

Official Proceedings of the Washington Township Board of Trustees

September 7, 2023

Washington Township Center

30200 Town Center Road, Beecher, IL

Supervisor Stanula was unable to attend the meeting and Trustee Heldt called the meeting to order at **7:00 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. Trustee Heldt led the Pledge of Allegiance.

Roll call:

Present: Trustees: Mark Herlitz, Tracy Heldt, Teresa Peterson

Absent: Supervisor Mike Stanula and Trustee George Obradovich

Other Officials present:

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

Approval of the Board of Trustees Meeting Minutes Dated August 7, 2023:

Trustee Heldt asked if there were any corrections or additions to the August 7, 2023, Board meeting minutes as presented. Being none, Heldt asked for a motion to approve the minutes.

Motion:

Trustee Herlitz made a motion to approve the minutes of the August 7, 2023, 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). In addition to his report Smith said he has only about 1 ¼ miles of roads left to tar and chip this year and once completed, the Road District will have finished just over 10 miles of roads. Will County has also approached him about how he plans to utilize nearly \$600,000 of Motor Fuel Tax (MFT) funds he has accumulated in the last few years. MFT funds are typically used for blacktop projects within the township and Smith has to determine which roads he will repave next year. Depending on material prices, Smith said the MFT funds could be enough to repave approximately 3 miles of roads.
2. **Assessor** - Assessor Peters has been very busy answering questions regarding the recent quadrennial multiplier notices that the county sent out last month. The notices indicate what percentage of value a resident's house has increased and the county has determined that the value of most homes in the township will be increased by 9%. Unfortunately, many people confuse the increase in their homes value to mean their taxes are going up the same percentage. Peters said she has resolved several issues of properties being under and overvalued and has been able to prevent residents from having to appeal their taxes with the county. She also indicated that several residents still were not taking advantage of the exemptions they have earned, and she has assisted with those as well. She presented the

Board with a letter from the Supervisor of Assessments that threaten legal action to assessors who have not completed updating any new 2023 levy year PINS assessed on the Assessor's Level. Peters said Crete Assessor Mary Tamez assisted her with reporting a mistake made by the "Mapping Department" and everything is correct. However, the letter has drawn criticism from many local assessors. Finally, the deadline for any appeals is midnight on Sep. 11 and appeals can only be filed electronically.

3. Clerk - Clerk Burgess reported that 38 seniors attended Movie Night on August 30. Due to poor attendance and as discussed last month, Burgess suggested cancelling the September Senior Breakfast and replacing it with an evening event that featured entertainment. He said he has spoken to several seniors regarding a concert event and their response was positive, and he recommended hiring Frank Sinatra Tribute artist, Jim Bulanda to perform on October 21 at the Amvet Hall. The event would include a 2-hour show with light refreshments served. The Board agreed and the Clerk will move forward with planning the event. The Beecher Part-Time players have also been contacted about performing Christmas music at the December holiday dinner.
4. Supervisor's Report - Supervisor Stanula was not in attendance but left a written report (attached). Trustee Heldt read the report and there was no discussion regarding the report.
5. Trustees Report - No report.
6. Transportation Report - Will Ride did not send a bill in August. The Township's Dial-a-Ride service provided 21 trips in August.
7. General Assistance Report - There were no new cases for General Assistance in August and only one expenditure in the amount of **\$2,260** to pay the yearly General Assistance Catastrophic Insurance premium.
8. Decennial Committee Report - The committee met tonight at 6 pm at the Washington Township Center. The committee reviewed the first draft of the Decennial Report and all unresolved items have now been completed. The committee will meet again on November 6 at 6 pm at the Washington Township Center.

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 emailed our attorney and is still waiting for his response.
2. Roof Repair Update - Per Supervisor Stanula's written report, JF Chiattello will be performing an adhesion test on the roof on September 11 (weather permitting) to assure the roof coating will adhere properly and what action to take if there are any issues. The contractor's goal is to have the roof completed by the end of September. Stanula also reported that while on the roof, there were some tuck-pointing issues on the parapet that needed to be addressed before the roof project could be started. Stanula hired Kevin Koehn to complete those repairs at a cost of \$1500.

3. Water Softener Replacement at Washington Township Center - There was no action on this item and the water softener is still not working.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – There were no cases for the Board to address. However, the Board learned that zoning case (ZC-23-050) which received Board approval last month, has been denied by the county. Information regarding that denial will be given to Supervisor Stanula for review.
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 2023 Town Levy Ordinance – The Board discussed and agreed that there was no reason to increase the 2023 levy over last year's total and asked Clerk Burgess to prepare a draft of the 2023 levy with no increase over the previous year.
8. Consideration and Approval of 2023 Road & Bridge Levy Ordinance - Highway Commissioner Smith has not yet determined if he will ask for an increase in the 2023 levy. Smith and Clerk Burgess will work together to prepare the levy based on the current EAV and Smith will then make his decision. Clerk Burgess believed the numbers would indicate that maximum increase allowed would be under 5%.

