

Official Proceedings of the Washington Township Board of Trustees
November 4, 2024
Washington Township Center
30200 Town Center Road, Beecher, IL

Supervisor Stanula called the meeting to order at **7:00 p.m.** to pay bills for the month of **October** 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 & Mark Herlitz **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 October 7, 2024:

Supervisor Stanula noted that the minutes did not contain that he read the Transportation Report to the Board at the October meeting and that it should be added to the minutes. He then asked if there were any other corrections or additions to the October 7, 2024, Board meeting minutes. Being none, he asked for a motion to approve the minutes.

Motion:

Trustee Heldt made a motion to approve the minutes of the October 7, 2024, Board meeting with the correction that the "Supervisor Stanula read the attached Transportation Report to the Board." Trustee Herlitz 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 explained that because of the mild weather, his crew has begun some road grinding on Offner Road west of Knacke Road and on Western Ave. south of Offner Road.
2. **Assessor** – Assessor Peters had no report.
3. **Clerk** – Clerk Burges reported that 1391 local residents took advantage of Early Voting at the Washington Township Center from October 21 through November 1. The Township purchased a "Seasons Greetings" banner that will be hung with other business banners on Penfield Street this holiday season. The banner was purchased for a cost of \$43.20. A Senior "Pizza & Paint Party" is scheduled for November 12 at 5 PM. The pizza is being provided by First Community Bank and Trust. The fall newsletter was mailed in late October.
4. **Supervisor's Report** – Supervisor Stanula is opening the Washington Township Center tomorrow at 5 AM for the General Election so election judges can setup for voting. Arrangements have also been made to open the Community Building for voting as well.

5. Trustees Report – Trustee Heldt attended an Economic Development Training for Local Elected & Appointed Officials on October 30 in Frankfort. Heldt said the event was mostly about bringing development to your area and what local officials could do to attract new business along with discussions about business retention and having a strategic plan for your entity. She reported that there were some concerns brought up because ComEd and Nicor don't always have the grid space available for new businesses coming into some areas and they face supply chain issues trying to expand their services. Heldt asked the panel specifically about solar farms and was told that it's not something that is in ComEd's long term planning because they take a large footprint, are difficult to build and supply very little energy for their size. However, the state is pushing for solar farms to be developed. She said Doug Pryor chaired the meeting and did an excellent job and he will be hosting additional meetings around the county after the April elections and she recommended that we invite Pryor to Washington Township. It was also recommended that the local elected officials make an effort to meet with their residents after the elections.
6. Transportation Report – Supervisor Stanula reported in October, the Dial-a-Ride service provided 42 trips at a cost of \$885.54 while covering 222 miles. The new NTB Pace report was completed last week.
7. General Assistance Report – There were no new General Assistance cases or payouts in October.

OLD BUSINESS:

1. Consideration and Approval of Revised Washington Township Employee Handbook – A conference call has been scheduled on November 15th to discuss the handbook with Attorney Bryan Kopman.
2. Township Recycling and Refuse Plan Discussion – There was no action on this item.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – There were no new zoning cases to consider in October.
3. Consideration and Approval of 2024 Town Levy Ordinance – The 2024 proposed Town Levy Ordinance #24-03 was reviewed by the Board. The total funds levied was set at \$365,399 and is unchanged from last year. This amount includes funds for the Corporate Account, General Assistance Fund, Insurance Fund, and the Community Building. There were no questions or discussion on the levy ordinance.

MOTION:

Trustee Heldt made a motion to approve the Washington Township 2024 Levy Ordinance #24-03 as presented. Trustee Herlitz seconded the motion. There was no discussion on the motion. Roll Call vote: Heldt – yes, Herlitz – yes, Peterson – yes, Obradovich – yes, Stanula – yes. **Motion passed 5-0.**

4. Consideration and Approval of 2024 Road & Bridge Levy Ordinance – The 2024 proposed Road & Bridge Levy Ordinance #24-04 was reviewed by the Board. Commissioner Smith is requesting a total levy of \$1,048,906, which represents about a 4.65% increase (\$46,000) over 2023. Commissioner Smith said that nearly all material costs, especially road oil, continue to rise and road oil must be used for tar & chipping and there are only two vendors that sell road oil, so pricing isn't competitive. A tanker of road oil is 12,000 gallons and will cover about 3 miles of resurfacing. Smith said because the township does their own tar & chipping, they save nearly \$5000 for every mile that is done by the district.

