fund in a calendar year assistance fund in a calendar year. Provides for the reduction of the general assistance tax levy to 0.05% if a township expends at least 51% but less than 70% of the funds deposited into the general assistance fund in a calendar year by the following calendar year.

TOI Status: Opposed

HB 5623- REP. ANN WILLIAMS (D-11)

Amends the Decennial Committees on Local Government Efficiency Act. Provides that a governmental unit may elect to form a decennial committee to study local efficiencies and report recommendations regarding efficiencies and increased accountability to the county board in which the governmental unit is located once every 10 years (rather than the governmental unit must form a decennial committee at least once every 10 years). Effective January 1, 2025.

TOI Status: Support

SB 2752- SEN. DAN MCCONCHIE (R-26)

Amends the Township Assessment Officials Article of the Property Tax Code. Provides that a township assessor or multi-township assessor shall be elected as provided in the Article unless the board of trustees of a township or, in the case of a multi-township assessor, the multi-township board of trustees adopts an ordinance or resolution requiring the township assessor to be appointed by the board. Provides that, if a board of trustees has adopted an ordinance or resolution to appoint the assessor, the township assessor or multi-township assessor shall be appointed by the board upon the expiration of the township assessor's or multi-township assessor's elected term next following the adoption of the ordinance or resolution. Makes conforming changes in the Article.

TOI Status: Oppose



Amends the Township Code. Provides that townships in a county with a population of 500,000 or more may enter into intergovernmental agreements to provide ADA paratransit bus transportation and bus transportation for senior citizens between townships. The township providing service may apply to the Department of Human Services to receive grants to reimburse costs from the Township Bus Service Fund, a special fund that is created in the State treasury, and, subject to appropriation and as directed by the Secretary of Human Services, moneys in the Fund may be expended for reimbursement costs for ADA paratransit bus transportation and bus transportation for senior citizens between townships and for no other purpose. Amends the State Finance Act to create the Township Bus Service Fund.

TOI Status: Support

SB 3303- SEN. CRAIG WILCOX (R-32)

Amends the Township Code. In provisions regarding the ability of any group of registered voters to request an advisory question of public policy for consideration by the electors at the annual meeting, provides that the advisory question of public policy must be pertaining to the statutory duties of townships under the Annual Township Meeting Article of the Code.

TOI Status: Neutral

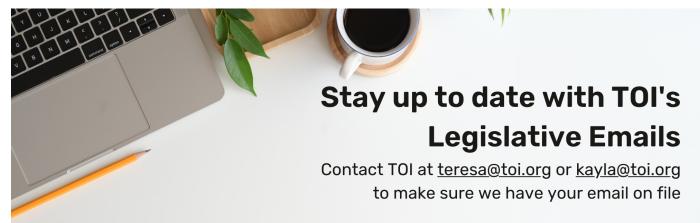
SB 3418- SEN ADRIANE JOHNSON (D-30)

Amends the Illinois Highway Code. Provides that a board of trustees in a county under township organization or a county organized as a commission form of government with a road district may elect or appoint a highway commissioner or clerk (rather than may appoint a highway commissioner) or contract with a neighboring township or road district (rather than contract with a neighboring township) to provide highway commissioner or clerk services. In provisions concerning a county organized as a commission form of government, removes residency requirements for a candidate to provide highway commissioner or clerk services.

TOI Status: Neutral

The General Assembly can move very fast. One minute a bill can be sitting idle and the next it can be called in a committee. We try not to bombard our members with **CALLS FOR ACTION** and, but if you get an email from us on a bill and a Call to Action, that means it's important and we would like you to reach out to your legislators and call attention to the bill.

TOI sends out Legislative Updates weekly during the legislative session. You can also find updates to any bill we are following on the legislative page of the Members Only section at **TOI.ORG/TOI-MEMBERS-ONLY**.



