

SEP 25 2024

LORI GUMMOW

**PECATONICA TOWNSHIP AND PECATONICA ROAD DISTRICT REPORT FOR  
COMPLIANCE WITH DECENNIAL COMMITTEES ON LOCAL GOVERNMENT  
EFFICIENCY ACT  
(For Townships and Road District JOINT REPORT Only)**

**I. Unit of government submitting this report:**

NAME OF TOWNSHIP: PECATONICA TOWNSHIP & PECATONICA ROAD DISTRICT

Note: Any local government that levies a tax, other than a municipality or county must file this report. For Road Districts in counties with populations of less than 400,000 the highway commissioner may form a joint committee to prepare one combined report. See 50 ILCS 70/10(b-5).

**II. Information about our Township**

- A. We are located in WINNEBAGO County. There are 14 townships in our county.
- B. The population of our Township is 4,168, as of the 2020 census.
- C. We have zero employees of the Township (not including elected officials).
- D. We have 2 (two) employees (one full time/one p/t-seasonal) in our Road District (not including elected officials).
- E. Our annual budget Town and Road for 2024-2025 is: \$1,273,813.28
- F. Our Township's equalized assessed valuation for 2024 is \$104,555,464  
With Levy request \$156,023.82 for Town and \$163,097.70 for Road District

**III. Information about Our Committee**

**A. Committee Members:**

Township Supervisor Elizabeth Leigh Clark

Township Highway Commissioner Thomas Menge

Township Trustee Brian Boomer

Township Trustee Vernell Sarver

Township Trustee Joseph Schroepfer

Township Trustee John Wiegert

Township Resident (Supervisor Appointment) Jeff Saxby

Township Resident (Supervisor Appointment) Joanne Chambers succeeded by  
Kelly Olson-Fuca

Township Resident (Highway Comm. Appointment) Ben Larrow

Note: Per 50 ILCS 70/10(b), the committee membership must include all the elected or appointed members of the township board (Supervisor and Trustees) and two residents appointed by the Supervisor. The residents can be the Assessor, Highway Commissioner, Clerk or Collector, if you have one, or other residents of the Township, but these officials are not required to be on this Committee. The Supervisor may appoint more than two residents if deemed appropriate.

B.     Dates that our Committee Met             (50 ILCS 70/20)

First (Organizational) Meeting  
(must occur prior to June 10, 2023): APRIL 19, 2023

Second Meeting:                             MARCH 20, 2024 (rescheduled from  
September 20, 2023 due to no citizen committee members appearing)

Third Meeting:                               MAY 15TH, 2024

Additional Meetings (List All):       SEPTEMBER 18, 2024  
Final review of report for County

EACH OF THESE SECTIONS ARE TO BE COMPLETED SEPARATLEY BY  
THE ROAD DISTRICT AND THE TOWNSHIP AND INCLUDED AS TWO  
PARTS OF THE SUBMITTED REPORT

**PECATONICA TOWNSHIP**

IV. Programs Offered by our Township.

- A. Our Township offers the following services and programs: (List programs like general assistance, youth programs, senior programs, community programs, LIHEAP, etc.) (If not applicable, remove this).

General Assistance. Flat Grant and putting in place Emergency Assistance  
Also, including funding under 305 ILCS 5/9-15 to District #321 Pecatonica  
Community School District

- B. Other services/programs we could possibly provide:

Township Aggregation program  
Cemetery Maintenance of non-Township owned Cemeteries located in Pecatonica  
Township, via the Public Graveyard Act and procedures put in place by the  
Township's law firm.

V. Social Service Agreements

- A. We partner with the following not for profits to offer social services (list all):

Entity:

Services Provided:

1. None. We tried with the Pecatonica Community Food Pantry but were declined.

Our residents have benefitted from these agreements in the following ways:

- B. We have considered possibly offering the following social services or the following additional potential partnerships:

VI. Awards and Recognitions

Our Township has received the following awards, distinctions, and recognitions: (List all).