This levy includes funds for the Road District and the County Aid Bridge Fund. The Village of Beecher also receives about \$300,000 of the total road levy.

MOTION:

Trustee Obradovich made a motion to approve the Road & Bridge Levy Ordinance #24-04 as presented. Trustee Heldt seconded the motion. There was no discussion on the motion. Supervisor Stanula called for a roll call vote. Obradovich – yes, Heldt – yes, Peterson – yes, Herlitz – yes, Stanula – yes. **Motion passed 5-0**

2. Consideration and Approval of "A Resolution Setting Compensation of Township Officials for The Four-Year Term Beginning May 19, 2025" (Assessor January 1, 2026) – The Board is responsible for setting the salaries for the next Board, who will take office in May of 2025. The salaries are to be decided and set for each elected position.

Trustee Heldt suggested raising the Supervisor's annual salary by \$2000. Supervisor Stanula asked how this increase or any increases were determined and how the Board would respond if asked about the new salaries.

Trustee Obradovich, said he has been on the Board for eight years and was proud of the entire Board as they show great fiscal reasonability and only spend as needed, plus they have not raised the levy in nine years. He went on to say the township offers many, many services from Mental Health to Senior Programs and has a good reputation within the community and with other local taxing bodies. The increases are warranted from all of these positive things and could help draw competent people to run for office. Trustee Heldt agreed and explained the positions are important and salaries need to reflect the work that these positions put in every month. She added that Board members voluntarily go to many additional township and local events and also attend non-township meetings to stay current with what is happening in the county and state. Heldt added the proposed increases also raise compensation closer to a fair value with the surrounding townships, especially with the job the entire Board does in our township.

The Board agreed to Stanula's suggestion of \$12,350 plus the \$1000 for being the Road District's treasurer each year for the next four years. The Board then set the Clerk's annual salary at \$11,135.00, the Trustee's annual salary at \$4000 and the Assessor's annual salary at \$37,300.00. All salaries are paid yearly and are for four consecutive years as set forth in the compensation resolution.

The Highway Commissioner has always been considered a full-time position in the township mainly because the township has 72 miles of roads, which is the second highest in all of Will County. Properly maintaining township roads take a significant amount of planning and good execution and is a complicated task. Considering these and other factors, the Highway Commissioner's annual salary was set at \$67,100 for four consecutive years as set forth in the Compensation Resolution. The township will also pay for the commissioner's healthcare insurance and family healthcare (if needed). The commissioner will also receive a \$2000 clothing allowance.

The Clerk then entered all of the agreed upon annual salaries into Resolution # 24-01, "*A Resolution Setting Compensation of Township Officials for The Four-Year Term Beginning May 19, 2025*" (Assessor January 1, 2026). The resolution was printed, presented and reviewed by the Board. Supervisor Stanula asked the Board if there was any additional discussion, being none, he asked for a motion to approve.

MOTION:

Trustee Peterson made a motion to approve Compensation Resolution #24-01, "*A Resolution Setting Compensation of Township Officials for The Four-Year Term Beginning May 19, 2025*" (Assessor January 1, 2026) as reviewed and presented. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was unanimously approved by voice vote

3. *Consideration and Approval of Village of Beecher Tree Lighting Sponsorship* – Clerk Burgess sits on the village's Holiday Tree Lighting Committee and explained the village was looking for a possible sponsorship from the township. The village spends money on decorations, food and cash prizes for the Holiday House Decorating Contest. Trustee Heldt questioned what the money would actually be used for and if the township would receive any recognition for the sponsorship. The Board requested that the village send a "sponsorship request" letter to the township and they would discuss it further once the letter is received. Burgess will reach out to the committee chairman regarding the request.

