

**Official Proceedings of the Washington Township Board of Trustees**  
**January 4, 2021**  
**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 **December** 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, Highway Commissioner Mike Smith and Assessor Mary Tamez

**Approval of the Board of Trustees Meeting Minutes Dated December 7, 2020:**

Supervisor Stanula asked if there were any corrections or additions to the December 7, 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 December 7, 2020 Board meeting as presented. Trustee Obradovich 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* – Commissioner Smith read his written report (attached). In addition to his report, Smith said the recycling area has been a mess lately as people are again dumping trash and other non-recyclable materials into the recycling bins. Smith said people are also driving around the locked front gate and to the back of the building to gain access to the bins after hours. The driver picking up the recyclables also complained about the garbage being dumped in the bins and has had the same issues in the past.
2. *Assessor* – Assessor Tamez reviewed her written report (attached). Tamez asked if the gate could be left open on the occasions when she stays late during the winter. It was decided to give her a gate key so she can come and go as necessary.
3. *Clerk* – Clerk Burgess reported that the 2020 Town and Road & Bridge Levies have been filed with the county clerk's office.

4. Supervisor's Report – Supervisor Stanula and Commissioner Smith discussed some ongoing issues with the township's generator not starting in the cold weather. Stanula said he received a call from a resident who said they could hear the generator's alarm for a couple of days. The generator was just serviced and a call will be made to have the vendor check the unit again.
5. Trustees Report – No reports.
6. Transportation Report – The Township's Dial-A-Ride is still suspended at this time. Will Ride did not send a report or bill this month.
7. General Assistance Report – Supervisor Stanula reported there were Emergency Assistance payouts in December totaling \$1,112.32.

Community Board Building Manager Teresa Peterson said the Community Hall Board is actively looking for a refrigerator and oven in the kitchen. However, our local vendors do not carry commercial appliances and orders placed to online vendors will only offer tailgate delivery and will not bring the equipment into the building.

#### **OLD BUSINESS:**

1. Consideration and Approval of General Assistance Updated Guidelines – Supervisor Stanula explained that the new Emergency Assistance guidelines would increase payouts by 5.2% and the minimum monthly income level was also adjusted as per the Income and Grant Standard chart he presented to the Board.

#### **MOTION:**

Trustee Heldt made a motion to approve the revised Emergency Assistance Program's revised "Income and Standards Chart" dated August 1, 2020. Trustee Herlitz 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:**

##### **General Assistance**

Per Supervisor Stanula's General Assistance report, there was a total of **\$1,112.32** in Emergency Assistance payments in December.

#### **MOTION:**

Trustee Herlitz made a motion to authorize payments totaling **\$1,112.32** from the General Assistance account as presented. Trustee Obradovich 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’s bills as prepared by Commissioner Mike Smith and presented by the Clerk.

**MOTION:**

Trustee Heldt made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits from the Road & Bridge Account totaling **\$18,192.50**. Trustee Herlitz 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. A BMS Lawncare bill received in December was for services performed in the late fall.

**MOTION:**

Trustee Heldt made a motion to approve payment of all applicable payroll, bills, debits and appropriate transfers from the Town Account totaling **\$10,954.89**. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

**Upcoming Seminars and Meetings**

- **February 1, 2021** - Washington Township Board Meeting

**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 **7:35 pm**.

Respectfully submitted,

  
 \_\_\_\_\_  
 Joseph Burgess - Town Clerk

Approved by Board of Trustees: 2/1/2021

# Washington Township

## Highway Department

30200 Town Center Dr.  
Beecher, Illinois 60401  
708-946-6459 Fax 708-946-6459

**Michael Smith Highway Commissioner**

1. We have had 4 snowfall events that have resulted in plowing/salting twice and just salting twice
2. We have used 100 tons of salt and we will begin receiving our salt order as needed.
3. Our new employee has learned his assigned route and has been trained for snow removal.
4. The solar farm project on corning road has been completed and the bond will be released.

