

Official Proceedings of the Washington Township Board of Trustees
December 4, 2017
Washington Township Center
30200 Town Center Road, Beecher, IL

Supervisor Stanula called the meeting to order at 7:01 p.m. to pay bills for the month of November and to transact any other business that may come before the Board of Trustees. The meeting agenda and guest sign-in sheet are attached. Supervisor Stanula led the Pledge of Allegiance.

Roll call:

Present - Supervisor Mike Stanula Trustees: Tracy Heldt, Paul Goldrick

Absent: Mark Herlitz, George Obradovich

Other Officials present:

Clerk Joe Burgess and Highway Commissioner Jerry Meyer

Approval of the Board of Trustees Meeting Minutes Dated November 6, 2017:

Supervisor Stanula asked if there were any corrections or additions to the November 6, 2017 board meeting minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

Motion:

Trustee Goldrick made a motion to approve the minutes of the November 6, 2017 board meeting as presented. Trustee Heldt seconded the motion. There was no discussion on the motion. Roll call vote as follows: Goldrick – yes, Heldt – yes, Stanula – yes. **Motion passed 3-0.**

Public Commentary:

Township resident Elizabeth Owens, who lives on Yates Avenue, addressed the Board. Ms. Owens thanked the Highway Department for resurfacing Yates Avenue this summer but noted that since the road has been improved, there has been an increase in traffic and vehicles are now traveling faster than the posted speed limit. She said there are children in the neighborhood and she was very concerned that someone could be hit and asked what could be done to control traffic. Commissioner Meyer explained he recently spoke to a Will County Board member regarding the number of fatal accidents in the township and asked for an increase in county police patrolling on township roads. He said the township does not have the authority to set speed limits or determine what section of a road needs specific limits. He said he would call the Will County police and urged Ms. Owens and her neighbors to also contact the police. Supervisor Stanula indicated he would also call and email the Will County Police and ask for something to be done to control the speeding.

George Schuitema, representing the Beecher Lion's Club, presented the Board with a "Certificate of Appreciation" for the township's contributions to the Beecher Lion's Club. The Township was a sponsor of the Lion's Club's "Summerfest" this past summer.

Community Building Board Manager Teresa Peterson told the Board that the tuck-pointing and downstairs painting has been completed at the Community Building. Upcoming maintenance projects being discussed include repairing the upstairs ceiling that was damaged by roof leaks and painting the upstairs walls. A Christmas Bazaar is being held this Saturday, December 9 from 9 am to 4 pm.

Reports:

1. Road Commissioner – Commissioner Meyer reviewed his written report (attached) to the Board. There were no questions or discussion regarding his report.
2. Assessor – No report, Assessor Blume was not in attendance.
3. Clerk – The annual Senior Holiday Dinner & Concert is scheduled for December 5. Due to scheduling conflicts with local singing groups, the township will be unable to provide entertainment for this year's event.
4. Supervisor's Report – Supervisor Stanula said he reviewed one application for Office Coordinator and would discuss the position under new business.
5. Trustee's Report – Trustee Goldrick reported that 49 families utilized the Food Pantry in December. The number was significantly higher than previous months however; the pantry typically is busier during the holidays. The pantry is fairly well stocked with dry and canned goods but Goldrick indicated his account balance at the Chicago Food Depository is getting low and he uses the depository for fresh foods and other essential items.
6. Transportation Report – The Washington Township Dial-a-Ride service provided 52 trips in November for residents traveling within Washington Township. Will Ride provided 69 trips in August for residents traveling outside of Washington Township.
7. General Assistance Report – Supervisor Stanula reported that there was no disbursements made and no new GA applications received in November.

OLD BUSINESS:

1. Consideration and Approval of 2017 Road & Bridge Levy Ordinance – Commissioner Meyer presented the Road District's 2017 Levy Ordinance #17-06 to the Board. The 2017 Levy has not been increased from the previous year and Meyer indicated no increase was required for the coming year.

