

Official Proceedings of the Washington Township Board of Trustees

November 2, 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 **October** 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 October 5, 2020:

Supervisor Stanula asked if there were any corrections or additions to the October 5, 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 October 5, 2020 Board meeting as presented. Trustee Goldrick 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.
2. **Assessor** – Assessor Tamez reviewed her written report (attached). There were no questions regarding the Assessor's report.
3. **Clerk** – Clerk Burgess reported that 1,189 Washington Township Residents voted early between, Oct 19 - Oct 30, which was a record turnout for early voting in the township. Burgess said he heard nothing but positive comments from residents who voted early and publicly thanked Tammy Hitzelburger, Marisa Hawk & Tammy Contreras for doing a "great" job keeping the lines moving and continually sanitizing the areas during the voting process. The Fall newsletter was mailed in late October.
4. **Supervisor's Report** – Supervisor Stanula also thanked the Township's office staff and said he also heard many positive comments from residents that voted early.

The Hazardous Waste & Electronics Recycling event is scheduled for Saturday, November 14 at the Washington Township Center.

5. Trustees Report – Trustee Goldrick reported that the Food Pantry is serving an average of 60 families per month, which is near the same level before the Covid pandemic was declared.
6. Transportation Report – The Township’s Dial-A-Ride is still suspended at this time. There were no trips reported from Will Ride.
7. General Assistance Report – There were no General Assistance disbursements during October. Supervisor Stanula indicated that he was working on adjusting the General Assistance guideline thresholds and would be recommending raising the maximum payouts for Emergency Assistance “flat grants” to those residents who qualify. The proposed updates will be presented at an upcoming Board meeting.

OLD BUSINESS:

1. Consideration and Approval of 2020 Town Levy Ordinance - The Board reviewed the Town levy as presented. The Community Building Board has many projects scheduled in the coming year and the Board discussed raising their tax levy. Trustee Heldt recommended raising the Community Building levy to \$90,000 in 2020. Clerk Burgess was asked to update the levy with the change and present it at the December meeting. This change will not raise the overall total of the levy.
2. Consideration and Approval of 2020 Road District Levy Ordinance – There was no discussion on this item. The Board will review the levy during the December meeting.
3. Approval of Highway Commissioner’s Resignation – Supervisor Stanula asked for a motion to accept Highway Commissioner Jerry Meyer’s resignation. Trustee Obradovich recommended the motion be accepted “with regret”.

Motion:

Trustee Goldrick made a motion, with regret, to accept Road Commissioner Jerry Meyer’s resignation, effective October 31, 2020. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

4. Highway Commissioner Vacancy – Consideration and Approval to Fill Vacancy – Supervisor Stanula explained that the Board had 60-days to fill the Highway Commissioner’s position but believed there was a qualified candidate to assume the position and there was no reason to wait to fill the vacancy. Stanula recommended Road District Foreman, Michael R. Smith be considered to fill the Highway Commissioner’s vacancy.

Motion:

Trustee Goldrick made a motion, to appoint Michael R. Smith as the Washington Township Highway Commissioner, effective immediately. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Clerk Burgess completed an Appointment Warrant form and then administered the “Oath of Office” to Michael R. Smith, swearing him in as the new Washington Township Highway Commissioner, effective immediately.

5. Consideration and Approval of a Resolution Setting Compensation of Township Officials for The Four Year Term Beginning May 17, 2021 – The Board reviewed the proposed Compensation Resolution #20-01 and the comparison spreadsheet that compared the salaries of other Highway Commissioners within Will County. Currently, the township Highway Commissioner is making an annual salary of \$65,270 and the Township is paying 60% of his health benefits, not to exceed \$18,000 annually. Trustee Obradovich, citing the rising costs of health care, recommended that the Highway Commissioner’s health insurance compensation be based on a straight percentage of the premium and not be capped. He also suggested that the annual salary be lowered to under \$60,000.

During discussion it was noted that most employers are paying approximately 80% of their employee’s health care premiums, which would make the commissioner’s current rate of 60%, low in comparison.

Trustee Goldrick believed the commissioner’s role was a full-time position and the township needed to keep that in mind while setting compensation. Goldrick suggested setting the annual salary at \$55,000 and offering 100% insurance coverage. Trustee Obradovich believed paying for 100% of the insurance coverage was too high and suggested covering 80% of the health benefits. The Board then agreed to paying 80% of the health benefits and decided to set the salary at \$55,000 for 2021 and raising the salary by 3% per year, for the following three years. The increases would result in paying an annual salary of \$56,650 in 2022, \$58,350 in 2023 and \$60,100 in 2024.