PAYMENT OF BILLS:

Town Account (including Transportation Fund)

The board reviewed the **October** 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 authorize payment of all applicable payroll, bills, debits, and appropriate transfers from the Town Account for the month of **October** totaling **\$21,023.94**. 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 **October** bills as presented 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 for the month of **October** totaling **\$121,286.77**. 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

- **December 2, 2024** - Monthly Board Meeting @ 7 pm at the Washington Township Center

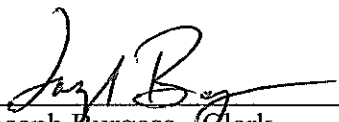
Announcements:

- **November 14** – Senior Pizza & Paint Party at the Washington Township Center at 5 pm
- **November 20** – Senior Movie Night at the Washington Township Center at 6:30 pm
- **December 3** – Republican Washington Township Caucus at the Beecher Amvet Hall at 7 pm
- **December 10** – Senior Holiday Dinner @ 5:30 pm at the Beecher Amvet Hall

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 **8:52 pm**.

Respectfully submitted,



Joseph Burgess - Clerk

Approved by Board of Trustees: 12/2/24

Washington Township

Highway Department

30200 Town Center Dr.

Beecher, Illinois 60401

708- 946-6459 Fax 708-946-6459

Michael Smith Highway Commissioner

1. With the mild weather we have been able to get a jump on the road projects for next spring. We have started grinding and hauling stone on the new road projects.
2. We have been continuing with fall mowing.
3. We will continue ditch work and tree work until the weather does not allow.

Michael Smith

Highway Commissioner

Economic Development Training for Local Elected & Appointed Officials

October 30, 2024
7:30 a.m. - 11:30 a.m.
Frankfort Park District
140 Oak Street
Frankfort, IL 60423

- I. Check-In, Breakfast & Networking 7:30am-8:00am

- II. Welcome, Overview & Introductions – Doug Pryor
 - a. Mayor Keith Ogle, Village of Frankfort – Welcome

 - b. Jennifer Bertino-Tarrant, Will County Executive – Comments

 - c. John McCann, Economic & Business Development Manager, Economic Development, ComEd

 - d. Manny Lopez, Assistant Deputy Director, Office of Regional Econ. Dev., IL Dept. of Commerce & Economic Opportunity

 - e. Christopher Sala, Senior Economic Development Representative, Thomas Stovall, Manager, Community Development

- III. Break

- IV. The Role of Local Elected Officials in Economic Development: Ten Things You Should Know

**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 **November 4, 2024**, 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
9165	10/7	Quill Corporation	9626	Office Supplies - Inv # 40740900	\$ 122.99
9166	10/7	Tri State Asphalt	9627	HFE-90 Oil - Inv # 5713353809 / 5713356844 / 5713356553	\$ 30,442.29
9167	10/7	Dahlberg Accounting Solutions	9628	Professional services (Sep) - Inv # 330	\$ 672.00
9168	10/7	Shorewood Home & Auto	9629	Parts - Inv # 435831	\$ 716.98
9169	10/7	NAPA Auto Parts	9630	Parts - Inv # 122429 / 122760	\$ 73.87
9170	10/7	DeJong Equipment	9631	Parts - Inv # CR59735	\$ 202.48
9171	10/7	Belson Steel Center	9632	Square tubing - Inv # 523492	\$ 12.07
9172	10/7	R.P. Lumber	9633	Supplies - Inv # 2835812	\$ 24.99
9173	10/7	Village of Beecher	9634	Equipment Fuel - 9/1/24 to 9/30/24 - Inv # 971	\$ 2,237.19
9174	10/22	Belson Steel Center	9635	Steel - Inv # 523634	\$ 45.99
9175	10/22	Cintas Uniforms	9636	Uniforms - Acct # 14943430 from 9/1/24 - 9/30/24	\$ 589.50
9176	10/22	ComEd	9637	Utilities - Acct #2497892222 - Bill date - 10/2/24	\$ 253.85
9177	10/22	Surf Air Wireless	9638	Internet service - Acct # 93011007437 - Bill date 10/1/24	\$ 59.95
9178	10/22	AT&T Mobility	9639	Wireless charges - Inv #287293840112X10092024	\$ 145.31
9179	10/22	Gallagher Materials	9640	Asphalt - Inv # 36007 / 35210	\$ 2,258.48
9180	10/23	Vulcan Materials	9641	Stone - Inv # 1910436 / 1942265 / 1911989 / 1912406 / 1823125 / 1884137 / 1867410 / 1867083 / 1867646	\$ 6,521.83
9181	10/23	Emulsicoat Inc.	9642	HFE-90 Oil - Inv # 3813353349 / 3813352563 / 3813351867 / 3813351309	\$ 50,335.33
9182	10/23	Sikich LLC	9643	Professional services / Audit - Inv # 66113	\$ 1,181.60
9183	10/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2024-10	\$ 5,775.88
9184	10/25	October Payroll - QuickBooks	Misc.	Payroll, IMRF & other government payroll liabilities	\$ 19,614.19
Total disbursements					\$ 121,286.77

