

**Official Proceedings of the Washington Township Board of Trustees**  
**June 1, 2020**  
**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 guest sign-in sheet are attached. Supervisor Stanula led the Pledge of Allegiance.

**Roll call:**

**Present:** Supervisor Mike Stanula **Trustees:** George Obradovich, Tracy Heldt, Paul Goldrick

**Absent:** Mark Herlitz

**Other Officials present:**

Clerk Joe Burgess and Assessor Mary Tamez

**Approval of the Board of Trustees Meeting Minutes Dated May 4, 2020:**

Supervisor Stanula asked if there were any corrections or additions to the May 4, 2020 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 4, 2020 Board meeting as presented. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

**Public Commentary:** None

**Reports:**

1. Road Commissioner – No report, Highway Commissioner Jerry Meyer was not in attendance.
2. Assessor – Assessor Mary Tamez provided the Board with the attached written report. Tamez said the Governor is expected to sign a bill that would allow the Senior Freezer and Disability Exemptions to be rolled to 2020 for anyone who qualified in 2019. Tamez is considering mailing some type of correspondence to local residents to inform the public. The Will County Treasurer is also offering tax payment relief by allowing residents the option to pay their taxes over four payments rather than two. The first and second payments can be split in two and ½ must be paid on the initial due dates of June 3<sup>rd</sup> and September 3<sup>rd</sup> and the second half of each payment can be made 60-days later. She will forward Clerk Burgess documentation that can be posted on social media. Tamez will also be sending her staff back out into the field to start inspecting properties that have requested permits for new construction, additions and to inspect for any demolitions.
3. Clerk – Clerk Burgess had no report.
4. Supervisor's Report – Supervisor Stanula said the township offices were reopened to the public on June 1<sup>st</sup> and all recommended "Phase 3" requirements for opening have been followed. Face masks and social distancing will be required for anyone who enters the building. Hand sanitizer is also available.

5. Trustees Report – Trustee Goldrick reported that approximately 25 families were using the Food Pantry prior to the Covid-19 pandemic and that number has now risen to 60 families per month. The Food Pantry is working together with Alicia’s House to provide and deliver food to those in need. The Chicago Food Depository has not charged Washington Township for the last eight food orders that were placed and cash donations to the pantry last month exceeded \$1800.
6. Transportation Report – The township’s Dial-A-Ride service and Will Ride are both suspended at this time.
7. General Assistance Report – Supervisor Stanula reported there were no General Assistance disbursements or new applications received in May.

#### **OLD BUSINESS:**

1. Consideration and Approval of the 2020-2021 Town Budget – Clerk Burgess reported that due to the pandemic and the Governor’s stay at home orders, he did not schedule hearings for the budgets until the restrictions were eased. Burgess consulted with Attorney Tom Knuth and in order to still satisfy state statutes, Knuth recommended holding the budget hearings on June 30. The Town budget hearing is scheduled at 6:30 pm and the Road District budget hearing will be at 6:45pm. Both the Township and Road District budgets can be passed at the hearings.
2. Consideration and Approval of the 2020-2021 Road District Budget - Trustee Obradovich had several questions regarding the proposed Road District budget. Obradovich questioned why the budget was not-balanced, why the “Salaries” line item was raised \$13,000 over the previous year, and if the Maintenance Supplies “Road” line item was intended to be more than \$100,000 higher than the previous year. Clerk Burgess will forward these questions to Commissioner Meyer prior to the Road District Budget Hearing.
3. Bus Driver Using Township’s Parking Lot – The letter drafted by Tom Knuth has not yet been sent to the school district and Supervisor Stanula has indicated he would prefer to wait until it gets closer to the school year before sending it. Trustee Obradovich, who is the former Superintendent of the Beecher School District, volunteered to approach the school district and discuss the parking lot issues directly with the school board.

#### **NEW BUSINESS:**

1. Consideration and Approval of Pending Zoning Applications – There were no new zoning requests or applications to address.
2. Meeting Room Readiness - Trustee Heldt inquired if the township’s Meeting Room was still being used as a potential “quarantine area” by the Beecher Fire Department. Supervisor Stanula said the Meeting Room has not been used in at least two months and he would contact the fire district regarding their future intentions regarding the room. Trustee Heldt strongly recommended that the Meeting Room be completely cleaned and disinfected before the room is reopened to the public.

**PAYMENT OF BILLS:**

**Insurance Fund**

The Insurance Fund had disbursements totaling \$9200.54, which was for the Township's annual liability insurance premium.

