

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
	<b>Total Hours</b>	<u>5.20</u>
	<b>Total Fees</b>	<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

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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)	0.40
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.	<del>0.25</del>
	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.	<del>0.70</del>
	Drafting of independent contractor agreement for Clerk's assistant.	<del>0.00</del>
Jan-12-18	Receipt and review of FOIA responses sent by Karen Lukasik, drafting of FOIA responses, phone call from Karen Lukasik.	<del>0.70</del>
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.	<del>0.50</del>
	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.	1.30
	Travel to and attend special meeting, closed session, meeting with Clerk, meeting with Supervisor.	1.20 / 2 ?
	Research documents subject to FOIA, update FOIA request list, prepare for township meeting, attend township meeting, meeting with township clerk.	1.70
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

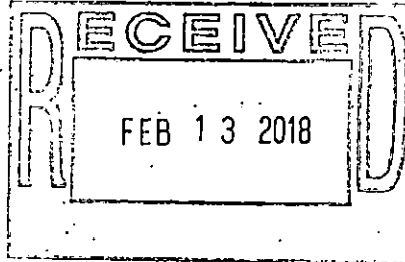
\$11,442.50

5160.001

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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

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

March 7, 2018

5,160.00,

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/inflexability 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

✓

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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>

✓

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Crystal Lake, Illinois 60014-8204

April 5, 2018

5180.00

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	4.55
	Total Fees	\$1,023.75
	Total Fee & Client Costs	\$1,023.75



Previous Balance

\$360.00

Payments Received - Thank You!

\$360.00

Balance Now Due

\$1,023.75

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

April 5, 2018

5180.00

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

3160.00 ✓

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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	<u>4.15</u>
	Total Fees	<u>\$933.75</u>
	Total Fee & Client Costs	<u>\$933.75</u>
	<u>Balance Now Due</u>	<u>\$933.75</u>

3160.001

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, research issue, begin drafting response.	1.00
Apr-16-18	Discussion with Clerk concerning 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	7.60
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Total Fees	\$1,710.00
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Total Fee & Client Costs	\$1,710.00
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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  
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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

5160.001

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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 34.93

Total Fees \$7,859.25

#### CLIENT COSTS

Apr-05-18 Copy fee 12.25

Total Client Costs \$12.25

Total Fee & Client Costs \$7,871.50

Previous Balance \$8,988.75

Payments Received - Thank You! \$8,988.75

Balance Now Due \$7,871.50

5160.001 ✓

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

June 7, 2018

Attention: Charles Lutzow  
Re: Miscellaneous

Invoice #: 9990  
File #: 05-0009

DATE	DESCRIPTION	HOURS
May-01-18	Receipt and review of new e-mail regarding Kirk Allen, phone call from Clerk's office re: response to FOIA due today.	0.50
	Revise and send letter to PAC.	0.50
	Discussion with Supervisor re: budget hearing.	0.25
	Receipt and review of e-mails re: FOIA requests, conference with JPK, continue research re: OMA violations.	1.70
May-02-18	Review various e-mails regarding FOIA, e-mail to and from Clerk re: FOIA, correspondence from and to PAC re: inquiry #52636, e-mail to Highway Commissioner re: FOIA documents concerning HR Green.	1.00
	Receipt and review of FOIA requests, drafting of FOIA responses.	1.90
May-03-18	Call from Supervisor regarding budget and various matters, research.	0.50
	Drafting of FOIA responses; receipt and review of e-mail from K. Lukasik.	0.80
May-04-18	Forward correspondence sent to PAC by Kraft, 25363.	0.20
	Call from SAO re: township policy, research, phone conference with Supervisor.	3.50
	Drafting response to FOIA request, conference with JPK re: FOIA.	0.50

May-07-18	Receipt and review of FOIA requests, drafting of FOIA responses, receipt and review emails from K. Lukasik.	1.70
May-08-18	Call from and to Supervisor's office regarding accounting matter.	0.25
May-09-18	Call to Supervisor re: budget hearings, regular meeting, drafting resolution for meeting, call from former Assessor, review FOIA's, coordinate records request, research, discussion with Supervisor concerning facility management and space issue.	3.00
May-10-18	Call from Supervisor regarding a GA matter, research, call Supervisor re: GA.	0.50
	Receipt and review FOIA request, drafting of resolution.	0.50
May-14-18	Prepare for budget meeting.	0.90
	Attend budget hearings and regular board meetings.	2.00
	Receipt and review FOIA requests, drafting of FOIA responses.	1.90
May-15-18	Receipt and review of FOIA requests, call township to discuss same.	0.30
	Meeting with Supervisor, call from Trustee re: FOIA.	0.75
	Receipt and review FOIA requests, drafting of letter to Cal Skinner re: additional FOIA extension.	1.10
May-16-18	Review FOIA exemptions, drafting of FOIA response, receipt and review FOIA request.	1.00
May-17-18	Receipt and review of e-mails re: FOIA.	0.20
May-18-18	Receipt and review FOIA requests, receipt and review e-mails from J. Barrett re: FOIA documents, drafting of FOIA responses, conference with JPK re: FOIA.	2.60
May-21-18	Receipt and review FOIA requests, drafting of e-mail to J. Barrett, drafting FOIA responses.	0.90
May-22-18	Review FOIA requests, contact Clerk and Supervisor to discuss requested records, prepare draft responses.	1.00
	Discussion with Supervisor regarding financial reports. research regarding financial reports.	0.90
	Receipt and review FOIA requests, drafting FOIA responses.	2.20
May-23-18	Phone call from Supervisor regarding records.	0.30



	Prepare FOIA responses.	0.90
May-24-18	Phone call with Supervisor re: filing of financial report.	0.30
	Receipt and review emails re: FOIA, receipt and review FOIA requests.	1.40
May-25-18	Meeting with JPK re: FOIA, drafting e-mails to J. Barrett, drafting FOIA responses, receipt and review e-mails from J. Barrett.	1.40
May-29-18	E-mail concerning Historical Society payment.	0.20
	Drafting of email to J. Barrett, drafting FOIA responses, receipt and review FOIA request.	1.00
May-30-18	Receipt and review of e-mail from resident, forward to Supervisor, send response.	0.30
	Conference with Pam in Supervisor's office concerning Historical Society.	0.30
	Phone call with Clerk re: FOIA.	0.30
	Drafting of emails re: FOIA requests, drafting FOIA responses.	1.50
May-31-18	Receipt and review FOIA request, drafting response to FOIA request.	0.50
	<b>Total Hours</b>	<u>41.45</u>
	<b>Total Fees</b>	<u>\$9,326.25</u>

#### CLIENT COSTS

May-03-18	Deposit re: 4/27/18 transcript	100.00
	<b>Total Client Costs</b>	<u>\$100.00</u>
	<b>Total Fee &amp; Client Costs</b>	<u>\$9,426.25</u>
	Previous Balance	\$7,871.50
	Payments Received - Thank You!	\$7,871.50
	<b><u>Balance Now Due</u></b>	<u>\$9,426.25</u>

