

Official Proceedings of the Washington Township Board of Trustees

March 1, 2021

**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 **February** 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, Paul Goldrick, George Obradovich **Absent:** None

Other Officials present:

Clerk Joe Burgess, Assessor Mary Tamez and Highway Commissioner Mike Smith

Approval of the Board of Trustees Meeting Minutes Dated February 1, 2021:

Supervisor Stanula asked if there were any corrections or additions to the February 1, 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 February 1, 2021 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** – Commissioner Smith reviewed his written report (attached). Smith said the winning fuel bid, which was requested by the Village of Beecher, was \$.23 cheaper per gallon of gas than all other bids.

The Road District ordered 600 tons of salt for 2021 and has only received 80% of that total to date, but Smith plans on taking delivery on the balance in a few weeks. Trustee Heldt asked if the district has considered using stone chips instead of salt to treat icy roads. Smith said chips would be cheaper, but there not as effective as quickly as salt and township residents are used to salted roads, so it would be a change the residents may not care for. Smith did say mixing chips with salt is an option that would be effective and cheaper in the long run.

2. **Assessor** – Assessor Tamez reviewed her written report (attached). In addition to her report, Tamez said she expected the County to auto renewal all exemptions again in 2021.

3. Clerk – Clerk Burgess indicated the township would follow Covid protocols for the upcoming early voting for the Consolidated Election. The township will have a full-time person on staff during early voting to clean all surfaces after someone votes and additional staff would be added to speed up the voting process to reduce any possible congestion while waiting to vote.
4. Supervisor's Report – Supervisor Stanula said the number of non-recyclable items being left at the Recycling Center continues to grow and is creating problems for our vendor and is costing the township money to clean up the mess and properly dispose of those items. The Township has asked for residents to follow recycling procedures in the newsletter, posted signage and has posted the issues on social media but it hasn't helped. It was suggested that the township eliminate the recycling bins and consider offering refuse service for unincorporated residents that would include recycling bins with standard garbage pickup. This would require a referendum, but it gives those residents the opportunity to make that decision. The discussion will continue next month.
5. Trustees Report – Paul Goldrick reported the following activity from the Food Pantry for 2020. The pantry distributed 30,000 pounds of food, served 977 families and 3077 individuals and received \$3,915 in donations while spending \$2,102. The family and individuals served were both up over 100% compared to 2019. Goldrick thanked everyone who contributed food and cash to the pantry in 2020.
6. Transportation Report – The Township's Dial-A-Ride is still suspended at this time. Will Ride reported two trips in November for township residents.
7. General Assistance Report – As discussed last month, accountant Mark Dahlberg transferred \$10,398.69 between funds to ensure all tax dollars received were properly divided to the correct accounts to ensure the funds deposited matched the levy sheet as prepared by the county.

Community Building Board Manager Teresa Peterson told the Board that the new commercial stove and refrigerator has been delivered to the Community Building.

OLD BUSINESS:

There was no old business. The agenda indicated there was to be a discussion on the 2021-22 meeting dates, however those dates were approved at the February 1 meeting.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – There were no new zoning requests or applications to address.
2. Consideration to Open the Closed Executive Session Minutes Dated March 23, 2010 – See agenda item #6.

3. Consideration to Open the Closed Executive Session Minutes Dated January 7, 2013 – See agenda item #6.
4. Consideration to Open the Closed Executive Session Minutes Dated July 1, 2013 – See agenda item #6.
5. Consideration to Open the Closed Executive Session Minutes Dated February 3, 2014 – See agenda item #6.
6. Consideration to Open the Closed Executive Session Minutes Dated January 4, 2016 - The Board determined that all the closed minutes as listed should remain closed and only one motion be made that would include all the minutes under consideration.

