

Official Proceedings of the Washington Township Board of Trustees
July 1, 2019
Washington Township Center
30200 Town Center Road, Beecher, IL

Supervisor Mike Stanula called the meeting to order at **7:04 p.m.** to pay bills for the month of **June** 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:** Tracy Heldt, Mark Herlitz, George Obradovich

Absent: Paul Goldrick

Other Officials present:

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

Approval of the Road District Budget Hearing Minutes Dated June 3, 2019:

Supervisor Stanula asked if there were any corrections or additions to the June 3, 2019 Road District Budget Hearing minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

Motion:

Trustee Herlitz made a motion to approve the minutes of the June 3, 2019 Road District Budget Hearing as presented. Trustee Obradovich seconded the motion. There was no discussion on the motion. Roll call vote as follows: Herlitz – yes, Obradovich – yes, Heldt – yes, Stanula - yes.

Motion passed 4-0.

Approval of the Town Account Budget Hearing Minutes Dated June 3, 2019:

Supervisor Stanula asked if there were any corrections or additions to the June 3, 2019 Town Account Budget Hearing minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

Motion:

Trustee Obradovich made a motion to approve the minutes of the June 3, 2019 Town Account Budget Hearing as presented. Trustee Herlitz seconded the motion. There was no discussion on the motion. Roll call vote as follows: Obradovich – yes, Herlitz – yes, Heldt – yes, Stanula - yes.

Motion passed 4-0.

Approval of the Board of Trustees Meeting Minutes Dated June 3, 2019:

Supervisor Stanula asked if there were any corrections or additions to the June 3, 2019 Board meeting minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

Motion:

Trustee Obradovich made a motion to approve the minutes of the June 3, 2019 Board meeting as presented. Trustee Herlitz seconded the motion. There was no discussion on the motion.

Roll call vote: Obradovich – yes, Herlitz – yes, Heldt – 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 regarding his report. Stone, asphalt and road oil bids requested by the Road District were opened before tonight's meeting at 6:45 PM. Two bids were received for stone and asphalt and one bid was received for road oil. Commissioner Meyer will review the information and determine what vendors will be awarded the bids.
2. Assessor – Assessor Mary Tamez reviewed her written report (attached). Per the County's requirements, no additional changes can be made to property assessments at this time. The Assessor's Office has been taking photos of homes (front elevation only) in the Village of Beecher. These pictures are added to the Assessor's PAMS program and are helpful when comparing properties in the same neighborhood. They are also useful when answering resident's questions about their property. Pictures of homes in the rural area of the township will also be taken and added to the program.
3. Clerk – The 2019-20 Township budgets have been filed with the Will County Clerk. Approximately 30 people attended the Senior Movie Night on June 19.
4. Supervisor's Report – Supervisor Stanula reported that Sikich would begin this year's annual audit in the coming weeks. The Beecher Fire Department will be conducting "life safety audits" for local businesses and make recommendations as needed. These site inspections will include checking fire extinguishers, emergency exit lighting and other potential fire and safety issues. Stanula expected the fire department to be visiting the Washington Township Center in the near future.
5. Trustees Report – Trustee Obradovich reported that poor weather contributed to a very light turn out for the "Driving the Dixie" event that stopped in Beecher. Obradovich estimated that only 45 cars came through town.
6. Transportation Report – The total rides for the Township's Dial-A-Ride service for June was not available. Will Ride supplied 75 trips in the month of March.
7. General Assistance Report – Supervisor Stanula reported there were no General Assistance disbursements or new applications received in June.

OLD BUSINESS:

1. Parking Lot Bid Openings – One bid was received for the parking lot project. Pavement Systems from Blue Island submitted a bid of \$27,572, to pave and stripe the parking lot. The bid meets all specified requirements including paying prevailing wages. The bid was published in the "Vedette" on June 13.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – There were no pending applications to discuss.
2. Consideration and Approval of Village of Beecher's EMA Sponsorship Request – The Township has been a sponsor of Beecher's EMA program since it's inception. Supervisor Stanula asked the Board to consider the request.

MOTION:

Trustee Heldt made a motion to authorize payment in the amount of **\$1000.00** to sponsor the Village of Beecher's EMA Program in 2019. Trustee Herlitz seconded the motion. There was no discussion on the motion.