NATaT Policy Platform

The National Association of Towns and Townships released their 2024 NATaT Federal Platform. It includes support for transportation infrastructure, the reauthorization of the Farm Bill, and telecommunications and cyber security. TOI will be sending an Illinois delegation in May for the annual NATaT fly-in to engage with federal lawmakers and advocate for Illinois townships at the federal level.

TO READ THE ENTIRE PLATFORM, CLICK HERE

Visit the NATaT Page on toi.org for the Weekly NATaT Update on Congressional Activity

2024 Lobby Day: Register Today

Did you read the aforementioned bills and have a strong reaction, either positively or negatively? Well, we have just the event for you! On April 17th, 2024, the Township Officials of Illinois is hosting our 42nd Annual Lobby Day Event in Springfield, IL at the Illinois State Library in Springfield, IL at 300 S. Second Street, Springfield, IL 62701.

The day begins at 10:30 AM in the Atrium of the Illinois State Library. It features remarks by Illinois House Speaker Emanuel "Chris" Welch and Illinois Senate Minority Leader John Curran. As the conclusion of these remarks, township officials will then take the short walk across the street to the Illinois State Capitol to meet with their legislators.

We have a limited number of rooms available at the Crowne Plaza Hotel. Contact the TOI Office at (217) 744-2212 for more information.

WHEN: WEDNESDAY, APRIL 17, 2024 - BEGINNING AT 11:30 AM WHERE: ILLINOIS STATE LIBRARY (DOWNTOWN SPRINGFIELD AT 300 S. 2ND ST) REGISTRATION: \$75

AGENDA

10:30 am – 11:30 am	Registration
11:30 am – 11:40 am	Welcome
	Invocation
	Pledge of Allegiance
11:40 am	Lunch
Noon – 1:00 pm	Remarks & Introduction of Speaker
•	Keynote Speakers
	TOI Legislative Committee Agenda
	Closing Remarks
1:00 pm – 5:00 pm	Adjourn to the Capitol Building
3:00 pm	Group Picture (East side of the Capitol Building on the Steps Outside
-	weather permitting)
5:00 pm – 7:00 pm	Evening Reception
	Illinois State Library
	300 S. 2nd St, Springfield, IL 62701

Registration is \$75 per person and includes the day's activities, handouts, lunch, and the reception. All attendees must pay a registration fee. No refunds for cancellations after April 10, 2024 CLICK HERE TO REGISTER FOR LOBBY DAY 2024



Upcoming Events

MARCH 13TH- LUNCH AND LEARN WEBINAR: ANNUAL TOWN MEETING (JERRY CRABTREE)

The time is NOW to prepare for the statutorily required Annual Town Meeting, April 9, 2024. This webinar explores the list of what to expect in organizing and executing the annual event in all townships. Additionally, discussing a review of what powers the electors have at the annual township event.

MARCH 26-27TH- EAST CENTRAL HIGHWAY COMMISSIONERS ASSOCIATION SPRING SEMINAR, DECATUR CONFERENCE CENTER AND HOTEL.

MARCH 28TH - VIRTUAL DISTRICT EVENT (ZOOM)

Join us for the Virtual version of this year's District Event Program! Agenda Program Introduction Pledge of Allegiance Opening Comments, Chris Kain, TOI President Welcome, Jerry B. Crabtree, TOI Executive Director Comments, Jim Donelan, TOIRMA Executive Director Townships Working Together, Bryan Smith, TOI Consultant Lunch Comptroller Reporting Requirements, Rosanna Flores-Barbado, Illinois Comptroller's Office Breakout TBD, Clerks Division – Lightening Round Program 2 Paid Leave for All Workers Act, Keri-Lyn Krafhefer, Ancil Glink Agenda

APRIL 19TH - TOI Q&A DAY: ACCOMODATION OF MIGRANT POPULATIONS

Join TOI and attorney Keri-Lyn Krafthefer in our free live Q&A Day to discuss the accomodation of migrant populations in township government. Link will be sent via email week of event.

