

WAUKEGAN TOWNSHIP BOARD MEETING SEPTEMBER 8, 2022

The Regular meeting of the Board of Trustees of Waukegan Township, County of Lake, of the State of Illinois was held at the Waukegan Township's Supervisor's Office located at 149 South Genesee Street, Waukegan, Illinois on Thursday September 8, 2022.

Supervisor Marc L. Jones requested a motion to Chair the Waukegan Township Board Meeting of September 8, 2022 via phone due to illness. Motion by Trustee Ortiz, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz. **Nays:** None. **Motion carried.**

The Board Meeting was called to order at 5:00 p.m. by Supervisor Marc L. Jones. Assessor Mark Stricklin led the Members in the Pledge of Allegiance and Trustee Percy L. Johnson led the Members in prayer.

ROLL CALL: Trustee Percy L. Johnson, Trustee Jeff McBride, Trustee Dulce Ortiz, Supervisor Marc L. Jones via phone and Township Attorney Torrie M. Newsome via phone. **Also, Present:** Nancy Netherton/Financial Manager, Juan Hernandez/Human Resources Manager and Dijon Ross/Administrative Support/Deputy Clerk. **Excused:** Clerk Rose M. Staben and Trustee Sylvestre Castellanos.

Supervisor Jones called out for any citizen participation, there was no response from any caller via phone.

Supervisor Jones requested a motion to approve the **Agenda** for the **September 8, 2022** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Ortiz. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Minutes for the **August 25, 2022** Waukegan Township Board Meeting, to be on hand at the following Board Meeting.

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of **September 2, 2022** as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
9/2/2022

Fund		Balance
Town Fund	Old National Bank	234,429.66
	Old National Bank M/M	907,652.80
	Illinois Funds	39,850.44

	No. Chicago Com Bank	367,823.90
Total Town Fund		\$1,549,756.80
General Assistance Fund	Old National Bank	56,699.62
	Old National Bank M/M	349,463.19
	Illinois Funds	7,577.15
Total General Assistance		\$413,739.96
IMRF/FICA Fund	Old National Bank	123,516.27
	Old National Bank M/M	0.00
	Illinois Funds	15,828.89
Total IMRF/FICA Fund		\$139,345.16
Senior Fund	Old National Bank	50,000.73
	Old National Bank M/M	168,020.87
	Illinois Funds	14,905.90
Total Senior Fund		\$232,927.50
		2,335,769.42
Road & Bridge	Old National Bank	232,454.57
	Waukegan Community Trust	323,336.72
Total Road & Bridge		\$555,791.29

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the state's fiscal year of (July 1 - June 30, 2023) we have received a total of for Town \$332,269.02 and for R & B \$98,964.41

Town RE Tax 8/30/22 \$3,031.26
Total received FY 2022-23 \$730,943.52

GA RE Taxes - 8/30/22 \$1,535.08
Total received FY 2022-23 \$370,002.50

IMRF/FICA RE Taxes - 8/30/22 \$498.11
Total received FY 2022-23 \$120,066.87

SEN'R RE Taxes - 8/30/22 \$2,436.71
Total received FY 2022-23 \$587,324.53

RB RE Taxes - 8/30/22 \$325.86
Total received FY 2022-23 \$78,695.55

Other Deposits

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones introduced Bree Stewart/Vista National and associate Kahlil Hogan. Mr. Stewart distributed the insurance renewal packet to all Board Members and reviewed its contents. He discussed the network changes; cost increases or decreases. Supervisor Jones acknowledged the good service with VN and their support for the Township events. Also, present was Nancy Netherton/Financial Manager and Juan Hernandez/Human Resources Manager.

**Ms. Steward and Mr. Hogan exited the Board Meeting at 5:17 p.m.
and Mr. Hernandez exited the Board Meeting at 5:17 p.m.**

Supervisor Jones stated that Trustee Johnson/SCSC Member was not present for their recent meeting. He stated that the SCSC discussed the upcoming Rock N' Stroll is scheduled for Saturday. He said that the event will provide music during the walk and food will be on hand. He thanked the Board Members for their endless support.

Supervisor Jones mentioned that the Park Place Preview newsletter's new name is PAJ Journal. He said Deputy Clerk Ross can provide the Board Member with a current copy.

Supervisor Jones reminded that September 16th a retirement celebration for SH/Director Lety Castellanos will be held at Bonnie Brook and invited the Board Members to join the momentive celebration with music, food and fun.

