VILLAGE OF SUGAR GROVE
BOARD REPORT

TO: VILLAGE PRESIDENT JENNIFER KONEN & BOARD OF TRUSTEES

FROM: FINANCE

SUBJECT: APPROVAL OF VOUCHERS AND PAID INVOICES

AGENDA: JAN 16, 2024 BOARD MEETING

DATE: JAN 11, 2024

ISSUE

Approval of Vouchers and Paid Invoices.

DISCUSSION

Vouchers for items purchased are submitted for payment and paid invoices are noted for ratification. For approval are payments made via check, ACH, or Credit Cards.

COST

Check Run Date**: 01/02/2024 – No Board Meeting, approval for ratification**

- **Checks Total:** $45,421.11
- **ACH Total:** $4,931.32
- **Paid Invoices for Ratification:** $14,142.87
  - 12/20/2023 - $5,904.51 – WEX (gasoline card charges)
  - 12/21/2023 - $55.00 – ILL Municipal Treasurers Assoc (manual check)
  - 12/26/2023 - $8,183.36 – FNBO Credit cards charges

Check Run Date: **01/16/2024**

- **Checks Total:** $83,679.24
- **ACH Total:** $62,421.54
- **Paid Invoices for Ratification:** $3,469.65
  - 01/12/2024 - $3,469.65 – Health Insurance paid through payroll system

RECOMMENDATION

Ratification of paid invoices totaling $64,495.30 for 01/02/2024. Approval of Invoices for 01/16/2024 of $146,100.78 and ratification of paid invoices totaling $3,469.65.

