

Official Proceedings of the Washington Township Board of Trustees
August 1, 2022
Washington Township Center
30200 Town Center Road, Beecher, IL

Supervisor Mike Stanula called the meeting to order at **7:03 p.m.** to pay bills for the month of **July** and transact any other business that may come before the Board of Trustees. The meeting agenda and guest sign-in sheet are attached. Stanula led the Pledge of Allegiance.

Roll call:

Present: Supervisor Mike Stanula **Trustees:** Tracy Heldt, Mark Herlitz, George Obradovich, Teresa Peterson / **Absent:** None

Other Officials present:

Clerk Joe Burgess, Assessor Pat Peters, and Highway Commissioner Mike Smith

Approval of the Board of Trustees Meeting Minutes Dated July 7, 2022:

Supervisor Stanula asked if there were any corrections or additions to the July 7, 2022, board meeting minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

Motion:

Trustee Herlitz made a motion to approve the minutes of the July 7, 2022, Board meeting as presented. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Public Commentary:

Resident Barbara Andrade asked if there was anything that could be done about the truck traffic and speeding vehicles that were traveling down County Line Road near her home. Commissioner Smith explained the county will be replacing a bridge in that area and he expected additional signage and possibly more police patrolling in the area. However, County Line is a county road and is a truck route and the county is responsible for the road. The Board suggested that Mrs. Andrade contact Will County board member Judy Ogalla and make her aware of the situation.

Reports:

1. **Road Commissioner** – Commissioner Smith reviewed his written report (attached). Smith's report did indicate that a bridge on County Line between Route 1 and 15000 East Road was being replaced starting on August 8 and at a recent county meeting it was suggested that "No Trucks" signs be posted on Route 17 to deter trucks from using township roads.
2. **Assessor** – Assessor Peters has her first PTAX hearing for a resident disputing their property tax assessment on August 9th. Will County is sending residents a letter indicating that the property tax multiplier is going up in Washington Township. Peters did indicate that the increase was smaller for Washington Township versus Crete, Peotone, and Green Garden townships. The county is also raising the base deduction rate for the Senior Citizen and General Homestead Exemptions to \$8,000. The increase is effective beginning in the 2023 assessment year.

3. Clerk – Clerk Burgess explained he has not been successful finding a local vendor to make food for the Senior Fall Breakfast if it were held at the Amvet Hall and he has contacted Cardinal Creek Golf Course and was told they have an opening on Saturday, October 15. Burgess is waiting to hear back about pricing for the event.

CVS Pharmacy has been contacted to discuss the possibility of running a Senior “Flu Shot” program during the fall breakfast.

4. Supervisor’s Report – All ceiling fixtures in the Washington Township Center have been replaced with the new LED lighting, which was purchased through ComEd’s energy rebate program. The high bay lights in the Wash Bay and Road District garage will be installed next and will require an aerial or scissor lift.

Supervisor Stanula recommended adding mulch around the landscaping at the township center and will request quotes from local vendors.

5. Trustees Report – No report.
6. Transportation Report – Will Ride provided township residents 157 rides from January through April for a total cost of \$4,945. Dial-a-Ride numbers for July were not available at this time.
7. General Assistance Report – There were no new applications received or disbursements made from the General Assistance Fund in July.

OLD BUSINESS:

1. Website Upgrades – Clerk Burgess recently contacted Paul at Chicagoland Cloud and he indicated he will not be available to discuss website options until after Labor Day. Burgess said there was no rush to make the updates, however, there should be a considerable cost savings for the township after the upgrade.
2. Consideration and Approval of Revised Washington Township Employee Handbook – Clerk Burgess is making progress on the handbook updates and will have it completed soon.
3. Senior Fitness Program Discussion – Supervisor Stanula has received a “Certificate of Insurance” from Scott Kausal, who is the current senior fitness instructor. The township center is currently undergoing lighting upgrades and no decision was made on when the classes can return to the center.

