

Official Proceedings of the Washington Township Board of Trustees

January 4, 2024

Washington Township Center

30200 Town Center Road, Beecher, IL

Supervisor Stanula called the meeting to order at **7:00 p.m.** to pay bills for the month of **December** and transact any other business that may come before the Board of Trustees. The meeting agenda and guest sign-in sheet are attached. Stanula led the Pledge of Allegiance.

Roll call:

Present: Supervisor Mike Stanula **Trustees:** Tracy Heldt, Teresa Peterson, Mark Herlitz

Absent: George Obradovich

Other Officials present:

Highway Commissioner Mike Smith, Clerk Joe Burgess and Assessor Pat Peters

Approval of the Board of Trustees Meeting Minutes Dated December 4, 2023:

Supervisor Stanula asked if there were any corrections or additions to the December 4, 2023, Board meeting minutes as presented. Being none, he asked for a motion to approve the minutes.

Motion:

Trustee Herlitz made a motion to approve the minutes of the December 4, 2023, Board meeting as presented. Trustee Peterson seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Public Commentary: None

Reports:

1. **Road Commissioner** - Commissioner Smith reviewed his written report (attached). In addition to his report, Smith said he is planning to submit information to the county to use MFT funds to pave approximately two miles of roads in 2024.
2. **Assessor** - Assessor Peters will be attending a Will County SOA meeting on January 22 and will be out of the office. Per a request from Pace, she will also be attending a meeting with Transportation Coordinator Tammy Hitzelburger on January 5, to discuss reporting revenue miles to the National Transportation Base. This reporting is being moved from the county to the township and will need to be completed by Hitzelburger going forward. Peters has an extensive background in transportation and managed Rich Township's Transportation program for over 20 years.
3. **Clerk** - Clerk Burgess reported 124 people attended the Senior Holiday Dinner on December 12th. Burgess and Tammy Hitzelburger will be attending Early Voting training on January 23 in Joliet. The county has upgraded all of their voting equipment, and the training is mandatory.
4. **Supervisor's Report** - Supervisor Stanula reported that the Paid Leave Act became law on January 1, and he has purchased a time clock for the employees to log their hours versus

writing them down. This will ensure hours are being properly recorded and will aid in complying with the new law. The Road District will also purchase a time clock for their employees.

An online preconstruction meeting has been scheduled for January 10 at 10 am to discuss the two solar farms being built on two 17-acre plots located at Indiana Ave. and Cottage Grove. Stanula sent an email to everyone invited to the meeting that the Township Board opposed the building of these two sites in 2021 and their position is unchanged. County Board member Judy Ogalla agrees with the Board's decision and encouraged Board members and residents to voice their opinion opposing solar farms being built in the township. Trustee Heldt questioned if the builder was a "lottery winner" (Solar companies had to enter a lottery to win the right to build sites.) and why there was a two-year delay to build the site. She also asked Supervisor Stanula to ask if the time requirements to build the site after winning the lottery were being enforced.

The new director of Will Ride has requested a meeting with local Supervisors and Transportation Directors to discuss the current Will Ride program and the future of the program. The meeting will be held at the Washington Township Center on January 16 at 11 am.

The Village of Beecher developed a protocol in the event migrants were dropped off in the Beecher area. The Board was sent a copy of the protocols before Christmas and Stanula asked if there were any questions. There was no discussion regarding the information.

5. Trustees Report - No report.
6. Transportation Report - The Township's Dial-a-Ride service provided 50 trips in December at a total cost of \$146.14. Supervisor Stanula indicated that the service will be expanded to operate two days per week going forward. Service dates will be Monday and Thursday.
7. General Assistance Report - There were no new cases for General Assistance in December.
8. Community Building - The stairs behind the stage have been repaired and there are still a few smaller projects to complete. There are issues with the security cameras not working properly and the managers are working with the vendor to correct the problem.