INVOICE REGISTER FOR VILLAGE OF SUGAR GROVE

EXP CHECK RUN DATES 01/02/2024 - 01/02/2024
POSTED AND UNPOSTED
OPEN AND PAID - CHECK TYPE: PAPER CHECK

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
00049864	ADVOCATE OCC HEALTH DREYER	12/11/2023		92.00	0.00	Paid	Y
00049824	AIRGAS NORTH CENTRAL	11/30/2023	12/27/2023	58.18	0.00	Paid	Y
00049827	ALEXANDER CHEMICAL CORP	12/05/2023	12/27/2023	956.62	0.00	Paid	Y
00049853	ALTORFER INDUSTRIES	12/15/2023	12/27/2023	2,570.26	0.00	Paid	Y
00049888	AT&T	12/07/2023		718.08	0.00	Paid	Y
00049889	AT&T	12/07/2023		447.74	0.00	Paid	Y
0000049133	CAMIC JOHNSON LTD	01/02/2024	10/31/2023	116.67	0.00	Paid	Y
00049874	CITY OF AURORA	12/14/2023	12/27/2023	10.50	0.00	Paid	Y
00049860	CORRECT ELECTRIC INC	12/14/2023	12/27/2023	625.00	0.00	Paid	Y
00049862	CORRECT ELECTRIC INC	12/07/2023	12/27/2023	1,950.00	0.00	Paid	Y
00049875	DE KANE EQUIPMENT CORP	12/20/2023	12/27/2023	112.73	0.00	Paid	Y
0000049101	ENGINEERING ENTERPRISES, INC.	09/27/2023	10/11/2023	0.00	0.00	Void	N
00049947	ENGINEERING ENTERPRISES, INC.	09/27/2023	10/11/2023	626.00	0.00	Paid	Y
00049899	GRAVER LIVESTOCK	10/20/2023	12/27/2023	250.00	0.00	Paid	Y
00049890	HR GREEN, INC	12/21/2023	12/27/2023	1,036.00	0.00	Paid	Y
00049891	HR GREEN, INC	12/21/2023	12/27/2023	3,501.56	0.00	Paid	Y
00049892	HR GREEN, INC	12/21/2023	12/27/2023	4,746.51	0.00	Paid	Y
00049848	ILLCO, INC.	12/06/2023	12/27/2023	1,546.93	0.00	Paid	Y
00049849	ILLCO, INC.	12/05/2023	12/27/2023	293.36	0.00	Paid	Y
00049859	ILLCO, INC.	12/07/2023	12/27/2023	814.05	0.00	Paid	Y
00049876	ILLCO, INC.	12/11/2023	12/27/2023	1,110.16	0.00	Paid	Y
00049812	JIM'S TRUCK INSPECTION LLC	12/08/2023	12/27/2023	43.00	0.00	Paid	Y
00049851	KANE COUNTY RECORDER	12/15/2023	12/27/2023	88.00	0.00	Paid	Y
00049877	KENDALL COUNTY CONCRETE INC	11/15/2023	12/27/2023	517.88	0.00	Paid	Y
00049898	KENDALL COUNTY CONCRETE INC	11/07/2023	12/27/2023	322.25	0.00	Paid	Y
00049882	KONICA MINOLTA BUSINESS	12/14/2023	12/27/2023	183.10	0.00	Paid	Y
00049884	KONICA MINOLTA BUSINESS	12/14/2023		233.61	0.00	Paid	Y
00049844	KONICA MINOLTA PREMIER FINANCE	12/05/2023		338.86	0.00	Paid	Y
00049845	KONICA MINOLTA PREMIER FINANCE	12/06/2023		400.00	0.00	Paid	Y
00049817	LAWSON PRODUCTS INC	12/01/2023	12/27/2023	853.60	0.00	Paid	Y
00049811	MEADE ELECTRIC CO, INC.	12/11/2023	12/27/2023	440.34	0.00	Paid	Y
00049895	METRONET	12/18/2023		579.75	0.00	Paid	Y
00049828	MIDWEST SALT, LLC	12/12/2023	12/27/2023	3,455.66	0.00	Paid	Y
00049852	MIDWEST SALT, LLC	12/14/2023	12/27/2023	3,393.87	0.00	Paid	Y
00049893	MIDWEST SALT, LLC	12/20/2023	12/27/2023	3,429.18	0.00	Paid	Y
00049894	NICOR GAS COMPANY	12/21/2023		578.56	0.00	Paid	Y
00049866	Ottosen, Dinolfo, Hasenbalg	11/30/2023	01/16/2024	2,632.00	0.00	Paid	Y
00049826	Rubino Engineering	12/12/2023	12/27/2023	2,740.00	0.00	Paid	Y
00049872	SIEVERT ELECTRIC SERVICE	10/31/2023	12/27/2023	585.00	0.00	Paid	Y
00049808	SUGAR GROVE ACE	12/11/2023	12/12/2023	10.96	0.00	Paid	Y
00049878	SUGAR GROVE ACE	12/19/2023	12/27/2023	38.57	0.00	Paid	Y
00049879	SUNBELT RENTALS	12/04/2023	12/27/2023	1,529.90	0.00	Paid	Y
00049847	SUPERIOR ASPHALT MATERIALS LLC	12/06/2023	12/27/2023	122.24	0.00	Paid	Y
00049883	TITAN CONSTRUCTION ENTERPRISES	12/21/2023	12/28/2023	50.00	0.00	Paid	Y
00049886	VERIZON WIRELESS	12/06/2023		468.11	0.00	Paid	Y
00049871	W.W.GRAINGER INC	12/18/2023	12/27/2023	804.32	0.00	Paid	Y

# of Invoices: 46	# Due: 0	Totals: 45,421.11	0.00
# of Credit Memos: 0	# Due: 0	Totals: 0.00	0.00
Net of Invoices and Credit Memos:		45,421.11	0.00

--- TOTALS BY FUND ---

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
	01 General Fund			18,033.75	0.00		
	35 Infrastructure Capital Projects			9,372.07	0.00		
	50 Waterworks & Sewer Fund			18,015.29	0.00		

--- TOTALS BY DEPT/ACTIVITY ---

	00 General			50.00	0.00
	49 Information Technology			119.95	0.00
	50 Administration			593.71	0.00
	51 Police			1,835.96	0.00
	52 Economic Development			67.86	0.00
	53 Public Works - Street Division			18,783.16	0.00
	54 Building Maintenance			2,704.20	0.00
	55 Community Development			3,409.29	0.00
	56 Finance			171.70	0.00
	59 Public Works - Administration			2,122.64	0.00
	60 Water Operations			14,125.26	0.00
	65 Sewer Operations			1,437.38	0.00

