

06/14/17

MATUSZEWICH Vendor Name: **Matuszewich & Kelly, LLP**

<u>Reference</u>	<u>Amount Paid</u>
May 2017 Legal	1582.50

\_\_\_\_\_  
Township Supervisor

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

June 10, 2017

**Attention:** [REDACTED]  
**Re:** Miscellaneous

**Invoice #:** 8984  
**File #:** 05-0009

DATE	DESCRIPTION	HOURS
May-01-17	Call to and from Judy re: FOIA from BGA and A. Gasser.	0.30
May-10-17	Phone call with Dianne Klemm, prepare for meeting.	1.25
	Attend Meeting, discussion with Clerk re: Swearing in.	1.75
	Review potential issues that may arise at meeting.	0.40
May-11-17	Call township send Oaths to Township.	0.25
	Call with Algonquin township supervisor re: FOIA	0.30
May-18-17	Call from Karen Lukasik re: FOIA and OMA issues, e-mail to Clerk Statutory authority for duties and FOIA / OMA information.	1.00
	Phone conference with Supervisor re: FOIA Officer, personnel matters ect.	0.50
May-19-17	Call from Supervisor re: duties of Treasurer, e-mail to Supervisor re: duty of Treasurer	0.40
	Drafting of personnel manual.	0.60
May-22-17	Call from Supervisor re: duties of Clerk and Treasurer, discussion re: payment of Road District employees.	0.25
May-23-17	Call from clerk re: response to FOIA.	0.25

	Research question for Clerk	1.00
May-25-17	Review e-mail from Clerk and Highway Commissioner concerning FOIA and the Clerk's duties, send e-mail with suggestions to the Clerk and copy Supervisor an Highway Commissioner.	1.00
	Continue drafting employee handbook.	1.00
May-26-17	Phone conversation with Clerk re: FOIA.	0.30
	Total Hours	<u>10.55</u>
	Total Fees	<u>\$1,582.50</u>
	Total Fee & Client Costs	<u>\$1,582.50</u>
	Previous Balance	\$877.50
	Payments Received - Thank You!	\$877.50
	<u>Balance Now Due</u>	<u>\$1,582.50</u>

07/12/17

MATUSZEWICH

Vendor Name: **Matuszewich & Kelly, LLP**

Reference	Amount Paid
Legal June 2017	10428.75

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Township Supervisor



LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

July 7, 2017

**Attention:** Charles Lutzow  
**Re:** Miscellaneous

**Invoice #:** 9051  
**File #:** 05-0009

DATE	DESCRIPTION	HOURS
Jun-02-17	Research on prohibited activities. E-mail to Supervisor.	1.00
Jun-03-17	E-mail from Clerk Re: missing records.	0.10
Jun-04-17	Research for Clerk FOIA Office, send Clerk FOIA Officer Resolution.	0.50
	Call from Clerk Re: access to office and township records.	0.25
Jun-05-17	Call from Clerk Re: duties as Custodian of Records	0.20
	Call from Supervisor Re: interaction with Clerk as custodian of records.	1.10
	Conference Re: lawsuit, review lawsuit.	0.90
	Correspondence from T. Gooch Attorney for former highway commissioner.	0.30
	Receipt and review of e-mails Re: FOIA.	0.40
	Receipt and review of lawsuit Re: Gasser v. Lukasik	0.50
Jun-06-17	Research issues concerning Highway Commissioner's lawsuit, contact CCMSI Re: potential claim.	1.00
	Call to Supervisor Re: Clerk's access to records.	0.60

	Call from Supervisor Re: Maintenance of Records	0.30
Jun-07-17	Correspondence from D. McArdle Re: Representation of Clerk, call to Supervisor.	0.40
	Review requirements for documents to be maintained by Clerk, drafting of memo regarding documents to be maintained by Clerk.	0.40
Jun-08-17	Receipt and review of e-mail from K. Lukasik's attorney Re: TRO.	0.20
	Phone Conference with Supervisor	0.30
	Call from Supervisor Re: TRO	0.20
	Receipt and review of Petition for TRO, receipt of various emails, call opposing counsel, call Supervisor, research, prepare and attend court for hearing on Petition for TRO entry of TRO, send TRO to client, call to Supervisor.	5.00
	Phone conference with Supervisor.	0.30
	Draft Letter to Supervisor.	0.50
	Continue drafting memo regarding township Clerk duties.	0.50
	Research Re: records retention, drafting of memo Re: records retention, review FOIA.	1.40
	Review lawsuits filed by Highway Commissioner and Township Clerk.	0.30
Jun-09-17	Drafting of memo Re: FOIA.	1.40
Jun-10-17	Receipt of e-mail from J. Gottemoller Re: equipment subject to TRO, e-mail to Supervisor Re: equipment.	0.10
Jun-12-17	E-mail from Supervisor re: compliance with J. Gottemoller's request. E-mail to Ryan re: receiver's request.	0.10
	E-mail to Supervisor Re: receiver request for info on copier, Call to Ryan Re: agenda, draft letter.	0.60
	Correspondence to and from Supervisor's office Re: equipment, and FOIA procedure, Research various issues related to FOIA, Clerk and review.	1.50
Jun-13-17	E- mail from J. Gottemoller, Re: inventory of equipment, e-mail to Gottemoller Re: TRO scanning, receipt and review of various emails form Clerk re: access to records, etc.	1.50

Jun-14-17	Prepare for meeting, call from T. Gooch Re: litigation, Call from D. McArdle Re: litigation, call to and from Supervisor and Clerk Re meeting.	4.00	
	Research Re: clerk's ability to hire counsel and conflict arising between township attorney and township clerk, research Re: limiting public participation under Open Meetings Act.	2.30	—
	Attend regular monthly meeting.	3.00	
Jun-15-17	Conference with LFM Re: AT Monthly meeting.	0.20	
	Correspondence to Clerk Re: recorders, correspondence to Supervisor Re: Meeting Room, correspondence to D. McArdle Re: Clerk.	0.50	—
	Correspondence from Clerk Re: Inventory of Records	0.10	—
	Receipt and review of Amended Complaint (Gasser v. Lukasik), e-mail Re: Amended Complaint to Supervisor.	0.30	
	Call from T. Gooch Re: defense and indemnification in Gasser v. Lukasik matter.	0.40	
	Call from J. Gottemoller Re: Access to driver, status of recovery of drives.	0.30	
	Review Gasser's Amended Complaint, research Re: payment of defense of former elected official.	0.50	
Jun-16-17	E-mail from Clerk Re: access to records, call from Clerk Re: records, call to J. Gottemoller Re: records, Phone call with Clerk Re: records, draft letter to Highway Commissioner.	1.30	—
	Call from Clerk regarding access to records.	0.20	—
Jun-17-17	Receipt an review of various e-mails from K. Lukasik re: Access to records.	0.30	—
Jun-19-17	Call from Clerk Re: Pleading in current litigation official records.	0.20	—
Jun-20-17	Research Re: Highway Commissioner having attorney for lawsuit filed by him including request for accounting.	0.50	
Jun-21-17	Call from J. Gottemoller Re: securing various electronic drives.	0.20	
Jun-22-17	Receipt and review of e-mails Re: FOIA	0.20	
	Call from Supervisor Re: Security System, records storage.	1.00	
	Continue research regarding indemnification of former elected official.	0.50	



Jun-23-17	Receipt of e-mail from Hanlon Re: subpoena from ZRFM. Notify Township Clerk and Supervisor of Subpoena.	0.20	
	Phone conference with D. McArdle	0.30	
	Call from Clerk Re: Bills and meeting with Supervisor Re: records.	0.30	—
	Receipt and review of various e-mails Re: Clerk, FOIA, Litigation	0.50	—
	Continue research regarding indemnification of former elected official.	1.20	
Jun-26-17	Receipt and review of letter from R. Hanlon Re: litigation.	0.10	
	Letter to Trustee Victor Re: Simultaneous tenure.	1.00	
	Phone call from Clerk Re: security of township records and FOIA	0.30	—
	Continue research and drafting of memo Re: indemnity of former elected official.	1.70	
Jun-27-17	E-mail from Clerk Re: canceling the meeting scheduled for today.	0.10	—
	Receipt and review of E-mail from R. Hanlon Re: litigation, e-mail to Hanlon, call Supervisor.	1.20	
	Meeting with Supervisor, Clerk, and D. McArdle.	2.50	
	Call from Supervisor Re: various matters	0.25	
	Multiple e-mails to and from Clerk and Supervisor, Call from R. Hanlon Re: litigation, coordination of meeting with Supervisor and Clerk, research on Deputy Clerk, call to Supervisor Re: litigation and meeting with Clerk.	1.50	
	Drafting opinion regarding defending former elected official.	1.10	
Jun-28-17	Revise and send opinion to Supervisor Re: transfer of funds between line items, call from Supervisor, discussion with Supervisor Re: e-mail from R. Hanlon Re: verification.	0.75	
	Call from Clerk Re: Access to Road District Records. Clerk requested access to records in building 5, Clerk denied access.	0.25	—
	Research Re: transfer of funds among line items in budget, drafting of letter to Chuck Lutzow, review laws applicable to employee handbook, drafting of revisions to letter to Chuck Lutzow.	2.00	
Jun-29-17	Call from Clerk Re: access to records	0.25	—

	Draft letter to Highway Commissioner	0.50	
	Call from Supervisor Re: various matters.	0.25	
	Meeting with Supervisor to resolve records issues	1.00	
	Numerous communication with Clerk Re: records beginning at 7:40 am, draft and send e-mail to A. Gasser Re: access to records, communications with Clerk Re: Access to records, e-mail to D. McArdle Re: access to records.	2.00	—
	E-mail from opposing counsel R. Hanlon, call to Supervisor Re: e-mail from opposing counsel, call to opposing counsel Re: verification, e-mail to opposing counsel Re: verification on 150 lawsuit, call to opposing regarding verification and access to records, call to Supervisor.	1.30	
	E-mail from Clerk Re: FOIA for pleadings in case, send pleadings, e-mail Re: pleadings, call from clerk Re: pleadings.	0.30	—
Jun-30-17	Receipt of e-mail from Clerk, phone conversation with Supervisor Re: records, phone call from Clerk Re: records and additional assistance in digitizing records, review Local Records Act, receipt and review of draft minutes, return to Clerk.	2.00	—
	<b>Total Hours</b>	<u>60.70</u>	
	<b>Total Fees</b>	<u>\$10,428.75</u>	
	<b>Total Fee &amp; Client Costs</b>		<u>\$10,428.75</u>
	Previous Balance		\$1,582.50
	Payments Received - Thank You!		\$1,582.50
	<b><u>Balance Now Due</u></b>		<u>\$10,428.75</u>

08/09/17

GOTTEMOLLER Vendor Name: **Madsen, Sugden & Gottemoller**

<u>Reference</u>	<u>Amount Paid</u>
Legal Consulting	937.50

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Township Supervisor



IN THE CIRCUIT COURT OF THE TWENTY-SECOND JUDICIAL CIRCUIT  
MCHENRY COUNTY, ILLINOIS

ANDREW GASSER  
Plaintiff,

v.

KAREN LUKASIK  
Defendant.

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)  
)  
)

Case No. 17 CH 435

Katherine M. Keefe  
Clerk of the Circuit Court  
\*\*\*Electronically Filed\*\*\*  
Transaction ID: 1711188823  
17CH000435  
07/12/2017  
McHenry County, Illinois  
22nd Judicial Circuit  
\*\*\*\*\*

**Receiver's report and Petition for Fees and Expense Reimbursement**

Now comes the receiver Joseph Gottemoller on behalf of the firm Madsen Sugden & Gottemoller and reporting to the Court as to the status of documents and requesting reimbursement for fees and costs. In support thereof the receiver States:

1. On June 8, 2017 this Court entered a temporary restraining order to preserve certain records at Algonquin Township. In particular the order sought to protect the video surveillance and scanning file data at the Algonquin Township Offices.
2. During Friday evening July 9 I first heard of this matter when requested by David McArdle to act as the receiver in the matter.
3. On Tuesday June 13, 2017 I visited the Algonquin Township offices to discover what equipment was there and how we could capture and protect the data. Upon review I discovered that the video system consisted of 13 cameras running 24 hours a day and storing information in a Digital Video Recorder. Along with two desk top Fujitsu scanners and one Cannon Copier. The Cannon copier could be used for scanning and emails. The Fujitsu scanners are attached to the computer system and do not have independent email ability.
4. After contacting a computer company OWC out of Woodstock and both the original installer and the Walter Alarm Services about the video. I arranged to meet back at the Township on Friday June 16 with experts to backup data files etc.
5. On June 16, we reconvened at the township offices. The Alarm Company examined the backup needs for the DVR and ultimately took control of the DVR. The machine contains 180 days of data for all 13 cameras. The file data is approximately 4 Terra bites of information. To date the Walter Alarm service has spent 12 and a quarter hours making a backup record for approximately 12 of the 30 days in May that the parties have requested the data. Walter Alarms hourly rate is 95 dollars plus they have purchased backup hard drives that cost 398.63 for a total of 1562.38 being due them. TF 781.19 RB 781.19
6. OWC came out for a few hours on the 16<sup>th</sup> of June and soon discovered that each of the scanners and the copier was connected to the server which was password protected. Ryan Allison of OWC was put in touch with the company charged with managing the computers and who was the only one with the password. The two of them returned on June 22 and examined the files contained in the scanned file data folders on the server, each desk top computer and the backup system. They made copies of the data and removed the copies off site.

7. OWC has since delivered 6 thumb drives to my office containing all of the copied computer data. The OWC charges are Five Hundred Seventy Eight dollars and fifty one cents. (TF 289.26 RB 289.25) (\$578.51). A copy of their invoice is attached.

8. A detailed copy of my bill is attached and made a part hereof in the amount of One thousand eight hundred and seventy five dollars. (TF 937.50 RB 937.50) (1875.00).

9. I have possession of all six thumb drives. I halted the video copying because of the cost and the need for guidance from the parties and the court. If the litigants know specific dates and times the copying would be much easier to make and to review.

10. Finally there is a question as to the hard drive in the copy machine. Gordon Flesch Company is the service provider on the Cannon Copier which is also used as a scanner in the office. I have contacted them for a price to pull the hard drive and insert another but do not have a price yet.

Wherefore Joseph Gottemoller Receiver respectfully requests this court to direct the completion of the backup of the video data, the Cannon hard drive recovery and the payment of fees and any other direction the court deems just and appropriate.