MOTION:

Trustee Heldt made a motion to approve the Washington Township Road District Levy Ordinance #17-06 as presented. Trustee Goldrick seconded the motion. There was no discussion on the motion. Roll Call vote: Heldt – yes, Goldrick – yes, Stanula – yes. **Motion passed 3-0.**

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – There were no pending zoning applications to review.

2. Consideration and Approval of Additional GO Bond Principal Payment – The Board discussed making an additional principal payment on the General Obligation Bond this fiscal year. The Board budgeted \$55,000 towards the GO Bond this fiscal year and recently paid the required yearly payment of \$31,667. Based on the budgeted total, the Board could still make a \$23,333 principal payment and still be within the budget. Trustee Heldt asked if there were any unforeseen expenses that would prohibit the Board from making the additional payment and if not, recommended making the additional payment. Trustee Goldrick agreed.

MOTION:

Trustee Heldt made a motion to make an addition principal payment on the General Obligation Bond held at First Community Bank and Trust in the amount of **\$23,333**. Trustee Goldrick seconded the motion. There was no discussion on the motion.

Roll Call vote: Heldt – yes, Goldrick – yes, Stanula – yes. **Motion passed 3-0.**

3. Consideration and Approval of Hiring New Office Coordinator - Supervisor Stanula has temporarily hired Tammy Hitzelburger to fill the Office Coordinator position that was recently vacated. Tammy is an existing employee, who is Pace certified to drive the Pace van. She also has filled in at the office when former employee Teresa Peterson was absent. Stanula said she will need additional training and he would use her for processing General Assistance (GA) applications and send her to the next available GA training program. Stanula recommended that Hitzelburger be hired as the new part-time Office Coordinator.

MOTION:

Trustee Goldrick made a motion to hire Tammy Hitzelburger as the Washington Township Office Coordinator effective immediately. Trustee Heldt seconded the motion. There was no discussion on the motion. Roll Call vote: Goldrick – yes, Stanula – yes, Heldt– yes. **Motion passed 3-0.**

There was a concern about not having a backup person for the office at this time but Stanula said he would work on finding a person for that roll.

PAYMENT OF BILLS:

Town Account (including Transportation Fund)

The board reviewed the bills as prepared by the Supervisor and presented by the Clerk.

MOTION:

Trustee Goldrick made a motion to authorize payment of all applicable payroll, bills, debits and appropriate transfers for the Town Account totaling **\$15,963.81**. Trustee Heldt seconded the motion. There was no discussion on the motion. Roll Call vote: Goldrick – yes, Heldt – yes, Stanula - yes. **Motion passed 3-0.**

Road & Bridge Bills

The board reviewed the Road District bills as prepared by Commissioner Meyer and presented by the Clerk.

MOTION:

Trustee Heldt made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits for the Road & Bridge Account totaling \$35,374.72. Trustee Goldrick seconded the motion. There was no discussion on the motion. Roll Call vote: Heldt – yes, Goldrick – yes, Stanula – yes. **Motion passed 3-0.**

Upcoming Seminars and Meetings:

- January 4, 2018 – Washington Township Board Meeting – 7:00 p.m.

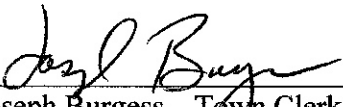
Announcements:

- December 5 - Senior Holiday Dinner & Concert at the Beecher Amvet Hall

Adjournment:

Being no other business or discussion, Trustee Heldt made a motion to adjourn. Trustee Goldrick seconded the motion. Being no discussion and after being unanimously approved by voice vote, the Board Meeting adjourned at 7:40 pm.

Respectfully submitted,



Joseph Burgess – Town Clerk

Approved by Board of Trustees: 1/4/2018

Washington Township

Jerry K. Meyer

Highway Commissioner

December 4, 2017

To the Board of Trustees of Washington Township

- Starting to cold patching
- Mowing is done for the year as with last year we rented a tractor from Dejong for 2 weeks
- Finished some ditch work today before the cold
- 98 Mack has to go in for some service that we cannot do in house
- Getting ready for the winter

If there are any questions please feel free to contact me at the office.