Supervisor Jones mentioned the 2021 Waukegan Township Staff Development Retreat went well with educational and fun activities. He said the 2022 WTSD is scheduled for September 23rd and invited the Board Members to attend.

Supervisor Jones mentioned that the Annual C2RR Luncheon is scheduled for October 16th, to be held at the Encore Banquet Hall.

Supervisor Jones mentioned that an insurance carrier has been established for the GVPI employees. He said the States Attorney's office will conduct a press release and the hiring for staff will follow.

Assessor's Report:

Assessor Stricklin stated that his office served under 500 appeals. He said the County complimented his office and staff for their remarkable work with the appeals process.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **August 25, 2022** in the amount of **\$118,191.49** as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Action on Invoices:

Supervisor Jones requested a motion for the approval of **agenda item #14**, approval of the following invoices for bills submitted for the **September 8, 2022** Board Meeting: Invoices for Town Fund in the amount of **\$18,840.81**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$3,715.02**; Invoices for G/A Fund/Staben House in the amount of **\$1,191.58**; Invoices for Town Fund/Assessor's Office in the amount of **\$1,809.23**; Invoices for Capital Improvements in the amount of **\$0**; Invoices for General Assistance in the amount of **\$0**; Invoices for Road and Bridge/Highway Department the amount of **\$640.44**; Senior Fund/PA Jones Center in the amount of **\$6,139.79**; Senior Fund/Gift Shoppe in the amount of **\$1,178.94**; Invoices for Home Sweet Home in the amount of **\$6,971.57**; Invoices for Fundraisers in the amount of **\$3,945.47**; as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Action on Paid Bills:

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after the **August 25, 2022** Board Meeting in the amount of **\$2,083.06** as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
September 8, 2022**

The following is a list of bills that were paid after the board meeting of August 25, 2022 and before the meeting of September 8, 2022

Purpose	Payee	Amount
Senior Fund Total Senior Fund		\$0.00
G/A Fund 8/26-9/8	FERA Rental & Utility Payments	\$0.00

	payments for the FERA Program	
8/26-9/8	Waukegan Township Emergency Assistance	\$795.06
	Funeral Exp and Rx	
8/26-9/8	GA Waukegan Township Transitional Asst	\$1,288.00
	Paycard uploads	
Total G/A Fund		\$2,083.06
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
8/29/22	Secretary of State	
	Notary Public Fees for 6	
8/29/22	West Insurance	
	Notary Insurance fees for 6	
Total Town Fund		\$0.00
Total all checks paid prior to board meeting		\$2,083.06

Emergency Bills: None.

Attestation:

Deputy Clerk Ross attested to the above Paid Bills as presented.

Action Items:

Supervisor Jones requested a motion for the approval of the 2022 Health Insurance Renewal with Vista National as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business:

Trustee Johnson wished Supervisor Jones a Happy Birthday.

Trustee McBride wished Supervisor Jones a speedy recovery.

Assessor Stricklin mentioned recording the EWC/Anger Management Program. Supervisor Jones said they can talk about it in detail at a later time.

Old Business:

Announcements:

Trustee Ortiz reminded the Board Members of the MaNo A MaNo Gala scheduled for October 8th, the event will be honoring the Hispanic Heritage Month. Supervisor Jones stated that the Township will be sponsoring the event.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones requested a motion to adjourn the **September 8, 2022** meeting at **5:36 p.m.** Motion by Trustee McBride, second by Trustee Ortiz. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