✓  
5160.001

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

June 7, 2018

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

Invoice #: 9988  
File #: 05-0009.36

DATE	DESCRIPTION	HOURS
May-03-18	Call from T. Gooch re: receipt of list from Plaintiff, receipt and review of court order amending dates.	0.70
May-04-18	Appear in court on status of case, discussion with Attorney for Clerk concerning posture of case.	1.00
May-15-18	Review Highway Commissioners Amended Complaint.	0.40
	Attend court for status.	0.80
	Receipt and review of document, call to and from D. McArdle, call from vendor regarding being defamed by the Road District, call to Supervisor, drafting petition.	2.50
May-17-18	Research re: violation of protective order.	0.40
	Total Hours	5.80
	Total Fees	\$1,305.00

**CLIENT COSTS**

May-14-18	Balance of copy of transcript	150.00
	Total Client Costs	\$150.00
	Total Fee & Client Costs	\$1,455.00

Previous Balance

\$1,710.00

Payments Received - Thank You!

\$1,710.00

Balance Now Due

\$1,455.00

✓  
5160.001

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

June 7, 2018

Attention: Charles Lutzow  
Re: Algonquin Township Clerk

Invoice #: 9989  
File #: 05-0009.37

DATE	DESCRIPTION	HOURS
May-08-18	Call from Clerk's office re: records request and FOIA's from Kirk Allen.	0.30
	Research on FOIA defenses.	0.50
May-09-18	Call from Clerk regarding records.	0.40
	Call from Clerk's office regarding FOIA's and records.	0.40
May-15-18	Receipt and review of e-mails concerning FOIA, phone conference with Clerk's office concerning FOIA.	0.40
May-23-18	Receipt and review of multiple FOIA requests, advise Clerk on how to proceed.	0.20
	Total Hours	2.20
	Total Fees	\$495.00
	Total Fee & Client Costs	\$495.00
	Previous Balance	\$1,710.00
	Payments Received - Thank You!	\$1,710.00
	<u>Balance Now Due</u>	<u>\$495.00</u>

5160.00 ✓

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

June 7, 2018

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

Invoice #: 9991  
File #: 05-0009.41

DATE	DESCRIPTION	HOURS
May-01-18	Discussion with Clerk's office re: FOIA's to Allen, research and review material.	0.80
May-02-18	Review complaint and FOIA list, research, prepare for meeting with Supervisor and Clerk.	3.70
	Meeting with C. Lutzow and K. Lukasik re: lawsuit.	1.50
May-04-18	Develop strategy for response.	0.60
May-24-18	Draft Motion for Extension of Time to file Answer or otherwise plead.	0.50
	Review pleadings, research on motion to dismiss and Rule 191 discovery.	2.00
	Total Hours	9.10
	Total Fees	\$2,047.50

**CLIENT COSTS**

May-11-18	Appearance - Filing Fee	151.00
	Total Client Costs	\$151.00
	Total Fee & Client Costs	\$2,198.50

Previous Balance

\$933.75

Payments Received - Thank You!

\$933.75

Balance Now Due

\$2,198.50

✓

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

5160.001

July 9, 2018

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

Invoice #: 10072  
File #: 05-0009.36

DATE	DESCRIPTION	HOURS
Jun-05-18	Call from T. Gooch re: motion for extension of time, review file at Circuit Clerk's web site, review file in office, research motion to dismiss pursuant to 2-615.	1.50
Jun-07-18	Appear in court on Bob Miller's Petition for Extension of Time for defendants to file a response, letter to client.	0.75
	Conference with S. Brodey re: extension of time, Conference with Mark Gummerson re: Response to Motion to Dismiss,	0.20
Jun-11-18	Phone call to and from Clerk's attorney re: response to Amended Complaint.	0.25
Jun-12-18	Drafting Motion to Extend Time to Respond.	0.50
Jun-13-18	Call to David McArdle re: motion for extension of time.	0.25
	Call from Clerk's Attorney regarding dismissal, call to T. Gooch case, call from Clerk, outline motion to dismiss,	1.70
	Call from S. Brody regarding agreement.	0.25
Jun-18-18	Receipt and review of court order prohibiting personal attacks on counsel.	0.30
Jun-19-18	Phone conversation with Clerk's Attorney, e-mail T. Gooch re: motion to dismiss.	0.40
Jun-21-18	Conference with Clerk's attorney re strategy of case,	0.50
	Call from S. Brody re: strategy of case	0.25

	Call from T. Gooch re: pending motion to dismiss.	0.25
Jun-22-18	Review court order concerting Plaintiff Gassers failure to file Amended Complaints, review 3rd and 4th Amended Complaint, Phone conference with S. Brody, concerning response to 4th Amended Complaint.	2.50
	Appear in court on motion to dismiss.	1.00
Jun-25-18	Call to Clerk's attorney to discuss Motion to Dismiss other matters concerning Clerk's representation	0.40
	Research call from C. Lutzow, call from Clerk, call from D. McArdle, Call from S. Brody are subpoena, call from Supervisor, research and analysis of course of action.	4.20
	Total Hours	<u>15.20</u>
	Total Fees	<u>\$3,420.00</u>

#### CLIENT COSTS

Jun-19-18	1/2 Deposit on Transcript	182.50
	Total Client Costs	<u>\$182.50</u>
	Total Fee & Client Costs	<u>\$3,602.50</u>
	Previous Balance	\$1,455.00
	Payments Received - Thank You!	\$1,455.00
	<u>Balance Now Due</u>	<u>\$3,602.50</u>



✓

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

July 9, 2018

5160.001

Attention: Charles Lutzow  
Re: Algonquin Township Clerk

Invoice #: 10069  
File #: 05-0009.37

DATE	DESCRIPTION	HOURS
Jun-04-18	Call from Clerk's office concerning FOIA for records concerning Road District, directed Clerk's office to contact Highway Commissioner.	0.30
Jun-26-18	Call from Clerk's office re: payroll, call to Mary Miller re: payroll, call to client	0.60
	Total Hours	<u>0.90</u>
	Total Fees	<u>\$202.50</u>
	Total Fee & Client Costs	\$202.50
	Previous Balance	\$495.00
	Payments Received - Thank You!	\$495.00
	<u>Balance Now Due</u>	<u>\$202.50</u>

