

Official Proceedings of the Washington Township Board of Trustees
October 3, 2022
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 **September** 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:** Teresa Peterson, Tracy Heldt & George Obradovich

Absent: Mark Herlitz

Other Officials present:

Clerk Joe Burgess, Assessor Pat Peters

Special Guest: Joe Gianotti, Village of Beecher Trustee

Approval of the Board of Trustees Meeting Minutes Dated September 8, 2022:

Supervisor Stanula asked if there were any corrections or additions to the September 8, 2022, board meeting minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

Motion:

Trustee Peterson made a motion to approve the minutes of the September 8, 2022, Board meeting as presented. Supervisor Stanula 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 not in attendance but left a written report (attached). Supervisor Stanula read the report and there was no discussion on the report.
2. *Assessor* – Assessor Peters is working on eight property tax appeals that will appear before the Will County Board of review. Her first hearing will be this Thursday in Joliet and former Assessor Mary Tamez will be attending the hearing with Peters. Peters also indicated that she is going to finish measuring for the year and updating the information in the assessor's software program.

Peters also presented the Board with the township's new official flag. Supervisor Stanula requested a second flag that could be flown in front of the township center. Peters will be carrying the flag at the opening of the Township Officials of IL (TOI) annual convention which occurs during early November. She also nominated Clerk Burgess for the TOI "Clerk of the Year" award. The winner will be announced at the convention.

3. Clerk – Clerk Burgess and Tammy Hitzelburger met with Dani Gritzenbach, a representative from Catholic Charities, on September 30 to discuss them opening a satellite office at the Washington Township Center (WTC). Catholic Charities and Will County Senior Services (WCSS) have recently shared a state grant and Catholic Charities is now processing most of the intake paperwork for WCSS. They also offer many of their own unique services and programs for seniors and disabled residents and having a local office will be beneficial for the residents of Washington Township and eastern Will County. WCSS was to open a satellite office at the WTC in 2019 prior to Covid, however, the pandemic halted those plans. Burgess spoke to WCSS, and they indicated they have relinquished many of their satellite offices to Catholic Charities and they were very supportive of Catholic Charities coming to Washington Township. Beginning in November of 2022, Catholic Charities will be working out of Clerk Burgess’s office on the second and fourth Tuesdays of each month with office hours from 9am to noon. Appointments will also be available.

Clerk Burgess has purchased approximately \$450 worth of paper goods and supplies for the upcoming Senior Breakfast and Holiday Dinner. Both events will take place at the Beecher Amvet Hall.

Burgess will be meeting with Paul from Chicagoland Cloud this week to discuss updates and changes to the website. The goal is to refresh the website and save on the annual costs to host the website and email.

The Clerk has been asked to be the guest speaker at a “Senior Gold Club” dinner hosted by First Community Bank and Trust. He will be discussing township government and highlighting the many township services offered to our residents.

4. Supervisor’s Report – Sikich has completed the Township’s annual audit and the preliminary report is favorable. The final report will be available in the coming weeks.
5. Trustees Report – No report.
6. Transportation Report – Will Ride provided township residents 32 rides in May and 40 rides in June at a total cost of \$2,376.82.
7. General Assistance Report – There were no new applications received or disbursements made from the General Assistance Fund in September.

OLD BUSINESS:

1. Consideration and Approval of Revised Washington Township Employee Handbook – Clerk Burgess has received the recommendations on the township’s proposed PTO policy and has updated the handbook accordingly. The handbook was sent to Supervisor Stanula and Trustee Obradovich and they, along with the Clerk, will meet to review the updated handbook.

2. Public Act 102-1088 Discussion – Clerk Burgess will send an email to TOI to find out if they will be offering any guidance on the new act. Obradovich and Burgess have offered to attend the TOI convention for the day if any seminars are offered regarding the public act.
3. Consideration to Upgrade the Video Equipment in Meeting Room – Supervisor Stanula has recommended purchasing a 77” “smart” TV to be installed in the Conference Room to replace the aging projection system. Stanula said the TV is under \$800 and the total cost with mounting hardware should be close to \$1000.

