

Official Proceedings of the Washington Township Board of Trustees
February 1, 2021
Washington Township Center
30200 Town Center Road, Beecher, IL

Supervisor Mike Stanula called the meeting to order at **7:09 p.m.** to pay bills for the month of **January** 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

Absent: Paul Goldrick, George Obradovich

Other Officials present:

Clerk Joe Burgess and Assessor Mary Tamez

Approval of the Board of Trustees Meeting Minutes Dated January 4, 2021:

Supervisor Stanula asked if there were any corrections or additions to the January 4, 2021 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 January 4, 2021 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.

Public Commentary:

None

Reports:

1. *Road Commissioner* – Commissioner Smith was unable to attend the meeting but left a written report (attached). Supervisor Stanula read his report to the Board and there was no discussion regarding his report.
2. *Assessor* – Assessor Tamez reviewed her written report (attached). Tamez said a new subdivision has been recorded in Washington Township but she did not know where the subdivision was located at this time. The 2020 sales spreadsheets she distributed to the Board did not include “invalid sales”, which includes property that was inherited by individuals, family to family sales or bank owned property. The County is offering property owners the ability to pay their taxes over four installments again this year. The payments will be due on June 3, August 3, September 3 and November 3.
3. *Clerk* – Clerk Burgess reported his office will be offering early voting for the Consolidated Election to be held in April. Early Voting will be conducted Monday through Friday from 9 a.m. to 3 p.m. beginning on March 22 until April 2. Voting will also be offered on Saturday, March 27 from 9 a.m. to noon.

The 2020 Annual Town meeting has been rescheduled for March 9 at 7 p.m. at the Washington Township Center. The agenda was originally approved in March of 2020 and has not changed. The meeting was cancelled last year because of the Covid pandemic.

4. Supervisor's Report – Supervisor Stanula received an email requesting that the township install signage listing the “hours of operation” of the recycling center. The Board agreed to keep the current hours of 9am – 3pm from Monday through Friday and a sign will be ordered for the gate.

Trustee Heldt asked about the generator issues that were brought up during last month's meeting and Supervisor Stanula reported that there were no further issues with the generator.

5. Trustees Report – No reports.
6. Transportation Report – The Township's Dial-A-Ride is still suspended at this time. Will Ride reported eight trips in October for township residents.
7. General Assistance Report – There were no General Assistance disbursements during January.

OLD BUSINESS:

None

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 2021-22 Meeting Date – The Board reviewed the attached meeting date schedule for the 2021-22 fiscal year. The Board had no concerns with the schedule as presented.

MOTION:

Trustee Heldt made a motion to approve the Washington Township 2021-22 meeting date schedule as presented. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote

PAYMENT OF BILLS:

Road & Bridge Bills

The board reviewed the Road District's bills as prepared by Commissioner Mike Smith and presented by the Clerk. A bill from Gonzalo Marin was for indoor storage space, which is used to store township equipment during the winter months.

MOTION:

Trustee Herlitz made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits from the Road & Bridge Account totaling **\$27,290.11**. 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 reviewed by the Supervisor and presented by the Clerk.

MOTION:

Trustee Heldt made a motion to approve payment of all applicable payroll, bills, debits and appropriate transfers from the Town Account totaling **\$9,583.66**. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Supervisor Stanula explained Accountant Mark Dahlberg reviewed the Will County's tax disbursements to the appropriate Township funds and made a few fund transfers to ensure the funds deposited into the township accounts matched the levy sheet as prepared by the county. These transfers are necessary because the county will only deposit funds in a limited number of bank accounts and additional funds typically get deposited into the Town Account, which creates the need to make the adjustments.

Upcoming Seminars and Meetings

- **March 1, 2021** - Washington Township Board Meeting – 7pm
- **March 9, 2021** – 2020 Annual Town Meeting – 7 pm

Announcements: None

Adjournment:

Being no other business or discussion, Trustee Heldt made a motion to adjourn. Trustee Herlitz seconded the motion. Being no discussion and after being unanimously approved by voice vote, the Board Meeting adjourned at **7:38 pm**.

Respectfully submitted,



Joseph Burgess Town Clerk

Approved by Board of Trustees: 3/1/21

Washington Township

Highway Department

30200 Town Center Dr.

Beecher, Illinois 60401

708-946-6459 Fax 708-946-6459

Michael Smith Highway Commissioner

1. There have been 4 snowfall events since the last meeting.
2. 3 events were minor but resulted in the use of 130 tons of salt total.
3. The most recent event was major and resulted in almost 36 hours of labor and 80 tons of salt.

