



Nunda Township  
Annual Town Meeting  
Agenda

April 14, 2026 at 7:00pm  
Nunda Township Town Hall  
3510 Bay Road, Crystal Lake, IL  
60012

1. Town Clerk, Kyle Bussenger, calls the meeting to order.
2. Pledge to the flag.
3. The Clerk asks for a motion to waive the reading of the financial report.  
Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Aye \_\_\_\_\_ Nay \_\_\_\_\_
4. The Clerk asks for a motion to set the salary for the Moderator.  
Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Aye \_\_\_\_\_ Nay \_\_\_\_\_
5. The Clerk calls for nominations for a Moderator.
  - A. Nomination for \_\_\_\_\_, \_\_\_\_\_
  - B. Ask for other nominations:
  - C. A motion that nominations be closed.  
Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
All those in favor of closing the nominations signify by saying Aye -- Nay.  
Aye \_\_\_\_\_ Nay \_\_\_\_\_
  - D. A motion to cast a unanimous ballot for Moderator.  
Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Aye \_\_\_\_\_ Nay \_\_\_\_\_
6. Town Clerk administers the oath of office to the Moderator elected.
7. Moderator announces the business to come before the meeting:
  - A. Moderator states that only qualified legal residents (voters) will be recognized by the chair, and only such subjects can be considered that the Electors are empowered to regulate, direct or authorize by law.
8. The Moderator may introduce the elected township officials who are present.  
Mike Shorten, Supervisor  
Rob Parrish, Hwy. Commissioner  
Mark Dzemske, Assessor  
Kyle Bussenger, Town Clerk  
Trustees: Joe Bratanick, Bob Murray, Sheila Halasz, Karen Tynis  
Cemetery Board  
Cyntheea White, President  
Catherine Williams, Secretary  
Stephen Platt, Trustee
9. Supervisor's Remarks.

A. Prepared remarks from Chairman of: Cemetery Board

10. Motion to Approve the minutes of the 2025 Annual Township Meeting, held on April 8th, 2025 and to Accept as submitted, and a second.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Aye \_\_\_\_\_ Nay \_\_\_\_\_

11. The Moderator calls for a motion to set the fiscal year for the Township from April 1st, 2026 through March 31st, 2027.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Aye \_\_\_\_\_ Nay \_\_\_\_\_

12. The Moderator calls for a motion to set the fiscal year for the Cemetery Fund from April 1st, 2026 through March 31st, 2027.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Aye \_\_\_\_\_ Nay \_\_\_\_\_

13. The Moderator calls for a motion to hold the year 2027 Annual Meeting on Tuesday April 13th, 2027 at 7:00 p.m.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Aye \_\_\_\_\_ Nay \_\_\_\_\_

**14. THE MODERATOR STATES THE FOLLOWING BUSINESS TO COME BEFORE THIS MEETING:**

**MOTION granting the Nunda Township Board of Trustees authority to hire a Certified Public Accountant, for fiscal year 2026-2027 to audit the Nunda Township Books.**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Aye \_\_\_\_\_ Nay \_\_\_\_\_

*PLEASE NOTE: All financial reports for all of the Township's funds have been posted on the bulletin board at the entrance to the hall.*

15. Is there any other business to be brought before this meeting?

16. There being no further business, a motion to adjourn.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Aye \_\_\_\_\_ Nay \_\_\_\_\_

17. Moderator adjourns the meeting at \_\_\_\_\_ p.m.

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**STATUTORY NOTICE CHECKLIST (for Township Clerk use)**

- Agenda adopted by Board of Trustees at least 15 days before April 14, 2026 (by March 30, 2026) – 60 ILCS 1/30-10
- Notice posted in at least 3 public places in the township at least 15 days before April 14, 2026 (by March 30, 2026) – 60 ILCS 1/30-5
- Notice published in English-language newspaper before meeting – 60 ILCS 1/30-5
- Supervisor's Annual Financial Report filed with Clerk before meeting – 60 ILCS 1/70-30

Copy of Supervisor's Report posted at meeting location 2 days before meeting (by April 12, 2026) – 60 ILCS 1/70-30