Motion:

Trustee Heldt made a motion to purchase a new 77” “smart” TV and associated mounting hardware at a cost not to exceed \$1000. Trustee Peterson seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

4. Consideration and Approval of 2022 Town Levy Ordinance – Clerk Burgess explained that Will County has set the CPI for all levies at 5%. This increase would guarantee that any taxing body, if they chose to do so, could request a 5% increase in their 2022 levy over 2021 numbers. An increase of more than 5% would also require a Public Hearing to be held prior to passage. The Board is **not** increasing the town levy from last year.
5. Consideration and Approval of 2022 Road & Bridge Levy Ordinance – Clerk Burgess has spoken to Commissioner Smith regarding his levy, and he has indicated he would be increasing the Road District levy by a minimum of 5%. Smith said the increase is needed to offset the rising costs of insurance, materials, fuel, and other commodities needed to maintain the roads.
6. Consideration to Approve Funding for Holiday Event – Village Trustee Joe Gianotti addressed the Board. The village is looking to add additional decorations to a tree located near the depot on Reed Street. The power supply to the original tree along Rt 1, was lost when the new power poles were installed, and the village is working to get power back to the site, but this will not happen this year. There are also plans to add more decorations at the park and to purchase new backdrops for pictures with Santa. Although there are decorations available, there are not enough, and the village is looking for any financial support to purchase these items. An original amount of \$1000 was mentioned at a recent Holiday Committee meeting. It is also believed if the items are purchased at Home Depot, they will donate or match a portion of those decorations.

Gianotti explained the current plan is to offer residents a holiday event that would include activities for children, food and beverages, and a Christmas Light Parade that would consist of smaller vehicles which would travel around the path at Firemen’s Park. The event would conclude with pictures with Santa and the village’s annual tree lighting ceremony. The event would be a smaller scale this year with the hope to gradually add more activities and increase the size of the event next year. This would all take place on the Sunday after Thanksgiving.

The Board was open to the idea and Supervisor Stanula asked if the Chamber of Commerce was going to offer any monetary donations as well. Gianotti was not sure. No other action was taken.

7. Consideration to Partner with Village for 2023 Summer Concert Series – Trustee Gianotti addressed the Board. Gianotti explained that the Village of Beecher held their first “Concert in the Park” series this year, which included eight different concerts with six held on a Saturday and two on a Sunday afternoon. The concerts series started in May and concluded in September, and most were very well attended with some bands drawing approximately 200 people or more. He said the committee responsible for the concerts learned “a lot” from their first year and they are going to use that knowledge to make the concert experience better for 2023. Changes would include fewer concerts (possibly 6) this year that would be held between June and September and booking bigger bands that would “draw” more people to the park. Changes would also be made by adding more food trucks or vendors to be better equipped to handle the crowds. He explained the village spent \$15,000 on the concerts last year and he has learned that most bands are raising their fees for next year. Gianotti asked the Board if they would be interested in either sponsoring some events or becoming a co-sponsor of the entire 2023 concert series. If the township were to co-sponsor, they would also have a seat on the committee.

The Board was receptive to the idea and discussed how offering these types of events bring people from the township and village together and present them with local activities they can attend with their family and friends. Supervisor Stanula asked if the Chamber of Commerce was also involved and Gianotti said he hoped as the concerts became more popular and more expensive to operate, the Committee could start asking local businesses for financial support as well. Gianotti believed learning from these concerts and moving a little slower would help the progression of the series overall success going forward. The Board will discuss this item again at the November meeting.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – There were no new zoning requests or applications to address.
2. Consideration and Approval to Upgrade landscaping at the Washington Township Center – Supervisor Stanula has received an updated quote from Tadpole’s Landscaping. The new quote changes include that the new vegetation would be smaller in size, and the stone edging will be replaced with a natural border. The new quote is for \$4,975. Trustee Heldt questioned using mulch instead of stones and Stanula said the stone is harder to keep clean and is cheaper. The project will be completed before the end of fall.

Motion:

Trustee Obradovich made a motion to accept the landscape proposal from Tadpole’s Landscaping dated 9/29/2022 in the amount of \$4,975. Trustee Peterson seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

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 Obradovich made a motion to approve payment of all applicable payroll, bills, debits, and appropriate transfers from the Town Account totaling **\$19,881.03**. 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 **\$55,553.08**. 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

- **November 7** - Monthly Board Meeting @ 7 pm

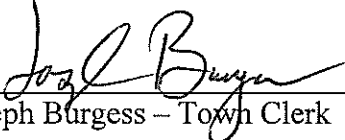
Announcements:

- **October 15** – Senior Breakfast @ Beecher Amvet Hall – 8:30 AM
- **October 19** – Senior Movie Night – 6:30 PM

Adjournment:

Being no additional business to discuss, Trustee Heldt 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 **8:22 pm**.

Respectfully submitted,



Joseph Burgess – Town Clerk

Approved by Board of Trustees: 11/7/2022

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 scheduled multiple culvert replacements over the next few weeks. We will be demoing mini excavators during these scheduled replacements.
2. Fall clean up/minor projects.
3. Finishing up asphalt patch work and misc patching.
4. We recently renewed our electric service agreement with Dynegy. After comparing numbers it is about a 30% savings.