Roll Call vote: Heldt – yes, Herlitz – yes, Obradovich – yes, Stanula – yes. **Motion passed 4-0.**

3. Consideration and Approval of Parking Lot Bid Openings – The Board discussed whether the project should be rebid in a paper with a larger circulation and if that would generate more bids. Commissioner Meyer explained that Bid Notices in the Vedette are also sent to a bid website that area businesses can subscribe to and it keeps them current on bid notices and didn't believe rebidding the project would necessarily change the results.

Trustee Obradovich asked how the Road District was going to track their labor on their portion of the project and requested that a detailed breakdown be supplied to the Board. Clerk Burgess suggested an Intergovernmental Agreement be drafted between the Road District and Township to specify each party's responsibilities.

Trustee Heldt asked if the Road District's portion of the project would be completed during the week or on a weekend and Meyer said his employees are willing to complete the work on a Saturday as not to interfere with their regular weekly activities. Meyer said he has purchased the 440 tons of stone that is required for the project at a cost of approximately \$6000. He would also need to rent a saw to cut the asphalt as needed and estimated the labor and saw cost should not exceed \$2000 for a total cost of \$8000 to complete the prep work before paving. Meyer also suggested that the paving company supplies the township with their load tickets from the asphalt plant to verify the township received everything they paid for.

Trustee Heldt said she would be in favor of approving the bid from Paving Systems but she wanted assurances that the project would be done this year and preferably before October 1. She suggested that any motion to approve the bid included verbiage that the project must be completed by October 1 or the bid approval will be voided.

MOTION:

Trustee Obradovich made a motion to approve the Parking Lot Bid from Paving Systems of Blue Island in the amount of **\$27,572.00**, with the stipulation that the project must be completed by October 1, 2019 or the bid acceptance will be voided. Trustee Heldt seconded the motion. There was no discussion on the motion.

Roll Call vote: Obradovich – yes, Heldt – yes, Herlitz – yes, Stanula – yes. **Motion passed 4-0.**

PAYMENT OF BILLS:

General Assistance Fund

The Township received the annual Medical Assistance Catastrophic Insurance premium from Allied Benefit Systems in the amount of \$2260.00, to be paid out of the General Assistance Fund.

MOTION:

Trustee Heldt made a motion to authorize payment in the amount of **\$2260.00** to Allied Benefits Systems. Trustee Herlitz seconded the motion. There was no discussion on the motion.

Roll Call vote: Heldt – 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 Obradovich made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits for the Road & Bridge Account totaling **\$56,527.03**. Trustee Heldt seconded the motion. There was no discussion on the motion.

Roll Call vote: Obradovich – yes, Heldt – yes, Herlitz – 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 Heldt made a motion to authorize payment of all applicable payroll, bills, debits and appropriate transfers for the Town Account totaling **\$18,328.80**. Trustee Obradovich seconded the motion. There was no discussion on the motion.

Roll Call vote: Heldt – yes, Obradovich – yes, Herlitz – yes, Stanula – yes. **Motion passed 4-0.**

Upcoming Seminars and Meetings

- **Aug 5** - Washington Township Board Meeting – 7 PM

Announcements:

- **August 13** – Senior Bus Trip – Joliet Slammers Baseball Game
- **August 21** – Senior Movie Night @ Washington Township Center

Adjournment:

Being no other business or discussion, Trustee Herlitz made a motion to adjourn. Trustee Heldt seconded the motion. Being no discussion and after being unanimously approved by voice vote, the Board Meeting adjourned at 8:06 pm.

Respectfully submitted,


Joseph Burgess – Town Clerk

Approved by Board of Trustees: 8/5/2019

Washington Township

Jerry K. Meyer


Highway Commissioner

July 1, 2019

To the Board of Trustees of Washington Township

- We survived the 4 in rain had some flooding and some wash of road ways
- Patching is on going
- Put a culvert and tile under Yates by Kentucky
- Mowing is done only one pass do to the mud and water in the ditches
- Working on Klemme North of Indiana the patches that need to be resealed

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

July 1, 2019

Township Meeting Notes:

- I have completed all of the changes for the 2019 assessment year. Notices will be mailed 8/7/2019.
- The field staff has caught up on measuring properties as well as more than half of the homes updated with front photos. I have continued to process the building permits for the field staff to visit the properties.
- I have processed 7 additional applications in the office for the exemptions this month totaling 41 in our office.