INVOICE REGISTER FOR VILLAGE OF SUGAR GROVE

EXP CHECK RUN DATES 01/02/2024 - 01/02/2024
POSTED AND UNPOSTED
OPEN AND PAID

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
00049873	BOB JASS CHEVROLET, INC	12/19/2023	01/15/2024	2,090.96	0.00	Paid	Y
00049896	CHRISTOPHER SPRINGBORN	01/02/2024		701.65	0.00	Paid	Y
00049850	CIT TRUCKS, LLC	12/15/2023	12/27/2023	406.69	0.00	Paid	Y
00049885	DIVERSIFIED BENEFIT SERVICES INC	12/18/2023		100.00	0.00	Paid	Y
00049918	PROSHRED SECURITY	12/25/2023		124.71	0.00	Paid	Y
00049897	ROBERT BOGLE	01/02/2024		789.99	0.00	Paid	Y
00049855	RUSSO POWER EQUIPMENT	12/18/2023	12/27/2023	235.91	0.00	Paid	Y
00049856	RUSSO POWER EQUIPMENT	12/18/2023	12/27/2023	(62.97)	0.00	Paid	Y
00049857	RUSSO POWER EQUIPMENT	12/18/2023	12/27/2023	45.98	0.00	Paid	Y
00049858	RUSSO POWER EQUIPMENT	12/18/2023	12/27/2023	43.44	0.00	Paid	Y
00049887	STAPLES	12/09/2023		127.96	0.00	Paid	Y
00049809	WATER PRODUCTS COMPANY	12/11/2023	12/27/2023	327.00	0.00	Paid	Y

# of Invoices:	11 # Due: 0	Totals:	4,994.29	0.00
# of Credit Memos:	1 # Due: 0	Totals:	(62.97)	0.00
Net of Invoices and Credit Memos:			4,931.32	0.00

--- TOTALS BY FUND ---

01 General Fund	4,528.47	0.00
50 Waterworks & Sewer Fund	402.85	0.00

--- TOTALS BY DEPT/ACTIVITY ---

50 Administration	75.73	0.00
51 Police	3,629.77	0.00
53 Public Works - Street Division	682.03	0.00
54 Building Maintenance	127.96	0.00
55 Community Development	25.84	0.00
56 Finance	50.00	0.00
59 Public Works - Administration	12.99	0.00
60 Water Operations	327.00	0.00