Michael Smith

Highway Commissioner



30200 Town Center Rd No disbursement April
Beecher, IL 60401 No disbursement May
 Dis. June 508.90

Supervisor No disbursement July

Michael Stanula No disbursement Aug.

 No disbursement Sept.

Assessor
Pat Peters

Highway Commissioner
Michael Smith

Clerk
Joe Burgess

Trustee
Teresa Peterson
Tracy Heldt
Mark Herlitz
George Obra

9/29/2022

Washington Township
Attn: Mike Stanula
30200 Town Center Road
Beecher, IL 60401

This proposal corresponds with the attached pictures for the landscaping around the Washington Township Building

This proposal is for the installation of the plants that correspond with the attached pictures. We will remove and dispose of the existing plants and stumps. We will clean up the existing decorative stone and debris in existing landscaping. All plants will be planted in a native soil and peat moss mix. A root stimulator and a time-release fertilizer will be added at planting. All plants come with a 1 year- 1 time replacement warranty. The edge between the turf area and planting area will be a natura. spaded border. We will install hardwood fine mulch. We will apply a granular weed preventer before we install the mulch. The price for this proposal is \$ 4,975.00

All watering is the responsibility of the property owner.

The above prices are for all material and labor needed to complete the job.

Thank you for the opportunity to bid on this project.

If you have any questions, please call me at (708) 935-5495. I am open to revising any parts of this proposal to meet your satisfaction.

Thank You,



Randall J. Schmidt
Tadpole's Aquascapes & Landscaping

TADPOLE'S AQUASCAPES & LANDSCAPING
P.O. Box 193 Beecher, IL 60401 • (708) 935-5495 •

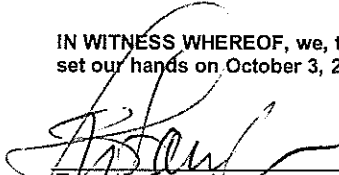
Approved Claims - Board of Township Trustees
Town Account

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

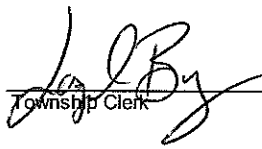
We the undersigned, comprising the Board of Trustees of
Washington Township, having duly met at the Township office on October 3, 2022, for the
purpose of auditing Town accounts, do hereby certify that the following claims or demands
against said township were presented, and examined, were allowed at said meeting, to wit:

Claim #	Date	To Whom Allowed	CK	Nature of Claim	Amount
6022	9/8	Dahlberg Accounting Solutions	8787	Professional services (Aug) - Inv # 148	\$ 565.00
6023	9/8	Joe Burgess	8788	Reimbursement for Senior Movie night - Food items	\$ 123.42
6024	9/8	Township Officials of IL	8789	2022-23 Annual Dues	\$ 608.18
6025	9/8	Spectrotel	8790	Phone service - Acct # 343999 - Inv # 11080880	\$ 210.17
6026	9/8	Pace Vanpool	8791	Monthly Van rental - Inv # 609656	\$ 100.00
6027	9/8	Comcast	8792	Internet and Cable # 10295 - Bill date - 8/24/22	\$ 284.08
6028	9/8	Walt's Foods	8793	Senior supplies - Inv # 00811	\$ 25.75
6029	9/8	S&K Security	8794	Monitoring fees - 9/1/22 to 11/30/22 - Inv # 137544	\$ 212.73
6030	9/8	Webfoot Design	8795	Email Hosting - Inv # 126561	\$ 900.00
6031	9/8	Beecher Hardware	8796	Salt & Supplies - Inv # A261249 / 262862 / 262971	\$ 47.45
6032	9/8	ComEd	8797	Electric bill - Acct # 4341116018 - Bill date 8/30/22	\$ 190.93
6033	9/8	Village of Beecher	8798	Bus fuel - 8/1/22 to 8/31/22 - Inv # 805	\$ 67.87
6034	9/21	BMS Lawn Care	8799	Lawn care services - Inv # 9379	\$ 105.00
6035	9/21	Joe Burgess	8800	Reimbursement for Zoom subscription - Inv # 164994979	\$ 149.90
6036	9/21	Will Ride	8801	Transportation - May (32 rides) / June (40 rides)	\$ 2,376.82
6037	9/21	NICOR	8802	Utilities gas - #55877029193 - Bill date - 9/9/22	\$ 19.19
6038	9/21	Area Salt Chemical	8803	Softener salt - Inv # 279298	\$ 107.32
6039	9/21	Intuit Software	EFT	ACH payroll charges	\$ 32.40
6040	9/21	September Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$ 13,754.82
TOTAL ALL DISBURSEMENTS					\$ 19,881.03


IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on October 3, 2022.