*Michael Smith*

**Highway Commissioner**

# Office of the Assessor

Mary Margaret Tamez

Assessor

January 4, 2021

## Township Meeting Notes:

- We are now able to take applications for any people that are turning 65 in 2021. In our Supervisor of Assessment meeting that was held December 21, 2020 she let us know they are still working and waiting to make a decision on exemption renewals due to the interaction that takes place with seniors. As of now, it will likely be rolled over again. The final exemption application totals for NEW applicants in 2020 follows:
  - 8 Senior Homestead Exemptions
  - 14 Senior Freeze Exemptions
  - 22 Certificates of Error
  - 2 Disabled Person Exemption
  - 2 Disabled Veterans Exemptions
  - 39 Home Improvement Exemptions
  
- I am updating PAMS with all of the permits from the fall and making field check sheets for those needing to have additional value added to the assessments.
  
- I am continuing to update all of the properties from the field checks. These changes will be added as of 2021. Those that qualify for the Home Improvement Exemption will receive a letter in the mail with the change made.



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 No disbursement in Nov.**

Jerry K. Meyer Dis for Dec 1,012.32

**Clerk**

Joe Burgess

**Trustee**

Paul Goldrick

Tracy Heldt

Mark Herlitz

George Obra

# EMERGENCY ASSISTANCE PROGRAM

## INCOME AND GRANT STANDARD CHART

<u>Number of Person</u>	<u>Monthly Income Standard</u>	<u>Grant Level</u>
1	\$1685.00	\$445.00
2	\$1955.00	\$510.00
3	\$2165.00	\$580.00
4	\$2525.00	\$645.00
5	\$2835.00	\$730.00
6	\$2985.00	\$800.00
7	\$3150.00	\$840.00
8	\$3315.00	\$865.00
9	\$3485.00	\$910.00
10	\$3830.00	\$940.00

Family more than 10 continue with 3% increments

Revised 08/01/2020

\*5.2% based on USinflationcalculator.com (2017-2020)

**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 January 4, 2021, 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
8194	12/3	Dahlberg Accounting Solutions	8725	Professional services - Inv # 311	\$300.00
8195	12/3	Bank of America	8726	AT&T & Shoup Manufacturing charges	\$68.95
8196	12/3	Beecher Post Office	8727	100 stamps	\$55.00
8197	12/4	ComEd	8728	Utilities - Acct #1659047007 - Bill date - 12/1/20	\$167.52
8198	12/4	Napa Auto Parts	8729	Parts - Inv # 137821	\$49.46
8199	12/10	Cintas	8730	Uniforms - 11/1 to 11/30/20	\$299.32
8200	12/10	Surf Air Wireless	8731	Internet service - Inv # 407414	\$64.95
8201	12/10	Village of Beecher	8732	Equipment Fuel - 11/1/20 to 11/30/20 - Inv # 677	\$1,064.84
8202	12/14	ATT	8733	Wireless charges - Inv #287293840112X12092020	\$292.19
8203	12/14	Airgas USA	8734	Cylinder rentals - Inv # 9975987340	\$290.14
8204	12/22	Beske Agricultural Chemicals	8735	Chemicals - Inv # 45529	\$30.00
8205	12/22	Verizon Wireless	8736	Phones - Acct # 687108624 - Inv # 9868627531	\$165.20
8206	12/22	VCN Prairie LLC	8737	Stone - Inv # 8896-665566	\$90.95
8207	12/22	Bank of America	8738	AT&T & Shoup Manufacturing charges	\$68.95
8208	12/22	ATT	8739	Phone - Acct # 70894664596192 Inv #X12012020	\$49.78
8209	12/24	Village of Beecher	EFT	RB Health Insurance - Inv # 2020-12	\$2,417.33
8210	12/24	December Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$12,717.92
<b>Total disbursements</b>					<b>\$18,192.50</b>

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on January 4, 2021.