G/A REPORT 2019

NO DISBURSEMENT'S JANUARY

NO DISBURSEMENT'S FEBRUARY

NO DISBURSEMENT'S MARCH

NO DISBURSEMENT'S APRIL

No DISBURSEMENT'S MAY

NO DISBURSEMENT'S JUNE

30200 Town Center Rd
Beecher, IL 60401

Supervisor

Michael Stanula

Assessor

Carol Ann Blume

Highway Commissioner

Jerry K. Meyer

Clerk

Joe Burgess

Trustees

Paul Goldrick

Tracy Heldt

Mark Herlitz

George Obradovich

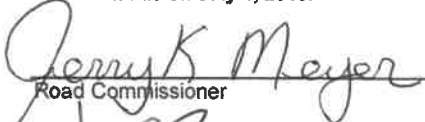


**Approved Claims - Board of Township Trustees
Road & Bridge Account**


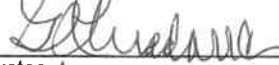


State of Illinois)
Will County) ss.
Washington Township)

We the undersigned, comprising the Board of Trustees of
Washington Township, having duly met at the Clerks office on July 1, 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
7739	6/3	ATT Mobility	8299	Wireless charges - Inv #287277639216X05232019	\$28.55
7740	6/3	Belson Steel Center	8300	Misc steel - Inv # 493683	\$23.00
7741	6/3	Verizon Wireless	8301	Phones - Acct # 687108624 - Inv # 9829656270	\$91.61
7742	6/3	AT&T	8302	Phone bill (946-6459) Inv # 7089466459-05 - Bill date - 5/1/19	\$171.89
7743	6/3	Bank of America	8303	Shop supplies	\$49.98
7744	6/3	West Side Tractor	8304	Parts - Inv # S70954	\$284.43
7745	6/3	Heritage FS	8305	Lubricants - Inv # 36001221	\$117.94
7746	6/3	Gallagher Materials Corp.	8306	Asphalt cold patch - Inv # 10230	\$1,758.32
7747	6/3	Prairie Materials	8307	Stone - multiple invoices	\$1,577.15
7748	6/3	Prairie Materials	8308	Stone - multiple invoices	\$1,656.01
7749	6/3	Prairie Materials	8309	Stone - multiple invoices	\$954.61
7750	6/3	Dahlberg Accounting Solutions	8310	Professional services - Inv # 178	\$300.00
7751	6/12	Beecher Post Office	8311	100 stamps	\$55.00
7752	6/14	AT&T	8312	Phone bill (946-6459) Inv # 7089466459-06 - Bill date - 6/1/19	\$171.89
7753	6/14	Cintas	8313	Uniforms - 5/1 to 5/31/19	\$555.04
7754	6/14	Airgas USA	8314	Shop supplies - Inv # 9089459353	\$89.55
7755	6/14	N. Lange Trucking	8315	Excavating - Inv # 9470	\$675.00
7756	6/14	Surf Air Wireless	8316	Internet service - Inv # 187759	\$64.95
7757	6/14	ComEd	8317	Utilities - Acct #1659047007 - Bill date - 5/31/19	\$156.88
7758	6/14	Napa Auto Parts	8318	Parts - Inv # 100959	\$45.49
7759	6/14	Village of Beecher	8319	Equipment Fuel - 5/1/19 to 5/31/19 - Inv # 557	\$3,203.85
7760	6/14	West Side Tractor	8320	Parts - Inv # S70954	\$284.43
7761	6/14	Prairie Materials	8321	Stone - multiple invoices	\$1,155.97
7762	6/14	Prairie Materials	8322	Stone - multiple invoices	\$1,466.85
7763	6/14	Prairie Materials	8323	Stone - multiple invoices	\$8,887.26
7764	6/14	The Vedette	8324	Bid Notices - Inv # 46290 / 46288 / 46287	\$130.00
7765	6/18	Gallagher Materials Corp.	8325	Asphalt cold patch - Inv # 10744	\$996.96
7766	6/18	NICOR	8326	Utilities - Gas - Acct #58285823769 - Bill date 6/13/19	\$72.14
7767	6/24	Clauss Specialties	8327	Supplies - Inv # 3364	\$845.32
7768	6/24	Bank of America	8328	Supplies / parts	\$123.84
7769	6/26	Verizon Wireless	8329	Phones - Acct # 687108624 - Inv # 9831632974	\$91.61
7770	6/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2019-0603	\$5,063.27
7771	6/28	June Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$0.00
Total disbursements					\$25,378.24
					\$56,527.03

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on July 1, 2019.