Jerry K. Meyer
Commissioner



30200 Town Center Rd
Beecher, IL 60401

December 4th, 2017

Supervisor

Michael Stanula

Assessor

Carol Ann Blume

Highway Commissioner

Jerry K. Meyer

From the GA Office

Clerk

Joe Burgess

Trustees

Paul Goldrick

Tracy Heldt

ark Herlitz

George Obradovich

There were no disbursement for the month of November 2017.

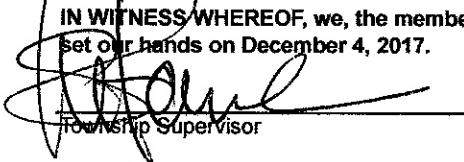
Approved Claims - Board of Township Trustees
Town Account

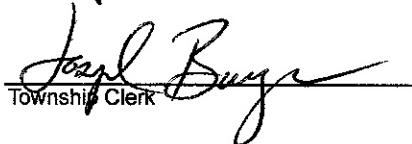
State of Illinois)
Will County) ss.
Washington Township)

We the undersigned, comprising the Board of Trustees of Washington Township, having duly met at the Township office on December 4, 2017, 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:

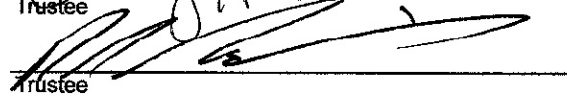
Claim #	Date	To Whom Allowed	CK	Nature of Claim	Amount
4811	11/1	Beecher Florist	7656	Flowers (Weissgerber) - Inv #10/31/17	\$50.00
4812	11/1	ComEd	7657	Electric bill - Acct # 4341116018 - Bill date 10/26/17	\$304.46
4813	11/1	Comcast	7658	Internet and Cable # 10295 - Bill date - 10/23/17	\$185.50
4814	11/1	Exclusive Interiors	7659	Clean ceramic tile Lobby - Inv # 2211	\$375.00
4815	11/1	In-Print Graphics	7660	Print Fall Newsletter - Inv # 87476011	\$1,946.00
4816	11/1	Pace Vanpool	7661	Monthly Charges - 9/25/17 Inv # 487553	\$100.00
4817	11/1	Will-Ride	7662	Transportation Expense - July (48 trips)	\$942.32
4818	11/6	Dahlberg Accounting	7665	Professional services - Inv # 121905	\$666.25
4819	11/6	BMS Landscape	7666	Grass cutting for WTC - Inv # 2223	\$100.00
4820	11/6	Chicago Food Depository	7667	Food Pantry (Herlitz Farms donation)	\$500.00
4821	11/8	Beecher Amvets Post 67	7668	US Flag	\$65.00
4822	11/8	Staples	7669	Office supplies (Clerk) - Inv # 11489	\$112.31
4823	11/8	Village of Beecher	7670	Bus fuel - 10/1/17 to 10/31/17 - Inv # 431	\$40.28
4824	11/15	Carol Blume	7671	2017 Mileage reimbursement	\$696.04
4825	11/15	NICOR	7672	Utilities gas - #55877029193 - Bill date - 11/10/17	\$94.45
4826	11/15	Teresa Peterson	7673	Reimbursement - clock	\$4.15
4827	11/15	Riverside Workforce Health	7674	Drug screen - Inv # 50668 (Hitzelburger)	\$56.00
4828	11/15	Verizon Wireless	7675	Cellular phones - Acct # 485462600 / Inv # 9795837380	\$65.10
4829	11/15	Will-Ride	7677	Transportation Expense - August (69 trips)	\$1,321.20
4830	11/15	Intuit Software	EFT	Annual Fees - computer & network services	\$439.88
4831	11/15	QuickBooks Payroll Service	EFT	Payroll fees	\$31.88
4832	11/27	November Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$7,867.99
				TOTAL ALL DISBURSEMENTS	\$15,963.81

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on December 4, 2017.