Madsen, Sugden & Gottemoller

Attorney Name	Joseph Gottemoller
Firm Name	Madsen, Sugden & Gottemoller
Attorney for	Michael Caldwell
Firm Address	1 N. Virginia St. Suite A, Crystal Lake, IL 60014
Firm Phone	(815) 459-5152
Attorney No.	6182717





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**MADSEN, SUGDEN & GOTTEMOLLER**

One N. Virginia Street  
Crystal Lake, IL 60014

815-459-5152

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July 03, 2017

McHenry County Clerk of the Circuit Court

In Reference To: Gasser vs. Miller, et al - Witness/Civil (JG 17-0394)

Professional Services

		<u>Hrs/Rate</u>	<u>Amount</u>
6/9/2017	JG Conference with Dave McArdle	0.75 250.00/hr	187.50
6/13/2017	JG Trip to Algonquin Township office to asses situation	1.50 250.00/hr	375.00
6/14/2017	JG Conference with OWC and Algonquin	0.50 250.00/hr	125.00
6/16/2017	JG Meeting at Algonquin Township Office - Received DVR, etc.	2.00 250.00/hr	500.00
	JG E-mails on status to all counsel; McArdle conference	0.75 250.00/hr	187.50
6/21/2017	JG Conference with Alarm System	0.50 250.00/hr	125.00
6/22/2017	JG Conference with OWC and Alarm System	1.00 250.00/hr	250.00
6/23/2017	JG E-mail to all attorneys with status update	0.50 250.00/hr	125.00
	<b>For professional services rendered</b>	<b>7.50</b>	<b>\$1,875.00</b>
	<b>Balance due</b>		<b>\$1,875.00</b>

**SERVICE LIST**

Steven J. Brody  
Steven J. Brody & Associates, Ltd.  
15 W. Woodstock Street  
Crystal Lake, IL 60014

Jacob D. Caudill  
David W. McArdle  
R. Mark Gummerson  
Zukowski, Rogers, Flood & McArdle  
50 Virginia Street  
Crystal Lake, IL 60014

Thomas W. Gooch III  
Gauthier & Gooch  
209 South Main Street  
Wauconda, IL 60084

Robert T. Hanlon  
Law Offices of Robert T.  
Hanlon & Associates, P.C.  
131 East Calhoun Street  
Woodstock, IL 60098

James P. Kelly  
Attorney at Law  
101 N. Virginia Street  
Crystal Lake, IL 60014

08/09/17

ZRFM LAW

Vendor Name: **Zukowski, Rogers, Flood & McArdle**

<u>Reference</u>	<u>Amount Paid</u>
Clerk Legal	36047.50

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Township Supervisor

LAW OFFICES  
**Zukowski, Rogers, Flood & McArdle**  
50 VIRGINIA STREET  
**Crystal Lake, Illinois 60014**  
(815) 459-2050  
fax (815) 459-9057

**August 2, 2017**

Karen Lukasik  
Algonquin Township Clerk  
3702 U.S. Highway 14  
Crystal Lake, IL 60014  
VIA E-MAIL: karenlukasik@yahoo.com

Billed Through: 07/31/2017  
Client Number: 009722 DWM  
Invoice Number: 127020

**Matter 00001**

**Personal - Attorney/Client Privilege Applies:**

07/03/2017 2.25 hrs

07/03/2017 0.50 hrs  
07/04/2017 4.25 hrs

07/05/2017 10.00 hrs

07/05/2017 1.75 hrs

Lukasik, Karen

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07/05/2017  
07/06/20170.50 hrs  
3.00 hrs07/06/2017  
07/07/20171.00 hrs  
0.75 hrs

07/10/2017

1.25 hrs

07/10/2017  
07/11/20171.75 hrs  
2.25 hrs

07/11/2017

1.75 hrs

07/12/2017

1.25 hrs

07/12/2017  
07/13/20170.25 hrs  
6.75 hrs

07/13/2017	0.25 hrs
07/14/2017	7.00 hrs
07/14/2017	3.50 hrs
07/16/2017	0.25 hrs
07/17/2017	0.75 hrs
07/18/2017	0.75 hrs
07/18/2017	0.25 hrs
07/19/2017	1.00 hrs
07/19/2017	2.25 hrs
07/20/2017	0.25 hrs
07/21/2017	1.75 hrs
07/22/2017	0.25 hrs
07/24/2017	0.50 hrs
07/25/2017	0.50 hrs
07/27/2017	0.75 hrs
07/28/2017	1.25 hrs
07/29/2017	0.50 hrs
07/31/2017	0.25 hrs
Total Fees For This Matter	61.25 hrs
	\$15,312.50
COSTS ADVANCED	
07/06/2017	Witness Fee (Dillon Stern for appearance at TRO hearing)
07/13/2017	K's Investigations (service of subpoena on Dylan Stern)
	\$26.00
	\$54.00



Lukasik, Karen

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Total Disbursements For This Matter

\$80.00

**BILLING SUMMARY**

TOTAL FEES

61.25 hrs

\$15,312.50

TOTAL COSTS ADVANCED

\$80.00

**TOTAL FOR THIS INVOICE**

**\$15,392.50**

**NET BALANCE FORWARD**

**\$20,655.00**

TOTAL BALANCE NOW DUE

**\$36,047.50**

UNPAID BALANCES ARE SUBJECT TO A 1.5% PER MONTH DELINQUENCY CHARGE AFTER 30 DAYS FROM BILLING DATE.  
VISA AND MASTERCARD ACCEPTED.



ZRFM LAW

Vendor Name: **Zukowski, Rogers, Flood & McArdle**ReferenceAmount Paid

6165.00



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Township Supervisor

LAW OFFICES  
**Zukowski, Rogers, Flood & McArdle**  
50 VIRGINIA STREET  
**Crystal Lake, Illinois 60014**  
(815) 459-2050  
fax (815) 459-9057

October 4, 2017

ZRFm/AW

7/10.003

Karen Lukasik  
Algonquin Township Clerk  
3702 U.S. Highway 14  
Crystal Lake, IL 60014  
VIA E-MAIL: karenlukasik@yahoo.com

Billed Through: 09/30/2017  
Client Number: 009722 DWM  
Invoice Number: 128007

**Matter 00001 Personal - Attorney/Client Privilege Applies:**

09/01/2017	conference with client re court appearance; conference re change of locks on records room; correspondence with attorney for Township re access code request with regard to audio and video in records room; follow up with client;	0.50 hrs
09/02/2017	follow up correspondence with attorney for Township re access code;	0.25 hrs
09/03/2017	correspondence and follow up with client re follow up communication with Supervisor re camera unknowingly installed in records room;	0.50 hrs
09/04/2017	correspondence re strategy re issues between parties; follow up call;	0.50 hrs
09/05/2017	conference with client re FOIA and subpoena for video camera password information; draft FOIA to supervisor and subpoena form language to employee re records room Nest camera;	1.00 hrs
09/06/2017	drafting of answer to amended complaint, motion for leave to file same, FOIA request and request for production; conference with client re video information requested via FOIA and request for production; conference re subpoena to Township employee;	1.50 hrs
09/07/2017	conference with client re allegations in amended complaint and answers; responses to each; follow up re same; drafting of subpoena to Ryan Provenzano; edit answer to complaint; receipt and review of correspondence from client to Supervisor requesting documents; follow up re consequence, court assistance if complied with; conference re ;	2.00 hrs
09/08/2017	conference re changing of locks to secure records; conference re records still not accessible to Clerk; ; conference re status of ; discuss deposition schedule; review file; discuss additional subpoenas;	0.75 hrs
09/09/2017	conference with client re ; receipt and review of answer re filed by Gasser; work on Clerk answer to complaint; follow up with client; correspondence with client re documentation re records room camera;	1.25 hrs
09/10/2017	several conferences with client re missing records; discuss options; correspondence and conference with client re redaction of bills due to	0.75 hrs

Lukasik, Karen

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	attorney/client privilege <b>in response to FOIA</b> ; conference re consequence of failure to respond to discovery request and/or subpoena;	
09/11/2017	prepare subpoena to Nest; edit subpoena to R. Provenzano; receipt and review of correspondence re relocated records to secure same; follow up conference with client; receipt and review of Miller's answer to amended complaint; conference with client re communication with R. Provanzano re relocated records;	1.25 hrs
09/12/2017	conference with client re production request from Majewski; conference re subpoena to Nest; work on same; research location of company; forward copy to client; serve on parties; discuss strategy re police investigation of video and audio; <b>edit FOIA draft response</b> re missing records;	2.00 hrs
09/13/2017	receipt and review of CCMSI's correspondence re release in exchange for insurance payment; interoffice conference re basis of request for release; receipt and review of Attorney Kelly's correspondence re records;	1.00 hrs
09/14/2017	several conferences with client re camera subpoena status; receipt and review of correspondence from Township attorney in response to document request; forward to client; discuss refusal to produce password information due to "security threat"; discuss deposition of C. Lutzow and issues to address; draft and file notice of deposition;	1.50 hrs
09/15/2017	conference with client re status of our answer to amended complaint; work on same; interoffice conference re rules to show cause petition due to FOIA denial in face of court order on previous TRO; correspondence with Attorney Kelly re CCMSI correspondence; conference with client re proposed insurance agreement; receipt and review of same;	2.50 hrs
09/18/2017	receipt and review of letter from Attorney Kelly from client re records removal; follow up with client; receipt and review of letter to Gasser from client; follow up with client re response to subpoena;	0.75 hrs
09/19/2017	<b>draft responses proposed for FOIA</b> ; follow up with client;	0.75 hrs
09/20/2017	<b>follow up with client re additional FOIA request</b> ; receipt and review of correspondence from Township's attorney re R. Provenzano subpoena; interoffice conference re court strategy; follow up with client re same;	1.00 hrs
	;	
09/21/2017	drafting of correspondence with Attorney Kelly re Lutzow deposition cancellation; correspondence with client re strategy re failed requests for documents re secreted video and audio; follow up;	0.50 hrs
09/22/2017	correspondence re missing bank statements;	0.25 hrs
09/25/2017	correspondence to attorneys re Lutzow deposition; conference with Attorney Gooch's office re same; correspondence with attorney for Township re scheduled deposition; receipt and review of motion to quash subpoena and correspondence from Attorney for Township re deposition; conference with client;	1.00 hrs
09/26/2017	edit rule to show cause;	0.25 hrs
09/28/2017	conference with client and correspondence re missing records;	0.25 hrs
09/28/2017	receipt and review of petition for rule re Lutzow;	0.25 hrs
09/29/2017	correspondence re court order re R. Provenzano;	0.25 hrs
09/29/2017	conference re Lutzow eavesdropping and rule to show cause;	0.25 hrs
09/29/2017	court appearance for argument on motion; interoffice conference re strategy;	1.25 hrs



Lukasik, Karen

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09/30/2017 conference with client re court order re R. Provanzano subpoena; discuss  
strategy re ;

0.50 hrs

Total Fees For This Matter

24.50 hrs

\$6,125.00

**COSTS ADVANCED**

09/11/2017 Nest (subpoena for documents fee)

\$20.00

09/11/2017 Ryan Provenzano, Algonquin Township (subpoena for documents  
fee)

\$20.00

Total Disbursements For This Matter

\$40.00

**BILLING SUMMARY**

TOTAL FEES

24.50 hrs

\$6,125.00

TOTAL COSTS ADVANCED

\$40.00

TOTAL FOR THIS INVOICE

\$6,165.00

**TOTAL BALANCE NOW DUE****\$6,165.00**

UNPAID BALANCES ARE SUBJECT TO A 1.5% PER MONTH DELINQUENCY CHARGE AFTER 30 DAYS FROM BILLING DATE.  
VISA AND MASTERCARD ACCEPTED.

MATUSZEWICH

Vendor Name: **Matuszewich & Kelly, LLP**

<u>Reference</u>	<u>Amount Paid</u>
9313, 9314	6730.00

  
\_\_\_\_\_  
Township Supervisor

✓

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

October 5, 2017

5160.001

**Attention:** Charles Lutzow  
**Re:** Miscellaneous

**Invoice #:** 9313  
**File #:** 05-0009

DATE	DESCRIPTION	HOURS
Sep-05-17	Review various emails from client.	0.20
	Phone conversation with Supervisor concerning various matters.	0.60
Sep-06-17	Review and comment on Resolution to Establish Depositories.	1.00
Sep-07-17	Call from client Re: Resolution to Establish Depositories.	0.40
	Call from and to Supervisor Re: Depositories.	0.10
	Phone conversation with Supervisor regarding billing issues, required signatures on warrants for road district, clerk duties, etc.	0.50
	Send Ordinance allowing serving of alcohol on township property. (No Charge)	0.10
Sep-08-17	Call from Supervisor, research building security.	2.00
	Conference re: building security, control of facilities, discussion with Supervisor re: control of facilities.	2.00
	Conference on building security and cameras.	0.50
Sep-09-17	Meeting with Supervisor concerning building security and clerk issues.	2.00
Sep-11-17	Receipt and review of correspondence from Clerk Re: FOIA and records.	0.10

Payments Received - Thank You!

\$2,292.50

**Balance Now Due**

**\$4,600.00**

✓

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

October 5, 2017

**Attention:** Charles Lutzow  
**Re:** Gasser v. Lukasik (Case No. 17 CH 435)

**Invoice #:** 9314  
**File #:** 05-0009.36

DATE	DESCRIPTION	HOURS
Sep-11-17	Receipt and review of discovery request.	0.10
Sep-13-17	Receipt and review of subpoenas, request to produce, and correspondence from T. Gooch, forward to client with letter.	0.80
Sep-20-17	Phone call Re: scheduling of Lutzow deposition.	0.25
	Draft Motion to Quash Subpoena served on Ryan.	0.50
	E-mail to Supervisor Re: receipt of subpoena fee.	0.10
Sep-25-17	Letter to D. McArdle advising of a conflict with the schedule of the deposition, receipt of e-mail from D. McArdle canceling deposition, letter to D. McArdle Re: incorrect statements in letter concerning depositions.	0.30
	Letter to D. McArdle refuting allegation that Supervisor has refused to provide documents.	0.40
		1.00
Sep-26-17		2.80
Sep-27-17		1.10
Sep-28-17	Receipt and review of Petition for Rule to Show Cause, call to Supervisor.	0.80



Appear in court for status, Motion to Quash Provenzano Subpoena.	2.00
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Phone call from CCMSI re: insurance, coverage and payment of policy payment for litigation.	0.50
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Total Hours	<hr/> 10.65
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Total Fees	<hr/> \$2,130.00
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Total Fee & Client Costs	<hr/> \$2,130.00
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Previous Balance	\$883.75
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Payments Received - Thank You!	\$883.75
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<u>Balance Now Due</u>	<hr/> <u>\$2,130.00</u>
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	Meeting with Supervisor and Ryan Re: litigation and building security.	2.75
	Conference concerning litigation.	0.50
Sep-12-17	E-mail to D. McArdle Re: Supervisor Records.	0.30
Sep-13-17	Research and respond to FOIA from ZRFM.	1.00
	Prepare for meeting, call from Supervisor.	1.30
	Attend Township Monthly Meeting.	2.00
Sep-15-17	Call from Supervisor Re: Depository Ordinance.	0.30
Sep-18-17	Phone conversation with Supervisor Re: email from Clerk.	0.75
	Meeting concerning maintaining records.	0.50
Sep-19-17	Receipt and review of e-mail from Clerk Re: auditors.	0.20
	Draft letter to Supervisor.	1.00
Sep-20-17	Review records, draft letter to Supervisor Re: information need for FOIA and RTP.	0.60
	Call from D. Shea Re: possible liability issue.	0.40
	Call from Supervisor Re: various matters, office management, payroll, and records seized by clerk.	0.60
Sep-21-17	Conversation with Supervisor Re: records, e-mail Re: records.	0.30
Sep-28-17	Phone call from Supervisor regarding FDIC protection of township bank accounts, bank Pledge Agreements, e-mail from Clerk, and status of litigation.	0.80
	Call from Supervisor regarding operating records.	0.30
	Total Hours	<hr/> 23.10
	Total Fees	<hr/> \$4,600.00
	Total Fee & Client Costs	<hr/> \$4,600.00
	Previous Balance	\$2,292.50

LAW OFFICES  
**Zukowski, Rogers, Flood & McArdle**  
50 VIRGINIA STREET  
**Crystal Lake, Illinois 60014**  
(815) 459-2050  
fax (815) 459-9057

September 7, 2017

Karen Lukasik  
Algonquin Township Clerk  
3702 U.S. Highway 14  
Crystal Lake, IL 60014  
VIA E-MAIL: karenlukasik@yahoo.com

