

Official Proceedings of the Washington Township Board of Trustees
September 8, 2022
Washington Township Center
30200 Town Center Road, Beecher, IL

Supervisor Mike Stanula called the meeting to order at **7:02 p.m.** to pay bills for the month of **August** 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:** Mark Herlitz, Teresa Peterson

Absent: Tracy Heldt & George Obradovich

Other Officials present:

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

Approval of the Board of Trustees Meeting Minutes Dated August 1, 2022:

Supervisor Stanula asked if there were any corrections or additions to the August 1, 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 August 1, 2022, Board meeting as presented. Trustee Peterson 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 also indicated that the road district has finished tar & chipping for the season and the first ditch mowing has been completed. Supervisor Stanula requested that two culverts along State Line Road be inspected because he has noticed some runoff around the culverts.
2. **Assessor** – Assessor Peters reported that three residents have filed with the Will County Board of Review to have their assessment lowered. One resident accepted the initial reduction offered by the Assessor's office, but the other two residents will be addressing their appeal with the county. Peters said the county has urged local assessors to work with residents, who are filing appeals, to reduce the volume of requests being sent to the Board of Review. The State of IL has sent letters to local farmers indicating that their farmland assessments are being raised. Peters said her office has no control over farmland assessments and she has been receiving many calls regarding the letter because the increases are between 9% to 13%.
3. **Clerk** – Clerk Burgess reviewed his written report (attached). Burgess explained that the village does need manpower to prepare for the holiday event and any sponsorship contributions would also be accepted. There were no questions regarding his report.

4. Supervisor's Report – Assessor Peters is going to the Township Officials of IL (TOI) Conference in November and will be a flag bearer at the conference. Washington Township does not have a “township” flag, however after a brief discussion to have a flag produced, the Board authorized Peters to utilize the Washington Township logo and get prices to create a township flag.

Supervisor Stanula has also received a \$8,195 quote from Tadpoles Landscaping to upgrade the landscaping in front of the Washington Township Center. The quote includes removing the old landscaping, planting new greeneries, and putting down mulch around the entire area. The Board agreed the landscaping needs to be addressed but there were concerns with the quantity of shrubs being installed, the amount of effort that would be required to maintain the new landscaping and the price. Stanula will review the plan with Tadpoles and see what can be done. If the revised quote comes in over \$5000, a second quote will be required per the township's Purchasing Policy. This item will be under new business on the October meeting agenda.

5. Trustees Report – No report.
6. Transportation Report – No report.
7. General Assistance Report – There were no new applications received or disbursements made from the General Assistance Fund in August.

OLD BUSINESS:

1. Consideration and Approval of Revised Washington Township Employee Handbook – Clerk Burgess has completed the Paid Time Off revisions to the handbook. The PTO revisions are currently being reviewed, at no charge, by a Human Recourse professional.
2. Discussion to Employ Senior Fitness Instructor – Supervisor Stanula explained that Board members have different thoughts on how to move forward with the program and need to review what the best options are that take in consideration the needs of all township residents. The township requested funds from the American Rescue Act to fund the program, but the request was denied under the current guidelines. Stanula said Covid was still a concern and recent developments such as a senior fitness program being offered by a local health club and the upcoming opening of a free community center, all need to be evaluated before returning the program to the township center. The program is currently meeting at the Community Building on its regular schedule and Stanula explained with the upcoming election and holidays the group would have no interruptions if they continued to meet there. Supervisor Stanula said he would rather give the entire Board time to review the options and asked for a motion to table this item until January of 2023.

Motion:

Trustee Peterson made a motion to table the “Discussion to Employ Senior Fitness Instructor” until January 2023. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

3. Public Act 102-1088 Discussion – More information is needed regarding this state mandate and Clerk Burgess and Trustee Obradovich both volunteered to learn more about the process. They are looking to TOI for some guidance.
4. Consideration to Upgrade the Video Equipment in Meeting Room – Supervisor Stanula is working to receive quotes through special state pricing programs and will have information by the October 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 Herlitz 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 Peterson seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

7. Consideration and Approval of 2022 Town Levy Ordinance – The Board instructed Clerk Burgess to prepare the 2022 levy with no increase over the previous year.
8. Consideration and Approval of 2022 Road & Bridge Levy Ordinance - Highway Commissioner Smith indicated that he would request the minimum increase, which would be around a 2% increase over last year's levy. The increase is necessary due to rising material costs over the past year. Smith and Clerk Burgess will work together to prepare the levy.

9. Request to Consider Funding 2023 Beecher Summer Concert Events – The village of Beecher held their first “Concert in the Park” series in 2022, which included a concert being held on eight different dates during the spring and summer at Firemen’s Park. The concert series was successful, and the village is looking to bring it back in 2023 and is asking if the township would be willing to be a co-sponsor or offer some funding towards next year’s event. The Board was receptive to the idea and requested that a member of the Concert Committee be invited to the October meeting to discuss the event and costs. Clerk Burgess will send an invite to the Concert Committee members.

