

**SAMPLE TOWNSHIP 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: **Harwood**

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 Champaign County. There are **29** townships in our county.

B. The population of our Township is **610** people and **273** houses, as of the 2020 census.

C. We have **0** employees of the Township (not including elected officials).

D. We have **2** part time employees in our Road District (not including elected officials).

E. Our annual budget for 2023 is: **Town Fund \$94,678.00 and Road Fund \$183,428.00.**

F. Our Township's equalized assessed valuation for 2023 is **\$26,307,015.00.**

III. Information about Our Committee

A. Committee Members:

Township Supervisor **Mark Schluter 5/8/2023, 11/13/2023, 1/12/2024.**

Township Highway Comm. **Aaron Tuller 5/8/2023, 11/13/2023,**

Township Trustee **Rodney Bergman 5/8/2023, 11/13/2023, 1/12/2024.**

Township Trustee **Richard Peavler 5/8/2023, 11/13/2023, 1/12/2024.**

Township Trustee **Nathan Quinlan 5/8/2023, 11/13/2023, 1/12/2024.**

Township Trustee **Cory Roelfs 11/13/2023, 1/12/2024.**

Township Resident **Pat Quinlan 5/8/2023, 11/13/2023, 1/12/2024.**

Township Resident **Darrin Roelfs 5/8/2023, 11/13/2023, 1/12/2024.**

Township Resident **Keith Harms 5/8/2023, 11/13/2023, 1/12/2024.**

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): **May 8th, 2023.**

Second Meeting: **November 13th, 2023.**

Third Meeting: **January 12<sup>th</sup>, 2024.**

Additional Meetings (List All): **None**

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).

**May 8<sup>th</sup> - General Assistance**

**November 13<sup>th</sup> - Maybe donate money to a food bank. @ December meeting, passed motion to donate to charitable organizations that distribute to Harwood Township.**

B. Other services/programs we could possibly provide:

V. Social Service Agreements

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

**Entity:**

**Services Provided:**

- 1.
- 2.
- 3.
- 4.
- 5.

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

C. 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):

Entity: Multi-Township Assessing District

Services Offered: Tax assessing.

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

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 May 8<sup>th</sup>, Y November 13<sup>th</sup> Z January 12<sup>th</sup>.**

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

Illinois Open Meetings Act (5 ILCS 120)

Policy on public comment

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

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

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

Illinois Freedom of Information Act (5 ILCS 140)

Designation of FOIA officer (5 ILCS 140/3.5(a))

- FOIA Officer Training (5 ILCS 140/3.5(b))
- Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a))
- 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)
- Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
- IMRF Total Compensation Postings (5 ILCS 120/7.3)
- Designation of Whistleblower Auditing Official (50 ILCS 105/4.1)
- XY All of our Elected Officials have filed statement of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5)
- Sexual harassment prevention training (775 ILCS 5/2-109(c))
- Our Intergovernmental Agreements
- Our Social Service Agreements or Contracts
- Y 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)
- Y 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).
- Others (List Below or Attach):

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.)

- **Fiscally Responsible**
- **Maintain and Improve Roads Responsibly.**
- **Long term planning on roads and finances.**
- **November 10<sup>th</sup> 2023, set up CDs with 5% interest.**
- **Contract Work with Rantoul Twp GA on per case basis for better process and expertise.**

X. What Inefficiencies Did We Identify/What Are our Next Steps?  
**Low interest income on funds. Look into higher interest rates.**

XI. What Can We Do Better or More Efficiently?  
**Invest in CD's to improve interest income.**

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:

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

Submitted by: **Mark Schluter**  
 Chairman, Decennial Efficiency Committee of **Harwood** Township

Date: 3/1/2024