Billed Through: 08/31/2017  
Client Number: 009722 DWM  
Invoice Number: 127516

**Matter 00001**

**Personal - Attorney/Client Privilege Applies:**

08/01/2017	<b>correspondence with client re need for scanner to organize files</b> ; edit draft letter to Board members; return to client; conference with client re budget request from attorney for Township;	1.00 hrs
08/02/2017	<b>conference with client re FOIA issue</b> ; work on viewing video tapes; conference with receiver re same; deliver tape to client; correspondence with receiver;	0.75 hrs
08/07/2017	receipt and review of Cannon Cochran Management's letter re insurance coverage for defense of case; conference re insurance position of TOIRMA; conference with client re need for budget transfer to pay bills incurred to secure and inventory records; conference re	1.00 hrs
08/08/2017	correspondence with client re Board correspondence; follow up discussion re need and alternatives for scanner for document security and production; correspondence with attorney for Township re coverage of claims provided by TOIRMA; additional correspondence re invoicing; follow up re same (N/C); conference with client re budget estimates per supervisor request;	1.00 hrs
08/09/2017	interoffice conference re response to attorneys of record re Walter Alarm System response to subpoena; conference with client re follow up communication ; receipt and review of correspondence with Attorney Kelly re dismissal of parties from suit; follow up with client; correspondence re CCMSI coverage letter;	1.25 hrs
08/10/2017	conference with client re ; review file; research	0.75 hrs
08/11/2017	review Walter Alarm response to subpoena request for releasing to opposing counsel; conference re same; correspondence to opposing counsel enclosing response to subpoena;	0.50 hrs
08/18/2017	correspondence with client re video tape review and results; follow up;	0.50 hrs
08/24/2017	<b>conference with client re FOIA</b> , Gasser contracts; receipt and review of correspondence re same;	0.25 hrs
08/25/2017	conference with client re status of case; <b>correspondence re FOIA</b>	0.50 hrs

Lukasik, Karen

PAGE

	communication;	
08/26/2017	meeting with client re recently discovered camera in storage room; correspondence with attorney for Township re same; interoffice conference and review of applicable regulations;	1.00 hrs
08/28/2017	several conferences with client re video recording of records room; additional correspondence re same; discuss strategy; review additional applicable laws; interoffice conference re same; discuss court room date and strategy;	1.50 hrs
	<b>correspondence re draft FOIA</b> response; review Act;	
08/28/2017	research re potential with regard to the installation of a security camera in records room; memorandum re same;	1.25 hrs
08/29/2017	<b>drafting of FOIA request</b> ; several conferences with client re security of records room and video camera; review applicable statutes;	1.00 hrs
08/30/2017	<b>conference with the Township's attorney</b> ; conference with client re call from attorney for Township and ; follow up with client; discuss pending suit and video review from receiver videos; correspondence and follow up re video camera removal; discuss strategy of ;	2.00 hrs
08/31/2017	<b>correspondence with Attorney Kelly</b> ;	0.50 hrs
08/31/2017	court appearance for scheduling conference;	1.00 hrs

Total Fees For This Matter	15.75 hrs	\$3,937.50
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**COSTS ADVANCED**

07/13/2017	Reprographics (enlargements of exhibits for hearing)	\$10.78
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Total Disbursements For This Matter	\$10.78
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**BILLING SUMMARY**

TOTAL FEES	15.75 hrs	\$3,937.50
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TOTAL COSTS ADVANCED		\$10.78
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TOTAL FOR THIS INVOICE		\$3,948.28
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<b>TOTAL BALANCE NOW DUE</b>		<b>\$3,948.28</b>
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UNPAID BALANCES ARE SUBJECT TO A 1.5% PER MONTH DELINQUENCY CHARGE AFTER 30 DAYS FROM BILLING DATE.  
VISA AND MASTERCARD ACCEPTED.



✓

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

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Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

**September 8, 2017**

**Attention:** Charles Lutzow

**Invoice #:** 9240

**Re:** **Miscellaneous**

**File #:** 05-0009

DATE	DESCRIPTION	HOURS
Aug-01-17	Receipt and review of E-mail from the Clerk.	0.10
	Phone conference with Supervisor.	0.25
Aug-07-17	Revisions to letter to auditor.	0.20
	Call from Supervisor.	0.25
	Correspondence from T. Chapman,	0.10
	Per conversation with Supervisor, contact D. McArdle.	0.20
	Multiple emails concerning budget, call to Clerk Re: Amended Budget.	0.50
Aug-08-17	Discussion with Clerk regarding Amended Budget.	0.25
Aug-09-17	Conference with Supervisor regarding line item transfer.	0.50
	Receipt and review of minutes.	0.10
	Prepare for meeting.	1.00
	Travel to and attend meeting.	3.25
Aug-10-17	Call from Supervisor.	0.30

	Pull warrant document for revision, make revisions.	0.30	
	Research Re: warrant for expenditure of money.	0.80	
Aug-11-17	Advise Supervisor on how to handle nuisance violation.	0.30	
	Receipt and review of correspondence Re: Warrants, send warrant template to Supervisor.	0.40	
	Drafting of Warrant for Expenditure of Road Funds.	0.50	
Aug-28-17	Conversation with Supervisor Re: storage of records and security of records.	0.30	
Aug-30-17	Meeting with Highway Commissioner and Supervisor Re: amended budget and bid requirements, litigation.	1.50	
Aug-31-17	Receipt and review of e-mail from McArdle, research.	0.50	
	Research for Supervisor.	0.50	
	Phone conversation with Supervisor Re: Records, budget, tax objection case, compliance with injunction.	1.00	
	Total Hours	13.10	
	Total Fees	\$2,292.50	
	Total Fee & Client Costs		\$2,292.50
	Previous Balance		\$4,113.75
	Payments Received - Thank You!		\$4,113.75
	<u>Balance Now Due</u>		<u>\$2,292.50</u>

08/09/17

MATUSZEWICH

Vendor Name: **Matuszewich & Kelly, LLP**

<u>Reference</u>	<u>Amount Paid</u>
Misc Legal	4113.75
Gasser v. Lukasik	3514.00
Clerk	595.00

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Township Supervisor

7160.003

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

August 3, 2017

**Attention:** Charles Lutzow  
**Re:** Algonquin Township Clerk

**Invoice #:** 9143  
**File #:** 05-0009.37

DATE	DESCRIPTION	HOURS
Jul-06-17	Send Clerk revisions to minutes.	0.20
	Call from Supervisor Re: placing item on agenda for Clerk and Clerk's attorney to make presentation for part time employee.	0.20
	E-mail to D. McArdle Re: advancing agenda item for Clerk's part time employee.	0.20
	Call from Clerk Re: response to Trustee and questions concerning Clerk duties and submission of meeting minutes.	0.40
	E-mail from Clerk Re: Trustee request, advise Clerk of duties.	0.25
Jul-11-17	Call from Clerk Re: response to request for records.	0.30
Jul-12-17	Clerk production of documents review request, coordinate response.	0.50
Jul-13-17	Coordinate transfer of documents for Clerk.	0.25
	Coordinante transfer of documents.	0.25
Jul-17-17	Correspondence with clerk Re: records.	0.20
	Correspondence to Clerk Re: compliance with records request.	0.20
Jul-28-17	Correspondence from Clerk.	0.20



Call to Clerk Re: production of records.

0.25

Total Hours

3.40

Total Fees

\$595.00

Total Fee & Client Costs

\$595.00

Balance Now Due

\$595.00

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**MATUSZEWICH & KELLY, LLP**

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Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

August 3, 2017

**Attention:** Charles Lutzow  
**Re:** Gasser v. Lukasik (Case No. 17 CH 435)

**Invoice #:** 9142  
**File #:** 05-0009.36

DATE	DESCRIPTION	HOURS
Jul-03-17	Call from Clerk on July 1 Re: records, send Clerk an e-mail on status of records, send R. Hanlon an e-mail on status of records.	0.30
	E-mail to and from Clerk Re: records, email to R. Hanlon Re: moving records from storage rack in building 5, e-mail from Clerk Re: Trustee request for records.	0.40
Jul-05-17	Email from D. McArdle Re: TRO, review documents, prepare for court.	0.80
	Travel to and attend court on Lukasik Petition for TRO, TRO entered, call Supervisor Re: status of TRO, send copy of TRO to Supervisor and Board.	2.40
	Numerous e-mails re: ATRD being a paperless office, e-mail from R. Hanlon Re: TRO.	0.40
	Review Emergency Motion.	0.33
Jul-06-17	E-mail from D. McArdle Re: producing witnesses at TRO hearing.	0.20
	Draft Response to Emergency Motion.	0.40
	Draft Response to Complaint.	0.80
	Call from and to Trustee Lawrence Re: response to Clerk, questions concerning conflict of interest, e-mail Trustee Lawrence pleadings in 17 CH 435.	0.25
Jul-07-17	Review pleadings, call D. McArdle.	0.80

	Review court docket, e-mail attorneys for parties Re: Petition for Rule, correspondence from D. McArdle Re: Dismissal of Supervisor from lawsuit.	0.50	
Jul-10-17	Phone call to D. McArdle, call from Supervisor, call to D. McArdle discussed dismissal of suit and need to appear at TRO hearing, call to and discussion with Supervisor and Ryan.	1.00	
Jul-11-17	Research, letter to D. McArdle.	1.00	
Jul-13-17	Call from C. Lutzow Re: Hearing on TRO.	0.40	
	Receipt and review of Motion for Continuance, receipt and review of Receivers Report and Motion for fees, forward to client.	0.40	
Jul-14-17	Attend court review, draft agreed order for preliminary injunction, Highway Commissioner rejected draft order, order entered granting Anna Miller time to respond.	1.00	
	Prepare for hearing, meeting with Supervisor to prepare for hearing, attend hearing, possible discovery.	5.25	
Jul-17-17	Appear in court on Receiver's Report and Petition for Fees, letter to Supervisor Re: status.	1.25	
	Review alternative for compliance with Injunction concerning storage.	0.50	
	Call from M. Gummerson Re: case.	0.25	
	Phone call from Supervisor, call from M. Gummerson Re: litigation.	0.25	
	Call to D. McArdle Re: Clerk's meeting with Supervisor.	0.30	
Jul-28-17	Revise and send correspondence to D. McArdle Re: records storage, call from Supervisor.	0.40	
	Call from Northwest Herald regarding status of case, e-mail Supervisor.	0.25	
	Call from Supervisor Re: call from Northwest Herald.	0.25	
	Total Hours	20.08	
	Total Fees	\$3,514.00	
	Total Fee & Client Costs		\$3,514.00
	<u>Balance Now Due</u>		<u>\$3,514.00</u>

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(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

August 3, 2017

**Attention:** Charles Lutzow  
**Re:** Miscellaneous

**Invoice #:** 9141  
**File #:** 05-0009

DATE	DESCRIPTION	HOURS
Jul-01-17	Call from Township Re: ethics ordinance.	0.40
Jul-03-17	Review draft Township Board Meeting minutes, review video of meeting, prepare suggestions.	0.50
Jul-05-17	Call from Supervisor and Ryan Re: Records	0.25
	Phone call from Clerk re: Highway Commissioner leaving files outside of clerks door, multiple e-mails from Highway Commissioner, need for e-mail record policy and need for assistance to inventory records.	0.50
	Drafting of revisions to employment handbook.	1.25
Jul-06-17	E-mail D. McArdle Re: Agenda for next Board Meeting.	0.25
	Call from Supervisor Re: Agenda for Meeting and advancing Agenda items. (No Charge to Client)	0.25
Jul-07-17	Meeting with Supervisor.	0.50
	Research Re: resolution for transfer of line item funds, drafting of employment manual.	1.70
Jul-10-17	E-mail from PAC Re: appeal of FOIA, call PAC, research denial and appeal issues pertaining to bar by other law, call D. McArdle Re: response to PAC appeal, letter to D. McArdle.	1.50



	Phone conference with Supervisor, Highway Commissioner and Ryan Re: Fund Transfer and Amendment to the Budget, receipt of e-mail from Township with draft resolution.	0.75
Jul-11-17	Receipt and review of template 10% fund transfer, e-mail to Ryan and Supervisor.	0.25
	Phone conference with Supervisor Re: line item transfer, pending litigation, board meeting agenda.	0.30
	Phone conference with D. McArdle and K. Lukasik Re: records, FOIA request etc.	0.60
	Call from Supervisor Re: records.	0.30
	Call to Diane Klemm Re: IGA with Road District concerning use of buildings, e-mail to Supervisor and Clerk Re: agreement for use of building.	0.60
Jul-12-17	Call from Supervisor concerning location of records, e-mail D. McArdle.	0.25
	E-mail D. McArdle, K. Lukasik and C. Lutzow Re: Control of building 6, search M&K files for IGA, receipt of email from D. McArdle re: IGA.	0.70
	Prepare for meeting.	2.30
	Travel to and attend board meeting.	3.00
Jul-13-17	Correspondence to Supervisor.	0.10
	Phone conversation with Supervisor regarding records, letter concerning response to records request.	0.75
	Call from Supervisor.	0.10
Jul-16-17	Phone conference with Supervisor Re: storage space for records.	0.25
Jul-17-17	Call from Attorney General Re: FOIA.	0.30
	Phone conference with Supervisor Re: digitizing records.	0.30
Jul-21-17	Call from Supervisor Re: various matters concerning coordination of records storage.	0.50
Jul-24-17	Call from Supervisor concerning use of weight room or other options for storage of records, coordination of FOIA responses etc.	0.40
	Receipt and review of auditors letter, e-mail to Supervisor and Highway Commissioner Re: requirement to have special counsel R. Hanlon respond to letter.	0.30



Jul-25-17	Receive letter from client requesting opinion for auditor, review all client files, correspondence and emails from client and officers, verify court records, prepare letter to auditors, call client to discuss any potential claims, discuss need for special counsel letter.	1.50
	Receipt and review of e-mails from 7/24 and 7/25 Re: DE CA documents.	0.50
	Phone call from Supervisor Re: identification of records storage area, development of records control procedure.	0.40
Jul-26-17	Call from Trustee Chapman, call to and from Supervisor.	0.30
	Meeting with Trustee Chapman Re: Ethics Ordinance.	0.60
Jul-28-17	Call from Supervisor, call to D. McArdle, e-mail to K. Lukasik Re: office space.	0.75
Jul-29-17	Call from Supervisor re: storage of records.	0.25
Jul-31-17	Call from Supervisor Re: Township bills and pending litigation.	0.25
	Total Hours	<hr/> 23.70
	Total Fees	<hr/> \$4,113.75
	Total Fee & Client Costs	<hr/> \$4,113.75
	Previous Balance	\$10,428.75
	Payments Received - Thank You!	\$10,428.75
	<b><u>Balance Now Due</u></b>	<hr/> <b><u>\$4,113.75</u></b>

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile



Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

September 8, 2017

**Attention:** Charles Lutzow  
**Re:** Gasser v. Lukasik (Case No. 17 CH 435)

**Invoice #:** 9241  
**File #:** 05-0009.36

DATE	DESCRIPTION	HOURS
Aug-02-17	E-mail from J. Gottemoller Re: status of documents held by receiver.	0.20
Aug-03-17	Email from D. McArdle Re: representation of Clerk, forward the same to Supervisor.	0.10
Aug-07-17	Receipt and review of letter from CCMSI regarding coverage, letter to Supervisor.	0.40
Aug-09-17	Letter to opposing counsel Re: allocation of insurance coverage, call to S. Brody Re: insurance funds, call to T. Gooch Re: insurance funds, review e-mail from D. McArdle Re: insurance funds, letter to D. McArdle Re: dismissal of suit.	1.50
Aug-15-17	Call from T. Gooch Re: settlement	0.10
Aug-26-17	E-mail from D. McArdle Re: document storage, respond to question, send to Supervisor.	0.25
	Phone call from Supervisor Re: storage of records, research issue	1.00
Aug-28-17	Phone conference with T. Gooch Re: dismissal of case, insurance coverage.	0.30
Aug-31-17	Appear in court for status.	0.60
	Drafting of Answer to Counter Complaint.	0.60

Total Hours

5.05

Total Fees

\$883.75

Total Fee & Client Costs

\$883.75

Previous Balance

\$3,514.00

Payments Received - Thank You!