MOTION:

Trustee Goldrick made a motion to approve Compensation Resolution #20-10 as presented, but with the following changes to the Highway Commissioner’s compensation. (1)

Washington Township will offer annually individual and/or family health care coverage, including a drug prescription plan, to the Highway Commissioner. Washington Township will pay 80% of the total cost of this health care benefit. The Highway Commissioner will be responsible for paying 20% of the total cost of the benefit. (2) The salary and compensation package for the Highway Commissioner shall be as follows, effective each of the following years: **\$55,000** from May 17, 2021-May 16, 2022; **\$56,500** from May 17, 2022-May 15, 2023; **\$58,350** from May 16, 2023-May 20, 2024 and **\$60,100** from May 21, 2024-May 18, 2025.

Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – There were no new zoning requests or applications to address.

PAYMENT OF BILLS:

Road & Bridge Bills

The board reviewed the Road District's October 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 from the Road & Bridge Account totaling **\$43,054.98**. 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. Trustee Obradovich questioned the Riverside Healthcare bill. Although, the Dial-a-Ride service is not running at this time, our driver is still required to go in for required DOT testing, as necessary.

MOTION:

Trustee Heldt made a motion to approve payment of all applicable payroll, bills, debits and appropriate transfers from the Town Account totaling **\$13,184.05**. Trustee Obradovich seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Upcoming Seminars and Meetings

- **December 7** - Washington Township Board Meeting

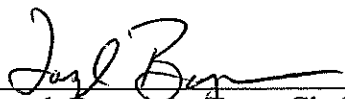
Announcements:

Trustee Obradovich asked about the upcoming township caucuses. The township caucuses will be held on the first Tuesday of December (Dec. 1, 2020). Clerk Burgess said he believed the caucuses would still be held as scheduled and anticipated they would follow Covid protocol as outlined by the CDC and the State of IL.

Adjournment:

Being no other business or discussion, Trustee Goldrick 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 **7:56 pm**.

Respectfully submitted,



Joseph Burgess - Town Clerk

Approved by Board of Trustees: 12/7/2020

Office of the Assessor

Mary Margaret Tamez

Assessor

November 2, 2020

Township Meeting Notes:

- There were a total of 10 appeals submitted with all but two having evidence submitted. I feel very good with the outcome at this time.
- The newsletter has brought phone calls leading to new applications for exemptions. It great to know that there are people reading and even better to let people file for exemptions they qualify for!
- The new exemption application totals:
 - 7 Senior Homestead Exemptions
 - 12 Senior Freeze Exemptions
 - 22 Certificates of Error
 - 1 Disabled Person Exemption
 - 2 Disabled Veterans Exemptions
 - 39 Home Improvement Exemptions

I can continue to take 2020 applications throughout the year however, corrections end this month.



G/A Report

No Disbursements Jan,

No Disbursement Feb

No Disbursement March

Disbursement for April

\$1,283.52

No Disbursement May

No disbursement June

30200 Town Center Rd No Disbursement July

Beecher, IL 60401 Disbursement for Aug
1,696.08

Supervisor

Michael Stanula No Disbursement for Sept.

Assessor

Mary Tamez No Disbursement Oct.

Highway Commissioner

Jerry K. Meyer

Clerk

Joe Burgess

Trustee

Paul Goldrick

Tracy Heldt

Mark Herlitz

George Obra

RESOLUTION #20-01

**SETTING COMPENSATION OF TOWNSHIP OFFICIALS
FOR THE FOUR-YEAR TERM BEGINNING MAY 17, 2021**

WASHINGTON TOWNSHIP; WILL COUNTY, ILLINOIS

WHEREAS, according to 60 ILCS 1/65-20, the compensation of township officers shall be set by the township board at least 180 days before the beginning of the terms of office.

WHEREAS, according to 60 ILCS 1/65-20, the compensation for the road district treasurer shall be fixed by the township board and shall be not less than \$100 or more than \$1,000 per year.

WHEREAS according to 605 ILCS 5/6-207, the compensation of the highway commissioner shall be fixed by the township board at an annual salary of not less than \$3,000 to be paid in equal monthly installments, or a per diem amount for each day he or she is necessarily employed in the discharge of official duties;

WHEREAS, according to 35 ILCS 200/2-70, the compensation the township assessor and collector shall be set by the township board at the same time the board sets the compensation of its township supervisor.

NOW THEREFORE, BE IT ORDAINED BY Board of Trustees of Washington Township that the compensation of the township officials for the four-year term beginning May 17, 2021 and ending May 18, 2025 (January 1, 2022 – January 1, 2026 for assessors and collectors) shall be as follows:

SECTION 1: Compensation Packages.