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.

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 \$96,349.32. Trustee Peterson 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 Peterson made a motion to approve payment of all applicable payroll, bills, debits, and appropriate transfers from the Town Account totaling \$14,787.67. 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


- **October 3** - Monthly Board Meeting @ 7 pm

Announcements: None

Adjournment:

Being no additional business to discuss, Trustee Herlitz made a motion to adjourn the meeting. Trustee Peterson seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote. The Board Meeting adjourned at **8:01 pm**.

Respectfully submitted,



Joseph Burgess - Town Clerk

Approved by Board of Trustees: 10/3/2022

Washington Township

Highway Department

30200 Town Center Dr.

Beecher, Illinois 60401

708-946-6459 Fax 708-946-6459

Michael Smith Highway Commissioner

1. The new part of Delite Inn Road from Route 1 East has been finished.
2. "NO TRUCKS" signs have been installed throughout the township with our frost law signs. With county line being shut down, we have seen a lot more traffic.
3. We are currently working on asphalt patch work. Primarily road edges.

Michael Smith

Highway Commissioner



30200 Town Center Rd

Beecher, IL 60401 April No disbursement
 May No disbursement
 June 508.90

Supervisor July No disbursements
Michael Stanula August No disbursements

Assessor
Pat Peters

Highway Commissioner
Michael Smith

Clerk
Joe Burgess

Trustee
Teresa Peterson
Tracy Heldt
Mark Herlitz
George Obra

Clerk's Report – 8/4/22

Highlights of Beecher Holiday Meeting held on 8/3/22

The goal is to have a holiday weekend (yet unnamed) over the weekend of Dec 9-11. Here is a rough outline of what was discussed and very tentative schedule, that is subject to change.

Fri - Dec 9 -

- Evening - Possible band like "Iron Horse" at the Amvet Hall or the park. Depends on facility & band availability. This item I would consider to be the most tentative.

Sat - Dec 10

- Early afternoon - Kids Holiday Movie upstairs at the Community Building - sponsored by Beecher Youth or possibly (?) the Township
- Parade of Lights through town - ending at Fireman's Park
- Beecher Christmas tree lighting ceremony - with hot dogs, coffee, hot chocolate, etc

Sun - Dec 11

- Lion's Club breakfast with Santa

Other ideas on the table:

- Santa's Workshop for the Kids (Dec 10)
- Holiday house decoration contest with "maps" so people know where to go see the house (including the township) during the week up to the event
- Holiday 50/50 drawing - help defer some of the costs (during event)
- A push for toys for either Toys for Tots or a local group (like the Fireman) to make sure the toys go to kids in the area.

Perhaps we could move the Senior Holiday Dinner to Dec 13, and it would be the last event(?) Just a thought. I'm sure that the Township will be asked for some financial support for advertising of more. Also, would go in both newsletters.

It was a very productive meeting with a lot of good ideas. Our next meeting is Wednesday, Sept 7 at 6 PM, if one or two of you would like to attend.


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 **September 8, 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
6001	8/8	IL Assessor's Association	8767	2022-23 Annual Dues	\$ 50.00
6002	8/8	Emma Oestmann	8768	Reimbursement for milage - Assessor's employee	\$ 20.00
6003	8/8	Visual PAMSPRO	8769	Annual maintenance contract - Inv # 6450	\$ 1,850.00
6004	8/8	Dahlberg Accounting Solutions	8770	Professional services (June & July) - Inv # 134 & 141	\$ 910.00
6005	8/8	Beecher Lion's Club	8771	Summerfest Sponsorship	\$ 500.00
6006	8/8	ComEd	8772	Electric bill - Acct # 4341116018 - Bill date 8/1/22	\$ 215.06
6007	8/8	Webfoot Design	8773	Website Hosting - Inv # 126066	\$ 120.00
6008	8/8	Spectrotel	8774	Phone service - Acct # 343999 - Inv # 11022054	\$ 207.23
6009	8/8	Beecher Hardware	8775	Salt & electrical Supplies - Inv # A259384 / A260342	\$ 56.65
6010	8/8	Pace Vanpool	8776	Monthly Van rental - Inv # 608404	\$ 100.00
6011	8/8	Comcast	8777	Internet and Cable # 10295 - Bill date - 07/24/22	\$ 272.87
6012	8/8	Beecher Post Office	8778	100 Stamps	\$ 60.00
6013	8/8	Township Officials of IL	8779	TOI Conference registration - Assessor	\$ 185.00
6014	8/8	Greater Chicagoland Food Pantry	8780	Donations	\$ 25.00
6015	8/22	Walt's Foods	8781	Senior supplies - Inv # 00809	\$ 73.94
6016	8/22	BMS Lawn Care	8783	Lawn care services - Inv # 9183	\$ 70.00
6017	8/22	Beecher Amvets Post 67	8784	Hall rental - Senior events (Fall Breakfast & Holiday Dinner)	\$ 350.00
6018	8/22	Quill Corporation	8785	Office supplies - Inv # 267907014	\$ 290.80
6019	8/22	Quill Corporation	8786	Office supplies - Inv # 26780328	\$ 47.58
6020	8/15	Intuit Software	EFT	ACH payroll charges	\$ 25.92
6021	8/25	August Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$ 9,357.62
TOTAL ALL DISBURSEMENTS					\$ 14,787.67

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on **September 8, 2022**.