MARC L. JONES, Township Supervisor

ROSE M. STABEN, Township Clerk

WAUKEGAN TOWNSHIP
Ledger Of Selected Entries
08-31-22

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Entry	Date/Description	Account	Document	Disc. Days	Discount Amount	Net Amount
(90010)		AMAZON CAPITAL SERVICES				
16491	08-25-22	0101.581				86.08
	INV 1YHQXC3FM4T3					
16492	08-25-22	0101.582				201.30
	INV 19M66P3W6JV7					
16493	08-30-22	0101.581				232.75
	INV 1VCXX4H939GQ					
	Vendor Totals				0.00	520.13
(90266)		CONSTELLATION ENERGY SERVICES				
16496	08-12-22	0101.538				268.86
	UTILITY					
	Vendor Totals				0.00	268.86
(90267)		CONSTELLATION NEWENERGY-GAS				
16495	08-15-22	0101.538	3543963			101.33
	UTILITY					
	Vendor Totals				0.00	101.33
(90293)		CINTAS CORPORATION #47P				
16494	08-23-22	0101.520				43.26
	INV 4129076822					
	Vendor Totals				0.00	43.26
(90303)		LAKE COUNTY NEWS SUN				
16500	08-11-22	0101.535				80.64
	ACCT 53935089					
	Vendor Totals				0.00	80.64
(91182)		LIBERTY MUTUAL SURETY				
16499	08-29-22	0101.542				50.00
	LIBERTY MUTUAL SURETY FEE					
	Vendor Totals				0.00	50.00
(91315)		MCDONOUGH MECHANICAL SERVICES				
16501	08-17-22	0101.520	114875			348.83
	BUILDING MAINT					
	Vendor Totals				0.00	348.83

WAUKEGAN TOWNSHIP
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Entry	Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(91426)			SPRINT			
26504	08-27-22 TOWN TELEPHONE	0101.530	247			215.19
26505	08-27-22 TOWN TELEPHONE	0101.530	247			430.57
26506	08-27-22 LEGAL TELEPHONE	0101.801B	247			73.03
	Vendor Totals				0.00	718.79
(91585)			PITNEY BOWES			
26502	08-11-22 INV 1021298265	0101.528				350.00
	Vendor Totals				0.00	350.00
(91631)			PURCHASE POWER			
26503	08-14-22 POSTAGE	0101.528				510.75
	Vendor Totals				0.00	510.75
(91730)			ILLINOIS PUBLIC RISK FUND			
26497	08-15-22 WORKERS COMP	0101.510	76607			13570.00
	Vendor Totals				0.00	13570.00
(91917)			SECRETARY OF STATE			
26498	08-29-22 NOTARY APP FEE-L ROBINSON	0101.542				15.00
	Vendor Totals				0.00	15.00
(91978)			SAM'S CLUB DIRECT			
26509	08-10-22 BUILDING MAINT SUPPLIES	0101.582				517.10
26510	08-12-22 BUILDING MAINT SUPPLIES	0101.582				67.40
	Vendor Totals				0.00	584.50
(92248)			WOODS CREATION 4 U LLC			
26508	08-30-22 CONTRACT LABOR	0101.515	083022			1300.00
	Vendor Totals				0.00	1300.00

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WAUKEGAN TOWNSHIP
Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(92297)		WAREHOUSE DIRECT			
16507 08-17-22 SUPPLIES	0101.581	5305698			378.72
Vendor Totals				----- 0.00	----- 378.72
		Report Totals		----- 0.00	----- 18840.81
				=====	=====

WAUKEGAN TOWNSHIP
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90266)	CONSTELLATION ENERGY SERVICES				
26511 08-12-22 UTILITY	0102.520				71.23
Vendor Totals				0.00	71.23
(91326)	LARRY WICKETTS				
26513 08-26-22 CONTRACT LABOR	0102.515				980.00
26514 08-22-22 CONTRACT LABOR	0102.515				740.00
Vendor Totals				0.00	1720.00
(91426)	SPRINT				
26512 08-27-22 ASSESSORS GPS	0102.592		247		18.00
Vendor Totals				0.00	18.00
Report Totals				0.00	1809.23

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 Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90267)	CONSTELLATION NEWENERGY-GAS				
26515 08-15-22 UTILITY	0203.538	3543963			66.40
Vendor Totals				0.00	66.40
(90481)	EXPRESS SERVICES, INC.				
26517 08-24-22 CONTRACT LABOR	0203.515	27741005			1020.00
26518 08-17-22 CONTRACT LABOR	0203.515	27695337			1020.00
Vendor Totals				0.00	2040.00
(91426)	SPRINT				
26521 08-27-22 EWC GPS	0203.550	247			18.00
26522 08-27-22 EWC TELEPHONE	0203.530	247			52.89
Vendor Totals				0.00	70.89
(91511)	OLSON'S ACE HARDWARE				
26519 08-19-22 BUILDING MAINT SUPPLIES	0203.582	150322			19.57
Vendor Totals				0.00	19.57
(91978)	SAM'S CLUB DIRECT				
26520 08-09-22 BUILDING MAINT SUPPLIES	0203.582				407.00
Vendor Totals				0.00	407.00
(92323)	CITY OF WAUKEGAN				
26516 08-02-22 EWC GASOLINE	0203.607	2158077			1111.16
Vendor Totals				0.00	1111.16
Report Totals				0.00	3715.02