OLD BUSINESS:

1. Consideration and Approval of Revised Washington Township Employee Handbook - The handbook is still being reviewed by the township's attorney and no feedback has been received.
2. Community Calendar - There was nothing to report at this time.
3. Review Public Commentary Policy (2011) - Trustee Heldt passed out a copy of the current Public Commentary policy with proposed updates (attached) that could be used as a starting point for further discussion. The policy has not been revised since it was originally passed

and is being reviewed to keep up with updated legal opinions on public commentary and address issues of our residents. Heldt wanted to ensure the policy addresses situations when there could be multiple residents or large groups that wish to speak during public commentary and also add time limits to public commentary to keep the meeting from becoming unnecessarily lengthy. She said we also want a policy allowing people the opportunity to be heard because we need residents to bring issues to our attention or we can't try to help. Other items include allowing the Supervisor to allow for longer commentary if needed and addressing inappropriate behavior and personal attacks on individuals. The Board was receptive to the proposed suggestions and will discuss the changes next month. It was noted that any updates to the policy will need to be reviewed by legal counsel before being approved by the Board.

4. Review Expense & Travel Reimbursement Policy (2008) – The Board is still reviewing the updated policy and will be discussed at the February Board meeting.
5. Consideration and Approval of KGG LLC as Legal Counsel – Supervisor Stanula indicated he has not yet received an engagement letter from KGG and will reach out to them again.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – Supervisor Stanula reported that a zoning request #23-122 (Orozco) is for a special use permit to allow for shorter setbacks on two existing buildings that are not in compliance with the current code. Mr. Orozco wants to add an addition to his home, but the county will not approve his building permit until the new special use permit has been approved ensuring those buildings also comply with code. Stanula has sent the county a letter informing them the township approves the passage of the special use permit.

A pre-application has been received to build on a 10-acre parcel immediately east of the Washington Township Center. The property is part of a much larger parcel that is in the process of being subdivided. The affected parcel has yet to be issued a pin number and no decision can be made until the pin number has been assigned.

2. Review of Accounting Guidelines – Supervisor Stanula is reviewing the updated accounting guidelines and will make any necessary recommendations at the February meeting.
3. Consideration of Beecher Fire District Mental Health Program – Supervisor Stanula and Clerk Burgess recently attended a mental health program presented by the Joliet Fire Department and hosted by the Beecher Fire Protection District. The program trains all fire department personnel on how to effectively identify and properly communicate with individuals who may be experiencing mental health or sudden distress issues. Additionally, Joliet Township has partnered with Thriveworks, who offer mental health services (typically via phone support) and generally get back to callers within 24 hours. The presenters stated that dealing quickly with mental health issues offer the best outcomes.

The partnership was developed because many people with mental health issues are transported to a local hospital only to be released and told to contact the county for

assistance. However, waiting time for those appointments can take weeks. Consequently, many of these individuals will continually call the fire department for the same issues. Joliet Township has set up a fund for individuals, who do not have insurance, to help pay for Thriveworks' services, which charges around \$100 per session. The Joliet Fire Department first responders now have the option to offer a brochure to mental health patients offering them the option to use the Thriveworks program. According to the Joliet Fire Department's statistics, their calls have dropped by over 25% and suicides in their township have dropped by 50% since the inception of the program

The Beecher Fire District would like to setup the same program and asked if the township and other government entities would consider sponsoring the program. Initial estimates are that approximately \$5000 to \$10,000 would be needed to fund the program. The Village of Beecher is also interested in participating and initial thoughts are the township would sponsor the program and fire district would run the program. Supervisor Stanula indicated that an Intergovernmental Agreement would most likely be necessary to dictate terms and responsibilities of the program. Representatives of the Beecher Fire District have also volunteered to come to a future meeting for further discussion. The trustees were in favor of the program and would like to hear more information.

MOTION:

Trustee Heldt made a motion that Washington Township pursues the development of a "Mental Health Program" with the Beecher Fire District. Trustee Peterson seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

4. Consideration to Hire a Part-time Employee for the Assessor's Office – Assessor Peters reported that the property records software she is using is being underutilized because most of the property records in the program have not been completely updated. She estimated that only 600 of 3600 records were completed and she would like to hire a part-time employee to work on finishing the balance. Once these items are updated, the records are automatically uploaded to the county's system, where most people search for property record information. She does not have the time to work on this project consistently and completing the work would greatly reduce many of the calls that she and the county receives from realtors and appraisers. Peters suggested that the person could work two days a week.