Township Supervisor


Township Clerk


Trustee


Trustee

Trustee

Trustee

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

Claim #	Date	To Whom Allowed	Ck #	Nature of Claim	Amount
7256	11/1	Exclusive Interiors	7846	Wash & wax floors - Inv # 2211	\$350.00
7257	11/6	Dahlberg Accounting	7847	Professional services - Inv # 121904	\$260.00
7258	11/15	Bank of America	7848	Misc expenses	\$270.09
7259	11/15	AHW LLC (John Deere)	7849	Parts - Inv # 71272	\$48.84
7260	11/15	ATT Mobility	7850	Wireless charges - Inv # X10232017	\$22.32
7261	11/15	AT&T	7851	Phone bill (946-6459) Inv # 7089466459-11 - Bill date - 11/1/17	\$117.06
7262	11/15	Beecher Hardware	7852	Supplies - Multiple invoices	\$46.06
7263	11/15	Cintas	7853	Uniforms - 10/1 to 10/31/17	\$326.40
7264	11/15	ComEd	7854	Utilities - Acct #1659047007 - Bill date - 10/30/17	\$307.26
7265	11/15	DeJong Equipment	7855	Parts - Inv # CR04348	\$9.99
7266	11/15	Emuliscoat Inc.	7856	Road oil - Inv # 3813156149	\$3,037.10
7267	11/15	Exclusive Interiors	7857	Strip & wax office floors	\$195.00
7268	11/15	Finishmaster	7858	Supplies- Inv # 77932631 / 77954647	\$256.03
7269	11/15	Gallagher Materials	7859	Asphalt patch - Inv # 3653	\$682.41
7270	11/15	Great Lakes Distributing	7860	Supplies - Inv # 192495	\$219.90
7271	11/15	J&M Forklift	7861	Repairs (labor) - Inv # 17250	\$88.00
7272	11/15	Murray Overhead Doors	7862	New door opener - Inv # 35282	\$1,250.00
7273	11/15	Lowell NAPA	7863	Parts & supplies - Inv # 60935	\$48.48
7274	11/15	RP Lumber	7864	Supplies - Inv # 1710-155835-159067-223148-258625	\$200.85
7275	11/15	Surf Air Wireless	7865	Internet service - Inv # 45871	\$64.95
7276	11/16	Tifco Industries	7868	Supplies - Inv # 71301522	\$204.14
7277	11/16	Verizon Wireless	7869	Phones - Acct # 687108624 - Inv # 9795853451	\$90.85
7278	11/16	Village of Beecher	7870	Equipment Fuel - 10/1/17 to 10/31/17 - Inv # 430	\$1,432.78
7279	11/17	Beecher Post Office	7871	Stamps (100)	\$49.00
7280	11/27	Village of Beecher	EFT	RB Health Insurance - Inv # 2017-11-1	\$4,245.73
7281	11/27	November Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$21,551.48
				Total disbursements	\$35,374.72

Gerry K. Maye
Road Commissioner

Jeffrey Bayne
Township Clerk

Supervisor

Trustees, hereunto

Nancy Heldt

Trustee

Trustee

Trustee

Trustee

Guest Sign-in Sheet

[illegible]

**Washington Township Board Meeting
December 4, 2017 - 7:00 pm
Meeting Agenda**

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated November 6, 2017

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 2017 Road & Bridge Levy Ordinance
- 2.

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Consideration and Approval of Additional GO Bond Principal Payment
3. Consideration and Approval of Hiring New Office Coordinator

Payment of Bills

Upcoming Seminars and Meetings

- January 4, 2018 – Washington Township Board Meeting - 7:00 PM

Announcements

- December 5 - Senior Holiday Dinner @ Beecher Amvet Hall

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.

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