9. Consideration to Approve Funding for Holiday Event - The township was asked by the Beecher Holiday Committee if they would be interested in sponsoring a part of this years "Holiday Tree Lighting" activities. Clerk Burgess attended the most recent meeting and indicated the amount suggested was \$200-\$250. Trustee Heldt asked Burgess to reach out the committee and ask them to send the township a formal request.
10. Village of Beecher Annual TIF Joint Meeting - The 2023 Annual Beecher TIF #1 Joint Review Board is meeting in the coming weeks. All invited entities are allowed one representative on the Board and get one vote.

PAYMENT OF BILLS:

Town Account (including Transportation Fund)

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

MOTION:

Trustee Peterson made a motion to approve payment of all applicable payroll, bills, debits, and appropriate transfers from the Town Account for the month of **August** totaling **\$19,296.25**. Trustee Herlitz 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 **August** bills as prepared by Commissioner Mike Smith and presented by the Clerk. Commissioner Smith explained there was a \$10,000 repair bill to replace the springs on one of his older trucks.

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 **August** totaling **\$58,180.67**. Trustee Peterson seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

General Assistance

The board reviewed the **August** bills as reviewed by the Supervisor and presented by the Clerk. There was one bill to pay the Medical Assistance Catastrophic Insurance premium in the amount of **\$2,260**. There were no questions regarding the bills.

MOTION:

Trustee Herlitz made a motion to approve payment of all applicable from the General Assistance Account for the month of **August** totaling **\$2,260.00**. Trustee Peterson seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote.

Upcoming Seminars and Meetings

- **October 2** - Monthly Board Meeting @ 7 pm at the Washington Township Center

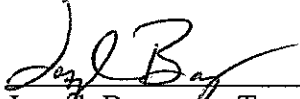
Announcements:

The township newsletter is scheduled to go out in mid-October. Clerk Burgess asked that all contributions to the newsletter be sent to his attention by October 2.

Adjournment:

Being no additional business to discuss, Trustee Peterson made a motion to adjourn the meeting. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote. The Board Meeting adjourned at **7:28 pm**.

Respectfully submitted,



Joseph Burgess – Town Clerk

Approved by Board of Trustees: 10/2/2023

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 another 3 miles of tar and chip for a total of 9 miles. We were scheduled to do our final mile today but the rain threw a wrench in our plan. We will finish up next week.
2. NLP/Nicor has started on the gas main project. If all goes as planned they will charge up the new line by December.
3. We have been stockpiling road mix for our Corning road project.
4. I have begun working with Will County DOT on MFT projects for next spring.

Michael Smith

Highway Commissioner

Assessor - Washington Township

From: SOA Questions <soaquestions@willcountyillinois.com>
Sent: Tuesday, July 11, 2023 2:09 PM
To: Assessor - Washington Township
Cc: Dale D. Butalla; Erin Kljaich; Iris Shaw
Subject: Zero Value Parcels
Attachments: zero_values_2023_washington.xlsx

Good afternoon,

The 2023 assessment year is a General Assessment Year or Quad and as such all assessment officials and staff are extremely busy. We all have extra tasks to complete during this special year. A major concern is that not all townships were able to get their new 2023 levy year PINs assessed on the Assessor Level like in the past. Several townships had issues getting the values assigned when they received the work weeks and even months prior to the deadline. Some Splits/Divisions were not completed by the Mapping Department until the last week which should have been completed earlier to allow for the valuation.

Because we cannot have PINs with "zero" values the SOA placed a value of 5,005 on all new PINs with no values regardless of class, size, use, etc. This **NEEDS** to be fixed on the AR1 level by the township assessors. You will not have the option to fix them on the AR2 level.

The Supervisor of Assessments spoke with the States Attorney and if they are not fixed on the AR1 level he will be forced to value them correctly on the AR2 level. Additionally, he was informed there could be legal consequences for any township assessor who fails complete this work.

On Friday July 21, 2023 the Assessor Recommendation 1 level will open. **PLEASE** use this time before the assessment notices go out to get all values entered for the new 2023 PINs. The attached file contains a list of all new PINs which **MUST** be valued on the Assessor Recommendation 1 (AR1) level before it closed on the Thursday August 17th.