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

July 9, 2018

5180.001

Attention: Charles Lutzow  
Re: Miscellaneous

Invoice #: 10067  
File #: 05-0009

DATE	DESCRIPTION	HOURS
Jun-04-18	Conference with Supervisor concerning revisions to resolutions at next Township Board meeting.	0.33
	Amending resolution concerning requirement for attorney's to have legal malpractice insurance.	0.25
	Receipt and review FOIA requests, coordination with township.	1.00
Jun-05-18	Research on resolution regarding board requirement for professional liability insurance, call regarding pending litigation, phone conference with Supervisor concerning Clerk's resignation from the position of FOIA officer, review documents concerning status of litigation in Lake County.	2.70
	Receipt and review of e-mail from Supervisor concerning the bidding of the salt conveyor, Tom Morgan of Delano conveyor, complained that Delano was awarded bid and the Road District decided to re bid the project and Delano was not given notice of re bid. Advised Supervisor as the Townships obligations.	0.00
	Drafting e-mail re: FOIA request, drafting FOIA response.	0.50
Jun-06-18	Review Sweeney Motion to Dismiss, forward to Supervisor and Clerk.	1.60
	Drafting of e-mail re: FOIA responses, drafting FOIA responses.	0.60
Jun-07-18	Phone conference with D. Shea, Phone call from Clerk regarding board meeting.	0.50

	Research FOIA response.	0.40
	Research FOIA response.	0.20
Jun-08-18	Receipt and review FOIA request	0.20
Jun-09-18	Meeting with Clerk to discuss Litigation	1.75
Jun-10-18	Receipt of e-mail from Clerk concerning a FOIA for Township records from C. Skinner. Response to Clerk and Supervisor.	0.20
Jun-11-18	Call from Supervisor re: Route 62 Resolution.	0.25
	Revise route 62 resolution.	1.00
	Receipt and review FOIA requests, drafting responses to FOIA requests.	1.40
Jun-12-18	Research on various FOIA issues, research on various budget matters prior to meeting, phone conference with Supervisor's office.	2.10
	Receipt and review FOIA request, e-mail re: FOIA requests, drafting FOIA responses.	1.00
Jun-13-18	Phone with Supervisor various matters.	0.50
	Prepare for meeting.	0.40
	Attend meeting.	1.00
	Call from Clerk regarding FOIA from Highway Commissioner for e-mails regarding board meeting minutes.	0.25
	Receipt and review of FOIA request.	0.20
Jun-14-18	Call from Supervisor regarding potential litigation.	0.25
	Drafting FOIA responses.	0.60
	Drafting FOIA responses.	0.60
	Drafting FOIA responses.	0.60
Jun-15-18	Call from various entities, call from Trustee re: new litigation, research legislative actions/immunities, correspondence from Clerk regarding FOIA concerning E-mail. Review Kentucky case A.Gasser discussed at township Board meeting.	3.20

	Receipt and review emails re FOIA.	0.20
	Receipt and review emails re FOIA.	0.20
Jun-19-18	Receipt and review of e-mail from client,	0.40
	Drafting responses to FOIA requests, drafting of e-mail to K. Lukásik.	0.80
Jun-20-18	Call from Township re: FOIA, call Pam to discuss FOIA request, conference with NP re: FOIA responses.	1.60
	Call to Supervisor's office regarding responsive documents for FOIA,	0.20
	Conference with NP review FOIA responses.	1.80
	Receipt and review e-mail re: FOIA requests, drafting responses to e-mail re: FOIA requests, conference with JPK, drafting response to FOIA requests, receipt and review FOIA requests.	2.60
Jun-21-18	Call Supervisor's office re: Check Register and A&B reports	0.25
	Research re: FOIA communications, receipt and review FOIA request, drafting response to FOIA requests.	2.20
Jun-22-18	Receipt and review of e-mails concerning FOIA requests	0.20
	Receipt and review FOIA request, receipt and review e-mail re: FOIA requests, drafting of e-mail re: FOIA requests, drafting responses to FOIA requests.	0.80
Jun-23-18	Research on various resolutions.	0.50
Jun-25-18	Receipt and review FOIA requests, research re: false claims, drafting of letters re: FOIA.	1.30
Jun-26-18	Discussion with Auditor, e-mail from township re: Audit.	0.40
	Receipt and review documents requested by Attorney General re: FOIA, drafting of letter to Attorney General.	0.70
Jun-27-18	Review documents for FOIA requests, drafting responses to FOIA requests.	1.20
Jun-28-18	Research payment of claims.	0.50
	Phone conference with Sheriff.	0.50
	Meeting with JPK, meeting with J. Barrett, drafting memo to C. Lutzow, drafting of e-mail to C. Lutzow.	1.40

Jun-29-18 E-mail from A. Gasser to Clerk re: FOIA records. 0.30

Telephone call from C. Lutzow, receipt and review FOIA request. 0.80

Total Hours 42.43

Total Fees \$9,546.75

Total Fee & Client Costs \$9,546.75

Previous Balance \$9,426.25

Payments Received - Thank You! \$9,426.25

Balance Now Due \$9,546.75

✓  
5160.001

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

August 2, 2018

Attention: Charles Lutzow  
Re: Miscellaneous

Invoice #: 10134  
File #: 05-0009

DATE	DESCRIPTION	HOURS
Jul-06-18	Respond to FOIA request.	0.30
Jul-09-18	Telephone conference with Supervisor regarding various matters.	0.50
Jul-10-18	Receipt and review of Meeting Minutes.	0.10
	Review litigation.	0.20
	Call from Clerk re: meeting, call from Supervisor re: personnel matter.	0.70
	Call from Supervisor re: personnel matter and hack on township phone system.	0.30
	Receipt and review of FOIA request, receipt and review of emails re: FOIA requests, conference with JPK, drafting response to FOIA request.	1.20
Jul-11-18	Prepare for meeting.	0.40
	Travel to and attend regular board meeting.	1.00
Jul-12-18	Call Supervisor's office regarding various matters, memo to Supervisor re: Roberts Rules.	2.00
	Request and review bills and #150 pleadings.	0.60
	Phone conversation with Clerk's office re: financial records.	0.10

Jul-13-18	Phone call from Supervisor.	0.50
	Receipt and review of emails re: FOIA requests, drafting of email to P. Gravers.	0.50
Jul-16-18	Review letter from Township Auditor, call Auditor.	0.30
	Email to Clerk re: status of FOIA requests, email from Clerk re: FOIA request from Ron.	0.25
	Drafting of Resolution re: abolishing road district.	0.40
Jul-17-18	Review of Resolution on Nepotism, drafting of email to P. Gavers re: resolutions.	0.50
Jul-19-18	Review Road District legal bills, determine pleadings need for review, request copy of pleadings.	0.10
	Receipt and review email from Attorney General, conference with JPK, drafting letter to Attorney General.	0.70
Jul-20-18	Correspondence with the Attorney General, call to State's Attorney and David McArdle re: documents, call to Attorney General.	0.30
	Phone call with Attorney General's office.	0.25
	Revising letter to Attorney General.	0.20
Jul-23-18	Email from Supervisor's office re: reimbursement from CCMSI/TOIRMA.	0.20
	Email concerning FOIA response.	0.10
	Call State's Attorney re: FOIA matter, review documents, discussion with ASA re: documents, research, call David McArdle re: Court Order.	1.50
	Receipt and review of Motion for Extension of Time from T. Gooch, call to T. Gooch.	0.25
	Correspondence to State's Attorney re: FOIA, correspondence to Attorney General re: FOIA.	1.10
	Review records concerning fee issue.	0.50
	Call from Supervisor regarding employment matter and possible IGA.	0.60
	Receipt and review of FOIA request, receipt and review of emails re: FOIA.	0.50
Jul-24-18	Receipt and review of emails re: FOIA, research re: disclosure of documents.	1.40