\$3,514.00


Balance Now Due

\$883.75

ZRFM LAW

Vendor Name: **Zukowski, Rogers, Flood & McArdle**

Reference	Amount Paid
Lukasik Legal	10750.00

  
\_\_\_\_\_  
Township Supervisor

✓

LAW OFFICES  
**Zukowski, Rogers, Flood & McArdle**  
50 VIRGINIA STREET  
**Crystal Lake, Illinois 60014**  
(815) 459-2050  
fax (815) 459-9057

November 8, 2017

Karen Lukasik  
Algonquin Township Clerk  
3702 U.S. Highway 14  
Crystal Lake, IL 60014  
VIA E-MAIL: karenlukasik@yahoo.com

Billed Through: 10/31/2017  
Client Number: 009722 DWM  
Invoice Number: 128531

**Matter 00001 Personal - Attorney/Client Privilege Applies:**

10/01/2017	follow up re correspondence from client; discuss schedule to meet; review elements of offenses ;	0.50 hrs
10/02/2017	receipt and review of correspondence from Nest in response to subpoena; forward to client; research responses; interoffice conference re alternatives to obtain; receipt and review of PAC letter re C. Skinner FOIA; follow up re same; review file;	1.00 hrs
10/03/2017	correspondence re need for IT statement re Nest video; meeting with client and sheriff re ; receipt and review of Lutzow's motion for protective order; interoffice conference and conference call with client re same;	2.00 hrs
10/03/2017	various correspondence re C. Skinner FOIA; correspondence with client re camera receipts; follow up re same; conference with IT consultant re detail of spy camera; work on rule to show cause hearing; receipt and review of motion for protective order filed by Lutzow; interoffice conference re same; conference with client; review file;	0.00 hrs
10/04/2017	conference with client re Maronde FOIA; direct client to have Attorney Kelly respond;	0.25 hrs
10/04/2017	work on draft response to PAC; interoffice conference; review file;	0.00 hrs
10/04/2017	conference re status of rule to show cause and subpoena to R. Provenzano;	0.25 hrs
10/05/2017	finalize and send PAC response letter; follow up with Attorney General;	0.00 hrs
10/09/2017	conference with client re status of court proceeding;	0.25 hrs
10/10/2017	court appearance for status and presentment of protective order;	1.00 hrs
10/11/2017	receipt and review of Attorney Gooch's letter ; conference with client;	0.50 hrs
10/11/2017	court appearance on status of Preliminary Injunction;	0.75 hrs
10/12/2017	conference with client re Supervisor's awarding of bid without Clerk being present; review rules;	0.50 hrs
10/12/2017	receipt and review of discovery from issued by Gasser;	0.25 hrs
10/13/2017	receipt and review of discovery issued by Gasser; file administration; various	2.50 hrs



	correspondence with client re refusal by Gasser to involve her in required processes (3/4 HR N/C); receipt and review of statutory code provisions; follow up with client; receipt and review of client draft note to Gasser; edit and return; receipt and review of Attorney Hanlon billing (1/2 HR N/C); receipt and review of motion to strike rule to show cause; forward to client for discussion; review law cited in motion; outline alternative response positions;	
10/16/2017	receipt and review of motion to strike petition for rule to show cause; conference with client re motions and arguments scheduled for October 19; prepare for same; draft questions for C. Lutzow; receipt and review of Attorney Hanlon's subpoena to McHenrycom Company;	2.50 hrs
10/16/2017	correspondence and follow up with client re her right to be present during bid opening; review rule; conference with client;	0.00 hrs
10/16/2017	research re production of records and Township Clerk's responsibilities over security records; draft response to motion for protective order;	1.25 hrs
10/17/2017	several conferences with client re scheduled hearing; draft questions for Provenzano and Lutzow; draft 237 notices for production of witnesses; correspondence with Judge Caldwell re October 19 court appearance; drafting of motion to continue;	3.00 hrs
10/17/2017	research civil and criminal contempt;	2.00 hrs
10/17/2017	correspondence and follow up re client request for pleadings in case; receipt and review of notice of client deposition; conference with client re same;	0.75 hrs
10/17/2017	conference re status of rule to show cause; edit and review amended rule to show cause;	0.50 hrs
10/17/2017	drafting of amended petition for rule to show cause;	0.25 hrs
10/18/2017	edit amended rule to show cause; compile exhibits;	1.50 hrs
10/18/2017	research civil and criminal contempt;	2.00 hrs
10/18/2017	correspondence with IT consultant re spy camera; conference with client re allegations; continue drafting correspondence to Attorney Kelly; correspondence with Attorney Hanlon's office; correspondence with Attorney Gooch;	1.00 hrs
10/18/2017	edit amended petition for rule to show cause; edit response to motion for protective order; conference re same; receipt and review of correspondences from opposing counsel re status of depositions;	1.00 hrs
10/19/2017	conference with client re court appearance; conference re additional cameras located; prepare notice of motion to set briefing schedule on amended petition for rule to show cause; set and serve same; draft order for October 23 court appearance;	1.25 hrs
10/19/2017	drafting of discovery documents re additional spy cameras;	1.25 hrs
10/19/2017	interoffice conference re limited discovery needed for client prior to deposition;	0.50 hrs
10/19/2017	conference re status of amended rule to show cause; court appearance for status and filing of amended rule to show cause; edit interrogatories and request to produce;	2.50 hrs
10/20/2017	correspondence re discovery needed for new set of spy cameras; conference with client re same; receipt and review of back up documentation;	0.75 hrs
10/21/2017	prepare for and attend meeting with client re pending suit, amended petition for rule to show cause hearing; review testimony issues; review documentation re new set of video cameras;	1.50 hrs

Lukasik, Karen

PAGE

10/23/2017	correspondence with Attorney Hanlon re Lukasik deposition; edit interrogatories and request to produce to Gasser;	1.00	hrs
10/23/2017	interoffice conference and correspondence with client re alternative hearing dates in November; correspondence re court order;	1.00	hrs
10/23/2017	court appearance to set hearing on Petition for Rule to Show Cause;	1.00	hrs
10/24/2017	correspondence to Attorney Hanlon re discovery and deposition of K. Lukasik; conference with client re same; drafting of Rule 237 notice to appear at rule to show cause and protective order hearing;	0.75	hrs
10/24/2017	correspondence with Attorney Gooch; receipt and review of motion to quash filed by Attorney Kelly; receipt and review of reply re protective order request from Attorney Kelly; review file; draft outline of position re same; conference with client; organize pleadings re same; correspondence to all counsel re discovery deposition;	1.00	hrs
10/25/2017	correspondence with Attorney Kelly and client re bidding issue;	0.00	hrs
10/25/2017	correspondence with Attorney Kelly re discovery production;	0.25	hrs
10/25/2017	conference re status of case;	0.25	hrs
10/29/2017	correspondence and follow up with client re position of Attorney Kelly re placement of spy camera;	0.25	hrs
10/30/2017	conference with client re court date; discuss position taken by Attorney Kelly; conference re document production;	0.75	hrs
10/30/2017	correspondence with Attorney Hanlon's office re deposition;	0.25	hrs
10/30/2017	court appearance for Lutzow's motion to quash Nest subpoena;	0.75	hrs
10/31/2017	work with client re bidding issue;	0.00	hrs
10/31/2017	work on additional document request; file same; interoffice conference re same; review and organize file; review ;	2.00	hrs
10/31/2017	research Nest Camera and Wifi Port; draft request for production re Nest Camera 3-pack;	0.50	hrs

Total Fees For This Matter

43.00 hrs

\$10,750.00

**BILLING SUMMARY**

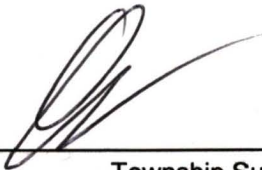
TOTAL FEES	43.00 hrs	\$10,750.00
TOTAL FOR THIS INVOICE		\$10,750.00
TOTAL BALANCE NOW DUE		\$10,750.00

UNPAID BALANCES ARE SUBJECT TO A 1.5% PER MONTH DELINQUENCY CHARGE AFTER 30 DAYS FROM BILLING DATE.  
VISA AND MASTERCARD ACCEPTED.

GOOCH

Vendor Name: **The Gooch Firm**

Reference	Amount Paid
December Legal	185.95
Dec Legal	13527.65
	2095.15

  
\_\_\_\_\_  
Township Supervisor



✓

LAW OFFICES  
**THE GOOCH FIRM**

THOMAS W. GOOCH  
SABINA D. WALCZYK

209 SOUTH MAIN STREET  
WAUCONDA, IL 60084

DANIEL A. MENGELING  
OF COUNSEL

OFFICE: (847) 526-0110  
FACSIMILE: (847) 526-0603  
OFFICE@GOOCHFIRM.COM

January 5, 2018

Mr. Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

**RE: Gasser v. Lukasik, Miller, et al  
McHenry County Case No. 17 CH 435**

Dear Mr. Lutzow:

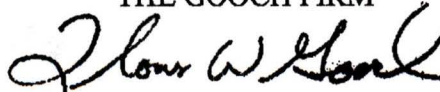
Enclosed herewith is my bill which I request you submit to the Board of Trustees at your regularly scheduled meeting next week.

This bill encompasses the unpaid bill sent to you for October, along with November and December bills, which we did not bill until now due to the need to amend the budget.

I would appreciate your assistance and prompt payment. Thank you.

Very truly yours,

THE GOOCH FIRM



Thomas W. Gooch, III

TWG/mgb  
Enc.  
cc: J. Kelly

**THE GOOCH FIRM**

209 S. Main Street,  
Wauconda, Illinois 60084  
Office: 847.526.0110  
Fax: 847.526.0603

**Charles Lutzow**

Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

clutzow@algonquintownship.com  
847.639.4529

**INVOICE**

To December 31, 2017

Invoice Date	January 05, 2018
Invoice Number	1198
Due Date	Due Upon Receipt
Payment Terms	Due Upon Receipt

**Miller, Robert adv Gasser, Andrew EXPENSES ONLY  
0304**

Effective January 1, 2018 an additional charge of 2.5% will be automatically added to any invoice payments made via credit card to accommodate the credit card company fees. Thank you!

**Account Summary**

Previous Balance	\$20.15
Payments Received	\$0.00
Outstanding Balance	\$20.15
Current Invoice	\$165.80
<b>Total Due</b>	<b>\$185.95</b>

**Fee Detail**

Date	Description	Hours	Rate	Total	
<i>No hourly fees have been charged for this invoice.</i>					
		<b>Hours Total</b>	<b>0.00</b>	<b>Fee Total</b>	<b>\$0.00</b>

**Expense Detail**

Date	Description	Quantity	Rate	Total
11/1/2017	SMH 296 Copies at \$0.10 a Copy for October 2017	296	\$0.10	\$29.60
12/1/2017	SMH 1362 Copies at \$0.10 a Copy for November 2017	1362	\$0.10	\$136.20
			<b>Expenses Total</b>	<b>\$165.80</b>



Fees	\$0.00
Expense	\$165.80
Current Due	\$165.80
Outstanding Balance	\$20.15
Total Due	\$185.95

Miller, Robert adv Gasser, Andrew EXPENSES  
ONLY 0304

Charles Lutzow

Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

Make payment to:

**THE GOOCH FIRM**

209 S. Main Street,  
Wauconda, Illinois 60084

---

Due Date	Due Upon Receipt
Invoice #	1198
Total Due	\$185.95
Amount Paid	\$ .

**THE GOOCH FIRM**

209 S. Main Street,  
Wauconda, Illinois 60084  
Office: 847.526.0110  
Fax: 847.526.0603

**Charles Lutzow**

Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

clutzow@algonquintownship.com  
847.639.4529

**INVOICE**

To January 31, 2018

Invoice Date	January 05, 2018
Invoice Number	1204
Due Date	Due Upon Receipt
Payment Terms	Due Upon Receipt

**MILLER, ROBERT adv GASSER, ANDREW 17 CH**  
**435 0302**

Effective January 1, 2018 an additional charge of 2.5% will be automatically added to any invoice payments made via credit card to accommodate the credit card company fees. Thank you!

**Account Summary**

Previous Balance	\$2,075.00
Payments Received	\$0.00
Outstanding Balance	\$2,075.00
Current Invoice	\$11,452.65
<b>Total Due</b>	<b>\$13,527.65</b>

**Fee Detail**

Date		Description	Hours	Rate	Total
10/9/2017	SDW	Prepare for court tomorrow/conference with TG	0.70	\$275.00	\$192.50
11/9/2017	TWG	Comprehensive review of Gasser answers to discovery, noting numerous deficiencies, conclude many interrogatory answers are designed more for media distribution, outline numerous deficiencies for future 201K letter and motion to compel if contemplated motion to stay is denied, intend to use answers in final reply brief on standing issue	5.00	\$250.00	\$1,250.00
11/13/2017	TWG	Draft motion to stay discovery in final form	2.00	\$250.00	\$500.00

Date		Description	Hours	Rate	Total
11/13/2017	MGB	Motion to Stay Discovery - transcribe dictation, prepare and label exhibits, efile motion, serve on all parties.	1.00	\$100.00	\$100.00
11/17/2017	TWG	Attend court for both motion to stay discovery and hearing on co-defendants motion for rule.	2.50	\$250.00	\$625.00
11/17/2017	TWG	Review response of Gasser to motion to stay discovery, early before court	1.50	\$250.00	\$375.00
11/20/2017	TWG	prepare outline of issues for SW to use in drafting motion	1.80	\$250.00	\$450.00
11/20/2017	SDW	Begin draft of motion to dismiss-standing	1.50	\$250.00	\$375.00
11/20/2017	TWG	additional research on standing and other associated issues	4.00	\$250.00	\$1,000.00
11/21/2017	TWG	conference with client regarding motion on standing	0.50	\$250.00	\$125.00
11/21/2017	TWG	review draft of motion	2.80	\$250.00	\$700.00
11/21/2017	SDW	Draft Motion to Dismiss, conference with TG re: Motion, make changes per TG	4.70	\$250.00	\$1,175.00
11/21/2017	TWG	final draft of motion	1.20	\$250.00	\$300.00
11/29/2017	SDW	Phone call with TG re-court tomorrow	0.10	\$250.00	\$25.00
11/29/2017	SDW	Phone call with o.c. re: court	0.20	\$250.00	\$50.00
11/29/2017	SDW	Prepare for court tomorrow	0.50	\$250.00	\$125.00
11/30/2017	SDW	Court appearance on presentment of Motion to dismiss	1.00	\$250.00	\$250.00
12/13/2017	TWG	Conference with client, conferences with other defense counsel	1.80	\$250.00	\$450.00
1/4/2018	SDW	Research case law for response	0.50	\$250.00	\$125.00
1/4/2018	TWG	Draft motion to extend time to reply	1.00	\$250.00	\$250.00
1/4/2018	TWG	Motion to Extend Time to File Reply Brief of Robert Miller, draft, revise, efile, serve on all parties.	1.00	\$250.00	\$250.00
1/4/2018	TWG	Receive and begin review of lengthy response to our motion to dismiss based on standing, outline points and authorities. Re read and review "Dillons Rule"	5.00	\$250.00	\$1,250.00



Date		Description	Hours	Rate	Total
1/5/2018	TWG	review and brief all common law cases cited by Gasser in response to dismiss, also review cases cited within Gasser cited cases, (lead cases only)	6.00	\$250.00	\$1,500.00
			<b>Hours Total</b>	<b>46.30</b>	<b>Fee Total \$11,442.50</b>

**Expense Detail**

Date		Description	Quantity	Rate	Total
11/21/2017	MGB	Postage - Mot to Dismiss to each attorney via regular mail	4	\$2.03	\$8.12
11/22/2017	MGB	Courtesy copies of file stamped Motion sent to Judge Caldwell	1	\$2.03	\$2.03
				<b>Expenses Total</b>	<b>\$10.15</b>

Fees	\$11,442.50
Expense	\$10.15
Current Due	\$11,452.65
Outstanding Balance	\$2,075.00
Total Due	\$13,527.65



MILLER, ROBERT adv GASSER, ANDREW 17 CH  
435 0302

Charles Lutzow

Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

Make payment to:

**THE GOOCH FIRM**

209 S. Main Street;  
Wauconda, Illinois 60084

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Due Date	Due Upon Receipt
Invoice #	1204
Total Due	\$13,527.65
Amount Paid	\$ .