Respectfully,

SOAQUESTIONS

Will County Supervisor of Assessments
302 N. Chicago St. Joliet IL 60432

ASSESSMENT: 815-740-4648

MAPPING: 815-740-4664





Supervisor's Report

September 7, 2023

I apologize again for not being present at tonight's meeting, I made plans for a hunting trip a few months ago and did not realize that September was already here.

30200 Town Center Rd
Beecher, IL 60401

Supervisor
Michael Stanula

Assessor
Pat Peters

Highway Commissioner
Michael Smith

Clerk
Joe Burgess

Trustees
Tracy Heldt
Teresa Peterson
George Obradavich
Mark Herlitz

Report:

☒ I have met with the roofing contractor JM Chialetto on site along with the Field rep for the roof coating product. During our meeting it was agreed that there should be an adhesion test done on the existing roof so as to assure that the spec'd product will coat the roof and/or what would need to be done to achieve the proper results and warranty performance. The test would be performed this Monday. Chialetto would like to be completed with the project by the end of the month. While on the roof it was noticed that the backside of the masonry parapet wall as well the cut stone cap was in need of tuck-pointing. The roofing could not be done until the masonry was repaired. I hired Kevin Keohn of Custom Brick for around \$1500 to perform the job, which was completed Wednesday afternoon. Once the results of the adhesion test come in the Rep will bring in a color sample of the selected gray for approval.

☒ Also of note would be the masonry on the entry sign which is in need of repairs. I will discuss the repairs with Kevin and should have a ballpark figure for the next meeting.

☒ The letter concerning the Zoning Case on Cottage Grove was submitted and accepted by the Will County Planning and Zoning Board for inclusion into the staff report for the PZB.

End of Report

Michael Stanula-Washington Township Supervisor



30200 Town Center Rd
Beecher, IL 60401

Supervisor No dis April 2023

Michael Stanula Disbursement May \$487.91
 No Disbursement for June

Assessor *No Disbursement for July*
Mary Tamez

Highway Commissioner *No Disbursement for Aug FOR GA CASES*
Mike Smith *\$2260 PAYMENT FOR GA INSURANCE PREMIUM*

Clerk
Joe Burgess

Trustees
George Obradovich
Mark Herlitz
Teresa Peterson
Tracy Heldt

**Approved Claims - Board of Township Trustees
General Assistance 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 7, 2023 for the purpose of auditing the General Assistance 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	Vendor / CASE NUMBER	CK	Nature of Claim (EA or GA)	Amount
	8/8	Allied Benefit Systems, LLC	1298	Medical Assistance Catastrophic Insurance	\$2,260.00
TOTAL ALL DISBURSEMENTS					\$2,260.00

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

Township Supervisor

Joel Bay

Township Clerk

Nancy Heldt

Trustee

[Signature]

Trustee

Jenisa Peterson

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 September 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:

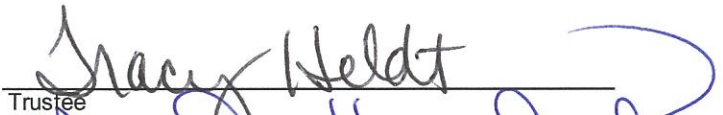
Claim #	Date	To Whom Allowed	CK	Nature of Claim	Amount
6280	8/8	Walt's Foods	9027	Senior Supplies - Inv # 5054441135	\$ 35.29
6281	8/8	Spectrotel	9028	Phone service - Acct # 343999 - Inv # 11704881	\$ 208.80
6282	8/8	Dahlberg Accounting Solutions	9029	Professional services & audit (July) - Inv # 223	\$ 590.00
6283	8/8	NICOR	9030	Utilities gas - #55877029193 - Bill date - 7/12/23	\$ 52.44
6284	8/8	Comcast	9031	Internet and Cable # 10295 - Bill date - 7/24/23	\$ 291.31
6285	8/8	Pace Vanpool	9032	Monthly Van rental - Inv # 623492	\$ 100.00
6286	8/8	Andrews Printing LLC	9033	Door hangers (Assessor's Office) - Inv # 72957	\$ 248.00
6287	8/8	VOID - "Visual PAMSPRO" - VOID	9034	Annual license, maintenance & updates - Inv # 6686	\$ -
6288	8/8	Beecher Hardware	9035	New mailbox - Inv # A281207	\$ 69.99
6289	8/8	Pat Peters	9036	Reimbursement for mileage to Joliet (PAMS training)	\$ 186.02
6290	8/25	Area Salt & Chemical	9037	Salt - Inv # 285823	\$ 112.59
6291	8/25	BMS Lawn Care	9038	Lawn care services - Inv # 10889	\$ 140.00
6292	8/25	ComEd	9039	Electric bill - Acct # 4341116018 - Bill date 7/31/23	\$ 339.04
6293	8/25	Webfoot Designs	9040	Website Hosting - Inv # 131820	\$ 120.00
6294	8/25	NICOR	9041	Utilities gas - #55877029193 - Bill date - 8/10/23	\$ 104.92
6295	8/25	Emma Oestmann	9042	Reimbursement for mileage - Assessor's Office	\$ 26.20
6296	8/25	Cirone Computer Consulting	9043	Annual license, maintenance & updates - Inv # 6686	\$ 2,000.00
6297	8/25	Sikich LLP	9044	2022-2023 Annual Audit - Inv # 25141	\$ 5,973.21
6298	8/15	Intuit Software	EFT	ACH payroll charges	\$ 81.00
6299	8/26	August Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$ 8,617.44
TOTAL ALL DISBURSEMENTS					\$19,296.25