**MOTION:**

Trustee Obradovich made a motion to authorize payment in the amount of \$9200.54 from the Insurance Fund. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

**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 \$56,797.47. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

**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 \$13,491.85. Trustee Goldrick seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

**Upcoming Seminars and Meetings**

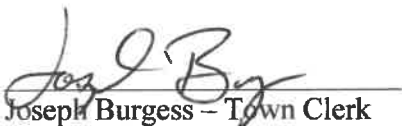
- **June 30** – Washington Township Budget Hearings – 6:30 & 6:45 PM
- **July 6** - Washington Township Board Meeting – 7 PM

**Announcements: None**

**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 7:56 pm.

Respectfully submitted,

  
Joseph Burgess – Town Clerk

Approved by Board of Trustees: 7/6/2020

Washington Township

*Office of the Assessor*

**Mary Margaret Tamez**

Assessor

June 1, 2020

Township Meeting Notes:

- The Will County Supervisor of Assessments Office has let us know that the SB685 is on the Governor's desk and is hoped to be signed this week. This will allow the Senior Freeze and Disability Exemptions to be rolled to 2020 for anyone who qualified in 2019. Once this is signed, they will only be posting on social media and newspapers to inform the public. I am wondering your thoughts on sending a letter or postcard to all that applied in 2019 to let them know of the changes made.
- The property tax bills were mailed May 1<sup>st</sup> and since our last meeting, they have made changes to the dates due by adding four payments rather than two. The dates are now:
  - June 3<sup>rd</sup> ½ of the first installment is due.
  - August 3<sup>rd</sup> the remaining ½ of the first installment is due
  - September 3<sup>rd</sup> ½ of the second installment is due
  - November 3<sup>rd</sup> the remaining ½ of the second installment is due
- I have been working on all the field work via pictometry as best I can to keep the records up to date with additional amenities added to properties as well as demos. I have field staff that I am hoping to start in the next few weeks. I spoke with other Assessors and those that have been sending out their staff have not had a problem. They will practice social distancing.



G/A REPORT

NO DISBURSMENT

JANUARY, FEBRUARY, MARCH

APRIL – \$1283.52

May 28, 2020

NO DISBURSEMENT

30200 Town Center Rd  
Beecher, IL 60401

**Supervisor**

Michael Stanula

**Assessor**

Mary Tamez

**Highway Commissioner**

Jerry K. Meyer

**Clerk**

Joe Burgess

**Trustee**

Paul Goldrick

Tracy Heldt

Mark Herlitz

George Obradovich

**Washington Township Board Meeting  
June 1, 2020 - 7:00 pm  
Meeting Agenda**

**Call to Order / Roll Call**

**Pledge of Allegiance**

**Approval of Board Meeting Minutes Dated May 4, 2020**

**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 the 2020-2021 Town Budget
2. Consideration and Approval of the 2020-2021 Road District Budget
3. Bus Driver Using Township's Parking Lot

**New Business**

1. Consideration and Approval of Pending Zoning Applications
- 2.

**Payment of Bills**

Insurance Fund, Town Acct, Road District, General Assistance

**Upcoming Seminars and Meetings**

- July 6, 2020 – Monthly Board Meeting @ 7 pm

**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.**

Washington Township Board Meeting  
7:00 PM  
June 1, 2020

Guest Sign-in Sheet

PLEASE PRINT NAME	ADDRESS	Please CHECK here if you have Pubic Commentary
NONE		
Jul By 6/1/2020		

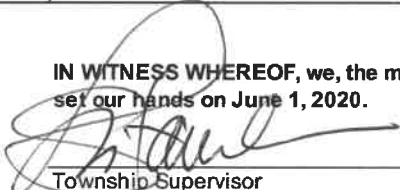
**Approved Claims - Board of Township Trustees  
Town Account**