ZRFM LAW

Vendor Name: **Zukowski, Rogers, Flood & McArdle**

•	Reference	Amount Paid
	<u>129908</u>	<u>21881.08</u>

  
\_\_\_\_\_  
Township Supervisor

✓

LAW OFFICES  
**Zukowski, Rogers, Flood & McArdle**  
50 VIRGINIA STREET  
**Crystal Lake, Illinois 60014**  
(815) 459-2050  
fax (815) 459-9057

7160.003

February 8, 2018

Karen Lukasik  
Algonquin Township Clerk  
3702 U.S. Highway 14  
Crystal Lake, IL 60014  
VIA E-MAIL: karenlukasik@yahoo.com

Billed Through: 01/31/2018  
Client Number: 009722 DWM  
Invoice Number: 129908

**Matter 00001 Personal - Attorney/Client Privilege Applies:**

01/02/2018	conference with Attorney General re PAC appeal of Township Clerk records response;	0.25 hrs
01/03/2018	conference with client re records destruction by supervisors and employee R. Provenzano;	0.75 hrs
01/04/2018	meeting with client re evidence of records disposal by Supervisor and R. Provenzano; receipt and review of Attorney Gooch's motion re reply brief; conference with client re same; review file;	2.25 hrs
01/05/2018	receipt and review of amended notice of motion; follow up with client; receipt and review of correspondence with Judge Meyer; review protective orders previously entered re client discussion with third parties; follow up with client; interoffice conference re same;	1.25 hrs
01/05/2018	receipt and review of motion to dismiss and reply motion;	0.50 hrs
01/06/2018	conference with client re three subpoenas received; receipt and review of same; interoffice conference re strategy; review rules; follow up with client;	1.00 hrs
01/06/2018	receipt and review of subpoena, McHenry County State's Attorney records; telephone call to client re FOIA request and possible violation of court orders;	0.25 hrs
01/07/2018	receipt and review of correspondence with Township attorney;	0.25 hrs
01/08/2018	research court orders; drafting of motion to release records re FOIA request; prepare notice of filing;	0.75 hrs
01/09/2018	receipt and review of reply exhibits from Attorney Gooch; review file;	0.50 hrs
01/10/2018	court appearance for motion to extend and motion to release records;	1.50 hrs
01/11/2018	receipt and review of additional pleadings from Attorney Gooch; conference with client re same; review file;	1.50 hrs
01/12/2018	telephone call from client re upcoming court appearance re FOIA;	0.25 hrs
01/15/2018	receipt and review of Attorney Gooch's motion to correct record; review file; interoffice conference re court appearance;	0.50 hrs
01/15/2018	receipt and review of video from Edgar County Watch; telephone call from client re court order and no distribution;	0.50 hrs

01/16/2018	interoffice conference re court strategy; review protection order violation by latest video via blog, Edgar County; view same; review right to privacy; correspondence and follow up with client re possession of Township video recordings, belong to Clerk; receipt and review of court order re motion to dismiss; receipt and review of correspondence from Attorney Kelly; discuss detail re camera installation; discuss discovery depositions needed, duration of stay on discovery;	3.25 hrs
01/16/2018	court appearance on FOIA motion; conference with Attorney Kelly; telephone conference with client;	2.00 hrs
01/17/2018	correspondence and conference with receiver re release from case and return of IT items; discuss review of tapes at his office; drafting of motion to release receiver; follow up conference with receiver and client; correspondence re possible violations of court orders; interoffice conference re same;	2.00 hrs
01/17/2018	analyze court orders for violations, FOIA responses and disclosure of videos;	0.25 hrs
01/18/2018	meeting with client to review status and motions being prepared; discuss strategy; conference re release of receiver; edit motion to release receiver; conference with client re withdrawal as FOIA officer;	2.25 hrs
01/19/2018	receipt and review of edited motion to release receiver; conference with client re same;	0.50 hrs
01/22/2018	drafting of order releasing receiver; conference with Attorney Kelly re pending litigation; interoffice conference re same; follow up conference with client;	0.75 hrs
01/23/2018	conference with client re video production; interoffice conference re violation of court orders; review same;	0.75 hrs
01/24/2018	edit order releasing receiver; review file; conference with client re upcoming court appearance;	1.00 hrs
01/25/2018	prepare for and attend court appearance re release of receiver;	0.75 hrs
01/29/2018	review file; interoffice conference re support for a rule to show cause re Nest cameras; conference with client re changed locks; calls to State Records Retention officer;	1.00 hrs
01/29/2018	correspondence with client re strategy on rule to show cause; receipt and review of court orders re rule to show cause;	0.50 hrs

Total Fees For This Matter

27.00 hrs

\$6,750.00

**BILLING SUMMARY**

TOTAL FEES	27.00 hrs	\$6,750.00
DELINQUENCY CHARGES THIS MONTH ON PREVIOUS BALANCE		\$189.83
TOTAL FOR THIS INVOICE		<hr/> \$6,939.83
NET BALANCE FORWARD		\$14,941.25
<b>TOTAL BALANCE NOW DUE</b>		<b>\$21,881.08</b>

UNPAID BALANCES ARE SUBJECT TO A 1.5% PER MONTH DELINQUENCY CHARGE AFTER 30 DAYS FROM BILLING DATE.  
VISA AND MASTERCARD ACCEPTED.



LAW OFFICES  
**Zukowski, Rogers, Flood & McArdle**  
50 VIRGINIA STREET  
**Crystal Lake, Illinois 60014**  
(815) 459-2050  
fax (815) 459-9057

January 16, 2018

Karen Lukasik  
Algonquin Township Clerk  
3702 U.S. Highway 14  
Crystal Lake, IL 60014  
VIA E-MAIL: karenlukasik@yahoo.com

Billed Through: 12/31/2017  
Client Number: 009722 DWM  
Invoice Number: 129611

**Matter 00001 Personal - Attorney/Client Privilege Applies:**

12/06/2017	conference with client re deposition schedule; review file for completion of written discovery;	0.50 hrs
12/08/2017	interoffice conference and several conferences with client and meeting re discovery deposition issues and re attorney/client privilege issues; abstract questions re same, Gasser, Provanzano and Supervisor; review discovery file; discuss need for motion to compel Gasser to respond to outstanding discovery requests;	1.50 hrs
12/08/2017	conference with client and interoffice conference re records and strategy;	0.75 hrs
12/09/2017	review files for screenshots of spy camera; discuss with client;	0.75 hrs
12/11/2017	conference with client re evidentiary issues;	0.50 hrs
12/12/2017	correspondence with Attorney Kelly re assembling of documentation re stored records; interoffice conference re same;	0.50 hrs
12/12/2017	court appearance re status of preliminary injunction of impounded MR case;	1.25 hrs
12/18/2017	conference with client re status of case and re documents received from attorney for co-defendant; request to proceed with discovery; review pleadings re same;	1.50 hrs
12/18/2017	research re privacy, cameras and expectation of privacy;	1.25 hrs
Total Fees For This Matter		8.50 hrs \$2,125.00

**BILLING SUMMARY**

TOTAL FEES	8.50 hrs	\$2,125.00
DELINQUENCY CHARGES THIS MONTH ON PREVIOUS BALANCE		\$161.25
<b>TOTAL FOR THIS INVOICE</b>		<b>\$2,286.25</b>



NET BALANCE FORWARD

\$23,405.00

**TOTAL BALANCE NOW DUE**

**\$25,691.25**

UNPAID BALANCES ARE SUBJECT TO A 1.5% PER MONTH DELINQUENCY CHARGE AFTER 30 DAYS FROM BILLING DATE.  
VISA AND MASTERCARD ACCEPTED.

10:08 am

**Township of Algonquin****Check Register (Checks and EFTs of All Types)**

Vendor IDs ZRFM LAW to ZRFM LAW

(Report period: December 1, 2017 to February 28, 2018)

Check Number	Date	EFT#/Vend /Invoice	Invoice Amount	Amount Paid	Credits	Discounts	Net Amount
Cash Account #10 [American Community]							
14188	01/10/18	ZRFM LAW 128531	Zukowski, Rogers, Flood & McArdle 10750.00	10750.00	0.00	0.00	10750.00
		Check Total		10750.00	0.00	0.00	10750.00
		Cash account		10750.00	0.00	0.00	10750.00
		Report Total		10750.00	0.00	0.00	10750.00

MATUSZEWICH

Vendor Name: **Matuszewich & Kelly, LLP**

<u>Reference</u>	<u>Amount Paid</u>
9654 9651 9652	29081.25



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Township Supervisor

104521

6160.002

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

February 13, 2018

**Attention:** Charles Lutzow  
**Re:** Assessor - Miscellaneous

**Invoice #:** 9654  
**File #:** 05-0009.00

DATE	DESCRIPTION	HOURS
Dec-30-17	Receipt and review of e-mail concerning personnel matter.	0.20
Jan-04-18	Call from Assessor Re: Employee Handbook, personnel matters and potential purchases.	0.30
Jan-09-18	Call from Assessor Re: employee matter.	0.30
Jan-12-18	Phone call from Rich Alexander Re: employee manual and purchase of new program.	0.25
Jan-25-18	Phone call from R. Alexander, receipt and review of email from R. Alexander.	0.70
Jan-29-18	Receipt of e-mail concerning professional services.	0.25
	Review of sexual harassment policy, send comments to R. Alexander, conference with JPK Re: memo to Assessor Re: exemption from bidding.	0.50
Jan-30-18	Draft and revise letter concerning licensing of software.	1.00
	Research bidding exemption, drafting of letter to R. Alexander.	1.10
Jan-31-18	Revision to letter Re: Purchasing Software, send memo to client.	0.60
	Total Hours	<u>5.20</u>
	Total Fees	<u>\$1,143.75</u>

**Total Fee & Client Costs**

**\$1,143.75**

Previous Balance

\$740.00

Payments Received - Thank You!

\$740.00

**Balance Now Due**

**\$1,143.75**



5160.001

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

February 13, 2018

**Attention:** Charles Lutzow  
**Re:** Miscellaneous

**Invoice #:** 9651  
**File #:** 05-0009

DATE	DESCRIPTION	HOURS
Jan-02-18	Drafting of letter Re: FOIA requests, conference with JPK.	1.20
Jan-03-18	Correspondence from Clerk Re: FOIA and confirmation of levy.	0.20
	Emails Re: FOIA requests.	0.70
Jan-04-18	Meeting with Township Clerk Re: FOIA's. (JPK)	0.50
	Meeting with Karen Lukasik Re: FOIA. (NP)	1.40
Jan-05-18	Review FOIA requests, emails to and from Karen Lukasik.	0.90
Jan-06-18	Meeting with Clerk, review documents from Clerk, send documents to Clerk.	0.75
Jan-08-18	E-mail from Clerk Re: access to server, e-mail to Clerk.	0.20
	Call from Supervisor regarding various matters including budget hearing and upcoming Township Board meeting.	0.25
	Research on issue for Supervisor and Clerk.	3.00/2
	Receipt and review of FOIA responses submitted by Karen Lukasik, update FOIA log.	0.70
Jan-09-18	Call to and from Supervisor Re: Township Meeting and Assessor personnel matter.	0.25

	Phone conference with Clerk regarding contract employee. Clerk requested we draft a contract.	0.25
	Discussion with Supervisor re: Township matters (No Charge)	0.30
	Drafting of FOIA Response.	0.30
Jan-10-18	Travel to and attend Township Budget hearing on amended budget for Town Fund and Road and Bridge Fund, attend regular board meeting.	2.00
	Review Roberts Rules of Order.	0.60
Jan-11-18	Phone conference with Supervisor.	0.60
	Review NW Herald Article, e-mail client Re: Amended Budget.	0.20
	Conference with JPK Re: FOIA requests, drafting of emails to Karen Lukasik Re: FOIA requests.	0.70
	Drafting of independent contractor agreement for Clerk's assistant.	1.00
Jan-12-18	Receipt and review of FOIA responses sent by Karen Lukasik, drafting of FOIA responses, phone call from Karen Lukasik.	0.70
Jan-15-18	Receipt and review of e-mail from Highway Commissioner Re: Special Meeting, e-mail from Trustee Lawrence Re: Special Meeting, respond to e-mail from Trustee Lawrence, e-mail and discussion with Supervisor.	0.50
	Call from Supervisor Re: various matters.	0.25
	Call from Supervisor Re: personnel matter, call from Clerk Re: same, meeting with Supervisor Re: Personnel matter, budget and township operations.	2.20
Jan-16-18	Call from C. Lutzow Re: personnel matter.	0.25
	Call from Supervisor Re: hearing, call from Supervisor and Clerk regarding documents.	2.00
	Drafting of response to Attorney General Re: FOIA's, phone call to K. Lukasik.	0.50
	Review figures of amended budget.	0.80
Jan-17-18	Call from Supervisor, conference call to SA, letter to Supervisor and clerk, call from Supervisor Re: budget.	0.00
	Conference with NP Re: FOIA from leaks.	0.20

	Review various matters for special meeting, discussion with Clerk, call from Supervisor, call from Northwest Herald.	2.40
	Receipt of e-mail concerning possible claim against the township.	0.10
	Receipt of e-mail from Clerk, response to Clerk, review various emails between Clerk and Highway commissioner regarding moving records.	0.40
	Receipt and review of new FOIA requests, drafting of FOIA responses, phone call from K. Lukasik, drafting of memo to Board Re: FOIA non-compliance.	1.50
Jan-18-18	Research employment matter.	2.00
	Receipt and review of FOIA regarding flash drives, call from Supervisor Re: FOIA concerning compliance with previous FOIA, call Clerk.	2.40
	Receipt and review of email from K. Lukasik, drafting of response to K. Lukasik, research Re: text messages..	1.90
	Review amended budget figures.	0.40
Jan-19-18	Call from T. Lawrence Re: FOIA, call from Supervisor Re: Special Meeting.	0.40
	E-mail from Clerk Re: lawfulness of the open meeting, send response.	0.25
	Email from Clerk Re: Special Meeting, send response.	0.30
	Travel to and attend special meeting, closed session, meeting with Clerk, meeting with Supervisor.	4.20 / 2 ?
	Research documents subject to FOIA, update FOIA request list, prepare for township meeting, attend township meeting, meeting with township clerk.	4.70
Jan-22-18	Call from Supervisor.	0.25
	Travel to and meet with Township accountant and Supervisor.	1.20
	Call from Supervisor Re: FOIA.	0.20
	Receipt and review of new FOIA requests.	0.20
Jan-23-18	Receipt and review of email from C. Lutzow, phone call from C. Lutzow, drafting of email to K. Lukasik, phone call from K. Lukasik.	1.80 ?
Jan-24-18	Receipt and review of numerous e-mails from Clerk Re: FOIA.	0.30



	Phone conference with Clerk Re: FOIA.	0.25
	Receipt and review of various FOIA requests, placing FOIA portal on web page.	0.75
	Meeting with C. Lutzow to review documents.	1.50
	Drafting letter in response to PAC inquiry.	1.00
	Receipt and review of FOIA requests, drafting of emails to K. Lukasik, review documents received for FOIA responses, drafting of FOIA responses.	2.10
Jan-25-18	Call from Supervisor Re: documents.	0.25
	Phone call from Clerk's office Re: document request.	0.10
Jan-26-18	Receipt and review of emails, review of FOIA response to Attorney General, respond to FOIA Re: text.	2.00
	Prepare documents for client, call to and from Clerk.	2.00
	Review FOIA requests requiring responses today, receipt and review of email from K. Lukasik, receipt and review of email from C. Lutzow, drafting of FOIA responses, drafting of letter to R. Lawrence.	1.30/2 ?
Jan-29-18	Receipt and review of e-mails concerning FOIA's and from PAC, e-mail concerning other matters.	1.10
	Receipt and review of new FOIA requests, drafting of responses to FOIA requests, receipt and review of emails from C. Lutzow and K. Lukasik Re: FOIA requests, drafting of memo to board.	1.80/2
Jan-30-18	Call from C. Lutzow, discuss security system.	0.50
	E-mail from Clerk concerning documents, revise receipt.	0.40
	E-mail from Clerk Re: various matters, draft document for Clerk.	0.40
	Receipt and review of emails from C. Lutzow and A. Gasser Re: FOIA.	0.20
Jan-31-18	Phone call from Clerk's assistant Re: records.	0.30
	Meeting with Supervisor and Clerk's assistant Re: records.	0.90/2
	Drafting of FOIA responses, update FOIA request list.	1.70

Total Hours

66.85

Total Fees

\$13,872.50

Total Fee & Client Costs

\$13,872.50

Payments Applied - Thank You!