During discussion the Board agreed this was a good idea and that an additional person could work on the two days when the Dial-a-Ride bus was in service because they could answer phones while the Transportation Coordinator was out on bus trips. They could also cover scheduled time off requests and assist with Early Voting as it has become busier every year and especially during the presidential election and primaries. Peters was asked to write a job description for the position and the Board will review and discuss the position at the February meeting.

5. Senior Survey – The results of the senior survey were discussed, and it was noted that 72% of the seniors find out about township senior events through the semi-annual newsletter and only 26% said Facebook. The survey also revealed that 39% of the seniors were not aware of

all of the events that were scheduled in 2023. Trustee Heldt believed that seniors want to read about events on a piece of paper and suggested adding a third and much smaller newsletter that would be mailed during the summer between the current spring and fall newsletter. Clerk Burgess said the current newsletter is scheduled to be mailed about one week before or after the village newsletter is mailed. Because of its smaller size, Burgess recommended that the summer newsletter contain no ads. He also recommended contacting the village about a possible third township newsletter and why it is being considered. He will research the cost of printing and postage and report back to the Board next month.

PAYMENT OF BILLS:

Town Account (including Transportation Fund)

The board reviewed the **December** bills as reviewed by the Supervisor and presented by the Clerk. There were no questions regarding the bills.

MOTION:

Trustee Herlitz made a motion to approve payment of all applicable payroll, bills, debits, and appropriate transfers from the Town Account for the month of **December** totaling **\$16,971.49**. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Road & Bridge Bills

The board reviewed the Road District's **December** bills as prepared by Commissioner Mike Smith and presented by the Clerk.

MOTION:

Trustee Heldt made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits from the Road & Bridge Account for the month of **December** totaling **\$36,800.58**. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Upcoming Seminars and Meetings

- **February 5, 2024** - Monthly Board Meeting @ 7 pm at the Washington Township Center

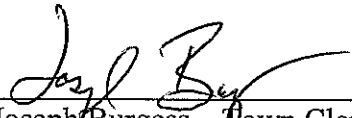
Announcements:

- **January 17** – Senior Pizza & Movie Matinee – 12:30 pm at the Washington Township Center

Adjournment:

Being no additional business to discuss, Trustee Heldt made a motion to adjourn the meeting. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote. The Board Meeting adjourned at **8:31 pm**.

Respectfully submitted,


Joseph Burgess – Town Clerk

Approved by Board of Trustees: 2/5/2024

Washington Township

Highway Department

30200 Town Center Dr.

Beecher, Illinois 60401

708- 946-6459 Fax 708-946-6459

Michael Smith Highway Commissioner

1. We are still working on tree trimming and stump grinding.
2. Working on grading this week before the roads freeze.
3. Working on servicing and repairing any equipment not used during winter.
4. Working on inventory and getting work lists ready for spring.

Michael Smith

Highway Commissioner

GA



30200 Town Center Rd
Beecher, IL 60401

Supervisor No dis April 2023

Michael Stanula Disbursement May \$487.91
No Disbursement for June

Assessor *No Disbursement for July*
Mary Tamez

No Disbursement for Aug
Highway Commissioner

Mike Smith *No Disbursement for Sept*

Clerk *No Disbursement for Oct,*
Joe Burgess *No Disbursement for Nov*

Trustees *No Disbursement for Dec*
George Obradovich
Mark Herlitz
Teresa Peterson
Tracy Heldt

2009

Washington Township Public Commentary Policy Approved 1/3/2011

Public Act 96-1473 subsection 2.06(g) states; "Any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body".

PURPOSE: This policy outlines the Washington Township rules pertaining to "Public Commentary" at any Washington Township open meeting including; ALL board meetings, committee meetings, planning & zoning meetings, workshop meetings or other meetings which may be required.

1. Public Commentary will be allowed only at the allotted time as designated on the meeting agenda. Members of the audience should state their comment or question during public commentary to be noted for the record. However, if appropriate, the Chairman may allow other commentary or questions during the meeting. Appropriate does NOT include interruption or disruption during board member presentation of agenda items or during bid opening or during board member discussion.
2. Any person wishing to address the board MUST sign in on the meeting "Sign In" sheet and on the "Request for Public Commentary" form. Public comments will be presented in the order as they appear on the "Request for Public Commentary" form. No person signing in under an "alias" will be recognized.
3. The Chairman will allow anyone requesting to comment a reasonable amount of time to speak. The Chairman may also set a time limit based on the agenda of that individual meeting and request that commentary stays on topic.

