

Official Proceedings of the Washington Township Board of Trustees

August 7, 2023

**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 **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:** Mark Herlitz, Tracy Heldt, Teresa Peterson and George Obradovich **Absent:** None

Other Officials present:

Clerk Joe Burgess

Approval of the Board of Trustees Meeting Minutes Dated July 6, 2023:

Supervisor Stanula asked if there were any corrections or additions to the July 6, 2023, 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 July 6, 2023, 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:

Julie Nefczyk, who lives on State Line Road, has observed excessive speeding past her property and asked if it was possible to have a speed limit sign placed on the road. State Line has two speed limits, one on the Illinois side and a different speed limit on the Indiana side. All speed limit signs must be approved by the county and Commissioner Smith will be made aware of her request.

Reports:

1. **Road Commissioner** – Commissioner Smith was not in attendance but left a written report (attached) for the Board. Supervisor Stanula read his report and there were no questions regarding the report.
2. **Assessor** – Assessor Peters was not in attendance but left a written report (attached) for the Board. Supervisor Stanula read her report to the Board which included the county's new property multiplier sheet for 2023. Trustee Heldt questioned how the Washington Township multiplier could be nearly the same as the multiplier for Frankfort Township.
3. **Clerk** – Clerk Burgess reported that a Senior Movie is scheduled for August 30 at the township center at 6:30 pm. A "Health Fair" sponsored by the Beecher Fire District, the township and the Beecher Lion's Club has been scheduled for October 28 at the Beecher Fire Department from 9 am to 2 pm. The "fair" will include a blood drive, free blood pressure checks, flu shots and the IL Lion's Hearing and Vision bus will be onsite from 9 am to noon.

Health and wellness organizations have also been invited to offer information on their services.

Burgess also attended the recent Holiday Committee meeting at the village hall. This year the village is sponsoring a holiday home and business decorating contest for Beecher / Township residents and the holiday parade will be on village streets instead of the walking path through Firemen's Park. As in the past, the event will still offer a Santa's Workshop for the kids, pictures with Santa, free food and the annual tree lighting. The event will take place on Sunday, November 26.

4. Supervisor's Report – The new freezer for the food pantry has been delivered and is being used. The reimbursement for the freezer through the American Rescue Act funds has been submitted to Will County.

Stanula has received a labor bid of approximately \$2000 to replace washroom plumbing fixtures to touchless fixtures at the Community Hall and township center. He explained that all of the toilets have tanks and will not be able to be converted and there are other potential issues especially when replacing old fixtures and the age of the piping, especially at the Community Hall. The Board agreed that the focus of this project should be towards upgrading the Community Hall first because there is much more public activity there versus the township building. There was no information to report on addressing the HVAC system upgrades at the Community Hall at this time. Supervisor Stanula will continue to work on both projects.

5. Trustees Report – Trustee Obradovich attended a recent Preservation Committee meeting and informed the Board that longtime Beecher Depot Museum curator Virginia Bath had recently passed. There were no other items to report.
6. Transportation Report – Will Ride provided Washington Township residents 145 trips in March and 130 trips in April. The Township's Dial-a-Ride service provided 20 trips in July.
7. General Assistance Report – There were no cases or disbursements from the General Assistance account in July.
8. Decennial Committee Report – The committee's next meeting will be held on September 7 at 6 pm at the Washington Township Center.

Washington Township Center Roof Repair Bid Openings

Four bids were submitted for the project and Supervisor Stanula opened the bids.

- JF Chiattello (Dyer, IN) submitted a bid of - **\$44,372.00**.
- Seal Tight Exteriors (Steger, IL) submitted a bid of - **\$35,740.00**.
- Total Roofing and Construction (Dolton, IL) submitted a bid of - **\$47,000.00**.
- Yad Construction (Oak Park, IL) submitted a bid of - **\$69,949.00**.

The Board was concerned that waiting until the September meeting would jeopardize the project from being completed in 2023. Due to scheduling issues, a special meeting to discuss the bids was not an option in August. Supervisor Stanula indicated he would review the bids after bills were paid and the Board could then discuss them once he completed the process.