INVOICE REGISTER FOR VILLAGE OF SUGAR GROVE

EXP CHECK RUN DATES 01/16/2024 - 01/16/2024
UNPOSTED
OPEN - CHECK TYPE: PAPER CHECK

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
00049969	ACOUSTIC ASSOCIATES, LTD	12/11/2023	01/10/2024	1,200.00	1,200.00	Open	N
00049936	ADVANCED AUTOMATION & CONTROLS	09/22/2023	12/27/2023	230.00	230.00	Open	N
00049934	AEP ENERGY	12/05/2023	12/28/2023	607.51	607.51	Open	N
00049863	American Legal Publishing	12/18/2023	01/16/2024	500.00	500.00	Open	N
00049924	AMERICAN PUBLIC WORKS ASSN	12/27/2023	12/27/2023	573.00	573.00	Open	N
00049913	AUTOZONE STORES LLC	12/27/2023	12/27/2023	66.49	66.49	Open	N
00049986	AUTOZONE STORES LLC	01/08/2024	01/31/2024	106.26	106.26	Open	N
00049966	BS&A SOFTWARE	11/01/2023	12/01/2023	2,602.00	2,602.00	Open	N
00049967	BS&A SOFTWARE	12/08/2023	01/08/2024	26,000.00	26,000.00	Open	N
00049942	CAMIC JOHNSON LTD	12/26/2023	01/31/2024	116.67	116.67	Open	N
00049950	CONRAD POLYGRAPH, INC	12/29/2023	01/31/2024	180.00	180.00	Open	N
00049940	DE KANE EQUIPMENT CORP	12/29/2023	01/09/2024	22.78	22.78	Open	N
00049915	ENGINEERING ENTERPRISES, INC.	12/27/2023	12/27/2023	1,535.00	1,535.00	Open	N
00049916	ENGINEERING ENTERPRISES, INC.	12/27/2023	12/27/2023	10,053.11	10,053.11	Open	N
00049917	ENGINEERING ENTERPRISES, INC.	12/27/2023	12/27/2023	1,288.00	1,288.00	Open	N
00049919	ENGINEERING ENTERPRISES, INC.	12/27/2023	12/27/2023	7,507.50	7,507.50	Open	N
00049920	ENGINEERING ENTERPRISES, INC.	12/27/2023	12/27/2023	819.00	819.00	Open	N
00049921	ENGINEERING ENTERPRISES, INC.	12/27/2023	12/27/2023	14,684.25	14,684.25	Open	N
00049975	ENGINEERING ENTERPRISES, INC.	12/27/2023	01/10/2024	150.00	150.00	Open	N
00049976	ENGINEERING ENTERPRISES, INC.	12/27/2023	01/10/2024	175.00	175.00	Open	N
00049977	ENGINEERING ENTERPRISES, INC.	12/27/2023	01/10/2024	1,087.50	1,087.50	Open	N
00049978	ENGINEERING ENTERPRISES, INC.	12/27/2023	01/10/2024	921.00	921.00	Open	N
00049980	ENGINEERING ENTERPRISES, INC.	12/27/2023	01/10/2024	862.50	862.50	Open	N
00049981	FOX METRO WATER RECLAMATION	01/01/2024	01/10/2024	150.00	150.00	Open	N
00049938	FRANK KARABETSOS	12/28/2023	01/09/2024	50.00	50.00	Open	N
00049959	IL OFFICE OF ATTORNEY GENERAL	01/03/2024	01/31/2024	30.00	30.00	Open	N
00049982	ILLINOIS GOVERNMENT FINANCE OA	01/05/2024	01/16/2024	325.00	325.00	Open	N
00049960	ILLINOIS STATE POLICE	01/03/2024	01/31/2024	30.00	30.00	Open	N
00049901	INTERSTATE BATTERY SYSTEM	12/20/2023	12/27/2023	1,206.60	1,206.60	Open	N
00049944	J.G. UNIFORMS, INC.	12/27/2023	01/31/2024	208.00	208.00	Open	N
00049993	JIGSAW MEDICAL LLC	01/09/2024		21.67	21.67	Open	N
00049930	JIM'S TRUCK INSPECTION LLC	12/28/2023	12/27/2023	65.00	65.00	Open	N
00049931	JIM'S TRUCK INSPECTION LLC	12/28/2023	12/27/2023	41.00	41.00	Open	N
00049939	JIM'S TRUCK INSPECTION LLC	12/29/2023	01/09/2024	41.00	41.00	Open	N
00049949	JIM'S TRUCK INSPECTION LLC	01/02/2024	01/09/2024	41.00	41.00	Open	N
00049956	JUDGES 2008 LLC	12/31/2023	01/31/2024	33.00	33.00	Open	N
00050007	KURZAWA, STEVEN	01/11/2024	01/16/2024	418.15	418.15	Open	N
00049992	LIGHTHOUSE CUSTOM BLDRS	01/09/2024		34.35	34.35	Open	N
00049951	MIDWEST SALT, LLC	01/03/2024	01/09/2024	3,558.74	3,558.74	Open	N
00049932	NICOR GAS COMPANY	12/28/2023		159.66	159.66	Open	N
00049957	P F PETTIBONE & COMPANY	12/15/2023	01/31/2024	675.65	675.65	Open	N
00049948	PACE ANALYTICAL SERVICES LLC	12/31/2023	01/09/2024	710.40	710.40	Open	N
00049989	PADDOCK PUBLICATIONS INC	01/08/2024	01/10/2024	33.35	33.35	Open	N
00050009	PRAIRIE GLEN PARTNERS LLC	01/11/2024		3,400.00	3,400.00	Open	N
00049995	ROSSLER, JACOB	01/07/2024	01/09/2024	200.00	200.00	Open	N
00049903	SUGAR GROVE ACE	12/27/2023	12/27/2023	11.97	11.97	Open	N
00049922	SUGAR GROVE ACE	12/27/2023	12/27/2023	55.48	55.48	Open	N
00049933	SUGAR GROVE ACE	12/28/2023	12/27/2023	39.96	39.96	Open	N
00049968	SUGAR GROVE ACE	01/04/2024	01/31/2024	1.52	1.52	Open	N
00049961	TREASURER OF THE STATE OF ILLINOIS	01/03/2024	01/31/2024	5.00	5.00	Open	N
00049984	VAESSEN BROTHERS CHEVROLET	12/22/2023	01/09/2024	675.00	675.00	Open	N
00049954	VESCO REPROGRAPHIC	12/28/2023	01/10/2024	105.00	105.00	Open	N

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
00049958	WAREHOUSE DIRECT	01/03/2024	01/31/2024	65.17	65.17	Open	N

# of Invoices: 53 # Due: 53	Totals:	83,679.24	83,679.24
# of Credit Memos: 0 # Due: 0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:		83,679.24	83,679.24

--- TOTALS BY FUND ---

01 General Fund	11,381.94	11,381.94
30 General Capital Projects Fund	16,400.00	16,400.00
35 Infrastructure Capital Projects	33,779.86	33,779.86
50 Waterworks & Sewer Fund	20,010.44	20,010.44
51 Water Capital Fund	2,107.00	2,107.00