Jul-26-18	Call to potential expert re: legal fees.	0.20
	Drafting of Resolution granting Supervisor authority to hire employee.	1.30
Jul-27-18	Drafting of FOIA response.	0.60
Jul-28-18	Phone call with Supervisor re: various resolutions for next board meeting.	0.25
Jul-30-18	Prepare Auditor's opinion letter, review files, contact Township, and draft report.	1.50
	Receipt and review of email re: FOIA.	0.20
Jul-31-18	Call from Supervisor re: Resolutions.	0.25
	Drafting Resolution re: nepotism and patronage, review statutes re: patronage.	1.00
	Total Hours.	<u>22.85</u>

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Total Fees	<u>\$5,141.25</u>
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Total Fee & Client Costs	<u>\$5,141.25</u>
Previous Balance	\$9,546.75
Payments Received - Thank You!	\$9,546.75

<u>Balance Now Due</u>	<u>\$5,141.25</u>
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Algonquin Township  
3702 U.S. Highway 14  
Crystal Lake, Illinois 60014-8204

August 2, 2018

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

Invoice #: 10135  
File #: 05-000936

DATE	DESCRIPTION	HOURS
Jul-09-18	Receipt and review Motion for Extension of Time filed by T. Gooch.	0.10
Jul-11-18	Appear in court on T. Gooch's Motion for Extension of Time to file a Motion to Dismiss.	0.50
	Discussion with Lukasik's Attorney re: status of case and possible motion to dismiss.	0.30
	Call from T. Gooch re: pending litigation.	0.25
Jul-13-18	Phone call with Lukasik's Attorney	0.40
Jul-26-18	Appear in court on T. Gooch's Motion for Extension of Time.	0.75
	Total Hours	2.30
	Total Fees	\$517.50
<b>CLIENT COSTS</b>		
Jul-05-18	Balance owed on Transcript	182.50
	Total Client Costs	\$182.50
	Total Fee & Client Costs	\$700.00

Previous Balance

\$3,602.50

Payments Received - Thank You!

\$3,602.50

Balance Now Due

\$700.00

✓  
5160.001

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

August 2, 2018

Attention: Charles Lutzow  
Re: Algonquin Township Clerk

Invoice #: 10136  
File #: 05-0009.37

DATE	DESCRIPTION	HOURS
Jul-09-18	E-mail from Clerk re: bid opening.	0.10
	Total Hours	0.10
	Total Fees	\$22.50
	Total Fee & Client Costs	\$22.50
	Previous Balance	\$202.50
	Payments Received - Thank You!	\$202.50
	<u>Balance Now Due</u>	<u>\$22.50</u>

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5160.001

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

September 7, 2018

Re: Gasser v. Lukasik (Case No. 17 CH 435)

Invoice #: 10220

File #: 05-0009.36

DATE	DESCRIPTION	HOURS
Aug-02-18	E-mail from Clerk re: records subject to litigation.	0.30
Aug-03-18	Receipt and review of response to motion from Plaintiff.	0.25
Aug-06-18	Phone call from S. Brody.	0.10
Aug-13-18	Appear in court on Motion to Modify Order.	1.00
	Review filed motion to dismiss.	0.50
Aug-16-18	Appear in court on motion to compel and sanctions.	0.50
	Total Hours	2.65
	Total Fees	\$596.25
	Total Fee & Client Costs	\$596.25
	Previous Balance	\$700.00
	Payments Received - Thank You!	\$700.00
	Balance Now Due	\$596.25

**PAYMENT DETAILS**

Aug-13-18

Payment Received - Thank You.

\$700.00

**Total Payments**

\$700.00

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5780.001

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

September 7, 2018

Invoice #: 10222

File #: 05-0009

Re: Miscellaneous

DATE	DESCRIPTION	HOURS
Aug-01-18	Drafting patronage and nepotism ordinance.	0.80
Aug-02-18	Finalize resolution on patronage and nepotism, drafting of email to P. Gavers, research re: FOIA obligations.	2.00
Aug-06-18	Call from Supervisor.	0.30
	Call from client re: Resolutions, revise and forward resolution.	0.30
	Call from Supervisor.	0.40
Aug-07-18	Phone conversation with Supervisor regarding board meeting.	0.30
Aug-08-18	Meeting concerning Road District bills.	1.20
	Prepare for meeting, review meeting packet, and call Supervisor.	1.00
	Travel to and attend Regular Board Meeting.	2.60
	Phone call from Supervisor regarding meeting and hiring employee.	0.40
	Phone call from the Clerk regarding meeting.	0.30
	Receipt and review FOIA request, research married women's property Act, re: Nepotism.	2.30

Aug-09-18	Receipt and review FOIA requests, receipt and review emails re: FOIA requests, drafting of email to P. Gavers, drafting of FOIA response.	1.10
Aug-10-18	Phone conversation with C. Lutzow, Call from Trustee Victor re: IGA and lease of property.	0.40
	Receipt and review email from K. Lukasik, receipt and review email from P. Gavers, drafting response to FOIA request.	0.50
Aug-13-18	Review e-mail from Clerk and Trustee Victor regarding Supervisor, call from Clerk's office re: FOIA request.	0.00
	Phone call with Dan Shea.	0.50
	Phone call with SAO regarding investigation and return of records.	0.25
	Receipt and review FOIA requests.	0.40
Aug-15-18	Receipt and review emails re: FOIA	0.30
Aug-16-18	Review of documents concerning 150 complaint.	0.30
Aug-17-18	Discussion with Township IT representative re: FOIA requests	0.25
	Phone call from Supervisor regarding IGA with Road District.	0.75
	E-mail from Clerk's office re: special Meeting.	0.30
	Receipt and review of e-mail concerning archiving e-mails and system to respond to FOIA communications. E-mail to Supervisor re: archive system.	0.40
	Call from Clerk regarding Special Meeting.	0.25
	Calls from multiple elected officials concerning sign posted by Highway Commissioner on Township property.	0.40
	Drafting FOIA response, telephone call from D. Lutzow, telephone call to K. Seda, receipt and review emails re: FOIA, draft responses to emails re: FOIA.	1.20
Aug-20-18	Research Road District Sign Issue, use of government property for private purpose.	0.40
	Email to and from IT and Supervisor re: meeting.	0.10
	Call from Supervisor re: IGA.	0.40
	Review e-mail re: archiving of emails.	0.10