The salaries and compensation packages for the township officials shall be as follows:

Supervisor's Salary/Compensation:

The salary and compensation package for the Supervisor shall be as follows, effective each of the following years:

- May 17, 2021-May 16, 2022 - **\$10,350** / May 17, 2022-May 15, 2023 - **\$10,350**
- May 16, 2023-May 20, 2024 - **\$10,350** / May 21, 2024-May 18, 2025 - **\$10,350**

In addition, the Supervisor shall receive an ANNUAL salary in the amount of **\$1,000** for serving as the Road District Treasurer.

Township Clerk's Salary/Compensation:

The salary and compensation package for the Clerk shall be as follows, effective each of the following years:

- May 17, 2021-May 16, 2022 - **\$9,135** / May 17, 2022-May 15, 2023 - **\$9,135**
- May 16, 2023-May 20, 2024 - **\$9,135** / May 21, 2024-May 18, 2025 - **\$9,135**

Trustees Salary/Compensation:

The salary and compensation package for the Trustees shall be as follows, effective each of the following years:

- May 17, 2021-May 16, 2022 - \$3,200 / May 17, 2022-May 15, 2023 - \$3,200
- May 16, 2023-May 20, 2024 - \$3,200 / May 21, 2024-May 18, 2025 - \$3,200

Assessor's Salary/Compensation:

The salary and compensation package for the Assessor shall be as follows, effective January 1, 2022 – January 1, 2026:

- 2022 - \$32,300 / 2023 - \$32,300 / 2024 - \$32,300 / 2025 - \$32,300

Tax Collector's Annual Salary/Compensation:

- The salary and compensation package for the Tax Collector shall be zero.

Highway Commissioner's Salary/Compensation:

The salary and compensation package for the Highway Commissioner shall be as follows, effective each of the following years:

- May 17, 2021-May 16, 2022 - \$55,000 / May 17, 2022-May 15, 2023 - \$58,350
- May 16, 2023-May 20, 2024 - \$56,650 / May 21, 2024-May 18, 2025 - \$60,100
- Washington Township will offer annually individual and/or family health care coverage, including a drug prescription plan, to the Highway Commissioner. Washington Township will pay 80% of the total cost of this health care benefit. The Highway Commissioner will be responsible for paying 20% of the total cost of the benefit.
- Washington Township will offer annually, a life insurance program, to the Highway Commissioner as part of and set forth by the health care package.
- The Highway Commissioner will also receive an annual clothing allowance of \$1200.

SECTION 2: Other Compensation.

The following offices addition to the compensation outlined in **Section 1**, will receive the following benefits.

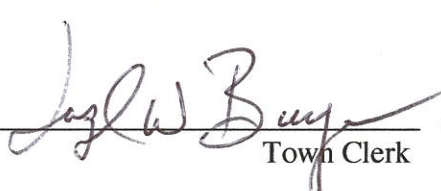
Supervisor, Clerk, Trustees, Assessor:

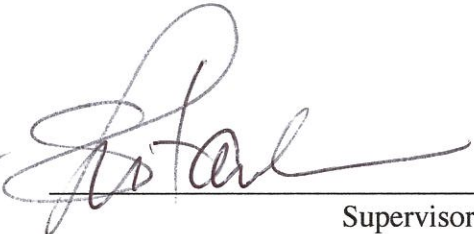
- IF the Township offers individual and/or family health care coverage, including a drug prescription plan; the Supervisor, Clerk, Trustees, Assessor of Washington Township may participate in the plan and will be required to pay 100% of the total cost of this health care benefit.

SECTION 3: Payment.

The salaries of the Township officials may be paid on a monthly, bi-monthly or semi-annual basis.

PASSED THIS 2th day of NOVEMBER 2020 by the Board of Trustees of Washington Township, Will County, Illinois.


Town Clerk


Supervisor



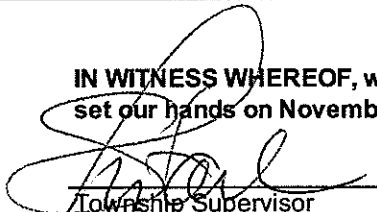
Approved Claims - Board of Township Trustees
Town Account

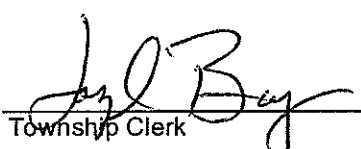
State of Illinois)
Will County) ss.
Washington Township)