MOTION:

Trustee Heldt made a motion that the Closed Session minutes dated March 23, 2010, January 7, 2013, July 1, 2013, February 3, 2014 and January 4, 2016 remain closed to the public. Trustee Goldrick seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

7. Consideration and Approval of the 2021 Annual Town Meeting Agenda – Clerk Burgess received no agenda item requests from the public prior to the March 1 deadline and the proposed Town Meeting agenda could now be approved by the Board. The 2021 Annual Town Meeting is scheduled for April 13 at 7 PM at the Washington Township Center.

MOTION:

Trustee Heldt made a motion to approve the proposed 2021 Annual Town Meeting Agenda as presented. Trustee Goldrick seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

8. Consideration and Approval of 2021-2022 Town Budget – Clerk Burgess will begin working on a draft copy of the 2021-22 town budget. The budget must be approved before June 30, 2021.
9. Consideration and Approval of 2021-2022 Road District Budget – Commissioner Smith will begin working on a draft copy of the 2021-22 Road District budget. The budget must be approved before June 30, 2021.
10. Upgrade Townships Server & Network Hardware – The computer system at the township center is becoming more problematic and may need to be replaced. The network is taking longer and longer to “boot up” and our accountant has experienced many issues while trying to logon remotely. Supervisor Stanula will talk to our vendor and look for solutions to either repair or replace the system.
11. Township Server Room Electrical Upgrades – As the Township’s technology demands have increased, the server room for the network is in need of additional electrical outlets to properly and safely plug in all the necessary components. The upgrades will ensure power strips and extension cords are not being used and all fire codes are followed. Supervisor Stanula will research and schedule a vendor to complete the upgrades.

PAYMENT OF BILLS:

General Assistance Bills

General Assistance disbursements totaled \$10,398.69.

MOTION:

Trustee Goldrick made a motion to authorize payment of all appropriate transfers from the General Assistance Account totaling **\$10,398.69**. 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 Goldrick made a motion to approve payment of all applicable payroll, bills, debits and appropriate transfers from the Town Account totaling **\$10,055.68**. 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 Goldrick made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits from the Road & Bridge Account totaling **\$41,532.30**. 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

- **March 9, 2021** – 2020 Annual Town Meeting – 7 pm
- **March 29, 2021** - Washington Township Board Meeting – 7pm

Announcements: None

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 **7:42 pm**.

Respectfully submitted,



Joseph Burgess – Town Clerk

Approved by Board of Trustees: 3/29/21

Washington Township

Highway Department

30200 Town Center Dr.

Beecher, Illinois 60401

708-946-6459 Fax 708-946-6459

Michael Smith Highway Commissioner

- 1- Co Alliance won the fuel bid. FS has a small amount left on their contract then we will be making the switch. Co Alliance will be installing electronic monitors on both pumps.
- 2- We have received 120 tons of our remaining 280 tons of salt. The rest will be delivered next week.
- 3- We have taken our 1988 Mack out of service to repair and update the rear brakes. Some of the parts were unavailable so we made the decision to update the components.
- 4- Now that the roads have begun to thaw we have had a patching crew out daily. If the stone roads dry out mid week we will be tending to them as they will need to be graded and rolled.

Michael Smith

Highway Commissioner

Office of the Assessor

Mary Margaret Tamez

Assessor

March 1, 2021

Township Meeting Notes:

- I have continued 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. The current totals of applications are:
 - Disabled Person Exemption – 3
 - Certificate of Error – 2
 - Home Improvement Exemption – 1
 - Senior Freeze – 2
 - Senior Homestead Exemption – 4

We still do not have a final decision on the auto renew of the exemptions. I will continue to keep everyone updated as soon as I am aware.

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

Feb 2021 no Disbursements

Transfer of FUNDS.