	Receipt and review emails re: FOIA, drafting of emails re: FOIA, drafting FOIA responses, review documents for FOIA requests, telephone call from K. Lukasik.	3.45
Aug-21-18	Call from Supervisor	0.25
	Revising the IGA, calls to and from Supervisor's office concerning terms of the agreement, contact Assessor re: property ownership and legal description, call Recorder of Deeds re: property description and title.	3.10
	Phone call from Clerk re: Special Meeting	0.30
	E-mail from Clerk Re: FOIA from C. Skinner.	0.10
	Call from Supervisor's office re: IGA.	0.20
	Receipt and review of e-mails from Trustee Victor.	0.10
	Receipt and review FOIA request, drafting of email re: FOIA, review documents for FOIA requests.	2.60
Aug-22-18	E-mail from Clerk re: FOIA, e-mail to Clerk and Clerk's attorney re: FOIA, e-mail to Supervisor re: FOIA denial.	0.30
	E-mail to Clerk and Supervisor information on dismissal of 150 case with prejudice.	0.10
	Call from Trustee Shea re: IGA.	0.30
	Call from Clerk's office re: special meeting review statute re: special township board meeting, call to T. Victor re: special meeting, Call to Supervisor re: statutory requirements for special meeting.	0.50
	Review documents for FOIA response.	3.00
Aug-23-18	E-mail from Clerk's office concerning Special Meeting Agenda, call to Clerk's office, make recommendations to agenda, e-mail Supervisor regarding the special meeting agenda.	0.50
	E-mail from SAO Patrick Kennelly re: documents, e-mail to Clerk.	0.10
	E-mail from Clerk, e-mail and call to Clerk re: Special Meeting.	0.10
	Telephone call to Keith Seda, receipt and review FOIA request, drafting response to FOIA request, drafting letter in response to Attorney General inquiry.	1.40
Aug-24-18	Contact Supervisor re: IGA, receipt of IGA, request exhibit to IGA, phone call from Supervisor.	1.00



	Continue reviewing documents re: FOIA, receipt and review email from C. Lutzow, review IGA, drafting of email to C. Lutzow, drafting response to FOIA request.	1.40
Aug-27-18	Review e-mail from Clerk re: FOIA from Northwest Herald.	0.25
	Receipt of numerous emails regarding FOIA, call from Clerk regarding FOIA request and required records.	0.30
	Receipt and review FOIA request, receipt and review emails re: FOIA, research re: disclosure and FOIA, FOIA responses, drafting of email to AAG Lim re: request for review, research re: email compliance with OMA.	2.30
Aug-28-18	Call to C. Lutzow regarding Township Meeting.	0.30
	Travel to and attend Township Special meeting.	1.00
	Receipt and review emails re: FOIA, drafting FOIA response, telephone call to C. Lutzow, receipt and review FOIA request.	1.00
Aug-29-18	E-mail to and from Supervisor's office re: changes to IGA, Receipt and review of documents from CCMSI, letter to Supervisor, discussion with Supervisor re: CCMSI release, discussion with Supervisor regarding concern that Highway Commissioner would not sign agreement.	1.40
	Discussion with expert concerning bill review.	0.30
	Telephone call to PAC re: string emails, receipt and review emails re: FOI, drafting of email re: FOIA, drafting FOIA response, research re: string emails.	1.40
Aug-30-18	Receipt and review emails re: FOIA, respond to emails re: FOIA, receipt and review correspondence from PAC, receipt and review request for review, drafting of memo to the Board re: emails.	1.70
Aug-31-18	Receipt and review emails re: request for review, review documents re: request for review, drafting letter to attorney general re: request for review.	1.60
	Total Hours	<u>50.55</u>
	Total Fees	<u>\$11,373.75</u>
	Total Fee & Client Costs	<u>\$11,373.75</u>
	Previous Balance	\$5,141.25
	Payments Received - Thank You!	\$5,141.25

**Balance Now Due**

**\$11,373.75**

**PAYMENT DETAILS**

**Aug-13-18**

**Payment Received - Thank You.**

**\$5,141.25**

**Total Payments**

**\$5,141.25**

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5160.001

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

September 7, 2018

Invoice #: 10221

File #: 05-0009.41

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

DATE	DESCRIPTION	HOURS
Aug-03-18	Develop discovery strategy.	0.50
Aug-10-18	Research re: jurisdiction over non-party and conforming with local rules.	2.70
Aug-13-18	Receipt and review of Miller's Motion to Intervene, Forward to Supervisor and Clerk.	0.30
Aug-14-18	Revising draft, file Response to Motion for Turnover.	1.50
Aug-15-18	Conference with NP re: hearing, research missing records issue, review documents from SAO.	0.70
	Prepare for hearing.	0.20
Aug-16-18	Appear in court on Motion to Turnover Records and Petition to Intervene, research re: Motion to Quash.	1.30
Aug-21-18	Receipt and review of Miller's Motion to Quash.	0.20
Aug-22-18	Receipt and review of e-mail from R. Hanlon and T. Gooch regarding Motion to Quash	0.10
Aug-23-18	Attend court on presentment of Miller's Motion to Quash, review agreed order, order entered.	0.10
	Research on Plaintiffs.	0.60
Aug-28-18	Call from S. Brody regarding service of Motion to Quash.	0.10

	Appear in court on behalf of S. Brody to strike Motion to Quash Subpoena from call.	0.50
Aug-29-18	Research and revise motion to disqualify.	2.00
Aug-30-18	Research, revise and file Motion to Disqualify Ambroziak.	2.75
Aug-31-18	Research and review Plaintiff's Reply Motion to Disqualify.	2.00

Total Hours	<u>15.55</u>
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Total Fees	<u>\$3,498.75</u>
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Total Fee & Client Costs

\$3,498.75

Previous Balance

\$7,425.00

Balance Now Due

\$10,923.75

✓  
5160.001

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

October 4, 2018

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

Invoice #: 10274  
File #: 05-0009.41

DATE	DESCRIPTION	HOURS
Sep-04-18	Appear in court on Anna May Miller's Motion to Quash Subpoena.	0.50
Sep-05-18	Attend court for Hearing on Plaintiff's Motion to Disqualify, Motion to Disqualify denied as being insufficient, correspondence to Supervisor and Clerk re: status of case.	1.50
Sep-11-18	Review Road District Response to Motion to Intervene.	0.30
Sep-20-18	Receipt and review of correspondence from R. Hanlon re: Miller intervention.	0.30
Sep-24-18	Research on Miller Motion to Intervene and Gasser's response.	0.75
Sep-26-18	Research for drafting petition.	3.00
Sep-27-18	Research for drafting petition.	2.50
Sep-28-18	Research re: Petition Penalty.	0.30
	Total Hours	9.15
	Total Fees	\$2,021.25

**CLIENT COSTS**

Sep-24-18	Transcript fee	110.00
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**Total Client Costs**

\$110.00

**Total Fee & Client Costs**

\$2,131.25

Previous Balance

\$10,923.75

Payments Received - Thank You!