We the undersigned, comprising the Board of Trustees of Washington Township, having duly met at the Township office on November 2, 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
5601	10/6	Dahlberg Accounting Solutions	8406	Professional services - Inv # 295	\$412.50
5602	10/6	The Vedette	8407	Publish Treasurer's Report - Inv # 51317	\$240.00
5603	10/6	Walt's Foods	8408	Supplies - Inv # 005084901050	\$59.83
5604	10/6	ComEd	8409	Electric bill - Acct # 4341116018 - Bill date 9/29/2020	\$314.62
5605	10/6	Village of Beecher	8410	Bus fuel - - 9/1 to 9/30/20 - Inv # 664	\$40.58
5606	10/6	Comcast	8411	Internet and Cable # 10295 - Bill date - 9/24/20	\$224.54
5607	10/6	Spectrotel	8412	Phone service - Acct # 343999 - Inv # 9870685	\$206.94
5608	10/6	Wholesale Brothers Inc.	8413	Handheld Fogger (Covid expense) - Inv # 4829-185	\$749.00
5609	10/6	Arthur VanBaren Family LP	8414	2019 Tax Reimbursement	\$780.00
5610	10/22	Tammy Contreras	8415	Reimbursement for mileage	\$10.90
5611	10/22	Riverside Workforce Health	8416	DOT drug screen - Inv # 83583	\$75.00
5612	10/22	NICOR	8417	Utilities gas - #55877029193 - Bill date - 10/9/20	\$42.07
5613	10/22	BMS Lawn Care	8418	Lawn care services - Inv # 6505	\$90.00
5614	10/22	Beecher Post Office	8419	Postage for Fall Newsletter - Inv # 20202951510400M1	\$572.03
5615	10/15	Intuit Software	EFT	ACH payroll charges	\$44.63
5616	10/30	October Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$9,321.41
				TOTAL ALL DISBURSEMENTS	\$13,184.05

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on November 2, 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 November 2, 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
8158	10/6	Dahlberg Accounting Solutions	8693	Professional services - Inv # 296	\$300.00
8159	10/6	Vardal Survey Systems	8694	Grade laser - Inv # 86698	\$90.00
8160	10/6	Lowell NAPA Auto Parts	8695	Parts - Inv # 133405 / 134562	\$123.14
8161	10/6	DeJong Equipment	8696	Battery - Inv # CR26980	\$128.99
8162	10/6	Village of Beecher	8697	Equipment Fuel - 9/1/20 to 9/30/20 - Inv # 663	\$1,316.52
8163	10/6	Gallagher Materials Corp.	8698	Asphalt cold patch - Inv # 16952	\$4,030.72
8164	10/6	ComEd	8699	Utilities - Acct #1659047007 - Bill date -9/29/20	\$211.86
8165	10/6	Bank of America	8700	Maintenance supplies	\$207.78
8166	10/6	Arthur VanBaren Family LP	8701	2019 Tax Reimbursement	\$1,820.00
8167	10/22	Gallagher Materials Corp.	8702	Asphalt cold patch - Inv # 17053	\$1,190.00
8168	10/22	Surf Air Wireless	8703	Internet service - Inv # 381899	\$64.95
8169	10/22	Fisher Research Labs	8704	Equipment repairs - Inv # 00348075	\$208.81
8170	10/22	Cintas	8705	Uniforms - 9/1 to 9/30/20	\$534.92
8171	10/22	ATT Mobility	8706	Wireless charges - Inv #287293840112X10092020	\$44.78
8172	10/22	Beecher Hardware Inc.	8707	Supplies - Inv # A218427 / 218947 / 219871	\$26.96
8173	10/22	Verizon Wireless	8708	Phones - Acct # 687108624 - Inv # 9864415564	\$73.59
8174	10/22	NICOR	8709	Utilities - Gas - Acct #58285823769 - Bill date 10/13/20	\$45.61
8175	10/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2020-11	\$2,417.33
8176	10/30	October Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$30,219.02
Total disbursements					\$43,054.98

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on November 2, 2020.

Road Commissioner

Township Clerk

Supervisor

Trustee

Trustee

Trustee

Trustee

November 2, 2020

Guest Sign-in Sheet

[illegible]

**Washington Township Board Meeting
November 2, 2020 - 7:00 pm
Meeting Agenda**

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated October 5, 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 2020 Town Levy Ordinance
2. Consideration and Approval of 2020 Road District Levy Ordinance
3. Approval of Highway Commissioner's Resignation
4. Highway Commissioner Vacancy – Consideration and Approval to Fill Vacancy
5. Consideration and Approval of A Resolution Setting Compensation Of Township Officials For The Four Year Term Beginning May 17, 2021

New Business

1. Consideration and Approval of Pending Zoning Applications

Payment of Bills

Town Acct, Road District, General Assistance

Upcoming Seminars and Meetings

- **December 7, 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.