

Official Proceedings of the Washington Township Board of Trustees

June 3, 2019

**Washington Township Center
30200 Town Center Road, Beecher, IL**

Supervisor Mike Stanula called the meeting to order at **7:01p.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 guest sign-in sheet are attached. Supervisor Stanula led the Pledge of Allegiance.

Roll call:

Present: Supervisor Mike Stanula Trustees: Paul Goldrick, George Obradovich, Mark Herlitz
Absent: Tracy Heldt

Other Officials present:

Clerk Joe Burgess, Assessor Mary Tamez and Highway Commissioner Jerry Meyer

Approval of the Board of Trustees Meeting Minutes Dated May 6, 2019:

Supervisor Stanula asked if there were any corrections or additions to the May 6, 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 May 6, 2019 Board meeting as presented. Trustee Herlitz seconded the motion. There was no discussion on the motion.

Roll call vote: Goldrick – yes, Herlitz – yes, Obradovich – yes, Stanula – yes.

Motion passed 4-0.

Public Commentary:

None

Reports:

1. Road Commissioner – Highway Commissioner Jerry Meyer read his written report (attached) and there were no comments or questions.
2. Assessor – Assessor Mary Tamez reviewed her written report (attached). The Assessor's office has been out measuring properties, in which homeowners had recently applied for building permits through Will County or the Village of Beecher. Employees have been leaving cards at resident's homes that they have measured, and this has generated a few phone calls from "angry" residents. Assessor Tamez explained that it's the Assessor's responsibility to follow-up on permits and adjust property records if the improvements increase a property's value. She said if her office does the review, homeowners will not see an increase to their tax bill for at least 4-years. If the improvements are "found" by other means, the homeowner will see an increase to their next tax bill as soon as it is adjusted. Tamez said her office will continue to review the permits and respects homeowner's property and will not enter if signs are posted or there are privacy fences around the property.

3. Clerk – A Senior Movie Night is scheduled for June 19 at 6:30 pm. The featured movie will be “The “Upside” starring Kevin Hart and Bryan Cranston.
4. Supervisor’s Report – Supervisor Stanula had no report.
5. Trustees Report – Trustee Obradovich said that in an effort to increase traffic to the Beecher Depot, the Beecher Historical Society would be honoring the late Milt Pappas, former Chicago Cubs player and Beecher resident, by displaying his baseball memorabilia for four consecutive Saturdays in June starting on June 8th. The memorabilia is on loan from the Pappas family. There will also be a “symbolic” petition for residents to sign asking that Pappas be inducted into Major League Baseball’s “Hall of Fame”. The petition will be sent to the Cubs and Orioles organizations as well. On June 15th, the “Driving the Dixie” caravan will once again stop in Beecher as they make their journey through Will County. The Beecher Lion’s Club will be offering free hot dogs and refreshments during the “Driving the Dixie” event.
6. Transportation Report – The Township’s Dial-A-Ride service provided 58 trips within Washington Township in May. Will Ride supplied 72 trips for the month of February.
7. General Assistance Report – Supervisor Stanula reported there were no General Assistance disbursements or new applications received in May.
8. Community Building – Teresa Peterson reported that the upstairs painting is nearly completed. The Managers are also in discussion with L&H Services regarding a maintenance service agreement.

OLD BUSINESS:

1. Consideration and Approval of Washington Township Budget & Appropriation Ordinance #19-01– Clerk Burgess explained that the budget had been revised, per the Board’s request, to raise the allocation for the parking lot to \$65,000. After the change, the budget would have an \$186,000 carryover balance at the end of the fiscal year. The payoff for the Washington Township Center was \$187,000 as of October 2018 and the General Obligation bond would be paid in full in November of 2021.

As per the earlier discussion during the Town Account Budget Hearing, Trustee Goldrick discussed options for repairing the driveway versus rebuilding the entire drive with a heavier stone base and new blacktop. Goldrick said the Board should consider parking lot repairs, which only include the front of the building (west side) and around the south drain, plus tar & chipping other areas. He estimated there was about 6,000 square feet of driveway that could be repaired and based on a previous quote, those repairs would cost about \$12,000 to \$15,000. The original specification was to replace 22,000 square feet of drive and parking lot at a cost of \$65,000. There were questions about mixing materials in the drive and it was pointed out that any tar & chip repairs would not hold up like new blacktop and it cannot be stripped for parking spots. The Board then discussed just paving the actual parking lot, minus the far south end and the east or north drives.

