

**Official Proceedings of the Washington Township Board of Trustees**  
**June 5, 2014**  
**Washington Township Center**  
**30200 Town Center Road, Beecher, IL**

Supervisor Mike Stanula called the meeting to order at **7:02 p.m.** to pay bills for the month of **May** and transact any other business that may come before the Board of Trustees. The meeting agenda and a guest sign-in sheet are attached. Supervisor Stanula led the Pledge of Allegiance.

**Roll call:**

Present: Supervisor Mike Stanula Trustees: Kevin Boicken, Paul Goldrick, Ted Deery

Absent: Trustee Mike Mach

**Other Officials present:** Highway Commissioner Jerry Meyer and Clerk Joe Burgess

**Approval of the Board of Trustees Meeting Minutes Dated May 5, 2014:**

Supervisor Stanula asked if there were any corrections or additions to the May 5, 2014 board meeting minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

**Motion:**

Trustee Deery made a motion to approve the minutes of the May 5, 2014 board meeting as presented. Trustee Boicken seconded the motion. There was no discussion on the motion. Roll call vote as follows: Deery –yes, Boicken – yes, Goldrick – yes, Stanula - yes.

**Motion passed 4-0.**

**Public Commentary:** None.

**Reports:**

1. Road Commissioner – Commissioner Meyer signed up for Motor Fuel Tax (MFT) funds this week and these funds will be used for 6.5 miles of road repairs. These improvements include Corning Road from Route 1 to Stoney Island and a one-mile section of Ashland Avenue. Road oil bids will also be let out through Will County. Over 1700 tons of stone has been applied to a short section of Ashland Ave and Meyer said the road failed because it only had a 4" stone base. Other pothole and road patching is also being done on a regular basis.

A bad "switch" on an overhead garage door has been replaced because the door would open without the switch being depressed. The defective switch was responsible for two after hour calls from the Beecher Police Department, who reported the door was open after the offices were closed. The grass over the septic field has been mowed and will be cut on a regular basis this year. The Road District will install the new flagpole before the 4<sup>th</sup> of July.

2. Assessor – No report, Assessor Blume was not in attendance.

3. Town Clerk – Clerk Burgess reported that he had to respond to three FOIA requests last month. One request asked for over 100 documents and Burgess needed to secure information from several township employees and the township accountant. He also said this request resulted in a cost to taxpayers because the accountant had to assist with supplying requested information.
4. Washington Township Planning Commission (WTPC) – No report.
5. Supervisor's Report - Supervisor Stanula is considering ending the township's business agreement with Abacus Rex, who was hired as the township's general accounting and payroll firm. Stanula has been in contact with Accountant Daryl Dahlberg, who has offices in Frankfort. Mr. Dahlberg is a CPA, who charges \$75 / hour and currently does work for several townships' including Crete and Wheatland Township. Dahlberg is currently out of town but a meeting with Dahlberg, Stanula and Tom Brislane will be set up when he returns from his trip.

The Senior Prom was held over Memorial Day weekend and everyone in attendance had a good time.

A copy of the final audit from Legacy Professionals has been forwarded to Attorney Tom Knuth. Knuth will review the information and may have official comments about the audit at the July meeting.

6. Trustee's Report – Trustee Goldrick reported that 32 families utilized the food pantry this month and there are many families that show up regularly each month. Goldrick said he was expecting a food delivery this week.

Trustee Boicken indicated that there is still a lot on “non” recycling items and “garbage” being dropped off at the site. He has requested signs but is not sure the signage will help stop people from using the site for their personal garbage. Installing video cameras was discussed but enforcing rules would not be an easy task. Supervisor Stanula said he brought this matter up at the last Intergovernmental Meeting and told the group that policing the site could be a major problem. Trustee Deery agreed this was an issue but not having a site could result in all the garbage being left in township ditches, which would be an even bigger problem to deal with. Boicken is going to ask the police if they have anyone who needs “community service” hours that could help with cleaning up the site as needed. He also questioned who would pay for cameras and other upgrades and is going to approach the county about this issue.