VII. Intergovernmental Agreements

A. We partner with, or have Intergovernmental Agreements, with the following other Governments (List all):

<b>Entity:</b>	<b>Services Offered:</b>
Pecatonica/Seward Multi-Township	Shared office resources
Village of Pecatonica	Property agreement for Road District
County of Winnebago	Township provides satellite location for salt storage
Township and Road District	loan agreement to save taxpayer interest on Loader

B. Our Township's efficiency has increased through intergovernmental cooperation in the following way (list cost savings, avoiding duplicated services, etc.):

Paid off three year loan for Loader for Road District by use of Intergovernmental Agreement with the Township saving thousands of interest payments

Agreement with County for salt storage provides a savings to both entities in time and money and also benefits taxpayers of both by providing more efficient services

Agreement with the Village provides for mutual benefits

Agreement with Multi township has provided savings for taxpayers, avoiding duplication of services.

VIII. Review of Laws, Township Policies, Township Rules and Procedures, Township Training Materials, and other Documents

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the Township to evaluate our compliance and to determine if any of the foregoing should be amended.

X State laws applicable to Townships, including, but not limited to the Township Code (60 ILCS)

X Illinois Open Meetings Act (5 ILCS 120)

X Policy on public comment – due to the many issues for citizens being prohibited from speaking/arrested/charged and one citizen being prohibited from attending meetings leading to the State's Attorney's office dismissing of cases and violations by the Attorney General's office, as the new Supervisor, I introduced a new speaking ordinance which was approved resulting in repealing speaking resolutions/ordinances by the board.

X Designation of OMA officer (5 ILCS 120/1.05(a))

X All of Elected Officials have completed OMA Training (5 ILCS 120/1.05(b))

- X Schedule of All Township Regular Meetings for Calendar or Fiscal Year (5 ILCS 120/2.03)
- X Illinois Freedom of Information Act (5 ILCS 140)
- X Designation of FOIA officer (5 ILCS 140/3.5(a))
- X FOIA Officer Training (5 ILCS 140/3.5(b))
- X Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a))
- X Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b))

List of Types or Categories of FOIA Records under Township's Control (5 ILCS 140/5)

X Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d)).- No closed meetings have been held since the 2021 election.

X IMRF Total Compensation Postings (5 ILCS 120/7.3)- Township was found in violation by the State Attorney . No IMRF currently.

X Designation of Whistleblower Auditing Official (50 ILCS 105/4.1)

X All of our Elected Officials have filed statement of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5)

X Sexual harassment prevention training (775 ILCS 5/2-109(c))

X Our Intergovernmental Agreements

X ur Social Service Agreements or Contracts

X Our budget and financial documents

X State Ethics Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1)

X Our budget and financial documents

X Reports on government efficiency, including "Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments" by Wendell Cox (2016); "Local Democracy and Townships in the Chicagoland Area," by Wendell Cox, (January 2012).

X Others (List Below or Attach): Many required policies were created. Policies: Investment/ Remote Meeting Attendance/ Hiring Policy/ Record Retention Policy/

Whistleblower Policy/ Identity Protection Policies for Township/Rd and GA/ Updated  
Travel and Expense Reimbursement/ Electronic Device/ Working on Employee  
Handbook

- IX. What Have We Done Well? (List any budget/levy freezes or reductions in the past decade; list new programs or services offered to residents over the past decade; list any ethics ordinances adopted; timely FOIA compliance; responsiveness to public; list any new intergovernmental agreements or social services offered; list any increase in number of township residents served, etc.)

We went from a Township that had violations by the Attorney General's Office and State's Attorney and under the watch of Edgar County Watchdogs and corrected mistakes of the past. Record keeping has vastly improved. Missing some records before and the prior Clerk indicated she was not aware of records that were being kept under her control. Corrected wasteful spending and or incurring of expenses and worked on long term planning and saving. The Board has supported changes not only on public's right to speak; but in all aspects. ALSO SEE PAGE 8

- X. What Inefficiencies Did We Identify/What Are our Next Steps?