Commissioner Meyer measured that area and said it was approximately 9,600 square feet and the cost was estimated at \$20,000, which would require the project to be let out for bids. The Board determined that just repairing the 9600 square foot parking lot was the best option and Clerk Burgess will rebid the project with the new specifications. The Board did not change the budget allocation for the parking lot.

The Board also discussed the option of making an additional payment on the General Obligation bond and instructed the Clerk to add \$30,000 to the General Obligation line item, raising the original allocation from \$32,000 to \$62,000.

MOTION:

Trustee Herlitz made a motion to approve the Washington Township Budget and Appropriation Ordinance #19-01, with the provision that the "General Obligation" allocation be increased from \$32,000 to \$62,000. There are no other changes. Trustee Goldrick seconded the motion. There was no discussion on the motion.

Roll call vote: Herlitz – yes, Goldrick – yes, Obradovich – yes, Stanula - yes.

Motion passed 4-0.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – There were no pending applications to discuss.
2. Parking Lot Bid Openings – Only one bid was received for the parking lot project. Suburban Sealcoat Asphalt Paving and Concrete Construction, from Crete, IL, submitted a bid for \$49,500 to complete the project. The bid met all requirements, however the Board rejected the bid because the scope of the project has now been changed.

PAYMENT OF BILLS:

Insurance Fund

The Township received the annual General Insurance bill from TOIRMA in the amount of \$9,232.00, to be paid out of the Insurance Fund.

MOTION:

Trustee Goldrick made a motion to authorize payment for the TORIMA insurance premium totaling **\$9,232.00**. Trustee Herlitz seconded the motion. There was no discussion on the motion.

Roll Call vote: Goldrick – yes, Herlitz – yes, Obradovich – yes, Stanula – yes.

Motion passed 4-0.

Road & Bridge Bills

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

MOTION:

Trustee Herlitz made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits for the Road & Bridge Account totaling **\$70,963.87**. Trustee Goldrick seconded the motion. There was no discussion on the motion.

Roll Call vote: Herlitz – yes, Goldrick – yes, Obradovich – 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.

MOTION:

Trustee Goldrick made a motion to authorize payment of all applicable payroll, bills, debits and appropriate transfers for the Town Account totaling **\$16,547.51**. Trustee Obradovich seconded the motion. There was no discussion on the motion. Roll Call vote: Herlitz – yes, Obradovich – yes, Goldrick – yes, Stanula – yes. **Motion passed 4-0.**

Upcoming Seminars and Meetings

- **July 1** - Washington Township Board Meeting – 7 PM

Announcements:

- **June 13** – Senior Bus Trip – Chicago White Sox Game
- **June 19** – Senior Movie Night @ 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 8:05 pm.

Respectfully submitted,


Joseph Burgess – Town Clerk

Approved by Board of Trustees: 7/1/2019

Washington Township

Jerry K. Meyer

Highway Commissioner

June 3, 2019

To the Board of Trustees of Washington Township

- Patch is ongoing over 160 ton on cold patch so far this spring by hand
- Goodenow bridge put on hold due to rain still no complete date
Ashland Ave. and Eagle Lake Road are taking it rough with all the traffic
and no help from Will County
- We have a summer help person started last week
- 1 mile of tar and chip was put back to stone for repair Klemme, Stoney
Island, Eagle Lake and Ashland
- Mowing of road side should start this week

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

June 3, 2019

Township Meeting Notes:

- I am continuing in the entering of the assessments for the 2019 year as well as some corrections for the 2018 year. This will continue through July.
- The field staff has been out measuring properties. They have visited 33 properties. I will be drawing and figuring the additional amenities from the permits that were issued.
- I have processed 10 applications in the office for the exemptions this month totaling 34 in our office.
- The Supervisor of Assessments office was here Friday, May 31st from 10-2 for the Senior Event. The event brought in 107 exemption applications for the township. I will still be available by appointment to help fill out the forms as needed. Tammy was a huge help getting the room ready and the cookies and muffins.