\$10,923.75

**Balance Now Due**

\$2,131.25

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

October 4, 2018

Attention: Charles Lutzow  
Re: Miscellaneous

Invoice #: 10273  
File #: 05-0009

DATE	DESCRIPTION	HOURS
Sep-04-18	Call from Clerk regarding pending litigation.	0.25
Sep-06-18	Call from C. Lutzow re: IGA, discussion regarding litigation.	0.75
	Review FOIA Request.	0.20
	Review IGA, e-mail comments to Supervisor and Clerk, research added language.	0.40
	Continue drafting letter to board re: string e-mails, receipt and review FOIA request, drafting attorney general letter for request for review.	2.60
Sep-07-18	Call from Supervisor to discuss IGA leasing property to Road District.	0.25
	Receipt and review FOIA request.	0.20
Sep-10-18	Call from Supervisor regarding GA.	0.30
Sep-11-18	Receipt and review of FOIA response for Supervisor's credit card statements, correspondence to Supervisor's office.	0.20
	E-mail from Supervisor's office re: FOIA, e-mail to Supervisor's office re: FOIA for Supervisor's credit card statements.	0.10
	Send e-mail to Township concerning IGA.	0.20
	Call from Supervisor re: IGA.	0.30

	Receipt and review of Attorney General PAC Opinion 2018. PAC 52636, forward to Supervisor and Clerk, with comments.	0.30
	Receipt and review emails re: FOIA, drafting of responses re: FOIA requests, review documents for FOIA requests.	2.80
Sep-12-18	Discussion with Supervisor re: IGA, call to D. Shea.	0.40
	Receipt and review emails re: FOIA and OMA; drafting email to K. Lukasik re: FOIA, telephone call from K. Lukasik, prepare for meeting, travel to meeting and attend meeting.	2.60
Sep-13-18	Review response to FOIA concerning township pleadings, call from and to Clerk re: Highway Commissioner's response to requests for documents, review e-mails from Clerk re: Highway Commissioner's documents.	0.90
	Receipt and review e-mail from Road District Attorney re: IGA.	0.10
	Receipt and review FOIA requests, review documents for FOIA request.	2.45
Sep-14-18	Review correspondence regarding FOIA.	0.25
	Drafting response to FOIA request.	0.40
Sep-18-18	E-mail from AG re: Motions to Seal File.	0.30
	Receipt of reassignment order from Pam.	0.10
	Drafting responses to FOIA requests.	0.60
Sep-20-18	Call from and to Clerk re: records.	0.40
	Receipt and review of various FOIA requests.	0.30
	Receipt and review FOIA requests, receipt and review emails re: FOIA requests, drafting of emails re: FOIA.	1.20
Sep-24-18	Receipt and review emails re: FOIA, drafting of emails re: FOIA, telephone call from K. Lukasik re: FOIA.	1.10
Sep-25-18	Telephone call from C. Lutzow, receipt and review FOIA requests, receipt and review emails re: FOIA, telephone call from K. Lukasik.	1.30
Sep-26-18	Receipt and review emails re: FOIA, drafting of emails re: FOIA, drafting responses to FOIA requests.	1.10
Sep-28-18	Call from Clerk's office re: FOIA response to R. Lawrence to Road District being too voluminous.	0.10



	Call from Supervisor re: IGA.	0.00
	Review FOIA response.	1.90
	Receipt and review emails re: FOIA, review Freedom of Information Act, drafting of email to K. Lukasik, telephone call from K. Lukasik, telephone call to Attorney Generals office re: request for review, receipt and review letter from Attorney Generals office, drafting of email to C. Lutzow and K. Lukasik.	1.50
Sep-29-18	Phone conference with Supervisor re: litigation, IGA, and meeting security.	1.00
	Phone call from Clerk regarding PAC.	0.50
	Meeting with Trustee Chapman.	0.90
	<b>Total Hours</b>	<u>28.25</u>
	<b>Total Fees</b>	<u>\$6,356.25</u>

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<b>Total Fee &amp; Client Costs</b>	<u>\$6,356.25</u>
Previous Balance	\$11,373.75
Payments Received - Thank You!	\$11,373.75
<b><u>Balance Now Due</u></b>	<u><b>\$6,356.25</b></u>

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5700.00/

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

November 8, 2018

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

Invoice #: 10326  
File #: 05-0009.36

DATE	DESCRIPTION	HOURS
Oct-02-18	Appear in court for hearing.	1.00
Oct-04-18	Receipt of portable drive with material returned in response to Gasser subpoena, files can not be opened.	0.30
Oct-05-18	Appear in court.	0.50
Oct-15-18	Coordination with Clerk's attorney, call from Anna Mae Miller's attorney re: sanctions and hearing on Oct 16.	0.25
	Research re: intervention.	0.60
Oct-16-18	Appear in court on status of compliance with turnover of subpoena material.	0.50
Oct-25-18	Drafting Petition to Intervene.	0.90
Oct-26-18	Research for Petition to Intervene, drafting Petition to Intervene.	1.50
Oct-29-18	Review legal bills from S. Brody, T. Gooch and ZRFM for Petition to Intervene.	0.60
Oct-30-18	Call from M. Gummerson regarding lawsuit.	0.25
	Drafting Petition to Intervene.	0.30

Total Hours

6.70

Total Fees

\$1,507.50

**CLIENT COSTS**

Oct-03-18

Court Transcript

60.00

Oct-16-18

Court Transcript (remainder owed)

15.00

Total Client Costs

\$75.00

Total Fee & Client Costs

\$1,582.50

Previous Balance

\$596.25

Payments Received - Thank You!

\$596.25

Balance Now Due

\$1,582.50

✓  
3160.601

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

November 8, 2018

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

Invoice #: 10325  
File #: 05-0009.41

DATE	DESCRIPTION	HOURS
Oct-01-18	Prepare for court appearance, receipt and review of various emails from parties.	1.00
Oct-02-18	Appear in court for hearing.	0.75
Oct-05-18	Appear in court.	0.50
	Draft status letter to Supervisor and Clerk.	0.20
Oct-08-18	Receipt and review of Miller's Motion to Strike.	0.30
	Review Motion to Disqualify, outline issues and possible arguments.	1.00
Oct-10-18	Drafting petition, drafting discovery.	2.00
Oct-11-18	Review complaint and create chart as to whether allegations are against AT or ATRD.	0.80
Oct-12-18	Receipt and review of list of documents from plaintiff, send to T. Gooch, call and discuss with Clerk documents on list.	1.30
Oct-15-18	Receipt and review of Response to Motion to Disqualify.	0.20
	Call from and to Melissa Victor re: special meeting and Road District Settlement Agreement	0.30
	Meeting with Clerk regarding litigation, status of access to records and status of access to email accounts.	1.00