10,398.69

**Washington Township
2021 Annual Town Meeting
April 13, 2021 – 7:00 PM
Agenda**

1. Call to Order – (Clerk)
2. Pledge of Allegiance
3. Welcome
4. Election of Meeting Moderator
5. Clerk Administers “Oath of Moderator” to Moderator
6. Approval of Minutes from 2020 Annual Town Meeting
7. Clerk presents Supervisor’s Annual Financial Statements
 - Road & Bridge
 - Town Account
 - General Assistance
 - County Aid Bridge
 - Community Building
 - Culvert Account
 - Insurance Fund
8. Set Hour for 2022 Annual Town Meeting
9. Consider Motion to Pay Meeting Moderator
10. Motion to Adjourn

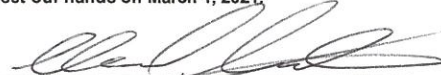
**Approved Claims - Board of Township Trustees
Road & Bridge Account**

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

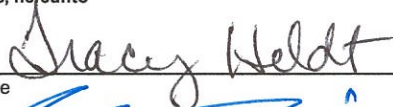
We the undersigned, comprising the Board of Trustees of
Washington Township, having duly met at the Clerks office on March 1, 2021, for the
purpose of auditing the Road & Bridge account, do hereby certify that the following claims or demands
against said township were presented, and examined, were allowed at said meeting, to wit:

Claim #	Date	To Whom Allowed	Ck #	Nature of Claim	Amount
8228	2/3	M&K Truck Center	8758	Parts - Inv # 132796 SC	\$78.96
8229	2/3	Gallagher Materials Corp.	8759	Asphalt cold patch - Inv # 18297	\$996.96
8230	2/3	NICOR	8760	Utilities - Gas - Acct #58285823769 - Bill date 1/13/21	\$433.59
8231	2/3	Bank of America	8761	Anti-virus software	\$46.66
8232	2/3	Cargill, Inc.	8762	Salt - Inv # 2905955869 / 2905952747	\$9,938.73
8233	2/3	Great Lakes Distributing Inc.	8763	Truck washing supplies - Inv # 210003	\$182.25
8234	2/3	Dahlberg Accounting Solutions	8764	Professional services - Inv # 15	\$549.67
8235	2/3	DeJong Equipment	8765	Parts - Inv # CR 29460	\$247.95
8236	2/3	Village of Beecher	8766	Equipment Fuel - 1/1/21 to 1/31/21 - Inv # 689	\$1,391.84
8237	2/3	NAPA Auto Parts	8756	Parts & supplies - Inv # 140562 / 141863	\$102.47
8238	2/3	R.P. Lumber	8757	Supplies - Inv # 2012-285714 / 2101-301963 / 2101-399820	\$130.84
8239	2/24	MK Truck Center	8767	Parts - Inv # 12156SCS	\$19.60
8240	2/24	ATT Mobility	8768	Wireless charges - Inv #287293840112X02092021	\$60.34
8241	2/24	Beecher Hardware	8769	Supplies - Multiple Invoices	\$88.35
8242	2/24	ComEd	8770	Utilities - Acct #1659047007 - Bill date - 2/2/21	\$182.82
8243	2/24	Cintas	8771	Uniforms - 1/1 to 1/31/21	\$278.93
8244	2/24	Surf Air Wireless	8772	Internet service - Inv # 433463	\$64.95
8245	2/24	Tifco Industries	8773	Supplies - Inv # 71628550	\$411.72
8246	2/24	Township Officials of IL	8774	Drivers License checks	\$30.00
8247	2/24	NICOR	8775	Utilities - Gas - Acct #58285823769 - Bill date 2/11/21	\$510.82
8248	2/24	East Central Hwy Commissioners Assoc.	8776	2021 Dues	\$40.00
8249	2/24	Township Highway Commissioner's of IL	8777	2021 Dues	\$60.00
8250	2/24	Will Township Road District	8778	Purchased Culvert Pipe 60" x 40'	\$3,320.00
8251	2/24	ATT	8779	Phone - Acct # 7089466459-619-2 Inv # 7089466459-02	\$316.31
8252	2/24	Murray Overhead Doors	8780	Garage door repairs - Inv # 40704	\$281.25
8253	2/24	Cintas	8781	Medical supplies - Inv # 5045698230	\$113.31
8254	2/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2021-03	\$3,202.20
8255	2/24	February Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$18,451.78
Total disbursements					\$41,532.30