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

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

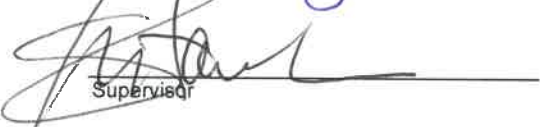
We the undersigned, comprising the Board of Trustees of
Washington Township, having duly met at the Clerks office on June 3, 2019, for the
purpose of auditing the Road & Bridge account, do hereby certify that the following claims or demands
against said township were presented, and examined, were allowed at said meeting, to wit:

Claim #	Date	To Whom Allowed	Ck #	Nature of Claim	Amount
7713	5/1	ATT Mobility	8276	Wireless charges - Inv #287277639216X04232019	\$23.55
7714	5/1	Goodyear Commercial Tire	8277	Tires - Inv # 148-1043442	\$342.59
7715	5/1	NICOR	8278	Utilities - Gas - Acct #58285823769 - Bill date 4/11/19	\$218.50
7716	5/1	Verizon Wireless	8279	Phones - Acct # 687108624 - Inv # 9827679887	\$91.61
7717	5/1	ATSi	8280	Professional services - Inv # 5694	\$47.50
7718	5/1	Tifco Industries	8281	Supplies - Inv # 71450099	\$203.97
7719	5/1	Bank of America	8282	Misc charges (Supplies, parts)	\$364.88
7720	5/1	Cintas	8283	First Aid supplies - Inv #5013625921	\$45.56
7721	5/1	FRATCO Inc.	8284	Drainage supplies - Inv # 35525-2	\$672.42
7722	5/1	Prairie Materials	8285	Stone - multiple invoices	\$1,561.73
7723	5/1	Gallagher Materials Corp.	8286	Asphalt cold patch - Inv # 9728 / 9780 / 9872	\$5,060.44
7724	5/1	Dahlberg Accounting Solutions	8287	Professional services - Inv # 169	\$300.00
7725	5/7	TOIRMA	8288	2019-20 Insurance premium	\$16,590.00
7726	5/10	Prairie Materials	8289	Stone - multiple invoices	\$1,520.66
7727	5/10	Prairie Materials	8290	Stone - multiple invoices	\$1,249.58
7728	5/10	FRATCO Inc.	8291	Drainage supplies - Inv # 35836-2	\$476.25
7729	5/10	Cintas	8292	Uniforms - 4/1 to 4/30/19	\$444.00
7730	5/10	Clauss Specialties	8293	Supplies - Inv # 3251	\$410.80
7731	5/10	Surf Air Wireless	8294	Internet service - Inv # 175725	\$64.95
7732	5/10	ComEd	8295	Utilities - Acct #1659047007 - Bill date - 5/1/19	\$164.50
7733	5/10	Village of Beecher	8296	Equipment Fuel - 4/1/19 to 4/30/19 - Inv # 550	\$1,793.75
7734	5/10	DeJong Equipment	8297	Parts - Inv # CR15195	\$38.42
7735	5/20	NICOR	8298	Utilities - Gas - Acct #58285823769 - Bill date 5/11/19	\$219.50
7736	5/1	First Community Bank and Trust	8275	General Obligation Bond - interest payment	\$358.19
7737	5/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2019-0503	\$4,876.46
7738	5/31	May Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$33,824.06
Total disbursements					\$70,963.87

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on June 3, 2019.


Road Commissioner


Township Clerk


Supervisor


Trustee


Trustee


Trustee


Trustee

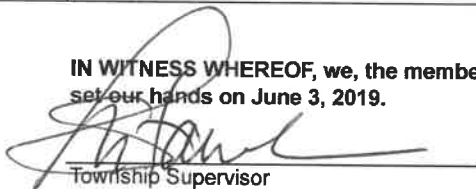
Approved Claims - Board of Township Trustees
Town Account

