

Official Proceedings of the Washington Township Board of Trustees

July 6, 2020

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

Supervisor Mike Stanula called the meeting to order at 7:01 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: George Obradovich, Tracy Heldt, Mark Herlitz

Absent: Paul Goldrick

Other Officials present:

Clerk Joe Burgess and Road Commissioner Jerry Meyer

Approval of the Board of Trustees Meeting Minutes Dated June 1, 2020:

Supervisor Stanula asked if there were any corrections or additions to the June 1, 2020 Board meeting minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

Motion:

Trustee Heldt made a motion to approve the minutes of the June 1, 2020 Board meeting as presented. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Approval of Road District Budget Hearing Minutes Dated June 30, 2020:

Supervisor Stanula asked if there were any corrections or additions to the June 30, 2020 Road District 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 Road District Budget Hearing minutes dated June 30, as presented. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Approval of Town Account Budget Hearing Minutes Dated June 30, 2020:

Supervisor Stanula asked if there were any corrections or additions to the June 30, 2020 Town Account Budget Hearing minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

Motion:

Trustee Heldt made a motion to approve the Town Account Budget Hearing minutes dated June 30, as presented. Trustee Herlitz 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 – Highway Commissioner Jerry Meyer reviewed his written report (attached). Meyer said the new Ford pickup truck he ordered has arrived and he decided to lease the truck and will need a check to cover the first lease payment. Meyer also estimated the cost to replace the culvert on Kentucky Road at approximately \$10,000.
2. Assessor – No report, Assessor Mary Tamez was not in attendance.
3. Clerk – Clerk Burgess reported that at 6:45 PM today, there were three bid openings held for the Road District. Bids were received for road oil, asphalt and stone. One bid each was received for road oil and asphalt and two bids were received for stone. Commissioner Meyer will review the bids and decide if he will accept any of the bids.

The township will be holding Early Voting for the upcoming General Election to be held on November 3rd. Early Voting for Washington Township residents will be held Monday through Friday from 9 AM to 3 PM starting on Monday, October 19 and running until Friday, October 30. Burgess is expecting a large turnout and suggested adding an extra staff member to help during the early voting period.

4. Supervisor's Report – Supervisor Stanula indicated that there are several small leaks on the roof and the leaks are occurring around roof flashing and where there are penetrations through the roof for venting. The metal roof expands and contracts with the weather and over time, these penetrations must be re-flashed and properly sealed. Stanula received a quote from Total Roofing to repair the leaks and they split the quote between the repairs needed for Township's office roof and the Road District's garage roof. The cost to repair the township roof is \$1,980 and it will cost \$5,980 to repair the Road District's roof for a combined total of \$7,960. Road Commissioner Meyer said was in favor of repairing the leaks on the Road District roof. This item will be acted upon under new business.

The Township has received a quote from Servpro in the amount of \$560, to disinfect and protect the Washington Township Center for Covid-19 according to CDC specifications. An electrostatic application is applied to all surfaces and will kill the virus for up to seven days. This item will be discussed under new business.

Over the last several months, the recycling center has become a dumping ground for garbage. There are so many non-recyclables being dumped in the bins that they are contaminating the actual recyclable material, which potentially could cause all the materials to be taken to the dump and not to the sorting center. The problem has become so bad that the recycling company has warned the township that if it continues, the township could be fined as it occurs, or they will discontinue the recycling service. The recycling center is provided through Will County Green and they have even provided new signage, but it hasn't stopped the problem. Both Trustee Heldt and Obradovich agreed that spending taxpayer's money on fines, because people are abusing the service was unacceptable and if the problem isn't addressed or stopped, they would be in favor of eliminating the service.

5. Trustees Report – Trustee Obradovich reported that the Preservation Commission has not met and has no upcoming meetings scheduled at this time.

6. Transportation Report – The township’s Dial-A-Ride service and Will Ride are both suspended at this time. The Township received Will Ride bills for the months of January (41 trips), February (49 trips) and March (23 trips). The charges for the three months totaled \$2,305.38.
7. General Assistance Report – Supervisor Stanula reported there were no General Assistance disbursements or new applications received in June.

OLD BUSINESS:

1. Bus Driver Using Township’s Parking Lot – There was no action taken on this agenda item.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – There were no new zoning requests or applications to address.
2. Consideration and Approval of Roof Repairs at the Washington Township Center – This item was discussed during the Supervisor’s report. The Board had no additional questions or comments and Trustee Herlitz recommended that the roof be repaired.