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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90010)	AMAZON CAPITAL SERVICES				
26523 08-24-22	0204.582				29.29
INV 1RLW9MFG1334					
Vendor Totals				0.00	29.29
(90404)	COMCAST BUSINESS				
26524 08-14-22	0204.538				121.85
ACCT 8771100191156411					
Vendor Totals				0.00	121.85
(91410)	NORTH SHORE WATER RECLAMATION				
26526 08-27-22	0204.520	4887815			54.88
ACCT 30340502027607					
Vendor Totals				0.00	54.88
(91426)	SPRINT				
26529 08-27-22	0204.550	247			18.00
SH GPS					
26530 08-27-22	0204.530	247			127.54
SH TELEPHONE					
Vendor Totals				0.00	145.54
(91538)	LORETTA PABLE				
26527 08-24-22	0204.594				98.84
REIMBURSE-EQUIP PURCHASE					
Vendor Totals				0.00	98.84
(91623)	PIER ELECTRIC INC.				
26528 08-19-22	0204.520	2209			382.00
BUILDING MAINT					
Vendor Totals				0.00	382.00
(91978)	SAM'S CLUB DIRECT				
26531 08-04-22	0204.599	009852			103.20
MISC.					
Vendor Totals				0.00	103.20
(92323)	CITY OF WAUKEGAN				
26525 08-02-22	0204.607	2158077			255.98
SH GASOLINE					
Vendor Totals				0.00	255.98
Report Totals				0.00	1191.58

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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90267)	CONSTELLATION NEWENERGY-GAS				
16532 08-15-22 UTILITY	0500.538	3543963			69.98
Vendor Totals				0.00	69.98
(91426)	SPRINT				
16536 08-27-22 R&B TELEPHONE	0500.530	247			72.79
16537 08-27-22 R&B GPS	0501.522	247			72.00
Vendor Totals				0.00	144.79
(92056)	HOME DEPOT CREDIT SERVICES				
16534 07-13-22 BUILDING MAINT	0501.582	3024238			47.41
16535 07-18-22 BUILDING MAINT	0501.582	8024762			52.84
Vendor Totals				0.00	100.25
(92323)	CITY OF WAUKEGAN				
16533 08-02-22 R&B GASOLINE	0501.586	2158077			325.42
Vendor Totals				0.00	325.42
Report Totals				0.00	640.44

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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90010)	AMAZON CAPITAL SERVICES				
26538 08-24-22 INV 1CHJ49XG76WM	0601.801				81.98
26539 08-03-22 INV 1LWWVKY17VGQ	0601.582				179.99
26540 08-20-22 INV 1TNXFMMGLQRT	0601.801B				-24.95
26541 08-20-22 INV 1RFDTWQ3L9TF	0601.801B				-24.95
26542 08-20-22 INV 1YR7THJCM63Q	0601.801B				-24.49
Vendor Totals				0.00	187.58
(90267)	CONSTELLATION NEWENERGY-GAS				
26543 08-15-22 UTILITY	0601.540	3543963			94.73
Vendor Totals				0.00	94.73
(90481)	EXPRESS SERVICES, INC.				
26545 08-24-22 CONTRACT LABOR	0601.515	27741005			765.00
26546 08-17-22 CONTRACT LABOR	0601.515	27695337			962.63
Vendor Totals				0.00	1727.63
(90930)	INTERNATIONAL FIRE EQUIPMENT				
26547 07-07-22 BUILDING MAINT	0601.520	109847			484.75
Vendor Totals				0.00	484.75
(91426)	SPRINT				
26550 08-27-22 PP GPS	0601.550	247			36.00
26551 08-27-22 PP TELEPHONE	0601.530	247			187.08
Vendor Totals				0.00	223.08
(91605)	PACE VANPOOL				
26548 08-25-22 TRANSPORTATION	0601.801C1				200.00
Vendor Totals				0.00	200.00