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 1, 2020, 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
5507	5/8	Dahlberg Accounting Solutions	8320	Professional services (April 2020) - Inv # 263	\$750.00
5508	5/8	Township Supervisors of Illinois	8321	2020 Dues	\$35.00
5509	5/8	ComEd	8322	Electric bill - Acct # 4341116018 - Bill date 4/30/2020	\$229.10
5510	5/8	Spectrotel	8323	Phone service - Acct # 343999 - Inv # 9635524	\$201.10
5511	5/8	Martin Whalen	8325	Annual printer contract - Inv # 2358476	\$947.20
5512	5/8	Comcast	8326	Internet and Cable # 10295 - Bill date - 4/24/20	\$225.37
5513	5/11	BMS Lawn Care	8327	Lawn care services - Inv # 5408	\$90.00
5514	5/11	Beecher Hardware	8328	Building supplies - Inv # A206856	\$37.93
5515	5/12	AT&T Mobility	8329	Wireless charges - Inv #2872933840112X05092020	\$49.13
5516	5/18	Greater Chicago Food Depository	8330	Food Pantry donations	\$1,450.00
5517	5/21	Greater Chicago Food Depository	8331	Food Pantry donations	\$400.00
5518	5/22	Will County Treasurer	8332	Drainage District taxes	\$23.76
5519	5/22	S&K Security	8333	Replaced batteries in system - Inv # 126534	\$191.25
5520	5/22	Verizon Wireless	8334	Cellular phones - Acct # 485462600 / Inv # 9854088772	\$64.95
5521	5/22	NICOR	8335	Utilities gas - #55877029193 - Bill date - 5/12/20	\$111.01
5522	5/27	Dahlberg Accounting Solutions	8336	Professional services (May 2020) - Inv # 265	\$600.00
5523	5/15	Intuit Software	EFT	ACH payroll charges	\$21.25
5524	5/29	May Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$8,064.80
				<b>TOTAL ALL DISBURSEMENTS</b>	<b>\$13,491.85</b>

**IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on June 1, 2020.**

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

  
\_\_\_\_\_  
Trustee

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

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee



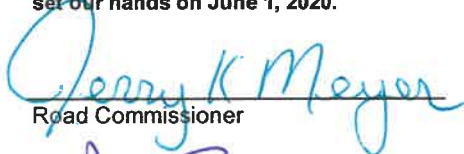
**Approved Claims - Board of Township Trustees  
Road & Bridge Account**

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 1, 2020, 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
8027	5/8	Dahlberg Accounting Solutions	8572	Professional services - Inv # 262	\$540.00
8028	5/8	ComEd	8573	Utilities - Acct #1659047007 - Bill date -4/30/20	\$141.12
8029	5/8	DeJong Equipment	8574	Parts - Inv # CR23030 / 23248 / 23317	\$127.08
8030	5/8	Village of Beecher	8575	Equipment Fuel - 4/1/20 to 4/30/20 - Inv # 633	\$1,078.65
8031	5/8	Surf Air Wireless	8576	Internet service - Inv # 320001	\$64.95
8032	5/8	Township Highway Commissioners of IL	8577	2020 Dues	\$60.00
8033	5/8	VCN Prairie LLC	8578	Stone - multiple invoices	\$1,121.80
8034	5/8	VCN Prairie LLC	8579	Stone - multiple invoices	\$1,406.88
8035	5/11	Cintas	8580	Uniforms - 4/1 to 4/30/20	\$668.65
8036	5/11	ATT	8581	Phone bill (946-6459) Inv # 7089466459-05 - Bill date - 5/1/20	\$135.10
8037	5/11	Beecher Hardware Inc.	8582	Supplies	\$79.73
8038	5/12	TOIRMA	8583	2020-2021 Insurance premium	\$16,497.52
8039	5/22	Verizon Wireless	8584	Phones - Acct # 687108624 - Inv # 9854106532	\$91.89
8040	5/22	Fratco Inc.	8585	Drainage supplies - Inv # 40155-2	\$84.32
8041	5/22	Gallagher Materials Corp.	8586	Asphalt cold patch - Inv # 14726	\$994.48
8042	5/22	NICOR	8587	Utilities - Gas - Acct #58285823769 - Bill date 5/14/20	\$193.07
8043	5/22	Beecher Post Office	8588	100 stamps	\$55.00
8044	5/26	ATT Mobility	8589	Wireless charges - Inv #287277639216X05232020	\$23.50
8045	5/27	Dahlberg Accounting Solutions	8590	Professional services - Inv # 266	\$525.00
8046	5/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2020-06	\$3,629.70
8047	5/29	May Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$29,279.03
<b>Total disbursements</b>					<b>\$56,797.47</b>

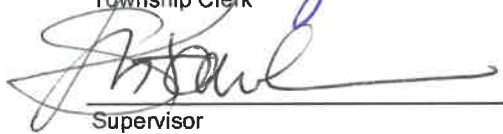
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on June 1, 2020.

  
Road Commissioner

  
Trustee

  
Township Clerk

Trustee

  
Supervisor

Trustee

Trustee