MOTION:

Trustee Herlitz made a motion to approve the roof repairs at the Washington Township Center as per the quote from Total Roofing at a cost of \$7,960.00. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

3. Washington Township Covid-19 Cleaning Discussion – Stanula said due to the uncertainty of how long Covid-19 will continue to be a threat, a better option than paying for continued Covid cleanings may be for the township to consider purchasing our own equipment and chemicals and performing the treatments as needed. This option would also save the township thousands of dollars considering the cost of one application by an outside vendor and the number of applications that would be required during the pandemic.

Stanula said a small portable system costs approximately \$800, plus the cost of the chemicals and will cover approximately 2000 square feet. The system uses tablets that dissolve in water and a case of tablets is approximately \$165. There are larger systems available and a “back-pack” system is approximately \$2000 and covers up to 20,000 square feet. Stanula said there is training available on how to use the equipment and properly handle and apply the chemicals. The Board discussed the benefits of purchasing the system and Trustee Heldt believed purchasing the system was a good option and it could be used as needed and especially beneficial with Early Voting coming up in October. Supervisor Stanula will research the best system for the township’s application and request quotes.

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 Heldt made a motion to authorize payment of all applicable payroll, bills, debits and appropriate transfers for the Town Account totaling **\$12,385.06**. Trustee Herlitz 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 Obradovich made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits for the Road & Bridge Account totaling **\$30,827.33**. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Upcoming Seminars and Meetings

- **August 3** - Washington Township Board Meeting – 7 PM

Announcements:

None

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 7:33 pm.

Respectfully submitted,


Joseph Burgess – Town Clerk

Approved by Board of Trustees: 8/3/2020

Washington Township

Jerry K. Meyer

Highway Commissioner

July 6, 2020

To the Board of Trustees of Washington Township

- We are cold patching
- We have 3 miles of road turned back to stone and we are upgrading the base Delite Inn from Rout 1 to Cottage Grove and Kentucky from Western to Ashland
- We have to replace a big box culvert on Kentucky by Moldering's farm
- We are hauling stone on Delite Inn
- The new pickup is in doing paper work on it now
- Mowing is finished for the first time
- Tar and chip will be starting soon
-

*\$10,000 For
Culvert*

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


Jerry K. Meyer
Commissioner

Washington Township

Office of the Assessor

Mary Margaret Tamez

Assessor

July 6, 2020

Township Meeting Notes:

- The Will County Supervisor of Assessments Office has let us know that the SB685 was signed and has allowed the Senior Freeze and Disability Exemptions to be rolled to 2020 for anyone who qualified in 2019. The County mailed post cards to all that applied for the 2019 year June 30,2020.
- The field staff has caught up on all the fieldwork. I will be calling them in as needed throughout the summer.
- The 2020 assessment changes have been certified as of July 7,2020 in Will County. This gives the County time to process and apply our multiplier to send out the notices the end of July / beginning of August.

*Received
7/8/2020
Joe Bay*



G/A REPORT

NO DISBURSMENT

JANUARY, FEBRUARY, MARCH

APRIL – \$1283.52

May 28, 2020

NO DISBURSEMENT

No June, 2020

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

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 6, 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
5525	6/9	Beecher Post Office	8337	100 Stamps - Assessor's Office	\$55.00
5526	6/9	BMS Lawn Care	8338	Lawn care services - Inv # 5559	\$120.00
5527	6/9	Webfoot	8339	Annual Website maintenance agreement - Inv # 118430	\$600.00
5528	6/9	Comcast	8340	Internet and Cable # 10295 - Bill date - 5/24/20	\$223.33
5529	6/9	Quill Corporation	8341	Office supplies - Inv # 7206576	\$22.15
5530	6/9	Spectrotel	8342	Phone service - Acct # 343999 - Inv # 9681925	\$204.12
5531	6/9	S&K Security	8343	Monitoring fees - 6/1/20 to 8/31/20 - Inv # 126611	\$212.73
5532	6/9	Beecher Hardware	8344	Cleaning supplies - Inv # A206856	\$30.05
5533	6/9	ComEd	8345	Electric bill - Acct # 4341116018 - Bill date 6/1/2020	\$217.73
5534	6/9	Greater Chicago Food Depository	8346	Food Pantry donations	\$100.00
5535	6/23	Quill Corporation	8347	Office supplies - Inv # 7498569	\$22.47
5536	6/23	NICOR	8348	Utilities gas - #55877029193 - Bill date - 6/11/20	\$52.45
5537	6/23	Verizon Wireless	8349	Cellular phones - Acct # 485462600 / Inv # 9856133251	\$64.95
5538	6/23	The Vedette	8350	Publish Meeting Dates & Budget Hearing Notices - Inv #50495 - 50497	\$110.00
5539	6/23	Will-Ride	8351	Transportation Expense - Jan / Feb / Mar - 119 total trips	\$2,305.38
5540	6/23	FESCO	8352	Annual Fire Extinguisher inspections - Inv # 200081	\$235.80
5541	6/24	Midwest Glass & Mirror	8353	Install new "Covid-19" window in office - Inv # 1-29196	\$317.73
5542	6/26	June Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$7,491.17
TOTAL ALL DISBURSEMENTS					\$12,385.06

**IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on July 6, 2020.**


Township Supervisor


Township Clerk

Trustee

Trustee

Trustee

Trustee

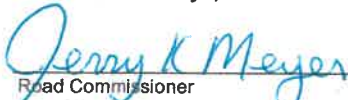
**Approved Claims - Board of Township Trustees
Road & Bridge Account**

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

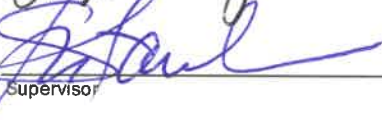
We the undersigned, comprising the Board of Trustees of
Washington Township, having duly met at the Clerks office on July 6, 2020, for the
purpose of auditing the Road & Bridge account, do hereby certify that the following claims or demands
against said township were presented, and examined, were allowed at said meeting, to wit:

Claim #	Date	To Whom Allowed	Ck #	Nature of Claim	Amount
8048	6/9	Tifco Industries	8591	Shop supplies - Inv # 71556050 & 71556909	\$207.90
8049	6/9	Will County Highway Commissioner Association	8592	2020 Dues	\$100.00
8050	6/9	Village of Beecher	8593	Equipment Fuel - 5/1/20 to 5/30/20 - Inv # 639	\$597.16
8051	6/9	ComEd	8594	Utilities - Acct #1659047007 - Bill date -6/30/20	\$144.85
8052	6/9	Surf Air Wireless	8595	Internet service - Inv # 332181	\$64.95
8053	6/9	R.P. Lumber	8596	Plastic culvert - Inv # 2005449752	\$86.98
8054	6/9	Beecher Hardware Inc.	8597	Building supplies - Inv # A208784 & A20993	\$55.96
8055	6/9	Gallagher Materials Corp.	8598	Asphalt cold patch - Inv # 15088	\$869.24
8056	6/9	Cintas	8599	Uniforms - 5/1 to 5/31/20	\$534.92
8057	6/9	ATT	8600	Phone bill (946-6459) Inv # 7089466459-05 - Bill date - 6/1/20	\$131.99
8058	6/9	VCN Prairie LLC	8601	Stone - Inv # 889498697 & 889476865	\$585.14
8059	6/9	M&K Truck Center	8602	Parts - Inv # 118774 SC	\$292.74
8060	6/23	ATT Mobility	8603	Wireless charges - Inv #287293840112X06092020	\$23.50
8061	6/23	FESSCO	8604	Annual Fire Extinguisher inspections - Inv # 200080	\$353.00
8062	6/23	The Vedette	8605	Publish Budget Hearing Notice - Inv #50498	\$50.00
8063	6/23	VCN Prairie LLC	8606	Stone - Multiple invoices	\$1,708.11
8064	6/23	Gallagher Materials Corp.	8607	Asphalt cold patch - Inv # 15174	\$1,006.88
8065	6/23	NICOR	8608	Utilities - Gas - Acct #58285823769 - Bill date 6/12/20	\$61.01
8066	6/23	Verizon Wireless	8609	Phones - Acct # 687108624 - Inv # 9856151033	\$166.87
8067	6/23	VCN Prairie LLC	8610	Stone - Multiple invoices	\$1,983.71
8068	6/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2020-07	\$2,417.33
8069	6/26	June Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$19,385.09
Total disbursements					\$30,827.33

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on July 6, 2020.


Road Commissioner


Township Clerk


Supervisor

Trustee

Trustee

Trustee

Trustee

[illegible]

**Washington Township Board Meeting
July 6, 2020 - 7:00 pm
Meeting Agenda**

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated June 1, 2020

Approval of Road District Budget Hearing Minutes Dated June 30, 2020

Approval of Town Account Budget Hearing Minutes Dated June 30, 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. Bus Driver Using Township's Parking Lot

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Consideration and Approval of Roof Repairs at the Washington Township Center
3. Washington Township Center Covid-19 Cleaning Discussion

Payment of Bills

Insurance Fund, Town Acct, Road District, General Assistance

Upcoming Seminars and Meetings

- **Aug. 3, 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.