	Review list of documents requested by plaintiff, cross-reference with FOIA request copies and responses.	1.60
Oct-16-18	Appear in court on status of Edgar County Watchdogs request for material.	0.50
	Review documents associated with documents requested by plaintiff.	0.30
Oct-19-18	Appear in court for status of list of records sought.	1.00
Oct-26-18	Appear in court on status of Miller's Petition to Intervene, Gasser and plaintiff attempted to enter judgment order without notice, Township objected.	2.50
	Email to Supervisor and Clerk status of case and court orders.	0.20
	Phone conversation with Supervisor regarding status of case and court order.	0.40
	Outline objection.	0.50
	Call to Supervisor re: status of case.	0.25
Oct-29-18	Researching and drafting objection, e-mail to Clerk re: draft special meeting minutes, coordination with T. Gooch to review records.	3.50
Oct-30-18	Review Motion to Disqualify, research re: attorney disqualification.	0.90
Oct-31-18	Outline Response to Motion to Disqualify, drafting Motion to Dismiss for failure to state a claim.	5.00
	Total Hours	<u>26.00</u>
	Total Fees	<u>\$5,850.00</u>

#### CLIENT COSTS

Oct-03-18	Deposit for Court Transcript	140.00
Oct-16-18	Court Transcript (remainder owed)	215.00
	Total Client Costs	<u>\$355.00</u>
	Total Fee & Client Costs	<u>\$6,205.00</u>
	Previous Balance	\$2,131.25
	Payments Received - Thank You!	\$2,021.25

**Balance Now Due**

**\$6,315.00**

✓  
3160.001

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

November 8, 2018

Attention: Charles Lutzow  
Re: Miscellaneous

Invoice #: 10324  
File #: 05-0009

DATE	DESCRIPTION	HOURS
Oct-01-18	Verify revisions, forward IGA to Supervisor.	0.30
	Receipt and review of PAC opinion, call from Clerk regarding FOIA requests and PAC opinion, advise Clerk regarding FOIA.	1.50
	Receipt and review of email re: FOIA, receipt and review of FOIA requests, phone call from C. Lutzow, drafting emails re: FOIA.	0.85
Oct-02-18	Draft letter to Supervisor and Clerk re: litigation.	0.40
	Call from Supervisor re: status of lawsuits.	0.50
	Receipt and review of emails re: FOIA, drafting emails re: FOIA, drafting responses to FOIA requests.	2.70
Oct-03-18	Call from Clerk re: status of lawsuits and discussion of FOIA requests, and PAC opinion re: access control records, correspondence re: FOIA to Supervisor.	0.50
	Call from Supervisor regarding Clerk's access to server, status on litigation.	0.20
	Call from Supervisor regarding FOIA request.	0.20
	Review correspondence re: FOIA requests, receipt and review email re: FOIA, respond to email re: FOIA.	0.80
Oct-04-18	Drafting changes to letter re: string emails and open meetings act.	0.30

Oct-05-18	Correspondence to Supervisor re: Attorney General PAC opinion.	0.30
	Receipt and review emails re: FOIA, telephone call from C. Lutzow, conference with JPK re: FOIA requests and responses, review documents for Ed Komenda's FOIA request re: subpoenas, drafting email to Ed Komenda, continue rewriting letter to board re: string emails.	2.20
Oct-08-18	Review email from Supervisor's office.	0.20
	Phone call from Supervisor re: Board Meeting.	0.50
	Receipt and review emails re: FOIA.	0.40
Oct-09-18	Question from Clerk regarding board voting procedures.	0.20
	Phone call from C. Lutzow, receipt and review FOIA request from E. Komenda re: Key Fob, drafting FOIA response to E. Komenda re: Key Fob, drafting FOIA response to J. Kraft re: Key Fob, drafting letter to C. Skinner re: 2018 PAC 54625.	1.50
Oct-10-18	Phone conversation with C. Lutzow.	0.50
	Discussion with Clerk regarding meeting, review minutes, prepare for meeting.	0.80
	Attend Township meeting.	1.00
	Send letter to C. Lutzow re: string emails, phone call to C. Lutzow, prepare FOIA response table for meeting.	0.65
Oct-11-18	Phone call from Supervisor regarding the Road District Settlement Agreement, board meeting, special meeting and line item transfer.	0.50
Oct-12-18	Call from Supervisor's office re: transfer of funds.	0.30
	Call from Supervisor re: litigation.	0.40
	Call from Clerk re: Edgar County Settlement Agreement, review agreement with respect to impact on Township and Clerk.	0.90
Oct-15-18	Call from Trustee Victor re: Special Meeting.	0.25
	Call from Supervisor re: Special Meeting.	0.25
	Receipt and review emails re: FOIA, drafting emails re: FOIA, meeting with clerk and JPK.	1.30



Oct-16-18	Review fund transfer ordinance, phone call with Supervisor's office re: fund transfer and Special Meeting.	0.30
	Receipt and review correspondence from Attorney General re: PAC 50473, drafting correspondence to Attorney General re: PAC 50473.	0.20
Oct-17-18	Receipt of email from Clerk re: new FOIA.	0.50
	Phone call from Clerk regarding Special Meeting.	0.25
	Review meeting packet, call from Clerk regarding payment of bills for salt purchase.	0.50
	Receipt and review of Petition for Rule to Show Cause to hold Andrew Gasser in Contempt of Court, in Local 150 case.	0.20
	Call to Supervisor re: fund transfer.	0.25
	Receipt and review FOIA request from Kirk Allen, update FOIA log.	0.40
Oct-19-18	Receipt and review of multiple emails between Clerk and Highway Commissioner concerning FOIA's and scheduling a bid.	0.30
	Prepare for Special Meeting, call from Supervisor regarding meeting and settlement agreement, call from Clerk.	1.50
	Phone call from C. Lutzow, research re: false claims act, receipt and review FOIA request from Cal Skinner.	1.50
Oct-21-18	Conference with LFM re: Township litigation, fund transfer, new lawsuit filed on the Township.	0.30
Oct-22-18	Call from Supervisor concerning FOIA Request.	0.25
	Call from Clerk regarding litigation.	0.30
	Review e-mail from Supervisor's office re: FOIA, call from Supervisor's office re: litigation.	0.25
	Call from Clerk regarding litigation, review email from Clerk	0.40
	Review of lawsuit against Township by Road District.	0.75
Oct-23-18	Receipt and review FOIA request from K. Allen.	0.20
Oct-24-18	Call from M. Gummerson re: 150 case, receipt and review of court orders in 150 case, forward to Supervisor and Clerk.	0.50
	Call from SAO re: various matters:	1.00