However, when multiple members of the public attend with the intention to speak on the same topic/or issue, they should either designate ONE representative to present the entire situation or each person's commentary will be limited to 3-5 minutes depending on the number of people wishing to be speak.
4. In the event that members of an organized group request to speak on the same topic, the Chairman will ask that ONE person speaks on behalf of the entire group and this person will be given a reasonable amount of time to speak as determined by the Chairman.
5. Abusive behavior and profanity will not be allowed. Anyone engaging in such behavior may forfeit their right to speak and may be asked to leave. *Personal ATTACKS*
6. Continued disruption of meetings that impedes this board from conducting government business per the agenda will also not be tolerated. Anyone engaging in this behavior may also be asked to leave.

Please note that "public officials" are not required to engage in debate, be made available for abusive, threatening or harassing behavior or required to provide immediate answers to questions raised by the public.

Approved this 3rd day of January, 2011

*TRUSTEE HELDT
PROPOSAL FOR
DISCUSSION*

2023 Senior Survey

59%	69	Number of surveys received
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% of Total Received	Total Responses	What township events did you attend this year? (Please circle all that apply)
48%	33	Spring Breakfast
49%	34	Movie Nights
16%	11	Senior Seminars (either police or fire presentation)
28%	19	An Evening with Sinatra Concert
14%	10	Health Fair
35%	24	Bus trips (Ball games, Christmas concert)

Were you aware of ALL of the above events that were scheduled?		
57%	39	Yes
39%	27	No

How do you typically hear about Township events? (Please circle all that apply)		
26%	18	Facebook
16%	11	Website
54%	37	Word of Mouth
72%	50	Township Newsletter
16%	11	Postings Around Town

Would you be interested in any of the following?		
35%	24	A website base Beecher Community Calendar
48%	33	A free notification system that would email you events as they are announced
41%	28	A free phone "app" that would contain all community events and send you notifications as they are added (Something similar to a "weather app")
85		

Were you aware there are FREE senior exercise and other programs available at the Kicking It Back Center (non-profit) in Beecher? (522 Gould Street)		
78%	54	Yes
17%	12	No

Washington Township Expense & Travel Reimbursement Policy

Approved January 4, 2024

GENERAL

This Policy relates to expenses such as when employees travel for work, host business-related meals, or purchase items needed for work from their own personal funds. The purpose of the Policy is to ensure employees understand which expenses are covered and which are not, as well what responsibilities the employee undertakes regarding expenses.

Applies to: These regulations shall govern all employees, officials and agents of the Township of Washington "Township" who travel for the Township on official business.

NON-TRAVEL REIMBURSEMENTS GUIDLINES:

Employer will generally cover work-related expenses for Employees. Work-related expenses are defined as those that are directly related to Employee's work for Employer. Work-related expenses may either be directly paid by the Employer or paid initially by the Employee and reimbursed.

Please note that although work-related expenses may be generally covered, they could be subject to a cap on approved amounts. In this case, the Employee is advised to check in with their direct supervisor before incurring any work-related expenses.

Please note that every effort should be made to purchase items from approved vendors on which the township already has an account.

Employer will cover the following work-related expenses, but please be advised all below expenses are subject to approval and will not be approved categorically:

- Parts or tools
- Supplies (office, cleaning, paper products, industrial)
- Fuel
- Online subscriptions
- Certain "one-time expenses"

For expenses that Employee may wish to have covered that are not on the above list, Employee must communicate with their direct supervisor to request coverage. Please be advised that coverage is not guaranteed.

Expenses NOT allowed include:

- Parking or Moving Violations
- Alcohol
- Tobacco products
- Cannabis or any type of CBD product

Expense Documentation: Employees are responsible for submitting an approved Expense Report (Exhibit A) and appropriate receipts and cost documentation. Expense reports are to be submitted to the Township Supervisor or Department Head within two weeks from the return date.

TRAVEL REIMBURSEMENTS GUIDELINES

Authorization for Travel:

All travelers must have approval from the Supervisor or Board of Trustees prior to travel.