Michael Smith

Highway Commissioner

Office of the Assessor

Mary Margaret Tamez

Assessor

February 1, 2021

Township Meeting Notes:

- I have finalized the sales spreadsheets and have emailed them to the board. If they have any questions, please let me know.
- I have started making assessment changes for the properties that I have been working on since our closing of the books in July. This work will include home improvement exemptions, permits, and reductions after working with a homeowner.
- We have started to get calls and receive applications for the Senior Exemption for those that turn 65 this year. These forms are also on the Will County Supervisor of Assessments website. www.willcountysoa.com.
- There is mapping ready to be picked up. This is all of the divisions, consolidations and subdivisions. I will be picking them up this week to get working on those.
- The Will County Treasurer has added two additional payment options for the real estate tax bill. They are now splitting the property tax payments into 25% and they will be due 6/3, 8/3, 9/3, and 11/3. It is stated this will be for the 2021 year only and we will return to the original dates for 2022. This will then change the disbursements for all of the taxing bodies. Interim distribution dates include: June 17; July 15; August 12; September 9; October 7; November 4; December 2; and December 30.

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

Jan 2021 No Disbursements

Trustee

Paul Goldrick

Tracy Heldt

Mark Herlitz

George Obra

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 February 1, 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
8211	1/4	Walt's Foods	8740	Building supplies - Inv # 003062801307	\$58.99
8212	1/4	Gonzalo Marin	8741	Shed rental - Inv. Dated 1228/20 - six months storage	\$1,725.00
8213	1/4	NICOR	8742	Utilities - Gas - Acct #58285823769 - Bill date 12/11/20	\$307.45
8214	1/4	DeJong Equipment	8744	Parts - Inv # CR29031	\$62.10
8215	1/4	Verizon Wireless	8745	Phones - Acct # 687108624 - Inv # 9866515530	\$82.75
8216	1/15	ComEd	8746	Utilities - Acct #1659047007 - Bill date - 1/4/21	\$165.49
8217	1/15	ATT Mobility	8747	Wireless charges - Inv #287293840112X01092021	\$49.78
8218	1/15	Dahlberg Accounting Solutions	8748	Professional services - Inv # 9	\$300.00
8219	1/15	Cintas	8749	Uniforms - 12/1 to 12/30/20	\$335.91
8220	1/15	Village of Beecher	8750	Equipment Fuel - 12/1/20 to 12/31/20 - Inv # 684	\$653.40
8221	1/15	Beecher Hardware	8751	Supplies - Inv # A226023	\$32.34
8222	1/15	Prairie Disposal	8752	Jan - June, 2021 refuse service Inv # 87961	\$312.00
8223	1/15	ATT	8753	Phone - Acct # 7089466459-619-2 Inv # 7089466459-01	\$292.19
8224	1/15	Surf Air Wireless	8754	Internet service - Inv # 420506	\$64.95
8225	1/15	Verizon Wireless	8755	Phones - Acct # 687108624 - Inv # 9870746954	\$82.83
8226	1/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2021-02	\$3,987.07
8227	1/22	December Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$18,777.86
Total disbursements					\$27,290.11

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on February 1, 2021.

Road Commissioner


Township Clerk


Supervisor

Trustee

Trustee

Trustee

Trustee

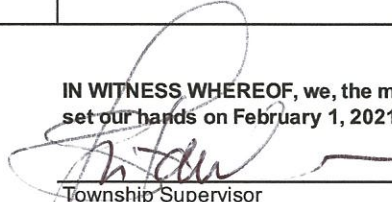
Approved Claims - Board of Township Trustees
Town Account

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 February 1, 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
5657	1/4	Spectrotel	8456	Phone service - Acct # 343999 - Inv # 10015393	\$212.07
5658	1/4	Comcast	8457	Internet and Cable # 10295 - Bill date - 12/24/20	\$255.28
5659	1/4	Greater Chicago Food Depository	8458	Food Pantry donations	\$612.00
5660	1/15	Greater Chicago Food Depository	8459	Food Pantry donations	\$220.00
5661	1/15	Will-Ride	8460	Transportation Expense - Oct. - 8 total trips	\$198.32
5662	1/15	ComEd	8461	Electric bill - Acct # 4341116018 - Bill date 1/4/21	\$275.92
5663	1/15	Dahlberg Accounting Solutions	8462	Professional services - Inv # 7	\$375.00
5664	1/15	Beecher Florist	8463	Flowers (Burgess) - Inv. Dated 1/1/21	\$50.00
5665	1/15	Verizon Wireless	8464	Cellular phones - Acct # 485462600 / Inv # 9870728707	\$59.82
5666	1/15	ComEd	8465	Annual Aggregation billing - Acct # 1171050044	\$127.00
5667	1/15	Intuit Software	EFT	ACH payroll charges	\$21.25
5668	1/22	December Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$7,177.00
TOTAL ALL DISBURSEMENTS					\$9,583.66

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on February 1, 2021.



Township Supervisor



Township Clerk

Trustee

Trustee

Trustee

Trustee

**Washington Township Board Meeting
February 1, 2021 - 7:00 pm
Meeting Agenda**

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated January 4, 2021

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.

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Consideration and Approval of 2021-22 Meeting Dates

Payment of Bills

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

Upcoming Seminars and Meetings

- **March 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.