Stanula explained that if the township’s goal is to hire a part-time fitness instructor, the classes would be offered to all township seniors at no charge. Hiring an instructor will involve defining the qualifications for the position, who will supply the equipment, determining a fair rate of pay and posting a help wanted ad through various media sources. The township and instructor will then need to agree on procedures and standards that will make the program safe and successful.

Several seniors in attendance spoke out positively for Scott as their instructor and asked that he be hired because he has been running the program since it's inception twelve years ago. Stanula said he was very appreciative of all Scott has done and explained the Board must do their due diligence and post the ad and go through the hiring process. Scott can apply for the job if he chooses to do so. The Supervisor will write the help wanted ad and have the Clerk advertise for the position.

4. Review of Washington Township Purchasing and Bid Policy – The Board reviewed the updated policy as presented by the Clerk. There were no recommendations or corrections.

Motion:

Trustee Herlitz made a motion to approve the updated Washington Township Purchasing and Bid Policy as presented. Trustee Peterson seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

5. Consideration and Approval of Beecher Lion's Club Sponsorship Request – The Lion's Club has asked the Board to consider a cash sponsorship towards their annual Summerfest Festival. Supervisor Stanula recommended a \$500 sponsorship towards Summerfest.

Motion:

Trustee Peterson made a motion to approve a \$500 sponsorship for the Lion's Club Summerfest on August 6, 2022. Trustee Obradovich 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.
2. Review of Facility Use Policy – Trustee Heldt voiced her concerns with the language in the policy that reads, "A facility service fee of \$50 may be charged" to organizations or groups that are not sponsored or affiliated with the school district, township, or village. Heldt explained that cleaning the facility must be a priority because the pandemic is not over and there should not be any potential to deviate from cleaning. The policy will not be changed, however, the Trustees agreed with the statement and steps need to be taken so the facility is cleaned after every event, including meetings. All cleaning must include using the Covid disinfectant fogger. Supervisor Stanula will talk to the cleaning person and setup a process for the cleaning to occur after any event.
3. Public Act 102-1088 Discussion – The new law requires all townships to form a committee to meet at least every 10-years to "to study local efficiencies and report recommendations regarding efficiencies and increased accountability to the county board in which the governmental unit is located". There are several other requirements, and the first Committee must be filled and report to the County by June of 2023. Township Officials of IL (TOI) has

prepared some webinars and other materials and Trustee Obradovich, and Clerk Burgess volunteered to attend the webinars and report back to the Board.

4. Village of Beecher's Request for Delegates to Community Relations Committee Meeting on Aug. 3rd – The village is trying to expand and, in some cases, bring back community programs and events that have lost sponsors. The meeting is to encourage local organizations and other entities to work together to provide current and new events during the holiday season. Clerk Burgess volunteered and will be attending the first meeting on behalf of the township.
5. Township Projection Equipment Discussion - Clerk Burgess explained that the Board may want to consider upgrading or replacing the current projection and video equipment. The DVD player started “freezing up” during the last Senior Movie night and bulbs for the projector, which is 20-years old, are no longer readily available. Most new movies are now only available by streaming and the current equipment does not have that capability. Supervisor Stanula suggested purchasing a large screen smart TV for the Conference Room saying it would work for movies and presentations, along with being more cost effective than replacing the video projector. The Board was receptive to the idea and Burgess will research TVs and check the possibility of utilizing the current sound system with the TV.

PAYMENT OF BILLS:

Town Account (including Transportation Fund)

The board reviewed the bills as reviewed by the Supervisor and presented by the Clerk.