Trustee Deery reported that the village has received calls about building a Dog Park. The village has offered property that is immediately south of the township center and it could remain a park until such time the property would be needed for a different purpose. Deery will be meeting with village officials to further discuss the project and said funding for the project could be raised through memberships for those who wish to utilize the Dog Park. He explained that the initial park did not have to be a “high” end facility but just a functional place for people to bring their pets. Deery also reported that 10 people had

signed up for the senior "race track" trip, 15 people have signed up for the White Sox baseball game and 8 have signed up for the "Barn Quilt" trip. The board then discussed options on how to generate more interest in senior activities including finding for more "free" events and alternative sources of advertising.

7. Transportation Report – The Dial-a-Ride service provided rides to approximately 641 customers in May and the monthly cost of the program has been ranging from \$10,000 to \$13,000.
8. General Assistance Report – Supervisor Stanula reported there are no active GA cases at this time but the office has received some Emergency Assistance (EA) inquiries. There were no GA or EA distributions in May. Trustee Deery thanked Supervisor Stanula for providing the board with monthly GA updates.

### **OLD BUSINESS:**

1. Consideration and Approval of Carpet for the Meeting Room – The board reviewed proposals for new carpeting in the Meeting Room. Stanula indicated that the quote provided by Beecher Home Furnishings was for new carpeting in the offices and the Meeting Room. He estimated that the cost of the carpeting for just the Meeting Room would be approximately half of the original quote. Stanula explained that although funds were budgeted for this type of improvement, the funds were intended for parking lot improvements and those repairs should take precedent over replacing the carpet. The board agreed with Stanula and this item will be removed from future agendas.
2. Consideration and Approval of Washington Township Budget & Appropriation Ordinance #14-03 - The board reviewed the proposed budget. Being no discussion on the budget, Supervisor Stanula asked for a motion to approve township Budget Ordinance #14-03 as presented.

### **MOTION:**

Trustee Deery made a motion to approve Washington Township Budget and Appropriation Ordinance #14-03 as presented. Trustee Boicken seconded the motion. There was no discussion on the motion. Roll call vote: Deery – yes, Boicken – yes, Goldrick – yes, Stanula – yes. **Motion passed 4-0.**

### **NEW BUSINESS:**

1. Consideration and Approval of Planning Commission (WTPC) Recommendations – There were no recommendations from the WTPC.
2. Consideration and Approval of Prevailing Wage Ordinance #14-04 for Washington Township - The ordinance is required by law to be passed in June of each year and the Clerk then files it with the state. There were no questions or comments regarding the ordinance.

**Motion:**

Trustee Deery made a motion to approve the “*Prevailing Wage Ordinance #14-04 for Washington Township*”. Trustee Boicken seconded the motion. There was no discussion on the motion. Roll call vote as follows: Deery – yes, Boicken – yes, Goldrick – yes, Stanula – yes.

**Motion passed 4-0.**

3. *Consideration Approval of Prevailing Wage Ordinance #14-05 for the Washington Township Road District* - The road district is also required by law to pass a prevailing wage ordinance and there were no questions or comments regarding the ordinance.

**Motion:**

Trustee Goldrick made a motion to approve the “*Prevailing Wage Ordinance #14-05 for the Washington Township Road District*”. Trustee Boicken seconded the motion. There was no discussion on the motion. Roll call vote as follows: Goldrick – yes, Boicken – yes, Deery – yes, Stanula – yes. **Motion passed 4-0**

4. *Consideration and Approval of “Revised” Washington Township Loss Control Policy* – Clerk Burgess explained that TOIRMA recommends that every township approve a “Loss Control Policy”. The township approved a Loss Control policy in 2006 and Burgess indicated that unless the board wanted to revise the policy, no action needed to be taken. No revisions to the policy were recommended at this time.
5. *Consideration and Approval of a Monetary Sponsorship to the Beecher 4<sup>th</sup> of July Commission* – The Board has been a \$500 sponsor of this event for several years.