\$2,430.00

Previous Balance

\$16,337.10

Payments Received - Thank You!

\$16,337.10

Balance Now Due

\$11,442.50

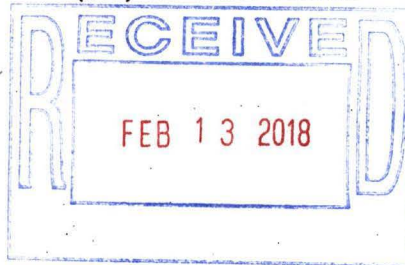


5160.001

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204



February 13, 2018

**Attention:** Charles Lutzow  
**Re:** Gasser v. Lukasik (Case No. 17 CH 435)

**Invoice #:** 9652  
**File #:** 05-0009.36

DATE	DESCRIPTION	HOURS
Jan-04-18	Receipt and review of Motion for Extension of Time filed by T. Gooch.	0.10
Jan-05-18	Review e-mail from T. Gooch to Lutzow Re: invoice, receipt and review of Notice of Motion and Motion from T. Gooch Re: Extension of Time, receipt of file stamped copies of Motion for Extension of Time, receipt and review of letter to J. Meyer regarding T. Gooch Motion for Extension of Time.	0.30
Jan-10-18	Attend hearing on Motion for Extension of Time, review Reply in Support of Motion to Dismiss.	1.20
Jan-12-18	Receipt and review of Motion for Leave to Release Records, correspondence to Supervisor Re: Motion.	0.40
Jan-16-18	Prepare for and attend court, discussion with attorney for Clerk.	2.70
	Conference w/NP concerning discovery.	0.30
	Attend hearing on Motion to Dismiss. (NP No Charge)	1.00
Jan-19-18	Receipt and review of Notice of Motion and Motion of Receiver to release hard drives.	0.10
Jan-25-18	Appear in court on various Receivers Motions to release documents, review documents on flash drive.	1.40
Jan-29-18	Phone call to Joe Gottemoller Re: return of items taken into possession as receiver.	0.20

Total Hours

7.70

Total Fees

\$1,605.00

Total Fee & Client Costs

\$1,605.00

Previous Balance

\$14,890.00

Balance Now Due

\$16,495.00

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

March 7, 2018

5160.001

**Attention:** Charles Lutzow  
**Re:** Miscellaneous

**Invoice #:** 9701  
**File #:** 05-0009

DATE	DESCRIPTION	HOURS
Feb-01-18	Receipt and review of email from C. Lutzow Re: FOIA response, drafting of FOIA response, receipt and review of new FOIA requests.	0.60
Feb-05-18	Call from Supervisor re: personnel matter	0.30
	E-mail from Clerk re: personnel matter.	0.30
	Review PAC request, call Clerk, obtain agenda and notice of meeting, drafting response.	1.50
	Phone conversation with Supervisor re: Personnel issue, draft e-mail to Supervisor and Highway Commissioner.	0.90
	Drafting of FOIA responses, receipt and review of emails Re: Attorney General letter, phone call to K. Lukasik.	1.50
Feb-06-18	Drafting response to Attorney General, phone call to Attorney General PAC, E-mail to Clerk re: Minutes, revise draft response.	1.80
	Receipt and review of Numerous e-mails between Clerk and Trustee Lawrence.	0.30
	Email to Clerk and Supervisor re: Meeting Schedule for 2018/2019.	0.20
	Call from Supervisor re: personnel matter and attendance at township meeting by electronic means,	0.30
	Receipt and review of email Re: FOIA request.	0.20

Feb-07-18	Several calls from Supervisor regarding Trustee dispute with Clerk.	0.40
	Drafting of responses to FOIA requests, phone call from Ed Komenda, phone call to C. Lutzow, drafting of emails to K. Lukasik, research Re: attorney client privilege and disclosure to Attorney General.	2.50
Feb-08-18	Receipt of various e-mails from clerk re: FOIA and publication of meeting schedule.	0.60
	Call from Supervisor regarding budget.	0.20
	Receipt and review of email from K. Lukasik, research Re: authority of clerk to enter into contract.	1.10
Feb-09-18	Review email from Clerk.	0.10
	Call from Supervisor concerning board meeting.	0.30
	Call to and from Supervisor re: Budget Line Transfer, conference re: Budget Line Transfer, send Supervisor agenda item,	1.00
	Conference with Supervisor's office re: budget, research and draft various documents for client.	2.00
	Receipt and review of FOIA requests, drafting of FOIA responses, conference with JPK.	0.60
Feb-12-18	Receipt and review of FOIA request, phone call to Mary Miller, receipt and review of email from Ed Komenda Re: FOIA, drafting of FOIA response, phone call from C. Lutzow, drafting of Transfer of Appropriation Ordinance.	2.40
Feb-13-18	Receipt and review of emails Re: FOIA, receipt and review of email from P. Gavers, drafting of email to P. Gavers.	0.70
Feb-14-18	Call to and from Supervisor re: Fund Transfer.	0.60
	Review minutes and packet for meeting, discussion with Supervisor regarding the fund transfer resolution, discuss revisions to transfer resolution, review budget, e-mail from Clerk re: Agenda items, call from Clerk and Supervisor regarding the meeting.	2.90
	Prepare for meeting.	0.90
	Attend Regular Township Board Meeting.	1.00
	Conference with JPK re: FOIA and Fund Transfer Ordinance, receipt and review of FOIA request, review Fund Transfer Ordinance.	1.50



Feb-15-18	Call to Clerk's Assistant re: production of documents, phone call to requestor of documents to coordinate drop off.	0.50
	Phone conference w/Supervisor re: fund transfer.	0.90
	Receipt and review of FOIA documents.	0.20
Feb-16-18	E-mail from Clerk's office re: document production, advise Clerk as to how to proceed, conference with NP re: Kirk Allen FOIA Request.	0.40
	Phone call from Clerk's assistant re: assembly of documents, minutes, bills, draft transmittal letter.	1.00
	Phone call from Supervisor re: Board's authority to approve bills, e-mail	0.30
	E-mail to Highway Commissioner and Board re: Request to provide opinion concerning Board's authority to approve bills.	0.20
	Review FOIA request, drafting of response to FOIA.	0.60
Feb-19-18	E-mail from clerk re: Records Request - 10 Ridgescroft Lane	0.20
	Discussion with Clerk's assistant regarding records, revising draft letter, correspondence to Clerk re: Documents.	0.60
	Receipt and review of email Re: FOIA from K. Lukasik, receipt and review of FOIA request.	0.40
	Research Re: authority of trustees to approve bills.	1.20
Feb-20-18	Phone conference with Clerk.	0.30
	Phone conference with Supervisor's office re: 2018-19 budget process	0.20
	Receipt and review of 2 FOIA's, e-mail clerk re: FOIA's regarding signage, Discussion with Supervisor re: sign lease, research sign issue.	1.00
	Receipt and review of FOIA request.	0.30
	Research Re: authority of board to approve bills.	2.80
Feb-21-18	Receipt and review of e-mail from Clerk re: FOIA.	0.30
	Research Re: authority of board to approve bills.	0.50
	Respond to FOIA request.	0.30



Feb-22-18	Review of recent FOIA from CBS, conference with Natalie re: response, review correspondence from Operating Engineers #150 and pleadings in Lake County # 150 case.	1.00
	Receipt and review of FOIA request, drafting of response to FOIA request.	0.50
Feb-23-18	Review e-mails from township, Review status of all FOIA requests, research contract issue.	2.00
	Receipt and review of documents for FOIA responses.	0.20
	Research Re: authority of board to approve bills.	0.70
Feb-26-18	Revise and send letter to Attorney General.	0.30
	Review draft special meeting minutes, send Clerk an e-mail re: minutes.	0.20
	Call from Supervisor re: Sign Lease, pending litigation.	0.30
	Phone call from Supervisor	0.20
	Receipt and review of FOIA request, drafting of response to FOIA request.	0.50
	Research Re: trustees' duty to audit and net payroll bills.	0.90
Feb-27-18	Phone conference with Supervisor regarding Personnel Policy.	0.30
	Call from Supervisor re: payroll and accounting programs inability/inflexibility to account for other than regular pay	0.25
	Research on board authority to limit Road District Legal Bills	0.40
	Drafting of email to K. Lukasik Re: FOIA documents, drafting response to FOIA request, review and compartmentalize documents received for FOIA requests.	1.20
	Review documents for budget for 2018-2019 fiscal year.	0.40
Feb-28-18	Call from Supervisor re: Personnel matter, prepare correspondence for Supervisor, call from Supervisor regarding personnel matter.	1.10
	Call to and from Clerk.	0.40
	Receipt and review of FOIA request.	0.20

Total Hours

49.95

Total Fees

\$11,238.75

Total Fee & Client Costs

\$11,238.75

Previous Balance

\$11,442.50

Payments Received - Thank You!

\$11,442.50

Balance Now Due

\$11,238.75

**THE GOOCH FIRM**

209 S. Main Street,  
Wauconda, Illinois 60084  
Office: 847.526.0110  
Fax: 847.526.0603

5180.001

**Charles Lutzow**

Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

clutzow@algonquintownship.com  
847.639.4529

**INVOICE**

To March 01, 2018

**Invoice Date** March 08, 2018  
**Invoice Number** 1252  
**Due Date** April 07, 2018  
**Payment Terms** Next 30 days

**MILLER, ROBERT** adv **GASSER, ANDREW** 17 CH  
435 0302

**Account Summary**

<b>Previous Balance</b>	\$10,900.00
<b>Payments Received</b>	(\$2,095.15)
<b>Outstanding Balance</b>	\$8,804.85
<b>Current Invoice</b>	\$2,125.00
<b>Total Due</b>	<b>\$10,929.85</b>

**Fee Detail**

Date		Description	Hours	Rate	Total
1/9/2018	SDW	Research justiciable matters	0.20	\$250.00	\$50.00
1/9/2018	SDW	Prepare for court tomorrow/conference with TG	0.70	\$250.00	\$175.00
1/10/2018	SDW	Court appearance on motion for leave to file instanter	1.00	\$250.00	\$250.00
1/15/2018	SDW	Conference with TG re- hearing on motion to dismiss	0.40	\$250.00	\$100.00
1/15/2018	SDW	Prepare for hearing on motion to dismiss	4.90	\$250.00	\$1,225.00

Date	Description	Hours	Rate	Total
1/16/2018	SDW Court on hearing on motion to dismiss-standing	1.30	\$250.00	\$325.00
		<b>Hours Total</b>	<b>8.50</b>	<b>Fee Total \$2,125.00</b>

**Expense Detail**

Date	Description	Quantity	Rate	Total
<i>No expenses have been charged for this invoice.</i>				
				<b>Expenses Total \$0.00</b>

<b>Fees</b>	<b>\$2,125.00</b>
<b>Expense</b>	<b>\$0.00</b>
<b>Current Due</b>	<b>\$2,125.00</b>
<b>Outstanding Balance</b>	<b>\$8,804.85</b>
<b>Total Due</b>	<b>\$10,929.85</b>

**MILLER, ROBERT adv GASSER, ANDREW 17 CH  
435 0302**

**Charles Lutzow**

Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

**Make payment to:**

**THE GOOCH FIRM**

209 S. Main Street,  
Wauconda, Illinois 60084

---

<b>Due Date</b>	April 07, 2018
<b>Invoice #</b>	1252
<b>Total Due</b>	<b>\$10,929.85</b>
<b>Amount Paid</b>	\$ <input type="text" value="."/>



**THE GOOCH FIRM**

209 S. Main Street,  
Wauconda, Illinois 60084  
Office: 847.526.0110  
Fax: 847.526.0603

**Charles Lutzow**

Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

clutzow@algonquintownship.com  
847.639.4529

**INVOICE**

To April 30, 2018

<b>Invoice Date</b>	April 05, 2018
<b>Invoice Number</b>	1367
<b>Due Date</b>	Due Upon Receipt
<b>Payment Terms</b>	Due Upon Receipt

**MILLER, ROBERT adv GASSER, ANDREW 17 CH**  
**435 0302**

5160.00

**Account Summary**

<b>Previous Balance</b>	\$10,929.85
<b>Payments Received</b>	(\$10,929.85)
<b>Outstanding Balance</b>	\$0.00
<b>Current Invoice</b>	\$5,240.00
<b>Total Due</b>	<b>\$5,240.00</b>

**Fee Detail**

Date		Description	Hours	Rate	Total
3/12/2018	SDW	Prepare for hearing tomorrow-motion to strike motion for summary judgment	0.60	\$250.00	\$150.00
3/12/2018	SDW	Conference with TG re- hearing tomorrow	0.30	\$250.00	\$75.00
3/13/2018	SDW	Court appearance on motion to strike summary judgment	1.00	\$250.00	\$250.00
3/13/2018	SDW	Conference with TG re- court	0.10	\$250.00	\$25.00
3/20/2018	TWG	Motion Draft/Revise	0.30	\$400.00	\$120.00
3/20/2018	MGB	MGB- Transcribe, E-File, Serve Motion Documentation	0.20	\$100.00	\$20.00
3/21/2018	TWG	Court Appearance	1.00	\$250.00	\$250.00

Date		Description	Hours	Rate	Total
3/22/2018	TWG	review first district case issued 3/21/18 for Res Judicate analysis in general- rule 23	2.00	\$250.00	\$500.00
3/23/2018	TWG	Research, analysis, strategic regarding discover abuses and remedies	3.30	\$250.00	\$825.00
3/26/2018	TWG	Research plan sanction motions, investigate defamation possibilities, review latest agreement from insurance company, conference with Jim Kelly	3.50	\$250.00	\$875.00
3/27/2018	TWG	conf with client	0.50	\$250.00	\$125.00
3/27/2018	MGB	Transcribe motion, changes to motion. Documentation	1.00	\$100.00	\$100.00
3/27/2018	TWG	Work on 2-619.1 motion to dismiss	6.00	\$250.00	\$1,500.00
4/1/2018	SDW	Conference with TG re-court tomorrow	0.20	\$250.00	\$50.00
4/2/2018	SDW	Prepare for court this morning	0.50	\$250.00	\$125.00
4/2/2018	SDW	Court appearance on motion to dismiss	1.00	\$250.00	\$250.00
<b>Hours Total</b>			<b>21.50</b>	<b>Fee Total</b>	<b>\$5,240.00</b>

**Expense Detail**

Date	Description	Quantity	Rate	Total
<i>No expenses have been charged for this invoice.</i>				
<b>Expenses Total</b>				<b>\$0.00</b>

<b>Fees</b>	<b>\$5,240.00</b>
<b>Expense</b>	<b>\$0.00</b>
<b>Current Due</b>	<b>\$5,240.00</b>
<b>Outstanding Balance</b>	<b>\$0.00</b>
<b>Total Due</b>	<b>\$5,240.00</b>

**MILLER, ROBERT adv GASSER, ANDREW 17 CH  
435 0302**

**Charles Lutzow**

Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

**Make payment to:**

**THE GOOCH FIRM**

209 S. Main Street,  
Wauconda, Illinois 60084

---

Due Date	Due Upon Receipt
Invoice #	1367
Total Due	\$5,240.00
Amount Paid	\$ <input type="text"/>