  
Road Commissioner

  
Trustee

  
Township Clerk

Trustee

  
Supervisor

Trustee

Trustee



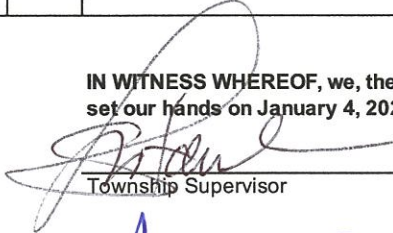
**Approved Claims - Board of Township Trustees  
Town Account**

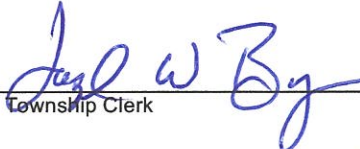
State of Illinois )  
Will County ) ss.  
Washington Township )

We the undersigned, comprising the Board of Trustees of  
Washington Township, having duly met at the Township office on January 4, 2021, 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
5634	12/3	Dahlberg Accounting Solutions	8435	Professional services - Inv # 312	\$375.00
5635	12/3	Spectrotel	8436	Phone service - Acct # 343999 - Inv # 9967251	\$203.50
5636	12/3	S&K Security	8437	Monitoring fees - 12/1/20 to 2/28/21 - Inv # 128993	\$212.73
5637	12/3	Quill Corporation	8438	Office supplies - Inv # 12515261 / 12504441	\$280.78
5638	12/3	Walt's Foods	8439	Supplies - Acct # 000009462026	\$11.96
5639	12/3	Tammy Hitzelburger	8440	Reimbursement for mileage	\$13.08
5640	12/3	Dura-Tech Enterprises	8441	Professional Services (Assessor's email) - Inv # 119765	\$31.25
5641	12/3	Kankakee Daily Journal	8442	Published Republican Caucus Notice - Inv # 113020	\$89.28
5642	12/3	Greater Chicago Food Depository	8443	Food Pantry donations	\$178.00
5643	12/3	Beecher Post Office	8444	100 stamps	\$55.00
5644	12/3	Comcast	8445	Internet and Cable # 10295 - Bill date - 11/24/20	\$224.30
5645	12/10	ComEd	8446	Electric bill - Acct # 4341116018 - Bill date 12/1/2020	\$277.07
5646	12/10	Tammy Hitzelburger	8447	Reimbursement for mileage - Toys For Tots - Joliet	\$42.51
5647	12/10	Greater Chicago Food Depository	8448	Food Pantry donations (K Meyer donations)	\$250.00
5648	12/14	Greater Chicago Food Depository	8449	Food Pantry donations (K Boland-Prom donations)	\$200.00
5649	12/14	BMS Lawn Care	8450	Lawn care services - Inv # 6823	\$30.00
5650	12/14	NICOR	8451	Utilities gas - #55877029193 - Bill date - 12/10/20	\$152.29
5651	12/14	Washington Township Community Building	8452	Hall rental for Republican Caucus	\$75.00
5652	12/15	Verizon Wireless	8453	Cellular phones - Acct # 485462600 / Inv # 9868609303	\$49.07
5653	12/22	Metro Power Inc.	8454	Annual PM service on generator - Inv #13078	\$734.05
5654	12/22	Joe Burgess	8455	Reimbursement for postage & plaque (Jerry Meyer)	\$53.73
5655	12/15	Intuit Software	EFT	ACH payroll charges	\$21.25
5656	12/24	December Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$7,395.04
<b>TOTAL ALL DISBURSEMENTS</b>					<b>\$10,954.89</b>

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on January 4, 2021.

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

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

  
\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

Washington Township Board Meeting  
7:00 PM  
January 4, 2021

Guest Sign-in Sheet

PLEASE PRINT NAME	ADDRESS	Please CHECK here if you have Pubic Commentary
Teresa Peterson	532 Willow Ln Beecher	

**Washington Township Board Meeting  
January 4, 2021 - 7:00 pm  
Meeting Agenda**

**Call to Order / Roll Call**

**Pledge of Allegiance**

**Approval of Board Meeting Minutes Dated December 7, 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 General Assistance Updated Guidelines
- 2.

**New Business**

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

**Payment of Bills**

Town Acct, Road District, General Assistance (as required)

**Upcoming Seminars and Meetings**

- February 1, 2021 – 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.**