

**Official Proceedings of the Washington Township Board of Trustees**  
**February 4, 2019**  
**Washington Township Center**  
**30200 Town Center Road, Beecher, IL**

Supervisor Mike Stanula called the meeting to order at **7:03 p.m.** to pay bills for the month of **January** and 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: Mark Herlitz, Paul Goldrick

Absent: Trustee Tracy Heldt, George Obradovich

**Other Officials present:**

Clerk Joe Burgess and Highway Commissioner Jerry Meyer

**Approval of the Board of Trustees Meeting Minutes Dated January 7, 2019:**

Supervisor Stanula asked if there were any corrections or additions to the January 7, 2019 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 January 7, 2019 Board meeting as presented. Trustee Herlitz seconded the motion. There was no discussion on the motion. Roll call vote: Goldrick – yes, Herlitz – yes, Stanula – yes. **Motion passed 3-0.**

**Public Commentary:**

None

**Reports:**

1. Road Commissioner – Commissioner Meyer read his written report (attached) and there were no comments or questions. Meyer also said the extreme cold weather last week (down to -20 degrees on Wednesday / Thursday) prevented the diesel fuel pumps from pumping fuel and the township's generator did not start during a power outage because of the weather. The vendor will be contacted regarding the generator. The weather has also created many potholes on township roads and Meyer indicated his crew would work to fill these holes as quickly as possible. Finally, Meyer said the Road District's 2008 Chevy pickup truck has 150,000 miles on it and is having transmission problems and he is considering purchasing a new truck. If a new vehicle would be purchased, it would be through the state's bid program and he would trade the old truck.
2. Assessor – Assessor Mary Tamez was not present but submitted a written report (attached). Supervisor Stanula read her report to the Board.
3. Clerk – Clerk Burgess reported that 30 seniors attended the Senior Pizza & Movie Matinee on January 26. The next Senior Movie Night is scheduled for March 20.

4. Supervisor's Report – Supervisor Stanula reported that the Township office was closed on January 30 & 31 due to the extreme cold and dangerous wind chill factors. Mark Dahlberg has officially taken over as the new accountant for the Township. A senior bus trip to a Chicago White Sox game has been scheduled for June 13. Twenty tickets are available and will be sold on a first come first serve basis.
5. Trustees Report – No reports.
6. Transportation Report – The Township's Dial-A-Ride service provided 44 trips within Washington Township in January. Will Ride supplied 84 trips for the month of October.
7. General Assistance Report – Supervisor Stanula reported there were no General Assistance disbursements or new applications received in January.
8. Community Building – The Board is waiting for three "exit" lights to be delivered to finish the light replacement project. The hot water tank for the main washrooms had to be replaced last month and the Building Managers are considering when to start the upstairs remodeling project, which will consist of ceiling repairs, painting and refinishing the wood floor.

#### **OLD BUSINESS:**

1. Consideration and Approval of Advertising in the 2020 Beecher Sesquicentennial Book – The Board reviewed the ad requirements for advertising in the Village of Beecher's Sesquicentennial (150<sup>th</sup>) Anniversary book. Ad prices are as follows: Full page - \$1000; ½ page - \$750 and ¼ page is \$500. Trustee Goldrick recommended advertising in the book but suggested waiting to discuss the size of the ad until the March meeting, when all Board members would be present.

#### **MOTION:**

Trustee Goldrick made a motion for Washington Township to purchase an ad in the Village of Beecher's Sesquicentennial Anniversary book, with the size of the ad to be determined at a later date. Trustee Herlitz seconded the motion. There was no discussion on the motion.

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

#### **NEW BUSINESS:**

1. Consideration and Approval of Pending Zoning Applications – There were no pending applications to discuss.
2. 2018 Annual Audit – Supervisor Stanula has signed a commitment letter with the Sikich LLP accounting group to perform the annual audit. The audit will cost the township \$10,000 and per the Comptroller's Office, will need to be done annually going forward.

## **PAYMENT OF BILLS:**

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

The board reviewed the bills as prepared by the Supervisor and presented by the Clerk. L&H Services were called to the Washington Township Center to repair 4 separate gas line leaks in the furnace room.