**THE GOOCH FIRM**

209 S. Main Street,  
Wauconda, Illinois 60084  
Office: 847.526.0110  
Fax: 847.526.0603

**Charles Lutzow**

Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

clutzow@algonquintownship.com  
847.639.4529

**INVOICE**

To April 30, 2018

<b>Invoice Date</b>	April 05, 2018
<b>Invoice Number</b>	1364
<b>Due Date</b>	Due Upon Receipt
<b>Payment Terms</b>	Due Upon Receipt

Miller, Robert adv Gasser, Andrew EXPENSES ONLY  
0304

5160.001

**Account Summary**

<b>Previous Balance</b>	\$938.10
<b>Payments Received</b>	\$0.00
<b>Outstanding Balance</b>	\$938.10
<b>Current Invoice</b>	\$0.00
<b>Total Due</b>	<b>\$938.10</b>

**Fee Detail**

Date	Description	Hours	Rate	Total
<i>No hourly fees have been charged for this invoice.</i>				
		<b>Hours Total</b>	<b>0.00</b>	<b>Fee Total</b>
				<b>\$0.00</b>

**Expense Detail**

Date	Description	Quantity	Rate	Total
<i>No expenses have been charged for this invoice.</i>				
			<b>Expenses Total</b>	<b>\$0.00</b>

<b>Fees</b>	<b>\$0.00</b>
<b>Expense</b>	<b>\$0.00</b>
<b>Current Due</b>	<b>\$0.00</b>
<b>Outstanding Balance</b>	<b>\$938.10</b>
<b>Total Due</b>	<b>\$938.10</b>



**Miller, Robert adv Gasser, Andrew EXPENSES  
ONLY 0304**

**Charles Lutzow**

Charles A. Lutzow, Jr.  
Algonquin Township Supervisor  
3402 US Highway 14  
Crystal Lake, IL 60014

**Make payment to:**

**THE GOOCH FIRM**

209 S. Main Street,  
Wauconda, Illinois 60084

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<b>Due Date</b>	<b>Due Upon Receipt</b>
<b>Invoice #</b>	1364
<b>Total Due</b>	<b>\$938.10</b>
<b>Amount Paid</b>	\$ <input type="text" value="."/>

✓

LAW OFFICES OF  
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(815) 459-3120 Telephone  
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Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

April 5, 2018

5180.001

**Attention:** Charles Lutzow  
**Re:** Miscellaneous

**Invoice #:** 9766  
**File #:** 05-0009

DATE	DESCRIPTION	HOURS
Feb-21-18	Review Gasser Memo in #150 case, review emails from clerk re: FOIA.	0.70
Mar-01-18	Call from Supervisor regarding personnel matter and Annual Meeting.	0.50
	Text from Clerk re: Annual Meeting, send Clerk information on scheduling Annual Meeting, review e-mails concerning FOIA request.	0.75
	Receipt and review of FOIA request, drafting responses to FOIA request, review documents associated with FOIA requests.	1.30
Mar-02-18	Phone call from Supervisor re: meeting to discuss budget.	0.30
	Travel to and meeting with Supervisor and staff to prepare Township Budget, meeting with Highway Commissioner and Supervisor re: Budget.	2.75
	E-mail from Clerk re: budget issues.	0.20
	Receipt and review of Reply Brief in 150 v. ATRD.	0.80
	Receipt and review of FOIA request, prepare for budget meeting, attend budget meeting with JPK.	1.70
Mar-03-18	Correspondence to Clerk regarding budget.	1.00
	Receipt and review of letter from PAC regarding request for review of 18 PAC 51317, forward to Supervisor and Clerk.	0.30

Mar-04-18	Draft notes to Supervisor re: preparation of budget.	0.40
	Draft and send e-mail to Supervisor and Highway Commissioner re: Road and Bridge Fund, and scheduling budget meeting.	0.50
Mar-05-18	Review e-mail from Clerk re: audit, call from Clerk regarding audit and request for documents, review budget, receive e-mail from Highway Commissioner re: audit, review correspondence for Auditor.	1.80
	Research re: authority to hire forensic auditor.	1.40
Mar-06-18	E-mail from Clerk.	0.30
	Research re: authority to hire forensic auditor, research re: board approval of using MFT funds on non-dedicated roads.	1.60
	Receipt and review of FOIA request, receipt and review of documents for FOIA request, drafting of FOIA responses.	1.20
Mar-07-18	Prepare correspondence re: litigation.	0.10
	Review FOIA request, drafting of email to Supervisor and Clerk re: documents for FOIA request, drafting of response to FOIA request.	0.90
Mar-08-18	Call from Supervisor concerning budget and meeting with Township Accountant concerning budget, discussion of time line for adopting budget and how to insure Township keeps a level budget.	0.50
	Revise correspondence for Supervisor.	0.75
	Drafting of response to FOIA request.	0.30
Mar-09-18	Call from Supervisor re: Township budget and Accountant's input.	0.50
	Call from Supervisor re: current year road district budget reconciliation.	0.50
	Phone call re: FOIA from FOIA requester.	0.20
Mar-13-18	Call County Clerk re: confirmation of levy.	0.25
	Phone conference with Trustee Chapman concerning the budget.	0.25
	Review Mt. Morhia FOIA documents.	0.20

	Drafting opinion to Board re: payment of bills.	2.40
	Receipt and review of documents for FOIA request, receipt and review of new FOIA request.	0.70
	Telephone call from Clerk.	0.30
Mar-14-18	Call from McHenry County Clerk to discuss correcting confirmation of levy and sending corrected confirmation form.	0.25
	Discussion with Clerk re: regular meeting.	0.30
	Prepare for meeting, e-mail from Supervisor re: senior services, research.	1.50
	Attend regular board meeting.	1.40
	Receipt and review list of all FOIA requests for 2018, drafting FOIA responses.	0.90
Mar-15-18	Call to McHenry County Clerk re: confirmation of levy, receipt and review of confirmation of levy, forward to Supervisor.	0.30
	Conference concerning litigation.	0.40
	Drafting response to FOIA request, receipt and review email re: FOIA, research re: YouTube legal, drafting letter to YouTube.	1.20
Mar-16-18	Discussion with Clerk and Supervisor's office regarding the bills.	1.20
	Receipt and review of corrected and signed confirmation of levy.	0.10
	Receipt and review of emails re: FOIA, drafting email to Clerk, continue drafting letter to YouTube, telephone call to Clerk.	0.90
Mar-19-18	Receipt and review of email re: FOIA, drafting response to FOIA request.	0.40
Mar-20-18	Receipt and review of transcript from Gasser Lake County Case.	0.40
	Call from Supervisor re: various matters.	0.40
Mar-22-18	Receipt and review of FOIA request, drafting of email to Clerk, receipt and review of email to Clerk, phone call from Supervisor.	0.75
Mar-26-18	Receipt and review of FOIA request.	0.20
	Research re: Township facility policy.	1.20



Mar-27-18	Research re: Township facility policy.	0.80
Mar-28-18	Receipt and review of PAC letter, send PAC letter to client.	0.20
Mar-29-18	E-mail from and to Clerk re: Property Tax Extension.	0.10
Mar-30-18	Receipt and review of e-mail from Clerk re: FOIA response to Allen and Majewski.	0.10
	Receipt and review of Shea Letter.	0.10
	Review of template for auditor RFP, send initial comments to Supervisor.	0.30
	Review FOIA responses of Clerk, phone call from Clerk.	0.70
Mar-31-18	Phone call from Clerk regarding records, FOIA responses, and scope of authority to budget/purchase, and response to blog articles.	0.50

Total Hours	39.95
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Total Fees	\$8,988.75
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Total Fee & Client Costs	\$8,988.75
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Previous Balance	\$11,238.75
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Payments Received - Thank You!	\$11,238.75
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<b><u>Balance Now Due</u></b>	<b><u>\$8,988.75</u></b>
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✓

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

April 5, 2018

5160.001

**Attention:** Charles Lutzow  
**Re:** Algonquin Township Clerk

**Invoice #:** 9765  
**File #:** 05-0009.37

DATE	DESCRIPTION	HOURS
Mar-08-18	Phone conference with Clerk regarding budgets and FOIA.	0.60
	Receipt from Clerk of correspondence concerning personnel policy, advise Clerk as to statute concerning personnel policies.	0.30
	Research on personnel policy issue for Clerk.	0.40
Mar-09-18	Call from Clerk regarding budget.	0.40
	Total Hours	<u>1.70</u>
	Total Fees	<u>\$382.50</u>
	Total Fee & Client Costs	<u>\$382.50</u>
	Previous Balance	\$5,300.00
	Payments Received - Thank You!	\$5,300.00
	<u>Balance Now Due</u>	<u>\$382.50</u>

✓

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

April 5, 2018

5180.001

**Attention:** Charles Lutzow  
**Re:** Gasser v. Lukasik (Case No. 17 CH 435)

**Invoice #:** 9764  
**File #:** 05-0009.36

DATE	DESCRIPTION	HOURS
Mar-07-18	Receipt and review of Miller's Motion to Strike Gasser's Motion for Summary Judgment, forward to Township.	0.25
Mar-08-18	Attend hearing.	1.00
Mar-13-18	Appear on Miller's Motion to Strike, briefing schedule entered.	0.75
Mar-14-18	Receipt and review of Clerk's Motion to Dismiss, forward to Township Board.	0.40
Mar-19-18	Letter from CCMSI re: payment for defense, call Supervisor re: Release and Settlement Agreement.	0.30
Mar-20-18	Meeting with C. Lutzow, send CCMSI Settlement Agreement.	0.25
	Receipt and review of Miller's Motion for Extension of Time to Plead.	0.20
Mar-21-18	Appear in court on Motion to Dismiss.	1.00
Mar-22-18	Review Second Amended Complaint.	0.40
	Total Hours	<hr/> 4.55
	Total Fees	<hr/> \$1,023.75
	Total Fee & Client Costs	<hr/> \$1,023.75

Previous Balance

\$360.00

Payments Received - Thank You!

\$360.00

**Balance Now Due**

**\$1,023.75**

✓

7160.003

LAW OFFICES  
**Zukowski, Rogers, Flood & McArdle**  
50 VIRGINIA STREET  
**Crystal Lake, Illinois 60014**  
(815) 459-2050  
fax (815) 459-9057

March 13, 2018

Karen Lukasik  
Algonquin Township Clerk  
3702 U.S. Highway 14  
Crystal Lake, IL 60014  
VIA E-MAIL: karenlukasik@yahoo.com

Billed Through: 02/28/2018  
Client Number: 009722 DWM  
Invoice Number: 130523

**Matter 00001 Personal - Attorney/Client Privilege Applies:**

02/01/2018	receipt and review of client production of correspondence to Highway Commissioner re Nest camera; correspondence and follow up with local records retention employee; correspondence re missing file in Supervisor's office;	0.50 hrs
02/05/2018	correspondence re pick up of Township material from Receiver, Joe Gottemoller;	0.50 hrs
02/06/2018	correspondence with client re video footage, Supervisor and R. Provenzano;	0.25 hrs
02/09/2018	conference with client re discovery deposition status and stay order entered by court;	0.50 hrs
02/10/2018	meeting with client to discuss pending issues and strategy;	1.25 hrs
02/12/2018	correspondence with P. Gavers;	0.25 hrs
02/13/2018	court appearance on 17MR524 case; conference with court personnel; conference with client re need to attend court in response to subpoena; follow up re documents responsive to subpoena;	1.25 hrs
02/14/2018	conference with client re proposed comments to Township Board; conference re filing complaint and documents with agencies;	0.75 hrs
02/18/2018	conference with client re hiring consultant to review videotapes;	0.25 hrs
02/21/2018	receipt and review of amended complaint filed by Gasser; compare to original pleading;	0.75 hrs
02/21/2018	receipt and review of second amended complaint and motion to dismiss response;	0.50 hrs
02/22/2018	coordinate meeting with client to review latest pleading; interoffice conference re same;	0.50 hrs
02/23/2018	prepare for and attend meeting with client re amended complaint; follow up conference re strategy;	1.00 hrs
02/23/2018	conference with client re status and strategy;	1.00 hrs
02/26/2018	conference call re basis of motion to dismiss amended complaint and re amending counterclaims against Supervisor; research same; interoffice	3.25 hrs



Lukasik, Karen

PAGE

	conference; review file and prior complaint; interoffice conference re alternative arguments; receipt and review of payroll documentation from client;	
02/26/2018	conference re responding to Gasser amended complaint; receipt and review of amended complaint;	1.00 hrs
02/27/2018	conferences with client re additional payroll issues and re court order received re change of judge; review file;	1.00 hrs
02/27/2018	receipt and review of second amended complaint, 2-615 motions;	0.25 hrs
02/28/2018	conference with agent re interview; follow up with client;	0.50 hrs
02/28/2018	research re 615 motion to dismiss; draft motion to dismiss; review payroll register;	3.50 hrs

Total Fees For This Matter

18.75 hrs

\$4,687.50

**BILLING SUMMARY**

TOTAL FEES	18.75 hrs	\$4,687.50
TOTAL FOR THIS INVOICE		\$4,687.50
TOTAL BALANCE NOW DUE		\$4,687.50

UNPAID BALANCES ARE SUBJECT TO A 1.5% PER MONTH DELINQUENCY CHARGE AFTER 30 DAYS FROM BILLING DATE.  
VISA AND MASTERCARD ACCEPTED.



5160.001

LAW OFFICES OF  
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Crystal Lake, Illinois 60014  
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Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

May 8, 2018

**Attention:** Charles Lutzow  
**Re:** Miscellaneous

**Invoice #:** 9890  
**File #:** 05-0009

DATE	DESCRIPTION	HOURS
Apr-02-18	Review correspondence from Supervisor's office	0.10
	E-mail from Clerk regarding township records, research and respond.	0.40
	Receipt and review of emails from K. Lukasik, receipt and review of FOIA request.	0.40
Apr-03-18	Call from Supervisor regarding the Annual Meeting	0.30
	Call from Supervisor regarding financial reports	0.30
Apr-04-18	Review and respond to T. Lawrence regarding Clerk's contract.	0.20
	Receipt of e-mail from T. Lawrence re: contract.	0.20
	Call from Supervisor concerning financial report and budget/appropriations approval.	0.25
	Phone conference with Supervisor regarding document production.	0.40
	Receipt and review FOIA requests, receipt and review letter from Attorney General RE: FOIA, receipt and review letter from YouTube, drafting of response to YouTube, drafting FOIA responses.	1.80
Apr-05-18	Phone conversation with Supervisor re: FOIA litigation and Annual meeting, and document production.	0.30

	Receipt and review emails from K. Lukasik, receipt and review email from YouTube, respond to email from YouTube.	0.40
Apr-06-18	Phone conversation with Supervisor re: budget and Annual Financial Report,	0.50
	Conference call with the Clerk.	0.33
Apr-09-18	Call from Supervisor discussion regarding Annual meeting and posting of agenda, discussion of publication of budget hearing, and regular board meeting. E-mail to Clerk re: annual meeting and budget hearing.	0.50
	Review FOIA Lawsuit.	1.00
	Conference with JPK Re: FOIA, respond to FOIA requests.	1.20
Apr-10-18	Attend Annual Meeting, conference with Clerk regarding township records.	2.00
Apr-11-18	E-mail to Clerk and Supervisor regarding payment of moderator fee and preparing annual township meeting minutes.	0.20
	Call from Supervisor regarding Budget Hearing.	0.25
	Receipt and review of budget from Supervisor.	0.40
	Travel to and attend regular meeting.	3.00
Apr-12-18	Receipt and review of PAC letter, forward to Supervisor and Clerk for distribution.	0.10
	Call from Supervisor regarding scheduling Special Meeting to adopt a resolution.	0.30
	Drafting resolution.	0.50
Apr-13-18	Call from Supervisor regarding warrants.	0.30
	Receipt and review of e-mails concerning resolution.	0.10
	Receipt and review of FOIA request from BGA for salaries, advise client that Township received this request annually and should respond using the same format.	0.30
	Phone call from Supervisor regarding various matters including special meeting,	0.40
	FOIA Lawsuit, review FOIA request file.	0.50
	Conference w/LFM re: FOIA Lawsuit	0.50