Travel Request Documentation: All requests for travel authorization must be submitted to the Township Supervisor prior to departing. Acceptable documentation for travel will include but is not limited to; conferences, training, or seminar registration forms. Alterations of a request after submitted will be allowed if circumstances change.

Allowable Expenses: The Township will reimburse travelers for any usual and ordinary expense incurred that is necessary for the performance of official Township business while on travel. Reimbursement will not be allowed for expenses of family members, friends or others or for personal expenses that are not related to the purpose of the trip. In the event an unforeseen expense is incurred during travel, that cost will be reimbursed only if deemed necessary and appropriate by the Township Supervisor.

Travel Expense Documentation: Each traveler is responsible for submitting a travel expense report and appropriate receipts and cost documentation. Travel Expense Reports (Exhibit B) are to be submitted to the Township Supervisor within two weeks from the return date.

Receipts or other cost documentation are required for all claimed expenses. Any receipt not submitted where required may cause the expense claim to be denied or reimbursed at a rate determined by the Township Supervisor.

The Clerk's Office will review all Travel Expense Reports to verify that all expenses claimed are approved and allowed according to these regulations.

Routing of Travel: All travel must be by a usually traveled route. In case a person travels by an indirect route for the employee's own convenience, any extra cost shall be borne by the traveler and reimbursement for expenses will be based on only such charges as would have been incurred by the usually traveled route. On-line direction programs, such as "Google Maps" will be allowed for determining the most direct route to the traveler's destination.

Mode of Transportation: After recommendation by the traveler the Department Head or Township Supervisor may stipulate the method of transportation based on cost, availability of Township vehicles, number of employees participating on the trip, travel time, and other factors. If a traveler chooses to travel contrary to the approved mode of travel, the employee will bear the additional cost of travel.

Travelers are expected to travel by the most economical mode of transportation. Transportation by first-class air or rail will not be allowed unless justification therefore is given, and the approval of the Township Supervisor is obtained before leaving on the proposed trip. Every effort should be made to take advantage of special rates, discounts, etc.

Lodging: The Township will reimburse travelers for lodging based on the single room rate, or lowest rate allowed a single traveler, as specifically listed on the receipt. In situations where the travelers are traveling with their family, friends or other Township travelers, documentation shall be adequate to allow separation of Township and personal cost.

Mileage: When travel requires employees to use their personal vehicle, they will be reimbursed for mileage based on the current rate. Employees who choose to use their own vehicle when a more economical mode of transportation is authorized are entitled to reimbursement for fuel only. When mileage expenses are claimed a mileage report sheet is to be submitted with the travel expense report.

Hosting Expenses: If the traveler is to represent the Township as a host and pay the expenses of a guest of the Township, these expenses are to be listed on the travel request form. Expenses to be reimbursed are subject to the same restrictions as apply to a Township traveler including proper documentation.

Other Expenses: The Township will reimburse employees for any miscellaneous expenses that is incurred for the expressed purpose of Township business. Any claimed expenses in excess of \$1.00 (one dollar) must be accompanied by a receipt. Examples of allowable expenses are:

- Local Transportation - Taxi Cabs, Bus, Subway
- Telephone Calls
- Postage & Telegrams
- Tolls
- Parking

Expenses NOT allowed include:

- Parking or Moving Violations
- Alcohol
- Tobacco Products
- Cannabis or any type of CBD product

Responsibility: All employees, officers and agents are expected to exercise the same care in incurring expenses that a prudent person would exercise if traveling on personal business.

This policy supersedes the Washington Township Travel Policy approved and dated Feb 4, 2008.

Adopted this _____ day of _____, 2024.