All the above plus Record Disposal has to be addressed- was a change in Clerk who did not finish addressing that task. Grant writing and Continue with improvements to the premises.

- XI. What Can We Do Better or More Efficiently?

It will take legislative action to change how Township government is organized which would result in more funding for the Road District. Provide more funding to Township Road Districts for road maintenance and equipment.

- XII. Studies on Governmental Efficiencies

In preparing this report, we reviewed several studies on local government efficiency. These studies show that:


- The average local government in Illinois serves 1800 residents compared to the national median of 2850 individuals
- Most townships in Illinois have no bonded indebtedness. Together with road districts they are an integral element of local democracy. Township expenditures have grown at a lower rate than those of any other level of government since 1992.
- Townships have lower labor costs and employ mostly part time employees.

- XIII. Our committee's recommendations regarding Increased Accountability and Efficiency: Township government can change if agencies empowered with enforcement to do so would do so, and not leave it to citizens to spend more of their hard earned money trying to enforce what should already be done. This new law is

just a bandaid and having it every 10 years does nothing. If any committee reads this please call the Supervisor at 8152391555 to confirm.

Note: This Report must be filed with your County no later than 18 months after your first committee meeting.

Submitted by:

  
Elizabeth Leigh Clark, Supervisor and Chairman, Decennial Efficiency Committee  
of Pecatonica Township

Date: September 18, 2024

**What we have done well continued:**

- Made sure all County Settlement funds were direct deposited
- Changed payroll system from QB to Payroll Mate creating a savings over \$800 year
- Long Term planning for expenditures for Road and Town, especially for repairs and equipment
- Obtained new furniture donated by local bank that was moving
- Removed toxic Styrofoam window boards that were yellow and powdering with tinted glass
- Provided water dispenser for public use at meetings, etc
- Reworked with assistance from Accountant of Quick Books to individualize funds and accounts of Town and Road for better reporting and transparency
- Made Direct Deposit available to employees and officials who wanted for their compensation
- Putting in place systems for GA including proper documentation that wasn't being utilized despite payouts, and putting in place Emergency Assistance
- Timely filings of AFR's
- Newer Computer Systems
- Developed proper report forms that were missing or incorrect
- Providing board with legal requirements on use of funds
- Transparency
- Developed many required policies/ ordinances that were not in place
- Timely addressing budgets
- Providing uniforms to Hwy Commissioner for safety and meeting OSHA requirements
- Working with County on area needs
- Developed procedures to help maintain funding for cemeteries in Township but not owned by Township to prevent issue of being abandoned
- Obtaining multiple quotes for work performed for better cost savings to public
- Repairs and updating to both buildings
- Worked with Hwy Commissioner to develop policies/ forms specific to Rd District and its employees/ long term planning
- Used sales tax exemptions, went back to free PO BOX, using Rebates, stopped services charges



EACH OF THESE SECTIONS ARE TO BE COMPLETED SEPARATELY BY  
THE ROAD DISTRICT AND THE TOWNSHIP AND INCLUDED AS TWO  
PARTS OF THE SUBMITTED REPORT

**PECATONICA ROAD DISTRICT**

**XIV. Programs Offered by our Township.**

C. Our Township offers the following services and programs: (List programs like general assistance, youth programs, senior programs, community programs, LIHEAP, etc.) (If not applicable, remove this).

D. Other services/programs we could possibly provide:  
Storm shelter if grants available to help as funding limited

**XV. Social Service Agreements**

C. We partner with the following not for profits to offer social services (list all):

**Entity:**

**Services Provided:**

1. n/a

Our residents have benefitted from these agreements in the following ways:

D. We have considered possibly offering the following social services or the following additional potential partnerships:

**XVI. Awards and Recognitions**

Our Township has received the following awards, distinctions, and recognitions: (List all).