VISIT TOI.ORG FOR MORE INFORMATION AND FURTHER UPCOMING EVENTS.





NOVEMBER 11-13, 2024 CROWN PLAZA, SPRINGFIELD, IL

Salary Survey

The Local Government Compensation Act (50 ILCS 145/2) states that "the compensation of elected officers of townships must be fixed at least 180 days before the beginning of the terms of the officers whose compensation is to be fixed (i.e., the third Monday in May after the election). Failing to set the compensation for the township for each term could create grounds for an argument that the compensation has not been properly established. Therefore, with no set compensation no payment is authorized."

CLICK HERE TO COMPLETE THE SALARY SURVEY FOR YOUR TOWNSHIP

This is an important statute, and as you can see from that last sentence, if your township fails to pass a salary resolution 180 days before the beginning of the term, elected officials will receive no compensation throughout the entirety of the four-year term. For Multi-Township Assessing Districts (MTAD's), salaries must be set 150 days before the start of the new term. For the new term beginning in 2024, the last day to set the salaries for multi-township assessors and MTAD board members is November 2nd, 2024.

For all other elected township officials (supervisors, clerks, trustees, assessors, highway commissioners, tax collectors), the last day for townships boards to set salaries for the new term is November 20th, 2024.

CLICK HERE FOR A SALARY SETTING RESOLUTION SAMPLE

This salary survey is 18 questions and shouldn't take long to fill out. It will help your township and other townships gauge what pay should be and what other regional townships are paying their elected officials. We encourage every township elected official to take the 20 minutes or so and fill out the survey to the best of your ability.

Salary Setting

(60 ILCS 1/65-20)

Sec. 65-20. Road district treasurer; new township; multi-township officers.

(a) Compensation of township officers shall be set by the township board at least 180 days before the beginning of the terms of officers, including compensation of the road district treasurer, which shall be not less than \$100 or more than \$1,000 per year. Compensation of a township assessor and collector shall be set at the same time as the compensation of the township supervisor. Compensation of a multi-township assessor shall be set at least 150 days before his or her election.

(b) The compensation to be paid to each officer in a new township established under Section 10-25 shall be determined under this Section by the township board of the township the whole or a part of which comprises the new township and that has the highest equalized assessed valuation (as of December 31, 1972) of the old townships that comprise the new township.

(c) At least 150 days before the election of multi-township officers, the multi-township board may establish additional pay of those board members for their services in an amount not to exceed \$25 per day for each day of services.

(d) For the first term of a township consolidated or merged under Article 22 or 23, compensation for township officers of the consolidated or merged township shall be set by the Transition Township Board no later than the first day in April before the consolidated election at which the township officer's are to be elected.

(Source: P.A. 100-107, eff. 1-1-18.)

(60 ILCS 1/65-25)

Sec. 65-25. Township assessor compensation. The township assessor shall receive for his or her services as assessor a sum as provided in the Property Tax Code as full compensation for services performed by township assessors in making assessments of property. (Source: P.A. 88-62; 88-670, eff. 12-2-94.)

Remember, per state law, the salary is set 180 days prior to the term that begins on May 19, 2025 (The Third Monday). This means that salaries are required to be set by resolution no later than Tuesday, November 20, 2024. We have updated the salary resolution and included it in the download center at toi.org.

TOWNSHIP OFFICIALS OF ILLINOIS 3217 Northfield Drive, Springfield, IL 62702 (217) 744-2212 / 1 (866) TWP-GOVT toi.org

TOI Board

TOI OFFICERS

- **President:** Christopher Kain, *Addison Township, DuPage County*
- **1st Vice President**: Craig Paulek, *Stonington Township, Christian County*
- **2nd Vice President:** Sherry Tite, *Wood River Township, Madison County*
- Treasurer: Sherrill Knorr, Reed Township, Will County Secretary: Arnold Vegter, Union Grove Township, Whiteside County
- Immediate Past President: Danny Hanning, Huntsville Township, Schuyler County

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Our team