OLD BUSINESS:

1. Consideration and Approval of Revised Washington Township Employee Handbook – The handbook is still being reviewed by the township’s attorney. Clerk Burgess will contact attorney Tom Knuth to check the progress of the handbook.
2. Consideration and Approval of Washington Township Center Roof Repairs Bids – After reviewing the roof bids carefully, Supervisor Stanula gave the board the following information.

The bid from Seal Tight Exteriors is using a GAF silicone, which is different from the specified TriBuilt silicone as called out in the bid specifications and they are only offering a 15-year warranty versus 20-year warranty as per the specifications. Additionally, their bid bond information was not completed correctly.

The bids from J & F Chiattello, Total Roofing and YAD Construction all met the bid specifications. All materials listed were identical and all offered a 20-year warranty on the project. However, J & F Chiattello added an additional step that they would install a rust inhibiting primer to the metal roof before applying the silicone. J & F Chiattello was also the lowest bidder among these bidders matching the specifications.

Supervisor Stanula recommended that the bid from Seal Tight be eliminated due to the shorter warranty, different process and the bid bond error.

Stanula said he had already vetted YAD Construction, Total Roofing and J & F Chiattello in May after all three submitted bids for the original roof repair project and found none of them had any outstanding OSHA, financial or labor issues. He then recommended that the Board consider accepting the bid from J & F Chiattello because they added the additional step to prime the roof and were also the lowest bidder for the project. There was no additional discussion.

MOTION:

Trustee Obradovich made a motion to approve the roof repair contract from J & F Chiattello from Dyer, IN and dated July 24, 2023, in the amount of **\$44,372.00**. Trustee Heldt seconded the motion. There was no discussion on the motion. Roll call vote as follows: Obradovich – yes, Heldt – yes, Peterson – yes, Herlitz – yes, Stanula - yes. **Motion passed 5-0.**

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – One zoning case was received in July. The applicant has 5 acres of vacant land and is planning to build a house and an accessory building (pole barn) on the property. Code specifies that the accessory building can only be 3000 square feet, but they are requesting a variance to make the building 5266 square

feet. Supervisor Stanula indicated the site plan provided for adequate drainage and also include a pond and this was not an uncommon request when building on acreage. Trustee Heldt questioned if the building was being used for business purposes and Stanula said the Board could write a stipulation that the building must be for residential use only. The Board agreed to accept the variance request with the stipulation that the building must be for residential use only. Supervisor Stanula will draft the letter and forward it to the county.

2. Beecher EMS Sponsorship Request – The Beecher EMS has requested that the township consider a sponsorship to the program. The township has offered a \$1000 sponsorship in the past. The request indicated that all sponsorships would go directly into the EMS operating budget and be used for the necessary equipment needed for them to perform their tasks.

MOTION:

Trustee Herlitz made a motion to give a **\$1000** sponsorship to the Beecher EMS. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

3. Water Softener Replacement at Washington Township Center – The water softener at the township center is over 20 years old and is using an excessive amount of salt. The Board discussed requesting a service call for the unit versus just replacing the unit and decided that the unit should be replaced. Supervisor Stanula will request quotes and present those options to the Board once they are received.

PAYMENT OF BILLS:

Town Account (including Transportation Fund)

The board reviewed the **July** bills as reviewed by the Supervisor and presented by the Clerk. There were no questions regarding the bills.

MOTION:

Trustee Obradovich made a motion to approve payment of all applicable payroll, bills, debits, and appropriate transfers from the Town Account for the month of **July** totaling **\$17,312.19**. 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 **July** bills as prepared by Commissioner Mike Smith and presented by the Clerk. There were no questions regarding the bills.

MOTION:

Trustee Herlitz made a motion to authorize payment of all applicable payroll, bills, and appropriate transfers or debits from the Road & Bridge Account for the month of **July** totaling **\$52,724.61**. 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

- **September 7** – Decennial Committee Meeting @ 6 pm at the Washington Township Center
- **September 7** - Monthly Board Meeting @ 7 pm at the Washington Township Center


Announcements:

- **August 30** - Senior Movie Night @ 6:30 pm at the Washington Township Center

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 **8:24 pm**.