**XVII. Intergovernmental Agreements**

C. We partner with, or have Intergovernmental Agreements, with the following other Governments (List all):

Entity:  
Village of Pecatonica  
County of Winnebago  
Township and Road District

Services Offered:  
Property agreement for Road District  
Township provides satellite location for salt storage  
loan agreement to save taxpayer interest on Loader

D. Our Township's efficiency has increased through intergovernmental cooperation in the following way (list cost savings, avoiding duplicated services, etc.):

Paid off three year loan for Loader for Road District by use of Intergovernmental Agreement with the Township saving thousands of interest payments

Agreement with County for salt storage provides a savings to both entities in time and money and also benefits taxpayers of both by providing more efficient services

Agreement with the Village provides for mutual benefits

XVIII. Review of Laws, Township Policies, Township Rules and Procedures, Township Training Materials, and other Documents

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the Township to evaluate our compliance and to determine if any of the foregoing should be amended. **SEE TOWNSHIP for ALL**

X State laws applicable to Townships, including, but not limited to the Township Code (60 ILCS)

X Illinois Open Meetings Act (5 ILCS 120)

X Policy on public comment

X Designation of OMA officer (5 ILCS 120/1.05(a))

X All of Elected Officials have completed OMA Training (5 ILCS 120/1.05(b))

X Schedule of All Township Regular Meetings for Calendar or Fiscal Year (5 ILCS 120/2.03)

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X Others (List Below or Attach):

XIX. What Have We Done Well? (List any budget/levy freezes or reductions in the past decade; list new programs or services offered to residents over the past decade; list any ethics ordinances adopted; timely FOIA compliance; responsiveness to public; list any new intergovernmental agreements or social services offered; list any increase in number of township residents served, etc.)

**What we have done well continued:**

- Made sure all County Settlement funds were direct deposited
- Changed payroll system from QB to Payroll Mate creating a savings over \$800 year
- Long Term planning for expenditures especially for repairs and equipment
- Remodeled Road District premises for better efficiency
- Addressed safety concerns including uniforms for winter and night wear for employees, meeting OSHA requirements
- assistance from Rd District Treasurer reworking of Quick Books for better reporting and transparency
- Newer Computer System/ Reduced phone bill
- Developed proper report forms that were missing or incorrect
- Attending board meetings to provide board with Rd District updates
- Catching up on roadways needing repair
- Prudent use of motor fuel funds

- Transparency
- Working with County on area needs
- Obtaining multiple quotes for work performed for better cost savings to public
- Worked with Supervisor to develop policies/ forms specific to Rd District and its employees/ long term planning
- Used sales tax exemptions, using Rebates, stopped services charges

XX. What Inefficiencies Did We Identify/What Are our Next Steps?

Need additional funding. Need grant writing

XXI. What Can We Do Better or More Efficiently?

See above

XXII. Studies on Governmental Efficiencies

In preparing this report, we reviewed several studies on local government efficiency. These studies show that:

- The average local government in Illinois serves 1800 residents compared to the national median of 2850 individuals
- Most townships in Illinois have no bonded indebtedness. Together with road districts they are an integral element of local democracy. Township expenditures have grown at a lower rate than those of any other level of government since 1992.
- Townships have lower labor costs and employ mostly part time employees.

XXIII. Our committee's recommendations regarding Increased Accountability and Efficiency:

NEED MORE FUNDING FOR ROAD DISTRICTS- ESPECIALLY THE SMALLER TOWNSHIPS THAT DO NOT HAVE THE FUNDS TO BUY ALL THE EXPENSIVE VEHICLES AND EQUIPMENT.

Note: This Report must be filed with your County no later than 18 months after your first committee meeting.

Submitted by: 

Hwy Commissioner , Decennial Efficiency Committee of Pecatonica Road District:

Date: 9/18/24