Road Commissioner

Township Clerk

Supervisor


Trustee

Trustee

Trustee

Trustee

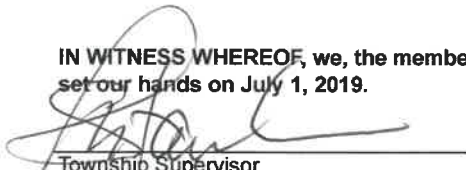
Approved Claims - Board of Township Trustees
Town Account

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 July 1, 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
5269	6/3	Pace Vanpool	8094	Monthly Charges - 5/25/19 Inv # 547075	\$100.00
5270	6/3	Comcast	8095	Internet and Cable # 10295 - Bill date - 5/24/19	\$215.88
5271	6/3	S&K Security	8096	Monitoring fees - 6/1/19 to 8/31/19 - Inv # 121908	\$212.73
5272	6/3	Township Officials of IL	8097	2019-20 membership dues	\$523.51
5273	6/7	Dahlberg Accounting Solutions	8098	Professional services - Inv # 177	\$375.00
5274	6/7	BMS Lawn Care	8099	Lawn care services - Inv # 3965	\$120.00
5275	6/7	Martin Whalen	8100	Purchase new copier - Inv # IN1886934	\$2,370.00
5276	6/7	Tammy Hitzelburger	8102	Reimbursement for mileage - Monee	\$15.88
5277	6/7	ComEd	8103	Electric bill - Acct # 4341116018 - Bill date 5/31/19	\$345.14
5278	6/11	Tammy Hitzelburger	8104	Reimbursement for mileage & background check	\$77.36
5279	6/12	Beecher Hardware	8105	Supplies - Inv # 183965 / 184426 / 184440 / 184502	\$39.32
5280	6/12	Beecher Post Office	8106	100 stamps	\$55.00
5281	6/14	The Vedette	8107	Parking Lot Bid Notice - Inv # 46289	\$80.00
5282	6/14	Martin Whalen	8109	Annual contract payment - Inv # IN1950062	\$771.00
5283	6/14	Will-Ride	8110	Transportation Expense - 75 trips (March)	\$1,871.21
5284	6/18	Riverside Workforce Health	8111	DOT Physical - (Hitzelburger) - Inv # 69904	\$55.00
5285	6/18	Verizon Wireless	8112	Cellular phones - Acct # 485462600 / Inv # 9831615563	\$66.42
5286	6/18	NICOR	8113	Utilities gas - #55877029193 - Bill date - 6/11/19	\$53.15
5287	6/18	One Step	8114	Fall Newsletter printing - Inv # N140171	\$2,843.33
5288	6/18	One Step	8115	Assessor grid-paper - Inv # N141112	\$115.00
5289	6/18	FESSCO	8116	Annual fire extinguisher inspections - Inv # 89614 / 89615	\$98.50
5290	6/24	Beecher School District 200U	8118	Transportation to Chicago Whit Sox Game	\$56.00
5291	6/24	Jennifer Tamez	8119	Reimbursement for mileage	\$128.24
5292	6/15	Intuit Software	EFT	ACH payroll charges	\$29.75
5293	6/28	June Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$7,711.58
TOTAL ALL DISBURSEMENTS					\$18,328.80

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on July 1, 2019.


Township Supervisor


Township Clerk


Trustee


Trustee


Trustee

Trustee

[illegible]

**Washington Township Board Meeting
July 1, 2019 - 7:00 pm
Meeting Agenda**

Call to Order / Roll Call

Pledge of Allegiance

Approval of Road District Budget Hearing Minutes Dated June 3, 2019

Approval of Washington Township Budget Hearing Minutes Dated June 3, 2019

Approval of Board Meeting Minutes Dated June 3, 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. Parking Lot Bid Openings
- 2.

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Consideration and Approval of Village of Beecher's EMA Sponsorship Request
3. Consideration and Approval of Parking Lot Bid Openings

Payment of Bills

Upcoming Seminars and Meetings

- **August 5 @ 7pm – Board Meeting**

Announcements

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.