Township Supervisor

Township Clerk

**Approved Claims - Board of Township Trustees
Road & Bridge Account**

State of Illinois)
Will County) ss.
Washington Township)

We the undersigned, comprising the Board of Trustees of Washington Township, having duly met at the Clerks office on **January 4, 2024**, for the purpose of auditing the Road & Bridge account, do hereby certify that the following claims or demands against said township were presented, and examined, were allowed at said meeting, to wit:

Claim #	Date	To Whom Allowed	Ck #	Nature of Claim	Amount
8967	12/4	Sluiter Auto Electric	9440	Parts - Inv # 519831	\$ 225.00
8968	12/4	Kankakee Spring & Alignment	9441	Repairs parts - Inv # W23054	\$ 4,960.81
8969	12/4	Tifco Industries	9442	Supplies - Inv # 71923439	\$ 774.52
8970	12/4	RP Lumber	9443	Supplies - Inv # 1742407 / 1797938 / 1817305 / 1821697	\$ 578.67
8971	12/4	ComEd	9444	Utilities - Acct #1659047007 - Bill date - 11/29/23	\$ 190.28
8972	12/4	Dahlberg Accounting Solutions	9445	Professional services - Inv # 255 (November)	\$ 796.00
8973	12/4	Vernon & Maz Inc.	9446	Magnetic door signs - Inv # 49741	\$ 100.00
8974	12/18	T&M Tire Services	9447	New tires - Inv # 182748	\$ 1,853.25
8975	12/18	Cintas Uniforms	9448	Uniforms - Acct # 14943430 from 11/1/23 - 11/30/23	\$ 678.90
8976	12/18	Airgas USA	9449	Annual tank renewal fee - #Inv 5504297784	\$ 306.70
8977	12/18	AT&T	9450	Phone - Acct # 7089466459-619-2 Inv # 7089466459-12	\$ 274.71
8978	12/18	Surf Air Wireless	9451	Internet service - Acct # 93011007437 / 12/1/23	\$ 64.95
8979	12/18	AT&T Mobility	9452	Wireless charges - Inv #287293840112X 12092023	\$ 148.16
8980	12/18	Village of Beecher	9453	Equipment Fuel - 11/1/23 to 11/30/23 - Inv # 902	\$ 1,429.73
8981	12/18	Lowell NAPA	9454	Parts - Inv # 115692 / 115696	\$ 66.23
8982	12/18	Interstate Battery of Chicago	9455	Battery - Inv # 331598	\$ 142.93
8983	12/18	DeJong Equipment	9456	Parts - Inv # CR53658	\$ 345.48
8984	12/22	Village of Beecher	EFT	RB Health Insurance - Inv # 2023-12	\$ 5,703.02
8985	12/24	December Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$ 18,161.24
Total disbursements					\$ 36,800.58

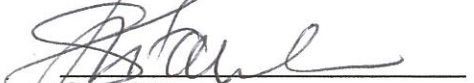
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on **January 4, 2024**.



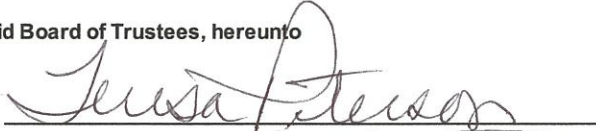
Road Commissioner



Township Clerk



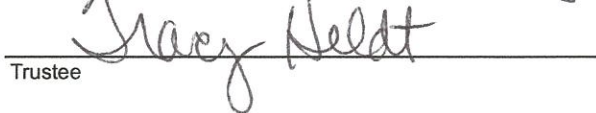
Supervisor



Trustee



Trustee



Trustee

Trustee


Approved Claims - Board of Township Trustees
Town Account

State of Illinois)
Will County) ss.
Washington Township)


We the undersigned, comprising the Board of Trustees of Washington Township, having duly met at the Township office on **January 4, 2024**, for the purpose of auditing Town accounts, do hereby certify that the following claims or demands against said township were presented, and examined, were allowed at said meeting, to wit:

Claim #	Date	To Whom Allowed	CK	Nature of Claim	Amount
6357	12/4	S&K Security	9096	Monitoring fees - 12/1/23 to 2/29/24 - Inv # 143814	\$ 212.73
6358	12/4	Phoenix Fire Systems	9097	Annual fire extinguisher inspections - Inv # 207644	\$ 11.00
6359	12/4	Comcast	9098	Internet and Cable # 10295 - Bill date - 11/24/23	\$ 302.22
6360	12/4	Pace Vanpool	9099	Monthly Van rental - Inv # 628707	\$ 100.00
6361	12/4	Spectrotel	9100	Phone service - Acct # 343999 - Inv # 11930386	\$ 208.10
6362	12/4	Quill Corporation	9101	Office supplies - Inv # 35775864	\$ 75.90
6363	12/4	Walt's Foods	9102	Supplies - Inv # 59081518	\$ 41.94
6364	12/4	CASA of Will County	9103	Program sponsorship	\$ 2,000.00
6365	12/4	The Vedette	9104	Annual subscription	\$ 28.00
6366	12/4	Dahlberg Accounting Solutions	9105	Professional services (November) - Inv # 254	\$ 545.00
6367	12/4	Alicia's House	9106	Anonymous donations to Food Pantry	\$ 550.00
6368	12/4	Universal Light of America	9107	New (6) exit lights - Inv # 102615	\$ 510.00
6369	12/4	Argus Services	9108	Background check (Hitzelburger) Inv # 26362	\$ 60.00
6370	12/18	Tom's Truck Repair	9109	IL Truck Inspection - Inv # SL13780 (Pace bus)	\$ 35.00
6371	12/18	Village of Beecher	9110	Bus fuel - 11/1/23 to 11/30/23 - Inv # 903	\$ 52.42
6372	12/18	ComEd	9111	Electric bill - Acct # 4341116018 - Bill date 11/29/23	\$ 276.76
6373	12/18	NICOR	9112	Utilities gas - #55877029193 - Bill date - 12/8/23	\$ 230.52
6374	12/18	Kelly Falaney	9113	Senior Trip - Sounds of the Season - Bus driver pay	\$ 125.13
6375	12/18	Beecher School District 200U	9114	Mileage for Bus trip to Bourbonnais, IL	\$ 41.60
6376	12/18	Universal Light of America	9115	New (7) exit lights - Inv # 102694	\$ 630.00
6377	12/18	Tony's Pizza	9116	Catering for Senior Holiday Dinner - Inv # 075338	\$ 915.00
6378	12/18	BMS Lawn Care	9117	Lawn care services - Inv # 12035	\$ 35.00
6379	12/18	Jeff Giroux	9118	Supplies for door project - Menards	\$ 80.46
6380	12/18	Joe Burgess	9119	Supplies & flowers for Senior Dinner	\$ 228.63
6381	12/18	Area Salt & Chemical	9120	Softener salt - Inv # 288227	\$ 112.59
6382	12/18	Tammy Hitzelburger	9121	Paper towel holders - Dollar General	\$ 10.72
6383	12/18	Beecher Part-Time Players	9122	Senior Dinner Entertainment	\$ 300.00
6384	12/18	Alicia's House	9123	Donation (Walter)	\$ 156.00
6385	12/19	Patricia Peters	9124	Travel reimbursement (Joliet) Assessor's meeting	\$ 96.94
6386	12/15	Intuit Software	EFT	ACH payroll charges	\$ 71.28
6387	12/24	December Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$ 8,928.55
TOTAL ALL DISBURSEMENTS					\$16,971.49

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on **January 4, 2023**.


Township Supervisor


Trustee


Township Clerk


Trustee


Trustee

Trustee

Washington Township Board Meeting
January 4, 2024 - 7:00 pm
Meeting Agenda

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated December 4, 2023

Public Commentary

Reports

1. Road Commissioner
2. Assessor
3. Clerk
4. Supervisor's Report
5. Trustee's Report
6. Transportation Report
7. General Assistance Report

Old Business

1. Consideration and Approval of Revised Washington Township Employee Handbook
2. Community Calendar Application
3. Review Public Commentary Policy (2011)
4. Review Expense & Travel Reimbursement Policy (2008)
5. Consideration and Approval of KGG LCC as Legal Council
- 6.

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Review of Washington Township Accounting Guidelines
3. Consideration of Beecher Fire District Mental Health Program

Payment of Bills

Town Acct, Road District, General Assistance (as required)

Upcoming Seminars and Meetings

- February 5, 2024 – Monthly Board Meeting @ 7 pm

Announcements

- January 17, 2024 - Pizza & Movie Matinee @ 12:30 pm - WTC

Adjournment

Any disabled person requiring special accommodations should notify Supervisor Mike Stanula *prior* to the meeting date to make necessary arrangements. Supervisor Stanula may be reached at 946-2026.

The Washington Township Public Commentary Policy will be followed and is printed on back of the agenda.

A CLOSED (EXECUTIVE) SESSION MAY BE HELD AT ANY POINT DURING THE MEETING.