	Receipt and review emails RE: PAC appeal, receipt and review FOIA request, obtain documents from Township.	1.00
Apr-16-18	Receipt and review proposed FOIA response to the BGA.	0.20
	Conference with Supervisor.	0.50
	Receipt and review FOIA requests, receipt and review documents for FOIA request drafting responses to FOIA requests.	1.40
Apr-17-18	Discussion with Supervisor.	0.25
	Research on defenses to FOIA.	1.00
	Receipt and review FOIA request, receipt and review emails re FOIA's.	0.50
Apr-18-18	Call from Supervisor re: special meeting.	0.10
	Receipt of information concerning the defense of the FOIA lawsuit from Clerk.	0.20
	Phone conference with Supervisor regarding relocation of Road District.	0.50
	Receipt and review emails re: FOIA's, research re: Clerk unable to access documents.	1.00
Apr-19-18	Review documents for FOIA request, drafting of response to FOIA request.	0.30
Apr-20-18	Review of information concerning possible Attorney General inquiry, review documents, E-mail Township re: inquiry.	0.30
	Receipt and review FOIA request and associated documents.	0.40
Apr-23-18	Receipt and review email from K. Lukasik re FOIA, review sent FOIA responses.	0.70
Apr-24-18	Discussion with Clerk's attorney re: records request.	0.40
	Return call to Supervisor regarding records issue, and budget.	0.50
	Review documents dealing with FOIA and Attorney General requests, research re: closed meetings, drafting of responses re FOIA.	2.30
Apr-25-18	Review information for response to Attorney General PAC letter re: OMA violation	0.50
	Receipt and review emails from K. Lukasik and J. Barrett re FOIA documents, review FOIA documents, receipt and review	2.20

	FOIA request, telephone call to K. Lukasik, drafting of emails to K. Lukasik and J. Barrett.	
Apr-26-18	Review comments concerning spending on election judges.	0.20
Apr-27-18	Call from T. Chapman re: creation of Board Rules and Policies.	0.25
	Research on Township Corporate authority.	0.40
	Receipt and review FOIA request, drafting of response to Attorney General re: OMA violation, review documents for FOIA requests.	1.60
Apr-30-18	Call from ASA Hoffman re: Treasurer's disbursement of taxes.	0.40
	Receipt of documents from township in response to FOIA, review documents, call Clerk's assistance to discuss response.	0.40
	Total Hours	<hr/> 34.93
	Total Fees	<hr/> \$7,859.25

#### CLIENT COSTS

Apr-05-18	Copy fee	12.25
	Total Client Costs	<hr/> \$12.25
	Total Fee & Client Costs	<hr/> \$7,871.50
	Previous Balance	\$8,988.75
	Payments Received - Thank You!	\$8,988.75
	<b><u>Balance Now Due</u></b>	<hr/> <b><u>\$7,871.50</u></b>



5160.00 ✓

LAW OFFICES OF  
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Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

May 8, 2018

**Attention:** Charles Lutzow  
**Re:** Kirk Allen, et al. v. Algonquin Township, et al.  
(Case No. 18 CH 238)

**Invoice #:** 9893  
**File #:** 05-0009.41

DATE	DESCRIPTION	HOURS
Apr-05-18	Obtain complaint from court records, review complaint.	0.45
Apr-18-18	Phone confrence to discuss strategy regarding case	0.80
Apr-19-18	Research re: undue burden in FOIA, research causes of action and defenses	1.60
Apr-20-18	Research re: causes of action and defenses.	1.00
Apr-26-18	Phone conference with Supervisor re: strategy regarding FOIA defense.	0.30
	Total Hours	4.15
	Total Fees	\$933.75
	Total Fee & Client Costs	\$933.75
	<u>Balance Now Due</u>	<u>\$933.75</u>



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5160.001

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

May 8, 2018

**Attention:** Charles Lutzow  
**Re:** Algonquin Township Clerk

**Invoice #:** 9892  
**File #:** 05-0009.37

DATE	DESCRIPTION	HOURS
Apr-02-18	Call to Clerk re: FOIA response and contract assistant.	0.25
Apr-03-18	Review FOIA request, advise Clerk on response.	0.50
Apr-04-18	Phone conference with Clerk regarding FOIA responses and PAC referral	0.30
	Conference with NP re: FOIA responses	0.10
	Receipt and review of PAC inquiry.	0.20
	Correspondence to Clerk re: document request.	0.10
Apr-06-18	Call from Clerk regarding response to FOIA request,	0.30
	Call from Clerk regarding FOIA and the Edgar County Watchdogs.	0.25
	Research concerning FOIA	1.60
	Drafting of guideline for annual meeting.	0.80
Apr-07-18	Review e-mail from Clerk regarding Cal Skinner FOIA, review documents relative to document request.	0.30
Apr-09-18	Call from Clerk's assistant re: public notices, call from Clerk re: Annual meeting, Regular meeting, public notices for meetings and hearings.	0.50

Apr-10-18	Telephone call to K. Lukasik re: Annual Meeting.	0.25
Apr-12-18	Correspondence to Clerk re: Special meeting and notice of public hearing for budget.	0.30
Apr-13-18	Receipt and review of PAC Request for Review #50995, call Clerk's office, reseach issue, begin drafting response.	1.00
Apr-16-18	Discussion with Clerk concentering Special meeting.	0.25
Apr-18-18	Receipt and review of e-mail from Clerk regarding IGA, discussion with Clerk assistant re: River Road Acceptance documents.	0.30
Apr-20-18	Receipt and review of FOIA from Local #150.	0.20
Apr-27-18	Receipt and review of FOIA request sent from Clerk's office.	0.10

Total Hours	<u>7.60</u>
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Total Fees	<u>\$1,710.00</u>
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Total Fee & Client Costs	<u>\$1,710.00</u>
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Previous Balance	\$382.50
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Payments Received - Thank You!	\$382.50
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<u>Balance Now Due</u>	<u>\$1,710.00</u>
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✓  
51.60.001

LAW OFFICES OF  
**MATUSZEWICH & KELLY, LLP**

101 North Virginia Street, Suite 150  
Crystal Lake, Illinois 60014  
(815) 459-3120 Telephone  
(815) 459-3123 Facsimile

Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

May 8, 2018

**Attention:** Charles Lutzow  
**Re:** Gasser v. Lukasik (Case No. 17 CH 435)

**Invoice #:** 9891  
**File #:** 05-0009.36

DATE	DESCRIPTION	HOURS
Apr-02-18	Appear in court on presentment of Miller's Motion to Dismiss, letter to client.	0.50
Apr-20-18	Receipt and review of Motion by R. Hanlon for extension of time, notify clients.	0.10
	Correspondence from T. Gooch to all parties re: Hanlon Motion.	0.10
Apr-21-18	Call from M. Gummerson, Call to Supervisor re: Hearing on 4/24.	0.25
Apr-23-18	Review pleadings and prepare for Motion to Dismiss.	0.50
Apr-24-18	Attend hearing on Clerk's motion to dismiss, Miller motion to strike	1.25
Apr-25-18	Review Petition for Rule, and Motion to File Reply Instantly.	0.40
	Call from T. Gooch regarding pleadings.	0.30
	Research on Motion to Dismiss.	2.00
Apr-27-18	Prepare for hearing.	0.40
	Appear in court on Miller's Motion to Dismiss, Clerk's Motion to Dismiss, Miller's Motion to Strike Gassers Motion for Partial Summary Judgment, Gasser's Petition for Rule, conference with M. Gummerson.	1.50

Correspondence to Township re: status of case, call from  
Supervisor re: status of case.

0.30

Total Hours

7.60

Total Fees

\$1,710.00

Total Fee & Client Costs

\$1,710.00

Previous Balance

\$1,023.75

Payments Received - Thank You!

\$1,023.75

Balance Now Due

\$1,710.00



7160.003 ✓

LAW OFFICES  
**Zukowski, Rogers, Flood & McArdle**  
50 VIRGINIA STREET  
**Crystal Lake, Illinois 60014**  
(815) 459-2050  
fax (815) 459-9057

April 5, 2018

Karen Lukasik  
Algonquin Township Clerk  
3702 U.S. Highway 14  
Crystal Lake, IL 60014  
VIA E-MAIL: karenlukasik@yahoo.com

Billed Through: 03/31/2018  
Client Number: 009722      DWM  
Invoice Number: 130853

**Matter      00001                      Personal - Attorney/Client Privilege Applies:**

03/01/2018	interoffice conference re Clerk strategy in dealing with case issues;	0.50 hrs
	correspondence and follow up with client;	
03/01/2018	conference re improper payments by Gasser to employees of Road District for possible counter claim; research re causes of action against Township for improper payments; telephone call with client;	2.75 hrs
03/01/2018	edit memo re Federal statement and strategy;	0.50 hrs
03/02/2018	receipt and review of party's motion for partial summary judgment;	0.25 hrs
03/02/2018	research re private causes of action against co-defendant's statutory and case law based and declaratory judgment actions and corresponding case law;	2.25 hrs
03/05/2018	correspondence with client re plaintiff's position; discuss strategy; interoffice conference re same; correspondence re audit correspondence;	0.50 hrs
03/05/2018	correspondence to and from client re Gasser third-party financial review;	0.25 hrs
03/06/2018	correspondence on behalf of client;	0.25 hrs
03/07/2018	receipt and review of pleadings filed by attorney for Miller; interoffice conference re same;	0.75 hrs
03/07/2018	interoffice conference re FOIA and information that must be produced under FOIA re payroll records re Gasser;	0.25 hrs
03/07/2018	research re possible counter claims; research re IWPCA admin code and statute; draft spreadsheet re Gasser's miscellaneous payments to Road District employees; research re case law for 615 motions and injunctive relief; draft response to motion to dismiss; receipt and review of Miller's motion to strike;	3.75 hrs
03/09/2018	conference with client re pending order and meeting with co-party re case issues; conference with client re records access;	1.25 hrs
03/09/2018	draft motion to dismiss pursuant to 615; research re admin code and case law;	2.50 hrs
03/10/2018	work on motion to dismiss second amended complaint;	1.50 hrs
03/12/2018	receipt and review of March 6 court order re 17MR524 matter; review file;	0.25 hrs
03/12/2018	conference re motion to dismiss; edit same;	1.50 hrs
03/13/2018	review file; court appearance on Gasser's motion; conference with client re	1.75 hrs



Lukasik, Karen

PAGE

	proposed motion to dismiss; receipt and review of court order entered;	
03/13/2018	conference re and editing of motion to dismiss;	0.25 hrs
03/14/2018	edit motion to dismiss; file same; conference with client;	1.50 hrs
03/15/2018	correspondence and follow up with client re alleged subpoena received from Highway Commissioner; conference re threats from Gasser;	0.50 hrs
03/19/2018	receipt and review of release agreement from TOIRMA re defense costs; review file; conference with client re status of pleadings and discovery;	0.75 hrs
03/20/2018	conference with client re relocation of records; conference re destruction approval by local records officer; conference re scheduled court appearance on March 21; receipt and review of motion filed by B. Miller; review file; receipt and review of request for client approval of insurance payment agreement; conference with client re same;	1.25 hrs
03/21/2018	prepare for and attend court on motion to dismiss; set schedule; correspondence with all counsel re court order;	1.25 hrs
03/27/2018	conference re request for interview; interoffice conference and follow up with client re same;	0.75 hrs
03/28/2018	receipt and review of motion to dismiss filed by Miller; review file re briefing schedule; review pending motions filed by Miller;	1.00 hrs

Total Fees For This Matter

28.00 hrs

\$7,000.00

**BILLING SUMMARY**

TOTAL FEES	28.00 hrs	\$7,000.00
TOTAL FOR THIS INVOICE		\$7,000.00
NET BALANCE FORWARD		\$4,687.50
TOTAL BALANCE NOW DUE		\$11,687.50

UNPAID BALANCES ARE SUBJECT TO A 1.5% PER MONTH DELINQUENCY CHARGE AFTER 30 DAYS FROM BILLING DATE.  
VISA AND MASTERCARD ACCEPTED.

✓

LAW OFFICES  
**Zukowski, Rogers, Flood & McArdle**  
50 VIRGINIA STREET  
**Crystal Lake, Illinois 60014**  
(815) 459-2050  
fax (815) 459-9057

7160.003

May 3, 2018

Karen Lukasik  
Algonquin Township Clerk  
3702 U.S. Highway 14  
Crystal Lake, IL 60014  
VIA E-MAIL: karenlukasik@yahoo.com

Billed Through: 04/30/2018  
Client Number: 009722 DWM  
Invoice Number: 131386

**Matter 00001 Personal - Attorney/Client Privilege Applies:**

04/02/2018	correspondence with client re request for subpoenas; follow up conference with client;	0.50 hrs
04/02/2018	court appearance to set briefing schedule re Miller's Motion to Dismiss;	0.75 hrs
04/03/2018	conference with client re court appearance on motion to dismiss; discuss briefing schedule and discovery issues; interoffice conference re same;	0.75 hrs
04/04/2018	conference with client re pending motions and discovery to be issued; follow up conference with Attorney Kelly;	0.75 hrs
04/05/2018	receipt and review of latest complaint filed by Edgar County with allegations relating to client; review file; conference with client;	1.00 hrs
04/10/2018	conference with client re status of case and alternatives to dismiss matter; review rules re same; conference re potential lack of malpractice insurance by attorney in case and effect on pending suit;	1.00 hrs
04/10/2018	telephone call form special agent re statement;	0.25 hrs
04/12/2018	conference with client re strategy of depositions;	0.50 hrs
04/12/2018	telephone call to client re status, agent inquiry and Edgar County lawsuit; telephone conference with Attorney Gooch;	0.50 hrs
04/13/2018	correspondence with client re state process for records destruction and effect on pending suit; follow up re same; review status of subpoenas;	0.75 hrs
04/18/2018	receipt and review of County's request for interview; interoffice conference and follow up with client;	0.75 hrs
04/19/2018	follow up and interoffice conference re interview with County investigator;	0.50 hrs
04/19/2018	correspondence with client re questions on investigation; telephone call to County investigator;	0.75 hrs
04/20/2018	receipt and review of motion filed by attorney for Gasser; interoffice conference re same;	0.50 hrs
04/20/2018	receipt and review of motion by Attorney Hanlon to continue; telephone calls to Attorneys Kelly and Gooch objecting to continuance;	0.50 hrs
04/23/2018	interoffice conference and follow up with client re county investigator request	1.50 hrs

	for interview; discuss strategy; review relevant documents; interoffice conference re court appearance; review pending motions;	
04/23/2018	telephone call to client re status of court and meeting with L. King re documents; telephone call from Attorney Gooch re hearing;	0.50 hrs
04/24/2018	telephone call from Attorney Kelly, coordinate records; telephone call to client re records and Laura King; prepare for and attend hearing on motion to dismiss;	2.50 hrs
04/26/2018	conference re motion to dismiss;	0.25 hrs
04/26/2018	receipt and review of Gasser's response; prepare for argument on motion to dismiss;	1.00 hrs
04/27/2018	prepare for and attend hearing re motion to dismiss; correspondence to client re court appearance;	1.75 hrs
04/30/2018	conference with client re Gasser right to re-plead complaint for third time; interoffice conference re same; review file;	0.50 hrs
Total Fees For This Matter		17.75 hrs \$4,437.50

**BILLING SUMMARY**

TOTAL FEES	17.75 hrs	\$4,437.50
TOTAL FOR THIS INVOICE		<hr/> \$4,437.50
NET BALANCE FORWARD		\$7,000.00
TOTAL BALANCE NOW DUE		\$11,437.50

UNPAID BALANCES ARE SUBJECT TO A 1.5% PER MONTH DELINQUENCY CHARGE AFTER 30 DAYS FROM BILLING DATE.  
VISA AND MASTERCARD ACCEPTED.