**Motion:**

Trustee Boicken made a motion to approve a \$500 sponsorship to the Beecher 4th of July Commission. Trustee Goldrick seconded the motion. There was no discussion on the motion. Roll call vote as follows: Boicken – yes, Goldrick – yes, Deery – yes, Stanula – yes.

**Motion passed 4-0.**

**PAYMENT OF BILLS:**

**Insurance Fund**

The board reviewed one bill from TOIRMA that will be paid from the Insurance Fund. The bill is the township’s annual general liability / insurance policy.

**MOTION:**

Trustee Deery made a motion to authorize payment of **\$12,061.00** from the Insurance Fund. Trustee Boicken seconded the motion. There was no discussion on the motion. Roll Call vote: Deery – yes, Boicken – yes, Goldrick – yes, Stanula – yes. **Motion passed 4-0.**



### **Town Account (including Transportation Fund)**

The board reviewed the bills as prepared by the Supervisor and presented by the Clerk. Trustee Deery asked about the differences between the two payroll periods and was told this occurs because some employees are paid monthly while others are paid every other week. Accountant Tom Brislane has agreed to work with the township through June and July to ensure the accounting transition is properly completed. A bill from Prairie Disposal was for dumping a large open top refuse container that was filled with garbage left at the recycling center.

### **MOTION:**

Trustee Deery made a motion to authorize payment of all applicable payroll, bills, debits and appropriate transfers for the Town Account totaling **\$36,181.90**. Trustee Goldrick seconded the motion. There was no discussion on the motion. Roll Call vote: Deery – yes, Goldrick – yes, Boicken – yes, Stanula – yes. **Motion passed 4-0.**

### **Road & Bridge Bills**

The board reviewed the Road District bills as prepared by Commissioner Meyer. Trustee Deery questioned the bill from Prairie Materials and Meyer explained he is paying \$8.50 per ton for stone used for roads and other projects. The lighting project has been completed and the Road District received a \$20,000 grant for the project and has a balance due of \$3316, which will be divided between the School District, Road District and Township. Meyer said his electric bill would decrease by about \$80 per month because of the lighting upgrades.

### **MOTION:**

Trustee Goldrick made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits for the Road & Bridge Account totaling **\$72,456.08**. Trustee Boicken seconded the motion. There was no discussion on the motion. Roll Call vote: Goldrick – yes, Boicken – yes, Deery – yes, Stanula – yes. **Motion passed 4-0.**

### **Upcoming Seminars and Meetings:**

- July 7, 2014 – Washington Township Board Meeting – 7:00 pm

### **Announcements:**

- None

Supervisor Stanula asked that the board for a motion to enter into Closed Session for the purpose of discussing land acquisition for a specific parcel of land. Invited guests included Mayor of Beecher Greg Szymanski, Village Administrator Bob Barber, Village Trustee Scott Wehling and Road Commissioner Jerry Meyer.

### **MOTION to Enter Closed Session:**

Trustee Goldrick made a motion to enter into Closed Session for the purpose of discussing land acquisition for a specific parcel of land. Invited guests included Mayor of Beecher Greg Szymanski, Village Administrator Bob Barber, Village Trustee Scott Wehling and Road Commissioner Jerry Meyer. Trustee Deery seconded the motion. There was no discussion on the motion. Roll Call vote: Goldrick – yes, Boicken – yes, Deery – yes, Stanula – yes.