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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(91712) 26549 08-25-22 PRINTING-WFS	PRONTO SIGNS & ENGRAVING 0601.801B	17285			297.00
Vendor Totals				0.00	297.00
(91900) 26552 08-25-22 TOUR	STARVED ROCK LODGE 0601.801B				275.00
Vendor Totals				0.00	275.00
(92102) 26554 08-19-22 INV 152894376	ULINE 0601.582				53.29
Vendor Totals				0.00	53.29
(92124) 26553 08-19-22 INV 480464478	U.S. BANK EQUIP. FINANCE 0601.522				153.68
Vendor Totals				0.00	153.68
(92297) 26555 08-23-22 SUPPLIES	WAREHOUSE DIRECT 0601.581	5310055			713.14
Vendor Totals				0.00	713.14
(92323) 26544 08-02-22 PP GASOLINE	CITY OF WAUKEGAN 0601.801C1	2158077			1729.91
Vendor Totals				0.00	1729.91
	Report Totals			0.00	6139.79

WAUKEGAN TOWNSHIP
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90714)		GRAINGER			
26557 08-22-22 INV 9419037909	0602.582				18.01
Vendor Totals				0.00	18.01
(91426)		SPRINT			
26568 08-27-22 HSH GPS	0602.522	247			72.00
26569 08-27-22 HSH TELEPHONE	0602.530	247			100.94
Vendor Totals				0.00	172.94
(91808)		MORELOS AUTO REPAIR			
26558 07-19-21 EQUIP/AUTO MAINT	0602.522	8504			20.00
26559 07-20-21 EQUIP/AUTO MAINT	0602.522	8508			1119.95
26560 04-28-21 EQUIP/AUTO MAINT	0602.522	7870			120.00
26561 05-14-21 EQUIP/AUTO MAINT	0602.522	8010			475.00
26562 04-01-21 EQUIP/AUTO MAINT	0602.522	8023			651.28
26563 05-10-21 EQUIP/AUTO MAINT	0602.522	8024			316.80
26564 06-15-21 EQUIP/AUTO MAINT	0602.522	8266			270.00
26565 06-30-21 EQUIP/AUTO MAINT	0602.522	8369			600.00
26566 07-07-21 EQUIP/AUTO MAINT	0602.522	8421			165.00
26567 07-31-20 EQUIP/AUTO MAINT	0602.522	5868			353.00
Vendor Totals				0.00	4091.03
(92323)		CITY OF WAUKEGAN			
26556 08-02-22 HSH GASOLINE	0602.550	2158077			2689.59
Vendor Totals				0.00	2689.59
Report Totals				0.00	6971.57

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
 09-02-22

Entry	Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90010)						
26584	08-03-22 INV 19V9VVP49MDD	0200.245	AMAZON CAPITAL SERVICES			14.90
	Vendor Totals				0.00	14.90
(90612)						
26582	08-17-22 GOLF OUTING	0200.245	FOSS PARK GOLF COURSE			2883.00
	Vendor Totals				0.00	2883.00
(91511)						
26585	08-11-22 GOLF OUTING	0200.245	OLSON'S ACE HARDWARE 150243			43.52
	Vendor Totals				0.00	43.52
(91712)						
26583	08-10-22 PRINTING	0200.245	PRONTO SIGNS & ENGRAVING 17255			831.50
	Vendor Totals				0.00	831.50
(91978)						
26586	08-02-22 GOLF OUTING	0200.245	SAM'S CLUB DIRECT			94.58
26587	08-02-22 GOLF OUTING	0200.245				77.97
	Vendor Totals				0.00	172.55
			Report Totals		0.00	3945.47

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
 09-02-22

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90010)	AMAZON CAPITAL SERVICES				
26570 08-21-22	0601.805				38.35
INV 1KNMQMVVV636					
26571 08-25-22	0601.805				36.83
INV 1TG4J4TD2LYW					
26572 08-25-22	0601.805				44.36
INV 1TG4J4TD131H					
26573 08-30-22	0601.805				-12.99
INV 1T6M69CJ3V4W					
26574 08-29-22	0601.805				423.24
INV 17JGH4VN1QGV					
26575 08-29-22	0601.805				368.08
INV 141NKKNQ3TV7					
26576 08-28-22	0601.805				47.41
INV 1Q76QN7NVMXN					
26577 08-29-22	0601.805				36.78
INV 11XNHLCP399C					
26578 08-29-22	0601.805				10.99
INV 1QQGQC6K3VWD					
26579 08-28-22	0601.805				82.95
INV 1393LMHKYHTJ					
26580 08-28-22	0601.805				62.88
INV 1K1LLYJV343W					
26581 08-22-22	0601.805				40.06
INV 1DCPFTMN13QR					
Vendor Totals				0.00	1178.94
Report Totals				0.00	1178.94