Respectfully submitted,



Joseph Burgess - Town Clerk

Approved by Board of Trustees: 9/7/2023

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 completed 6 miles of tar and chip so far. 2 miles of that were A2.
2. While we get the last few miles ready we will continue mowing and doing ditch work.
3. Once tar a chip is complete we will begins hauling more stone to the Corning road project.

Michael Smith

Highway Commissioner

Joe, Thank-You

TO: Washington Township Supervisor and Elected Officials

FROM: Pat Peters, Assessor

I am out of the office and will return on Wednesday August 9, 2023

The multiplier/factor notices are going out August 7, from Will County Assessors Office. (See attached assessment factor for all townships).

This notice will also include changes to properties I made for the quad year of assessment. The assessor's office is expecting to be busy for the next ten weeks with complaints and appeals.

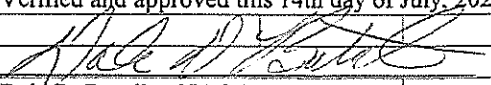
The office is getting caught up on measuring and getting all the photos taken for the assessor's program.

Respectfully submitted.



Pat Peters, CIAO

Washington Township Assessor

2023 SUPERVISOR OF ASSESSMENTS FACTOR <i>Multiple?</i>			
<u>P.I.N.</u>	<u>TOWNSHIP</u>	<u>FACTOR</u>	<u>Applied to Prop. Class:</u>
01-	WHEATLAND	1.0571	Residential only
02-	DUPAGE	1.1092	Residential only
03-	PLAINFIELD	1.0122	Residential only
04-	LOCKPORT	1.0202	Residential only
05-	HOMER	1.0710	Residential only
06-	TROY	1.0578	Residential plus 1.0200 on comm and Ind
07-	JOLIET	1.1055	Residential only
08-	NEW LENOX	1.0855	Residential only
09-	FRANKFORT	1.0979	Residential only
10-	CHANNAHON	1.0663	Residential only
11-	JACKSON	1.0073	Residential only
12-	MANHATTAN	1.0000	ALL
13-	GREEN GARDEN	1.1042	Residential only
14-	MONEE	1.1368	ALL
15/16-	CRETE	1.1252	Residential only
17-	WILMINGTON	1.1043	Residential only
18-	FLORENCE	1.0720	Residential only
19-	WILTON	1.0722	Residential only
20-	PEOTONE	1.1085	Residential only
21-	WILL	1.0897	Residential only
22/23-	WASHINGTON	1.0904	Residential only
24/25-	REED	1.1020	Residential only
24/25-	CUSTER	1.0538	Residential only
24/25-	WESLEY	1.0910	Residential only
Verified and approved this 14th day of July, 2023			
			
Dale D. Butalla, CIAO-M			
Supervisor of Assessments			

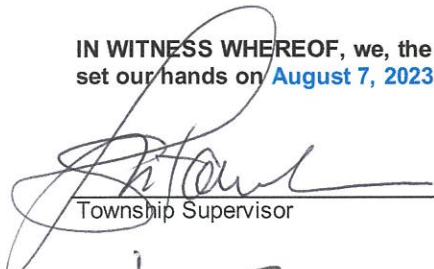
Approved Claims - Board of Township Trustees
Town Account


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

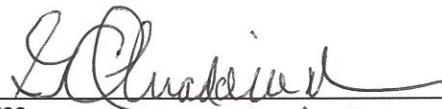
We the undersigned, comprising the Board of Trustees of Washington Township, having duly met at the Township office on **August 7, 2023**, for the purpose of auditing Town accounts, do hereby certify that the following claims or demands against said township were presented, and examined, were allowed at said meeting, to wit:

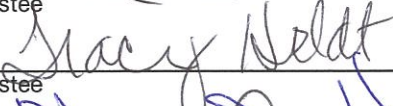
Claim #	Date	To Whom Allowed	CK	Nature of Claim	Amount
6259	7/12	Spectrotel	9008	Phone service - Acct # 343999 - Inv # 11645198	\$ 208.66
6260	7/12	Beecher School District 200U	9009	Mileage for Bus trip to Chicago, IL	\$ 64.00
6261	7/12	Corey Cross	9010	Senior Trip - Chicago White Sox Game - Bus driver pay	\$ 123.25
6262	7/12	Pace Vanpool	9011	Monthly Van rental - Inv # 622198	\$ 100.00
6263	7/12	Comcast	9012	Internet and Cable # 10295 - Bill date - 6/24/23	\$ 290.41
6264	7/12	Dahlberg Accounting Solutions	9013	Professional services & audit (June) - Inv # 219	\$ 860.00
6265	7/12	Beecher Hardware	9014	Building supplies - Inv # A278303 / 278375	\$ 55.97
6266	7/12	Village of Beecher	9015	Bus fuel - 6/1/23 to 6/30/23 - Inv # 871	\$ 39.62
6267	7/12	Tadpoles Aquascape & Landscaping	9016	WTC landscaping - Inv # 2648	\$ 1,595.00
6268	7/12	Quill Corporation	9017	Office supplies - Inv # 33178400	\$ 63.67
6269	7/12	ComEd	9018	Electric bill - Acct # 4341116018 - Bill date 6/29/23	\$ 295.23
6270	7/12	Southwest Exurban Publishing LLC	9019	Publish Roof Bids - Inv # 23-561	\$ 105.00
6271	7/12	Walt's Foods	9020	Food for Senior Movie	\$ 58.91
6272	7/25	Gayle McDonnell	9021	T-shirts - Invoice dated 7/20/23	\$ 80.00
6273	7/25	Anna Oestmann	9022	Reimbursement for mileage - Assessor's Office	\$ 182.75
6274	7/25	Quill Corporation	9023	Office supplies - Inv # 33623166	\$ 104.13
6275	7/25	BMS Lawn Care	9024	Lawn care services - Inv # 10691	\$ 70.00
6276	7/25	Will Ride	9025	Transportation - March & April	\$ 3,597.93
6277	7/25	Jean's Septic Service	9026	Pump basins and septic tank - Inv # B23-987	\$ 200.00
6278	7/17	Intuit Software	EFT	ACH payroll charges	\$ 86.40
6279	7/30	July Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$ 9,131.26
TOTAL ALL DISBURSEMENTS					\$17,312.19

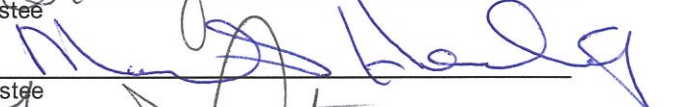
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on **August 7, 2023**.



Township Supervisor


Township Clerk


Trustee


Trustee


Trustee


Trustee

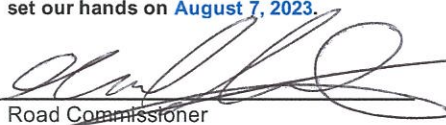
**Approved Claims - Board of Township Trustees
Road & Bridge Account**

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

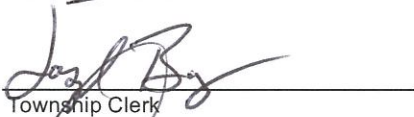
We the undersigned, comprising the Board of Trustees of
Washington Township, having duly met at the Clerks office on **August 7, 2023**, for the
purpose of auditing the Road & Bridge account, do hereby certify that the following claims or demands
against said township were presented, and examined, were allowed at said meeting, to wit:

Claim #	Date	To Whom Allowed	Ck #	Nature of Claim	Amount
8861	7/12	Murray Overhead Door	9342	Repaired cable - Inv # 44035	\$ 180.00
8862	7/12	Dahlberg Accounting Solutions	9343	Professional services & audit - Inv # 220 (June)	\$ 688.00
8863	7/12	AT&T Mobility	9344	Wireless charges - Inv #287293840112X 07092023	\$ 131.85
8864	7/12	AT&T	9345	Phone - Acct # 7089466459-619-2 Inv # 7089466459-07	\$ 268.00
8865	7/12	Lowell NAPA	9346	Parts - Inv # 192975	\$ 31.08
8866	7/12	Cintas Uniforms	9347	Uniforms - Acct # 14943430 from 6/1/23 - 6/30/23	\$ 1,048.59
8867	7/12	Nuway Disposal	9348	Semi-annual charge - Inv # 8395795	\$ 349.44
8868	7/12	ComEd	9349	Utilities - Acct #1659047007 - Bill date - 7/3/23	\$ 181.79
8869	7/12	Village of Beecher	9350	Equipment Fuel - 6/1/23 to 6/30/23 - Inv # 870	\$ 3,951.34
8870	7/12	Emil's Tires	9351	Repairs - Inv # G942 W-23414	\$ 200.00
8871	7/12	Beecher Hardware	9352	Supplies - Inv # A278771 / 278773	\$ 82.63
8872	7/12	Interstate Battery of Chicago	9353	Batteries - Inv # 327408 / 301048	\$ 843.70
8873	7/12	Clauss Specialties	9354	Signage - Inv # 6593	\$ 616.56
8874	7/12	Surf Air Wireless	9355	Internet service - Inv # 1014698	\$ 64.95
8875	7/12	Kankakee Truck Equipment	9356	Parts - Inv # 177259	\$ 81.12
8876	7/12	T&M Tire Service	9357	Tire - Inv # 179777	\$ 1,532.50
8877	7/12	Gallagher Materials Corp.	9358	Asphalt - Multiple invoices (12)	\$ 8,492.36
8878	7/12	VCNA Prairie Material	9359	Stone - Inv # 891006187, 891009978, 891005580, 890997818, 89101	\$ 5,579.97
8879	7/25	Jean's Septic Service	9361	Pump basins and septic tank - Inv # B23-987	\$ 400.00
8880	7/25	Wes Kochel	9362	Towing ('97 Mack) - Inv # 1024542	\$ 897.00
8881	7/25	Clauss Specialties	9363	Shop supplies - Inv # 6635	\$ 1,371.12
8882	7/25	Terry's Ford	9364	Parts - Inv # 67993	\$ 165.00
8883	7/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2023-07	\$ 5,703.02
8884	7/30	July Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$ 19,864.59
Total disbursements					\$ 52,724.61

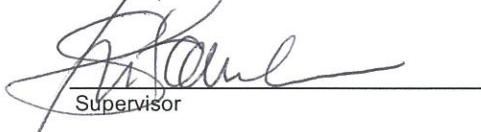
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on **August 7, 2023**.



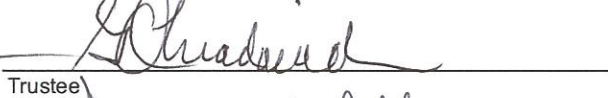
Road Commissioner



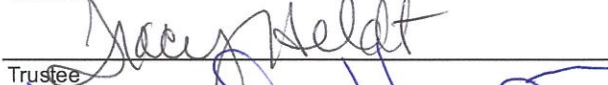
Township Clerk



Supervisor



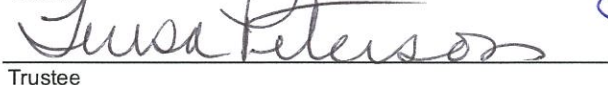
Trustee



Trustee



Trustee



Trustee

Washington Township Board Meeting
August 7, 2023 - 7:00 pm
Meeting Agenda

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated July 6, 2023

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
8. Decennial Committee Report

Washington Township Center Roof Repair Bid Opening

Old Business

1. Consideration and Approval of Revised Washington Township Employee Handbook
2. Consideration and Approval of Washington Township Center Roof Repair Bids

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Beecher EMA Sponsorship Request
3. Water Softener Replacement at Washington Township Center

Payment of Bills

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

Upcoming Seminars and Meetings

- **September 7 – 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.