**Motion passed 4-0. Closed Session began at 7:55 pm.**

**MOTION to End Closed Session:**

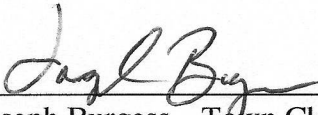
Trustee Deery made a motion to end the Closed Session. Trustee Boicken seconded the motion. There was no discussion on the motion. Roll Call vote: Deery – yes, Boicken – yes, Goldrick – yes, Stanula – yes. **Motion passed 4-0.**

**The Board returned from Closed Session at 9:01 pm.**

**Adjournment:**

Being no other business or discussion, Trustee Goldrick made a motion to adjourn. Trustee Boicken seconded the motion. Being no discussion and after being unanimously approved by voice vote, the Board Meeting adjourned at 9:02 pm.

Respectfully submitted,

  
\_\_\_\_\_  
Joseph Burgess – Town Clerk

Approved by Board of Trustees: 7/7/2014

**Approved Claims - Board of Township Trustees  
Town Account**

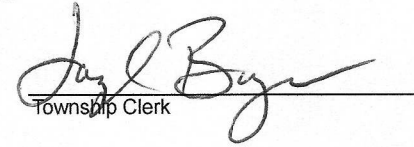
State of Illinois )  
Will County ) ss.  
Washington Township )

**We the undersigned, comprising the Board of Trustees of  
Washington Township, having duly met at the Township office on June 5, 2014, 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
3765	5/1	First Community Bank and Trust	6893	General Obligation Interest Only payment - Inv # 87747	\$4,380.59
3766	5/2	Beecher Post Office	6894	Postage to mail newsletter - Bill # 1000302966311	\$540.87
3767	5/7	Chicago White Sox	6895	Senior trip tickets - # 345027	\$500.00
3768	5/7	Webfoot Designs	6896	Upgrades to website - Proposal # 10115	\$1,300.00
3769	5/9	Beecher Hardware	6897	Supplies - Inv # 51711	\$5.79
3770	5/9	Comcast	6898	Internet and Cable # 10295 - Bill date - 4/24/14	\$172.86
3771	5/9	ComEd	6899	Electric bill - Acct # 4341116018 - Bill date - 5/5/14	\$310.24
3772	5/9	Cornerstone Media	6900	Budget Hearing Notices - Inv # 18058 & 18059	\$72.50
3773	5/9	In-Print Graphics	6901	Newsletter printing - Inv # 74351011	\$1,946.00
3774	5/9	Quality Computer Systems	6902	Professional services - Inv # 203402	\$240.00
3775	5/9	Quill Corporation	6903	Office supplies - Inv # 2475047 / 2513988	\$41.94
3776	5/9	Walt's Foods	6904	Appreciation Dinner food supplies	\$162.56
3777	5/9	Will County Collector	6905	2013 Drainage District Tax PIN #22-22-15-400-002	\$7.92
3778	5/14	Beecher Youth Commission	6906	Sponsorship for 2014 youth events	\$1,200.00
3779	5/14	Comcast Business	6907	Business service - Acct # 003347 - Bill date - 5/1/14	\$349.92
3780	5/14	Kenn Krizan	6908	Senior Prom DJ Services - Balance due	\$395.00
3781	5/14	L&H Services	6909	Furnace cleaning and inspections - Inv # 167768	\$270.00
3782	5/14	Teresa Peterson	6910	Reimbursement for postage	\$15.11
3783	5/15	Thomas Brislane Accounting	6911	Professional Services - Inv. # 14055	\$412.50
3784	5/27	Cardinal Creek Golf Course	6912	Senior Prom expenses - 5/23/14	\$1,003.00
3785	5/27	Cornerstone Media	6913	Meeting Date Notice - Inv # 18445	\$36.26
3786	5/27	FESSCO	6914	Annual fire extinguisher inspection - Inv # 78552	\$491.40
3787	5/27	JoAnn Mueller	6915	Reimbursement for Prom expenses	\$38.92
3788	5/27	NICOR	6916	Utilities gas - #55877029193 - Bill date - 5/12/14	\$72.56
3789	5/27	Prairie Disposal	6917	20 yard container - Inv # 36316	\$325.00
3790	5/27	Verizon Wireless	6918	Cellular phones - Acct #485462600 - Inv # 9724799559	\$99.49
3791	5/30	S&K Security	6919	Monitoring fee (6/1 to 8/31/14) - Inv # 95935	\$193.38
3792	5/27	Blue Cross Blue Shield	Debit	Health Insurance - Peterson - 920737640	\$484.49
3793	5/9	Payroll - Abacus Rex	Debit	Payroll, IMRF & other government payroll liabilities	\$1,294.47
3794	5/23	Payroll - Abacus Rex	Debit	Payroll, IMRF & other government payroll liabilities	\$6,144.11
				<b>Town Account subtotal</b>	<b>\$22,506.88</b>
3795	5/9	Pace Vanpool	1469	Monthly Charges - 4/25/14 Inv # 295565 / 295600 / 295630	\$300.00
3796	5/9	Tom's Truck Repair	1470	IL Safety Lane test # 0018 - Inv # SL5221	\$23.00
3797	5/9	Verizon Wireless	1471	Cellular phones - Acct #286783466 / Inv # 3069977173	\$117.04
3798	5/9	Village of Beecher	1472	Bus fuel - 4/1/14 to 4/30/14 - Inv # 165	\$2,692.41
3799	5/9	Riverside Workforce Health	1473	Drug & Alcohol test- Inv # 13093	\$80.00
3800	5/27	FESSCO	1474	Annual fire extinguisher inspection - Inv # 78551	\$50.00
3801	5/27	Quality Computer Systems	1475	Computer service - Inv # 203461	\$120.00
3802	5/27	Riverside Workforce Health	1476	DOT physical (Olson) - Inv # 13130	\$40.00
3803	5/6	Payroll - Abacus Rex	Debit	Payroll, IMRF & other government payroll liabilities	\$2,046.76
3804	5/20	Payroll - Abacus Rex	Debit	Payroll, IMRF & other government payroll liabilities	\$8,205.81
				<b>Transportation Account subtotal</b>	<b>\$13,675.02</b>
				<b>TOTAL ALL DISBURSEMENTS</b>	<b>\$36,181.90</b>

**IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on June 5, 2014.**

  
Township Supervisor

  
Township Clerk

  
Trustee

  
Trustee

  
Trustee

Trustee

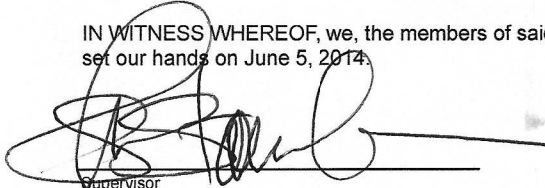
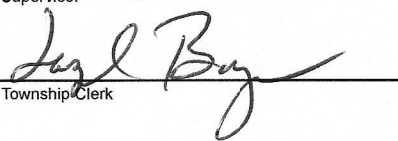
**Approved Claims - Board of Township Trustees**  
**Insurance Fund**

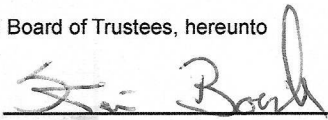
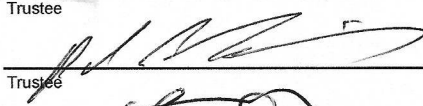

State of Illinois )  
Will County ) ss.  
Washington Township )

We the undersigned, comprising the Board of Trustees of  
Washington Township, having duly met at the Township office on June 5, 2014, for the  
purpose of auditing the Insurance Fund 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
813	5/13	TOIRMA	1031	Insurance premium - 2014 - 2015	\$12,061.00
Total disbursements					\$12,061.00

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on June 5, 2014.