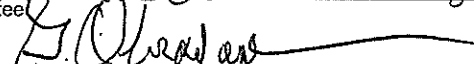
Township Supervisor



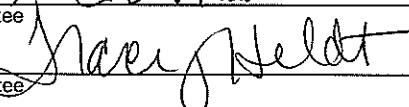
Township Clerk



Trustee



Trustee



Trustee

Trustee

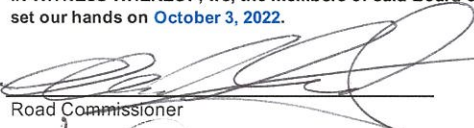

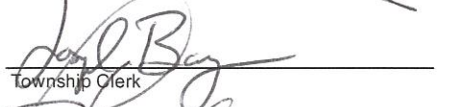
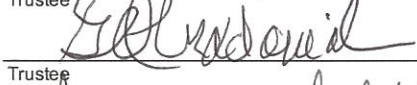
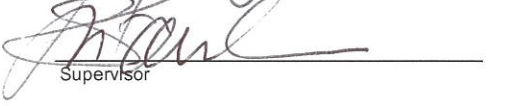
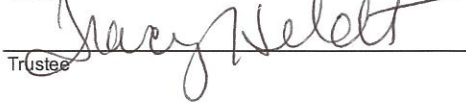
Approved Claims - Board of Township Trustees
Road & Bridge Account

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 **October 3, 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
8639	9/8	Dahlberg Accounting Solutions	9135	Professional services - Inv # 149	\$ 452.00
8640	9/8	Tri-State Asphalt	9136	VOID	\$ -
8641	9/8	Walt's Foods	9137	Supplies - Inv # 00811	\$ 54.44
8642	9/8	M&K Truck Center	9138	Parts - Inv # 156635SC	\$ 113.92
8643	9/8	Village of Beecher	9139	Equipment Fuel - 8/1/22 to 8/31/22 - Inv # 804	\$ 4,170.08
8644	9/8	DeJong Equipment	9140	Parts - Inv # CR43274 / 44019 / 44048	\$ 365.59
8645	9/8	Bahlman Oil	9141	Air valve - Inv # 14611	\$ 10.75
8646	9/8	Beecher Hardware	9142	Supplies - Inv # A262028 / 262494 / 262652	\$ 136.20
8647	9/8	ComEd	9143	Utilities - Acct #1659047007 - Bill date - 8/30/2022	\$ 128.22
8648	9/8	Clauss Specialties	9144	Signage & supplies - Inv # 6042	\$ 1,637.40
8649	9/8	Vulcan Materials	9147	Stone - Inv \$ 33008953 / 33015421	\$ 11,694.78
8650	9/21	Surf Air Wireless	9148	Internet service - Inv # 749994	\$ 64.95
8651	9/21	AT&T Mobility	9149	Wireless charges - Inv #287293840112X09092022	\$ 126.16
8652	9/21	Heritage FS	9150	DEF - Inv # 36012509	\$ 150.92
8653	9/21	Gallagher Materials Corp.	9151	UPM cold patch - Inv # 25567	\$ 858.39
8654	9/21	T&M Tire Service	9152	Tires - Inv # 174566	\$ 1,544.50
8655	9/21	Cintas Uniforms	9153	Uniforms - Acct # 14943430 / July & Aug	\$ 912.58
8656	9/21	AT&T	9154	Phone - Acct # 7089466459-619-2 Inv # 7089466459-09	\$ 153.06
8657	9/21	Vulcan Materials	9155	Stone - Inv # 33034096 / 33032276 / 33036422	\$ 2,322.24
8658	9/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2022-09	\$ 3,547.21
8659	9/30	September Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$ 27,109.69
Total disbursements					\$ 55,553.08

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on **October 3, 2022**.

 _____ Road Commissioner	 _____ Trustee
 _____ Township Clerk	 _____ Trustee
 _____ Supervisor	 _____ Trustee
	_____ Trustee

**Washington Township Board Meeting
October 3, 2022 - 7:00 pm
Meeting Agenda**

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated September 8, 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. Public Act 102-1088 Discussion
3. Consideration to Upgrade the Video Equipment in Meeting Room
4. Consideration and Approval of 2022 Town Levy Ordinance
5. Consideration and Approval of 2022 Road & Bridge Levy Ordinance
6. Consideration to Approve Funding for Holiday Event
7. Consideration to Partner with Village for 2023 Summer Concert Series

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Consideration and Approval of Upgrading Landscaping at the Washington Township Center

Payment of Bills

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

Upcoming Seminars and Meetings

- **November 7** – Monthly Board Meeting @ 7 pm

Announcements

- **October 15** – Senior Breakfast @ Beecher Amvet Hall – 8:30 AM
- **October 19** – 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.