--- TOTALS BY DEPT/ACTIVITY ---

00 General	474.17	474.17
50 Administration	17,864.00	17,864.00
51 Police	1,271.27	1,271.27
53 Public Works - Street Division	36,633.06	36,633.06
54 Building Maintenance	11.97	11.97
55 Community Development	4,684.35	4,684.35
56 Finance	14,463.00	14,463.00
57 Boards & Commissions	680.00	680.00
59 Public Works - Administration	1,006.14	1,006.14
60 Water Operations	4,375.82	4,375.82
65 Sewer Operations	108.46	108.46
71 Water Capital	2,107.00	2,107.00

INVOICE REGISTER FOR VILLAGE OF SUGAR GROVE

EXP CHECK RUN DATES 01/16/2024 - 01/16/2024
UNPOSTED
OPEN

Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
00049935	BLUE WIRE COMMUNICATIONS	12/18/2023	12/28/2023	717.00	717.00	Open	N
00049945	BOB JASS CHEVROLET, INC	12/27/2023	01/31/2024	345.00	345.00	Open	N
00049902	CHEM-WISE PEST CONTROL	12/27/2023	12/27/2023	70.00	70.00	Open	N
00049962	CIT TRUCKS, LLC	01/04/2024	01/09/2024	1,053.38	1,053.38	Open	N
00049953	DEKIND COMPUTER CONSULTANTS	01/03/2024	02/03/2024	112.00	112.00	Open	N
00049955	DEKIND COMPUTER CONSULTANTS	01/03/2024	02/03/2024	5,185.52	5,185.52	Open	N
00049937	DYNEGY ENERGY SERVICES	12/21/2023	12/28/2023	22,122.18	22,122.18	Open	N
00049900	FEECE OIL CO	12/26/2023	12/27/2023	1,672.96	1,672.96	Open	N
00049973	FIRST INSPECTION SERVICES	01/01/2024	01/10/2024	2,147.00	2,147.00	Open	N
00049952	KRANTZ STRATEGIES LLC	01/02/2024	02/02/2024	4,060.00	4,060.00	Open	N
00049943	MCCI, LLC	01/02/2024	01/02/2024	5,736.00	5,736.00	Open	N
00049927	ROSS MECHANICAL GROUP, INC	12/22/2023	12/27/2023	1,050.00	1,050.00	Open	N
00049928	ROSS MECHANICAL GROUP, INC	12/22/2023	12/27/2023	150.00	150.00	Open	N
00049929	ROSS MECHANICAL GROUP, INC	12/22/2023	12/27/2023	610.00	610.00	Open	N
00049985	RUSSO POWER EQUIPMENT	01/08/2024	01/09/2024	699.98	699.98	Open	N
00049925	STAPLES	12/16/2023	12/27/2023	44.20	44.20	Open	N
00049926	STAPLES	12/16/2023	12/27/2023	77.84	77.84	Open	N
00049983	STEINER ELECTRIC	08/17/2023	01/09/2024	15,960.00	15,960.00	Open	N
00049910	YORKVILLE NAPA AUTO PARTS	12/27/2023	12/27/2023	175.53	175.53	Open	N
00049911	YORKVILLE NAPA AUTO PARTS	12/27/2023	12/27/2023	121.00	121.00	Open	N
00049912	YORKVILLE NAPA AUTO PARTS	12/27/2023	12/27/2023	113.60	113.60	Open	N
00049963	YORKVILLE NAPA AUTO PARTS	11/09/2023	01/09/2024	37.36	37.36	Open	N
00049974	YORKVILLE NAPA AUTO PARTS	01/05/2024	01/09/2024	160.99	160.99	Open	N

# of Invoices: 23	# Due: 23	Totals:	62,421.54	62,421.54
# of Credit Memos: 0	# Due: 0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:			62,421.54	62,421.54

--- TOTALS BY FUND ---

01 General Fund	32,159.17	32,159.17
50 Waterworks & Sewer Fund	30,262.37	30,262.37

--- TOTALS BY DEPT/ACTIVITY ---

49 Information Technology	11,049.16	11,049.16
50 Administration	163.69	163.69
51 Police	532.06	532.06
52 Economic Development	15.57	15.57
53 Public Works - Street Division	18,825.07	18,825.07
54 Building Maintenance	425.11	425.11
55 Community Development	2,675.54	2,675.54
56 Finance	38.86	38.86
57 Boards & Commissions	4,060.00	4,060.00
59 Public Works - Administration	1,464.30	1,464.30
60 Water Operations	22,110.83	22,110.83
65 Sewer Operations	1,061.35	1,061.35