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

  
\_\_\_\_\_  
Trustee  
  
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Trustee



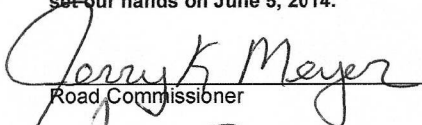
**Approved Claims - Board of Township Trustees**  
**Road & Bridge Account**


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 June 5, 2014, 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:

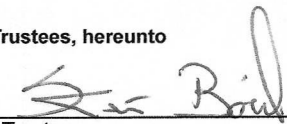
Claim #	Date	To Whom Allowed	Ck #	Nature of Claim	Amount
6292	5/1	Washington Township	6946	General Obligation interest payment reimbursement	\$2,311.98
6293	5/7	TOIRMA	6947	TOIRMA Insurance - 2015	\$15,264.00
6294	5/7	Twin Supplies LTD	6948	Lighting project - Inv # 11996 / 11997	\$23,316.36
6295	5/16	AT&T	6949	Phone bill (946-6459) - Inv # 7089466459 - Bill date - 5/1/14	\$160.53
6296	5/16	Beecher Hardware	6950	Supplies - Misc invoice numbers	\$105.97
6297	5/16	Cintas Corp.	6951	Uniforms - 4/1 to 4/30/14	\$323.21
6298	5/16	ComEd	6952	Utilities - Acct #1659047007 - Bill date - 5/5/14	\$209.17
6299	5/16	DeJong Equipment	6953	Parts & supplies - Inv # CR76365	\$37.51
6300	5/16	Finishmaster	6954	Paint & supplies - Inv # 68115894	\$83.42
6301	5/16	Gallagher Materials	6955	Asphalt patch - Inv # 631808 / 631471 / 631621	\$2,099.70
6302	5/16	Murray Overhead Doors	6956	Transmitters - Inv # 29993	\$180.00
6303	5/16	NAPA Auto Parts	6957	Parts & Supplies - misc invoices	\$260.87
6304	5/16	NICOR	6958	Utilities - Gas - Acct #58285823769 - Bill date - 5/12/14	\$246.26
6305	5/16	Prairie Materials	6959	Stone - Inv # 885540398	\$277.37
6306	5/16	Surf Air Wireless	6960	Internet service - Inv # 161218 & 161219	\$59.95
6307	5/16	Tifco Industries	6961	Supplies - Inv # 70948798	\$311.10
6308	5/16	Verizon Wireless	6962	Phones - Acct # 687108624 Inv # 9724816247	\$172.30
6309	5/16	Village of Beecher	6963	Equipment Fuel - 4/1/14 to 4/30/14 - Inv # 164	\$1,764.74
6295	5/16	AT&T	6964	Phone bill (946-6459) - Inv # 7089466459 - Bill date - 5/1/14	\$19.36
6310	5/30	Bank of America	6965	Misc invoices - Bill date 5/19/14	\$1,306.29
6311	5/30	Blue Cross Blue Shield of IL	6966	Healthcare Payment (6/1/14 to 7/1/14)	\$5,792.77
6312	5/30	Fort Dearborn Life Ins	6967	Life Insurance Payment (6/1/14 to 8/31/14)	\$80.14
6313	5/30	FESSCO	6968	Fire extinguisher annual checks - Inv # 78550	\$372.60
6314	5/30	Prairie Materials	6969	Stone - Inv # 885561835 / 885565340	\$1,172.61
6315	5/6	Payroll - Abacus Rex	Misc	Payroll, IMRF & other government payroll liabilities	\$8,260.43
6316	5/23	Payroll - Abacus Rex	Misc	Payroll, IMRF & other government payroll liabilities	\$8,267.44
<b>Total disbursements</b>					<b>\$72,456.08</b>


IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on June 5, 2014.

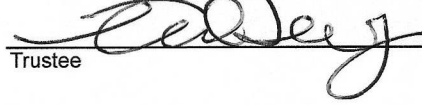
  
Road Commissioner

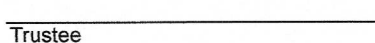
  
Township Clerk

  
Supervisor

  
Trustee

  
Trustee

  
Trustee

  
Trustee

## Guest Sign-in Sheet

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