### **MOTION:**

Trustee Herlitz made a motion to authorize payment of all applicable payroll, bills, debits and appropriate transfers for the Town Account totaling **\$13,574.89**. Trustee Goldrick seconded the motion. There was no discussion on the motion.

Roll Call vote: Herlitz – yes, Goldrick – 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 Goldrick made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits for the Road & Bridge Account totaling **\$38,521.78**. Trustee Herlitz seconded the motion. There was no discussion on the motion.

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

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

- **March 4** - Washington Township Board Meeting – 7 PM

### **Announcements:**

- **March 20** – Senior Movie Night – 6:30 PM @ Washington Township Center

### **Adjournment:**

Being no other business or discussion, Trustee Herlitz 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 7:36 pm.

Respectfully submitted,

  
Joseph Burgess – Town Clerk

Approved by Board of Trustees: 3/4/2019

# Washington Township

*Jerry K. Meyer*

*Highway Commissioner*

February 4, 2019

To the Board of Trustees of Washington Township

- Patch is on going
- We have had 12 snow events so far this year
- Working on equipment and started re-boxing the 1998 I.H.
- Survived the cold weather without many problems
- Checking out a few flooding call today.
- With this extreme temperature swing the road are taking a toll a lot more pot hole are popping up
- Frost laws are in effect till April 30. If you see any truck traffic give me a call

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



Jerry K. Meyer  
Commissioner

## Office of the Assessor

Mary Margaret Tamez

Assessor

February 4, 2019

### Township Meeting Notes:

- I finally have all of the property information from the spreadsheet entered in the property field in PAMS. It is a huge relief! It also makes looking up property information much easier!
- I currently have the entire back log of building permits from July of 2018 through the first week of January 2019 for the Village of Beecher entered into PAMS. The next step is to make field check sheets so we have the updated property information, we can assess the additional amenities, and place the value on the property.
- I'm starting on the unincorporated portion of Beecher's building permits as well for the July 2018 – January 2019 year. This will have everything ready for the warm up and measuring can begin.
- There were a handful of homes that received occupancy in the 2018 year that need the value placed on the property. These homes were during the time we could not enter anymore between me taking over and Carol Ann retiring. We can still add the value as an "Instant Assessment" for the 2019 year. This would generate a large tax bill due to it being a full year for the 2019 year as well as a partial assessment for the 2018 year. I am going to send a letter to the homeowner's that this will be affecting to give them the option of signing a Certificate of Error to add the 2018 year to the current tax bill so they will not be hit with a large tax bill for both years on one bill. I personally would want to have this option. I have already been in contact with one owner and we are going to be signing the form as soon as the County sends me the package with all of my numbers. It will be much better for the homeowner in my opinion.

- I will be meeting with the Prairie Park Townhome Association on February 26<sup>th</sup>. They have asked that I come to explain the common area land value for their area.
- I am waiting on the County to send over the final BOR numbers. I was told we were to receive them the first week of January. Apparently they are still working on getting my package to me. I then will be able to make changes to the assessments.
- The County has not gotten back to me with the dates for the Senior Event. I spoke with Barb earlier this week again and she let me know that she is working on it. As soon as I have those dates, I will let you know. The good news is, the forms do not go out until April 1<sup>st</sup>, so we have time.

## **GUIDELINES FOR ADS IN THE VILLAGE OF BEECHER 1995-2020 SESQUICENTENNIAL HISTORICAL BOOK**

Ad Costs will be as follows:

8.5" x 11" Full Page:	\$1,000
1/2 Page:	\$ 750
1/4 Page:	\$ 500

Ads must be congratulatory or historical in nature. For example, a "before and now" photo of your business, congratulations to the Beecher community, or a thank you to your customers for the last +/- 25years. The 1995 book followed the same guidelines.

The Village will accept camera-ready artwork or digital format. If you would like to have your ad completed by the publisher, that can be arranged. However, all ads must comply with the theme of the book as determined by the committee.

Organizations can also purchase ads, listing their officers or members, or photos of their buildings, such as churches, social clubs, non-profits, and units of local government. However, preference will be given to an organization or business that has a physical presence, regular meeting location, or a substantial portion of their customers in Washington Township.

The Village reserves the right to reject any and all ads and to recommend changes to the ad copy to conform to the style of the book. Attached are some examples of ads that were used in the 1995 edition.