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 **September 8, 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
8617	8/8	Village of Beecher	9115	Equipment Fuel - 7/1/22 to 7/31/22 - Inv # 799	\$ 3,413.06
8618	8/8	ComEd	9116	Utilities - Acct #1659047007 - Bill date - 8/1/2022	\$ 125.48
8619	8/8	Nuway Disposal	9117	Refuse pickup (semi-annual) - Inv # 7913024	\$ 56.00
8620	8/8	Tri-State Asphalt	9118	HFE Road Oil - Inv # 5713288316 / 5713288887	\$ 42,464.45
8621	8/8	Vulcan Materials	9119	Stone - Inv # 32992236 / 32997467	\$ 2,535.06
8622	8/8	Beecher Hardware	9120	Supplies - Inv # A259424	\$ 68.70
8623	8/8	Interstate Battery	9121	Batteries - Inv # 316404	\$ 386.85
8624	8/8	Dahlberg Accounting Solutions	9122	Professional services - Inv # 142	\$ 340.00
8625	8/8	Green Garden Road District	9123	220 gal - HFE Road Oil - Inv #01	\$ 676.16
8626	8/12	AT&T Mobility	9124	Wireless charges - Inv #287293840112X07092022	\$ 360.86
8627	8/12	Walt's Foods	9125	Supplies - Inv # 00493 / 00474	\$ 79.62
8628	8/12	DeJong Equipment	9126	Parts - Inv # CR43137	\$ 169.36
8629	8/12	Vulcan Materials	9127	Stone - Multiple invoices	\$ 7,462.62
8630	8/12	AT&T	9128	Phone - Acct # 7089466459-619-2 Inv # 7089466459-08	\$ 153.06
8631	8/12	Surf Air Wireless	9129	Internet service - Inv # 728347	\$ 64.95
8632	8/12	M&K Truck Center	9130	Parts - Inv # 160559SC	\$ 93.25
8633	8/12	Lowell NAPA Auto Parts	9131	Parts - Inv # 172920 / 174550	\$ 63.98
8634	8/12	NICOR	9132	Acct #58285823769 / Bill date 8/10/22	\$ 797.76
8635	8/12	Clauss Specialties	9133	Signage & supplies - Inv # 6000 / 5909	\$ 14,145.95
8636	8/12	E.D. Etnyre & Co.	9134	Tire repairs - Inv # 664747	\$ 70.37
8637	8/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2022-08	\$ 3,547.21
8638	8/25	August Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$ 19,274.57
Total disbursements					\$ 96,349.32

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on **September 8, 2022**



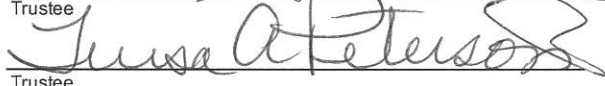
Road Commissioner



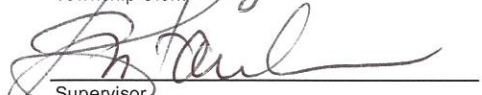
Trustee



Township Clerk



Trustee



Supervisor

Trustee

Trustee

Washington Township Board Meeting

7:00 PM

September 8, 2022

Guest Sign-in Sheet

PLEASE PRINT NAME	ADDRESS	Please CHECK here if you have Pubic Commentary
Julie NEFCZYK	31820 S. STATE LINE RD Beecher	
CHARLIE VAN GEMERT	31820 S. STATE LINE RD BEECHER	
Anthony & Barb Andrich	150 E. COUNTY LINE ROAD	
Ruth Langfellow	29901 Blue Heron Blvd	

Washington Township Board Meeting
September 8, 2022 - 7:00 pm
Meeting Agenda

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated August 1, 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. Consideration and Approval of Revised Washington Township Employee Handbook
2. Discussion to Employ Senior Fitness Instructor
3. Public Act 102-1088 Discussion
4. Consideration to Upgrade the Video Equipment in Meeting Room

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 2022 Town Levy Ordinance
8. Consideration and Approval of 2022 Road & Bridge Levy Ordinance

Payment of Bills

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

Upcoming Seminars and Meetings

- **October 3** – 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.