MOTION:

Trustee Herlitz made a motion to approve payment of all applicable payroll, bills, debits, and appropriate transfers from the Town Account totaling **\$24,398.34**. Trustee Heldt 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 Peterson made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits from the Road & Bridge Account totaling **\$80,914.73**. 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

- **September 8** - Monthly Board Meeting @ 7 pm

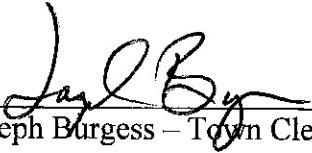
Announcements

- **August 24** - Senior Movie Night @ 6:30 pm

Adjournment:

Being no additional business to discuss, Trustee Herlitz made a motion to adjourn the meeting. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote. The Board Meeting adjourned at **8:17 pm**.

Respectfully submitted,



Joseph Burgess – Town Clerk

Approved by Board of Trustees: 9/8/2022

Washington Township

Highway Department

30200 Town Center Dr.

Beecher, Illinois 60401

708-946-6459 Fax 708-946-6459

Michael Smith Highway Commissioner

1. Racine Ave between Indiana Ave and Church Road has been completed. Kelmme Road between Offner Road and Brunswick Road has been seal coated. Delite Inn Road between Route 1 and Cottage Grove Ave is next on the list.
2. Mowing in between seal coating.
3. Will County DOT will have County Line Road closed between Route 1 and 15000 East Road starting August 8th. The bridge is being replaced and the road is being resurfaced. The detour is State Line Road to Indiana Ave. I attended a meeting last week in Joliet. It was suggested that there be "no truck" signs placed at Route 17 to deter semis from using our roads.

Michael Smith

Highway Commissioner

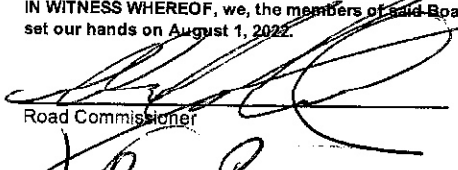
**Approved Claims - Board of Township Trustees
Road & Bridge Account**

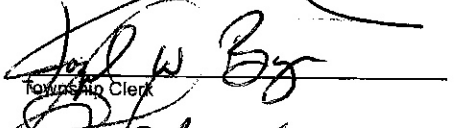
State of Illinois)
Will County) ss.
Washington Township)

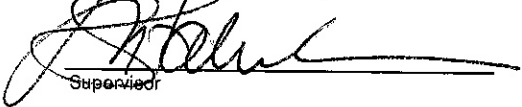
We the undersigned, comprising the Board of Trustees of
Washington Township, having duly met at the Clerks office on August 1, 2022, for the
purpose of auditing the Road & Bridge account, do hereby certify that the following claims or demands
against said township were presented, and examined, were allowed at said meeting, to wit:

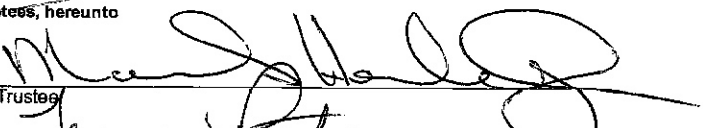
Claim #	Date	To Whom Allowed	Ck #	Nature of Claim	Amount
8586	7/1	Fratco Inc.	9086	Drainage supplies - Inv. # 49463-2	\$1,278.83
8587	7/1	Phoenix Fire Systems	9087	Annual fire extinguisher inspections - Inv # 204458	\$70.50
8588	7/1	AT&T Mobility	9088	Wireless charges - Inv #287293840112X06092022	\$281.77
8589	7/1	Cintas Uniforms	9089	Uniforms - April & May	\$1,319.89
8590	7/1	Sluiter Auto Electric	9090	Parts - Inv # 509537	\$345.00
8591	7/1	Beecher Post Office	9091	Stamps	\$58.00
8592	7/6	Village of Beecher	9092	Equipment Fuel - 6/1/22 to 6/30/22 - Inv # 792	\$4,113.49
8593	7/6	ComEd	9093	Utilities - Acct #1659047007 - Bill date - 6/30/2022	\$113.92
8594	7/6	Interstate Battery	9094	Batteries - Inv # 315102 / 315668 / 316009	\$881.65
8595	7/6	Lowell NAPA Auto Parts	9095	Parts - Inv # 172920 / 173404 / 173434 / 173443 / 173494	\$297.60
8596	7/6	Beecher Hardware	9096	Supplies - Inv # A25832 / 258692	\$90.40
8597	7/6	Vulcan Materials	9097	Stone - Inv # 329-53569 - 56912 - 60465 - 71553	\$11,217.92
8598	7/6	Vulcan Materials	9098	Stone - Inv # 329-48010 - 34813 - 41603	\$11,861.59
8599	7/22	Beske Agricultural Chemical	9099	Chemicals - Inv # 44294	\$162.35
8600	7/22	Dahlberg Accounting Solutions	9100	Professional services - Inv # 135	\$388.00
8601	7/22	Chicagoland Cloud	9101	Professional services - Inv # 2574	\$550.00
8602	7/22	Mid-West Truckers Association	9102	Drug tests - Inv # 5041	\$40.00
8603	7/22	R.J. Harms Trucking	9103	Culvert install (Yates Ave) - Inv # 22-195	\$1,440.00
8604	7/22	Gallagher Materials Corp.	9104	UPM cold patch - Inv # 24934	\$1,144.00
8605	7/22	M&K Truck Center	9105	Parts - Inv # 1566635SC	\$113.92
8606	7/22	T&M Tire Service	9106	Tire repair - Inv # 173784	\$50.00
8607	7/22	Emil's Tires	9107	Parts - Inv # G93	\$110.00
8608	7/22	Surf Air Wireless	9108	Internet service - Inv # 707501	\$64.95
8609	7/22	AT&T	9109	Phone - Acct # 7089466459-619-2 Inv # 7089466459-07	\$152.26
8610	7/22	Shorewood Home & Auto	9110	Parts - Inv # 314302 / 315380	\$39.59
8611	7/22	AT&T Mobility	9111	Wireless charges - Inv #287293840112X07092022	\$154.30
8612	7/22	Nuway Disposal	9112	Refuse pickup (semi-annual) - Inv # 7913024	\$56.00
8613	7/25	Vulcan Materials	9113	Stone - Multiple invoices	\$20,322.46
8614	7/25	AAA Heating & Air Conditioning	9114	Replaced AC condenser - Inv # 127297	\$3,050.00
8615	7/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2022-06	\$3,548.19
8616	7/18	July Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$17,598.15
Total disbursements					\$80,914.73

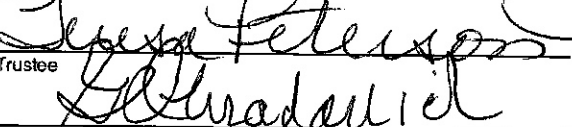
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on August 1, 2022.

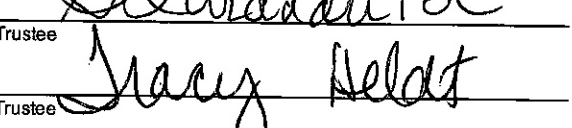

Road Commissioner



Township Clerk


Supervisor


Trustee


Trustee


Trustee


Trustee

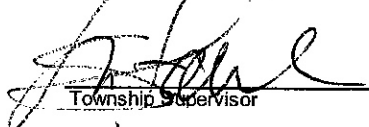
Approved Claims - Board of Township Trustees
Town Account

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 August 1, 2022, 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:

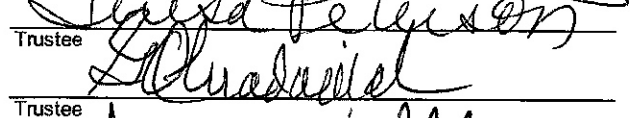
Claim #	Date	To Whom Allowed	CK	Nature of Claim	Amount
5976	7/1	NICOR	8744	Utilities gas - #55877029193 - Bill date - 6/10/22	\$84.82
5977	7/1	Spectrotel	8745	Phone service - Acct # 343999 - Inv # 10966722	\$206.36
5978	7/1	Wehling Lawn Care	8746	Lawn care services - Proposal dated 5/12/22	\$163.40
5979	7/1	Phoenix Fire Systems	8747	Annual fire extinguisher inspections - Inv # 204457	\$76.00
5980	7/1	Joe Burgess	8748	Reimbursement for Senior Movie night - Baker Sq. Pies	\$96.24
5981	7/1	BMS Lawn Care	8749	Lawn care services - Inv # 8714 & 8589	\$110.00
5982	7/1	Beecher School District	8750	Charter Service - Slammers & White Sox games	\$105.70
5983	7/1	Kelly Falaney	8751	Driver for Charter bus - Slammers & White Sox games	\$235.83
5984	7/1	Pace Vanpool	8752	Monthly Van rental - Inv # 607221	\$100.00
5985	7/6	Riverside Workforce Health	8753	DOT physical & drug screen (Peters) - Inv # 103192	\$140.00
5986	7/6	ComEd	8754	Electric bill - Acct # 4341116018 - Bill date 6/30/22	\$229.42
5987	7/6	Village of Beecher	8755	Bus fuel - 6/1/22 to 6/30/22 - Inv # 793	\$63.50
5988	7/6	Quill Corporation	8756	Office supplies - Inv # 25970987 / 25918588 / 25929291	\$230.93
5989	7/22	BMS Lawn Care	8757	Lawn care services - Inv # 8975	\$195.00
5990	7/22	Chicagoland Cloud	8758	New computer equipment - Inv # 2575	\$6,784.69
5991	7/22	NICOR	8759	Utilities gas - #55877029193 - Bill date - 7/12/22	\$140.02
5992	7/22	Tammy Hitzelburger	8760	Reimbursement for postage	\$2.00
5993	7/22	Will Ride	8761	Transportation - Jan, Feb, Mar, Apr - 2022 (157 rides)	\$4,945.21
5994	7/22	Pat Peters	8762	Reimbursement for travel	\$153.10
5995	7/22	Vernon & Maz, Inc	8763	Magnetic signs - Inv # 48346	\$115.00
5996	7/22	Chicagoland Cloud	8764	Professional services (Assessor) - Inv # 2574	\$640.00
5997	7/25	Greater Chicagoland Food Pantry	8765	Donations	\$1,200.00
5998	7/25	Mary Hummel	8766	Reimbursement for mileage - Assessor - measuring	\$54.56
5999	7/15	Intuit Software	EFT	ACH payroll charges	\$23.76
6000	7/18	July Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$8,302.80
TOTAL ALL DISBURSEMENTS					\$24,398.34

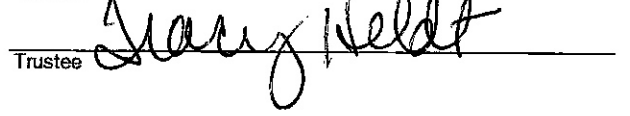
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on August 1, 2022.


Township Supervisor


Township Clerk


Trustee


Trustee


Trustee

Washington Township Board Meeting
August 1, 2022 - 7:00 pm
Meeting Agenda

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated July 7, 2022

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. Website Upgrades
2. Consideration and Approval of Revised Washington Township Employee Handbook
3. Senior Fitness Program Discussion
4. Review of Washington Township Purchasing and Bid Policy
5. Consideration and Approval of Lion's Club Summerfest Sponsorship

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Review of Facility Use Policy
3. Public Act 102-1088 Discussion
4. Village of Beecher's Request for Delegates to Community Relations Committee Meeting on Aug. 3rd

Payment of Bills

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

Upcoming Seminars and Meetings

- **September 8** – Monthly Board Meeting @ 7 pm

Announcements

- **August 24** – Senior Movie Night @ 6:30 pm

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.