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 June 3, 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
5239	5/1	Dahlberg Accounting Solutions	8065	Professional services - Inv # 170	\$375.00
5240	5/1	Village of Beecher	8066	Bus fuel - 4/1/19 to 4/30/19 - Inv # 551	\$46.33
5241	5/1	Tammy Hitzelburger	8068	Reimbursement for postage	\$1.90
5242	5/1	Pace Vanpool	8069	Monthly Charges - 4/25/19 Inv # 544044	\$100.00
5243	5/1	Comcast	8070	Internet and Cable # 10295 - Bill date - 4/24/19	\$215.87
5244	5/1	NICOR	8071	Utilities gas - #55877029193 - Bill date - 4/10/19	\$139.38
5245	5/1	Walt's Foods	8073	Office consumables - Inv # 200972 / 249978	\$76.02
5246	5/6	Webfoot Designs	8074	Annual website maintenance - Inv # 115406	\$600.00
5247	5/6	ComEd	8075	Electric bill - Acct # 4341116018 - Bill date 5/1/19	\$300.36
5248	5/6	Staples	8076	Office supplies (Clerk) - Inv # 47784	\$60.74
5249	5/8	Village of Beecher	8077	Ad in Beecher Sesquicentennial Book	\$500.00
5250	5/8	Quill Corporation	8078	Office supplies - Inv # 5861313	\$73.98
5251	5/8	BMS Lawn Care	8079	Lawn care services - Inv # 3852	\$30.00
5252	5/8	Beecher 4th of July Commission	8080	Sponsorship - 4th of July Celebration	\$1,000.00
5253	5/8	Beecher Lion's Club	8081	Sponsorship - Lion's "Summerfest" celebration	\$1,000.00
5254	5/16	Will-Ride	8083	Transportation Expense - 72 trips (February)	\$1,683.91
5255	5/16	Verizon Wireless	8084	Cellular phones - Acct # 485462600 / Inv # 9829638723	\$66.41
5256	5/16	Schaaf Window Company	8085	Caulk glass over front door - Inv # SJ00136659	\$275.00
5257	5/16	Will County Treasurer	8086	Drainage District Tax - 2018	\$23.76
5258	5/20	NICOR	8087	Utilities gas - #55877029193 - Bill date - 5/13/19	\$103.70
5259	5/20	Martin Whalen	8088	Copier contract payment - Inv # IN1908534	\$79.00
5260	5/20	Tammy Hitzelburger	8089	Reimbursement for mileage - Monee	\$16.80
5261	5/20	The Vedette	8090	Parking Lot Bid Notice - Inv # 46047	\$50.00
5262	5/21	Chicago White Sox	8091	Senior Bus Trip to Sox game	\$112.00
5263	5/31	Spectrotel	8092	Phone service - Acct # 343999 - Inv # 9073454	\$200.78
5264	5/31	Walt's Foods	8093	Office items	\$37.00
5265	5/1	First Community Bank and Trust	8064	General Obligation Bond - interest payment	\$207.37
5266	5/16	Village of Beecher	8082	Water bill	\$96.20
5267	5/15	Intuit Software	EFT	ACH payroll charges	\$21.25
5268	5/31	May Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$9,054.75
				TOTAL ALL DISBURSEMENTS	\$16,547.51

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on June 3, 2019.


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 3, 2019, 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
817	5/7/19	TOIRMA	1036	2019-2020 Insurance premium	\$9,232.00
Total disbursements					\$9,232.00

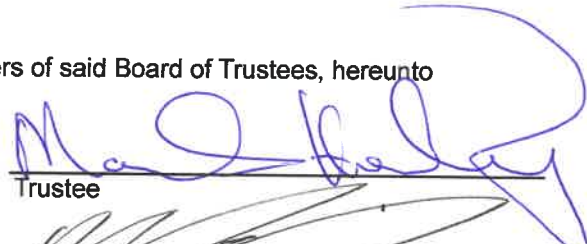
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
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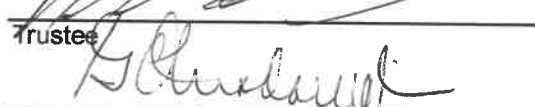
Supervisor



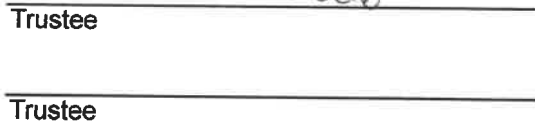
Township Clerk



Trustee



Trustee



Trustee

**Washington Township Board Meeting
June 3, 2019 - 7:00 pm
Meeting Agenda**

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated May 6, 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 Washington Township Budget & Appropriation Ordinance #19-01
- 2.

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Parking Lot Bid Openings

Payment of Bills

Upcoming Seminars and Meetings

- **July 1 @ 7pm – Board Meeting**

Announcements

- **June 13** – Senior Bus Trip – Chicago White Sox game
- **June 19** – Senior Movie Night

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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