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

Township Supervisor



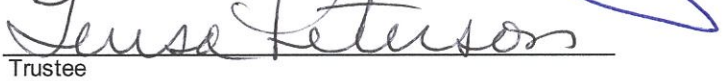
Township Clerk



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 September 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
8885	8/8	Walt's Foods	9365	Water - Inv # 4086921301	\$ 42.83
8886	8/8	Dahlberg Accounting Solutions	9366	Professional services & audit - Inv # 224 (July)	\$ 472.00
8887	8/8	Kankakee Spring & Alignment	9367	Repairs parts - Inv # W22711	\$ 4,937.50
8888	8/8	Kankakee Spring & Alignment	9368	Repairs labor - Inv # W22711	\$ 5,607.80
8889	8/8	Beecher Hardware	9369	Supplies - Inv # A280607	\$ 78.19
8890	8/8	Village of Beecher	9370	Equipment Fuel - 7/1/23 to 7/31/23 - Inv # 877	\$ 4,101.22
8891	8/25	Sikich LLP	9371	2022-2023 Annual Audit - Inv # 15141	\$ 2,389.29
8892	8/25	Mid-West Truckers Association	9372	Drug screens (Becker, Smith, Meyer) - Inv # 23872	\$ 30.00
8893	8/25	Beske Agri Chemicals	9373	Chemicals - Inv # 45078	\$ 207.64
8894	8/25	DeJong Equipment	9374	Parts - Inv # CR49048	\$ 25.20
8895	8/25	ComEd	9375	Utilities - Acct #1659047007 - Bill date - 8/1/23	\$ 229.77
8896	8/25	Lowell NAPA	9376	Parts 2013 Ford F150 - Inv # 195237	\$ 358.15
8897	8/25	DeJong Equipment	9377	Parts - Inv # CR51295	\$ 48.60
8898	8/25	AT&T Mobility	9378	Wireless charges - Inv #287293840112X08092023	\$ 131.71
8899	8/25	AT&T	9379	Phone - Acct # 7089466459-619-2 Inv # 7089466459-08	\$ 268.03
8900	8/25	Tifco Industries	9380	Supplies - Inv # 71892916	\$ 945.82
8901	8/25	VCNA Prairie Material	9381	Stone - Inv # 891034041, 891028472, 891028234, 891024925, 8910198779, 891041367	\$ 4,172.71
8902	8/25	VCNA Prairie Material	9382	Stone - Inv # 891060527, 891064391, 891061916, 891079560, 891074861, 891038609, 891036391	\$ 4,537.12
8903	8/25	Clauss Specialties	9383	Supplies - Inv # 6635	\$ 720.00
8904	8/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2023-08	\$ 5,703.02
8905	8/25	August Payroll - QuickBooks	Misc	Payroll, IMRF & other government payroll liabilities	\$ 23,174.07
Total disbursements					\$ 58,180.67

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




Road Commissioner



Township Clerk

Supervisor



Trustee



Trustee



Trustee

Trustee

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

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated August 7, 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

Old Business

1. Consideration and Approval of Revised Washington Township Employee Handbook
2. Roof Repair Update
3. Water Softener Replacement at Washington Township Center

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 2023 Town Levy Ordinance
8. Consideration and Approval of 2023 Road & Bridge Levy Ordinance
9. Consideration to Approve Funding for Holiday Event

Payment of Bills

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

Upcoming Seminars and Meetings

- **October 2** – 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 / 6PM DECENNIAL COMM MTG

September 7, 2023

Guest Sign-in Sheet

Please CHECK here if you have Pubic Commentary

PLEASE PRINT NAME

ADDRESS

KEVIN R MANNING

29850 S. COTTAGE GROVE

Lori Manning

29850 S - Cottage grove

JULIE NEFCZYK

31820 S. STATE LINE RD

CHARLIE VAN GEMERT

31820 S. STATE LINE RD.