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



Road Commissioner

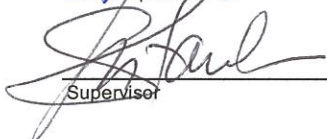


Trustee



Township Clerk

Trustee



Supervisor

Trustee

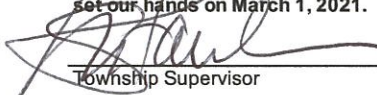
**Approved Claims - Board of Township Trustees
Town Account**

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 March 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
5669	2/3	Quill Corporation	8466	Office supplies - Inv #13735338	\$146.33
5670	2/3	NICOR	8467	Utilities gas - #55877029193 - Bill date - 1/12/21	\$226.63
5671	2/3	Spectrotel	8468	Phone service - Acct # 343999 - Inv # 100676990	\$205.47
5672	2/3	Comcast	8469	Internet and Cable # 10295 - Bill date - 1/24/21	\$255.80
5673	2/3	Wall's Foods	8470	Supplies - Inv # 005090731057	\$62.48
5674	2/3	Dahlberg Accounting Solutions	8471	Professional services - Inv # 14	\$687.08
5675	2/4	Will-Ride	8472	Transportation Expense - Nov. - 2 total trips	\$15.47
5676	2/4	Greater Chicago Food Depository	8473	Food Pantry donations	\$200.00
5677	2/24	The Vedette	8474	Publish 2020 Town Meeting & 2021-22 Meeting Dates Inv # 52726 / 52727	\$155.00
5678	2/24	Verizon Wireless	8475	Cellular phones - Acct # 485462600 / Inv # 9872839684	\$59.82
5679	2/24	NICOR	8476	Utilities gas - #55877029193 - Bill date - 2/10/21	\$461.75
5680	2/24	Quill Corp.	8477	Office supplies	\$86.34
5681	2/24	Staples	8478	Clerk's Office supplies - Inv #274752891	\$110.49
5682	2/24	ComEd	8479	Electric bill - Acct # 4341116018 - Bill date 2/2/21	\$282.53
5683	2/24	Tammy Hitzelburger	8447	Reimbursement for mileage - Pace / Watseka	\$62.13
5684	2/16	Intuit Software	EFT	ACH payroll charges	\$19.13
5685	2/21	February Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$7,019.23
				TOTAL ALL DISBURSEMENTS	\$10,055.68

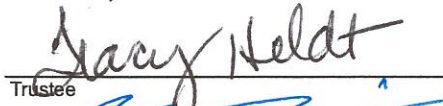
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on March 1, 2021.



Township Supervisor



Township Clerk



Trustee



Trustee

Trustee

Trustee

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

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated February 1, 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. Consideration and Approval of 2021-22 Meeting Dates
- 2.

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Consideration to Open the Closed Executive Session Minutes Dated **March 23, 2010**
3. Consideration to Open the Closed Executive Session Minutes Dated **January 7, 2013**
4. Consideration to Open the Closed Executive Session Minutes Dated **July 1, 2013**
5. Consideration to Open the Closed Executive Session Minutes Dated **February 3, 2014**
6. Consideration to Open the Closed Executive Session Minutes Dated **January 4, 2016**
7. Consideration and Approval of the 2021 Annual Town Meeting Agenda
8. Consideration and Approval of the 2021-2022 Town Budget
9. Consideration and Approval of the 2021-2022 Road District Budget

Payment of Bills

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

Upcoming Seminars and Meetings

- **March 9, 2021 2020 Annual Town Meeting**
- **March 29, 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.

Washington Township Board Meeting

7:00 PM

March 1, 2021

Guest Sign-in Sheet

Please CHECK
here if you
have Pubic
Commentary

PLEASE PRINT NAME

ADDRESS

Carter Crandall
Teresa Peterson
Tummy Hoffman

960 E County Line Rd
532 Willow Ln
412 Prairie