	Call to and from Clerk re: Special Meeting minutes.	0.25
	Email to K. Lukasik re: FOIA, email to and from P. Gavers re: FOIA, drafting response to K. Allen October 17 FOIA, drafting response to J. Kraft October 18 FOIA.	1.20
Oct-25-18	Call from Trustee re: FOIA case.	0.50
	Phone call from C. Lutzow.	0.25
Oct-26-18	Review responses to FOIA requests, review email from requestor, phone conversation with PAC re: FOIA, research FOIA issue.	0.60
	Receipt and review email from C. Lutzow re: FOIA, drafting email to C. Lutzow.	0.30
Oct-29-18	Drafting response to Kirk Allen October 20 FOIA request.	0.30
Oct-30-18	Multiple emails from Clerk re: bid opening, emails from R. Hanlon re: Lukasik bid, email to Highway Commissioner, email from McArdle re: the same.	0.20
	Receipt and review FOIA request from Kirk Allen.	0.20
Oct-31-18	Receipt and review of email between HC and Clerk re: FOIA.	0.10
	Call from Supervisor.	0.25
	Receipt and review emails re: FOIA requests, drafting FOIA response to Cal Skinner, receipt and review FOIA request from Kirk Allen, drafting emails re: FOIA.	1.10
	<b>Total Hours</b>	<b>35.50</b>
	<b>Total Fees</b>	<b>\$7,987.50</b>
	<b>Total Fee &amp; Client Costs</b>	<b>\$7,987.50</b>
	<b>Previous Balance</b>	<b>\$6,356.25</b>
	<b>Payments Received - Thank You!</b>	<b>\$6,356.25</b>
	<b><u>Balance Now Due</u></b>	<b><u>\$7,987.50</u></b>

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5160.001

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

December 6, 2018

**Attention:** Charles Lutzow  
**Re:** Algonquin Township Road District v. Charles  
Lutzow, et al. (Case No. 18 CH 411)

**Invoice #:** 10417  
**File #:** 05-0009.42

DATE	DESCRIPTION	HOURS
Nov-02-18	Appear in court on status of summons.	1.00
Nov-12-18	Research Motion to Dismiss, review pleadings.	3.00
Nov-26-18	Revising Motion to Dismiss.	3.10
Nov-27-18	Review and revise Motion to Dismiss.	3.10
Nov-28-18	Research and revision to Motion to Dismiss, file and serve Motion to Dismiss.	4.50
Nov-29-18	Appear in court for status, enter briefing schedule on Township's Motion to Dismiss.	1.00
	<b>Total Hours</b>	<b>15.70</b>
	<b>Total Fees</b>	<b>\$3,532.50</b>
	<b>Total Fee &amp; Client Costs</b>	<b>\$3,532.50</b>
	<b><u>Balance Now Due</u></b>	<b><u>\$3,532.50</u></b>

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5160.001

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

December 6, 2018

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

**Invoice #:** 10416  
**File #:** 05-0009.41

DATE	DESCRIPTION	HOURS
Nov-01-18	Research and drafting Objection.	5.00
	Drafting Response to Motion to Disqualify.	1.60
Nov-02-18	Research for objection to settlement order, drafting objection.	3.00
Nov-13-18	Receipt and review of letter from T. Gooch regarding records, receipt and review of Motion to Withdraw Petition to Intervene.	0.40
Nov-14-18	Call from R. Hanlon re: filing of Objection, receipt and review of Response, research.	1.00
Nov-28-18	Prepare for Hearing.	0.75
Nov-29-18	Attend Hearing, order entered denying Objection, reset schedule on Watchdogs' Motion to Disqualify.	2.00
	Total Hours	13.75
	Total Fees	\$3,093.75
	Total Fee & Client Costs	\$3,093.75
	Previous Balance	\$6,315.00
	Payments Received - Thank You!	\$6,315.00
	<u>Balance Now Due</u>	<u>\$3,093.75</u>

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

December 6, 2018

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

**Invoice #:** 10415  
**File #:** 05-0009.36

DATE	DESCRIPTION	HOURS
Nov-29-18	Discussion with M. Gummerson concerning case.	0.30
	Discussion with T. Gooch concerning status of case.	0.25
	Total Hours	<u>0.55</u>
	Total Fees	<u>\$123.75</u>
	Total Fee & Client Costs	<u>\$123.75</u>
	Previous Balance	\$1,582.50
	Payments Received - Thank You!	\$1,582.50
	<u>Balance Now Due</u>	<u>\$123.75</u>

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Crystal Lake, Illinois 60014-8204

December 6, 2018

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

**Invoice #:** 10414  
**File #:** 05-0009

DATE	DESCRIPTION	HOURS
Nov-01-18	Receipt and review of email from P. Gavers, drafting email to Cal Skinner re: FOIA.	0.20
Nov-02-18	Receipt and review of emails re: FOIA, drafting emails re: FOIA.	0.20
Nov-05-18	Review emails from Clerk re: records, call to Clerk re: records.	0.25
	Review various emails concerning FOIA seeking email between Clerk and HC, emails from clerk seeking access to records.	0.20
	Call to SAO regarding records.	0.10
	Call from Supervisor regarding Clerk's access to records and programs.	0.25
	Call from Supervisor.	0.25
Nov-08-18	Meeting with Assessor and Supervisor's assistant re: Levy.	1.40
Nov-09-18	Discussion with Supervisor's office re: Levy.	0.25
	Research parties to lawsuit.	0.40
Nov-12-18	Call from the Clerk re: special meeting.	0.20
Nov-13-18	Call from Clerk, call from Supervisor.	0.40

Nov-14-18	Call Attorney General re: PAC review letter, call Clerk, review web site, draft and send letter to Attorney General.	1.50
	Call from Supervisor re: regular meeting and litigation.	0.40
	Travel to and attend regular board meeting, note Operating Engineers #150 had 10 Rats in front of Town Hall.	2.20
Nov-19-18	E-mail from Supervisor's office re: Levy.	0.20
Nov-21-18	Meeting with Clerk	1.00
Nov-26-18	Speak with potential expert.	0.30
	Review correspondence from clerk.	0.20
	Draft revision to PAC request.	0.30
Nov-28-18	Phone call from Supervisor re: Levy.	0.30
	Call from Clerk re: budget documents.	0.25
Nov-29-18	Discussion with potential expert.	0.90
	Email from Supervisor's office concerning Levy, research, email to Supervisor's office concerning Levy.	0.30
	Drafting update on all litigation for Board.	1.60
Nov-30-18	Call from Supervisor's office regarding the Levy Process.	0.25
	Call from Supervisor's office re: Levy.	0.25
	Call from Supervisor's office re: Levy, discuss Levy requirements, discuss flat Levy and Levy with CPI, call to Supervisor's office re: circulating Levy documents.	0.40
	Call from Trustee re: litigation.	0.30
	Total Hours	<hr/> 14.75
	Total Fees	<hr/> \$3,318.75
	Total Fee & Client Costs	<hr/> \$3,318.75
	Previous Balance	\$7,987.50
	Payments Received - Thank You!	\$7,987.50
	<u>Balance Now Due</u>	<hr/> <u>\$3,318.75</u>