Please reply with your ad size commitment as soon as possible, but no later than February 15, 2019. Artwork and payment can follow, but must be received no later than June 1, 2019. All proceeds will be used for publication of the book and other special events associated with the sesquicentennial.

This is a first-come/first-serve process, so reserve your space now!

Any questions or concerns can be referred to Patty Meyer at the Beecher Village Hall,  
[pmeyer@villageofbeecher.org](mailto:pmeyer@villageofbeecher.org) or 708-946-2261.

### **IMPORTANT DEADLINES:**

- February 15, 2019 - commit to ad space (please specify size)
- June 1, 2019 - camera ready artwork and payment due

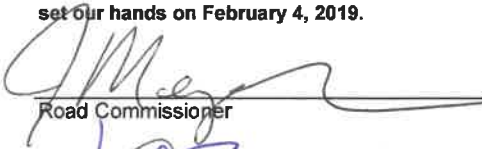
**Approved Claims - Board of Township Trustees  
Road & Bridge Account**

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 February 4, 2019, 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
7610	1/14	Dahlberg Accounting	8180	Professional services - Inv # 122037	\$162.50
7611	1/14	Bank of America	8181	Misc charges	\$1,266.11
7612	1/14	Napa Auto Parts	8182	Parts - Inv # 92197	\$29.10
7613	1/14	Gallagher Materials Corp.	8183	Asphalt cold patch - Inv # 9030	\$870.48
7614	1/14	DeJong Equipment	8184	Parts - Inv # CR12500	\$135.13
7615	1/14	ATT Mobility	8185	Wireless charges - Inv #287277639216X12232018	\$23.55
7616	1/14	Prairie Disposal	8186	Jan - June / Refuse service - Inv # 68526	\$282.00
7617	1/14	RP Lumber	8187	Supplies - Inv # 1812-079976	\$18.98
7618	1/14	NICOR	8188	Utilities - Gas - Acct #58285823769 - Bill date 12/11/18	\$287.76
7619	1/14	Verizon Wireless	8189	Phones - Acct # 687108624 - Inv # 9819836098	\$91.72
7620	1/14	Beecher Chamber of Commerce	8190	2019 Annual Dues	\$150.00
7621	1/14	Kimball Midwest	8191	Lubricants - Inv # 6817227	\$108.25
7622	1/14	AT&T	8192	Phone bill (946-6459) Inv # 7089466459-01 - Bill date - 1/1/19	\$169.28
7623	1/14	Beecher Hardware	8193	Supplies - misc. invoices	\$92.56
7624	1/14	Airgas USA	8194	Cylinder lease charges - Inv # 9959022825	\$197.14
7625	1/14	ComEd	8195	Utilities - Acct #1659047007 - Bill date - 1/2/19	\$234.98
7626	1/14	Beecher Post Office	8196	Stamps	\$50.00
7627	1/14	Village of Beecher	8197	Equipment Fuel - 12/1/18 to 12/31/18 - Inv # 524	\$1,129.62
7628	1/14	East Central IL Highway Commissioners Assoc.	8198	2019 Annual dues	\$40.00
7629	1/14	Surf Air Wireless	8199	Internet service - Inv # 137313	\$64.95
7630	1/14	Cintas	8200	Uniforms - 12/1 to 12/31/18	\$375.56
7631	1/14	M&K Truck Centers	8201	Parts - Inv # 100264 / 100295	\$487.25
7632	1/14	Cintas	8202	Supplies & cabinet - Inv # 5010963442 / 5012673243	\$271.76
7633	1/14	Great Lakes Distributing Co.	8203	Truck cleaning supplies - Inv # 198835	\$183.75
7634	1/25	Airgas USA	8204	Supplies - Inv #9084287603	\$717.12
7635	1/25	Belson Steel center	8205	Steel - Inv # 491133 / 491132	\$1,142.70
7636	1/25	TOI Commissioners of IL	8206	2019 Annual dues	\$60.00
7637	1/25	Verizon Wireless	8207	Phones - Acct # 687108624 - Inv # 9821770972	\$91.72
7638	1/25	LA Traffic Signs	8208	Baricades - Inv # 1314	\$342.00
7639	1/25	NICOR	8209	Utilities - Gas - Acct #58285823769 - Bill date 1/11/18	\$245.17
7640	1/25	ATT Mobility	8210	Wireless charges - Inv #287277639216X01232019	\$28.55
7641	1/25	Bank of America	8211	Misc charges (Supplies, software)	\$308.76
7642	1/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2018-0201	\$4,876.46
7643	1/25	January Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$23,986.87
<b>Total disbursements</b>					<b>\$38,521.78</b>

**IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on February 4, 2019.**

  
Road Commissioner

  
Township Clerk

  
Supervisor

  
Trustee

  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee



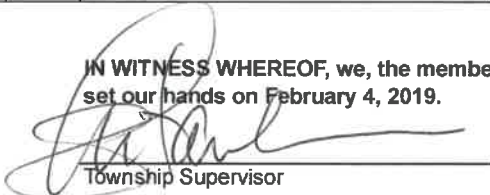
**Approved Claims - Board of Township Trustees**  
Town Account

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 February 4, 2019, 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
5149	1/14	Dahlberg Accounting	7977	Professional services - Inv # 122038	\$552.50
5150	1/14	Beecher Post Office	7978	Stamps	\$50.00
5151	1/14	Walt's Foods	7979	Senior Dinner Inv # 125068 / 125303 / 183923	\$569.32
5152	1/14	Pace Vanpool	7980	Monthly Charges - 12/25/18 Inv # 532084	\$100.00
5153	1/14	Comcast	7981	Internet and Cable # 10295 - Bill date - 12/24/18	\$216.03
5154	1/14	Spectrotel	7982	Phone service - Acct # 343999 - Inv # 8897518	\$200.94
5155	1/14	Flowers & Stones	7683	Senior Dinner flowers - Inv # 2364	\$180.00
5156	1/14	L&H Services	7984	Gas leak repairs - Inv # 26808311	\$215.00
5157	1/14	Village of Beecher	7985	Bus fuel - 12/1/18 to 12/31/18 - Inv # 525	\$89.08
5158	1/14	Flowers & Stones	7986	Funeral Flowers - (Obradovich) - Inv # 2365	\$50.00
5159	1/14	NICOR	7987	Utilities gas - #55877029193 - Bill date - 12/10/18	\$330.26
5160	1/14	ComEd	7988	Electric bill - Acct # 4341116018 - Bill date 1/2/19	\$357.70
5161	1/14	Chicagoland Cloud LLC	7989	Computer repairs - Inv # 1770	\$550.00
5162	1/25	Mary Tamez	7990	Reimbursement for video card monitor (Amazon #7534602)	\$45.00
5163	1/25	Will-Ride	7991	Transportation Expense - 84 trips (October)	\$1,916.53
5164	1/25	Chicago white Sox	7992	Senior Events - Sox game 20 tickets - Inv # 441137	\$250.00
5165	1/25	Verizon Wireless	7993	Cellular phones - Acct # 485462600 / Inv # 9821753996	\$66.61
5166	1/25	NICOR	7994	Utilities gas - #55877029193 - Bill date - 1/10/19	\$80.46
5167	1/25	L&H Services	7995	Gas line repairs - Inv # 26817379	\$225.00
5168	1/25	Chicago Food Depository	7996	Food Pantry donations	\$500.00
5169	1/25	Intuit Software	EFT	ACH payroll charges	\$23.38
5170	1/25	January Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$7,007.08
				<b>TOTAL ALL DISBURSEMENTS</b>	<b>\$13,574.89</b>

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on February 4, 2019.

  
Township Supervisor

  
Township Clerk

  
Trustee

  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

**Washington Township Board Meeting  
February 4, 2019 - 7:00 pm  
Meeting Agenda**

**Call to Order / Roll Call**

**Pledge of Allegiance**

**Approval of Board Meeting Minutes Dated January 7, 2019**

**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 Advertising in the 2020 Beecher Sesquicentennial Book

**New Business**

1. Consideration and Approval of Pending Zoning Applications

**Payment of Bills**

**Upcoming Seminars and Meetings**

- March 4, 2019 at 7pm

**Announcements**

- March 20 –Senior Movie Night – 6:30 pm at 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.

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

## Guest Sign-in Sheet

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