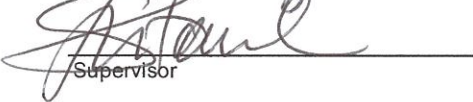
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on **November 7, 2024**.



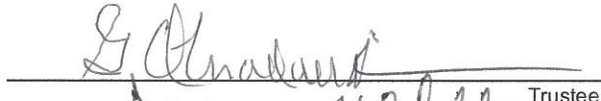
Road Commissioner



Township Clerk



Supervisor



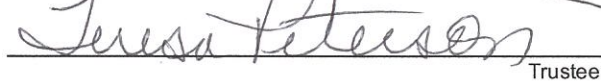
Trustee



Trustee



Trustee



Trustee

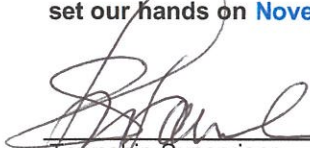
Approved Claims - Board of Township Trustees
Town Account

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

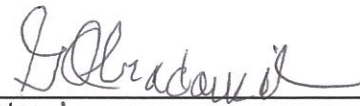
We the undersigned, comprising the Board of Trustees of Washington Township, having duly met at the Township office on **November 4, 2024**, for the purpose of auditing Town accounts, do hereby certify that the following claims or demands against said township were presented, and examined, were allowed at said meeting, to wit:

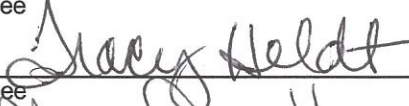
Claim #	Date	To Whom Allowed	CK	Nature of Claim	Amount
6568	10/7	Alicia's House	9297	Donation from Beecher Lions Club to Food Pantry	\$ 500.00
6569	10/7	Quill Corporation	9298	Office Supplies - Inv # 40740900	\$ 122.99
6570	10/7	Comcast	9299	Internet and Cable # 10295 - Bill date - 9/24/24	\$ 630.32
6571	10/7	Elmer & Son Locksmith	9300	New key - Inv # 418250	\$ 25.00
6572	10/7	Cirone Computer Consulting	9302	Assessor's Visual PAMSPRO Annual License - Inv # 6874	\$ 2,100.00
6573	10/7	Patricia Peters	9303	Notary supplies (Amazon) #112-9134708-3499409	\$ 17.27
6574	10/7	Mike Fuhrman	9304	Mileage (Measuring for Assessor)	\$ 71.69
6575	10/7	Spectrotel	9305	Phone service - Acct # 343999 - Inv # 12527061	\$ 211.32
6576	10/7	Pace Vanpool	9306	Monthly Van rental - Inv # 642057	\$ 100.00
6577	10/7	Southwest Exurban Publishing	9307	Publish Treasurer's Report - Inv # 24-524	\$ 225.00
6578	10/7	Dahlberg Accounting Solutions	9308	Professional services - (Sep) - Inv # 329	\$ 840.00
6579	10/22	The Vedette	9309	2025 Newspaper Subscription	\$ 30.00
6580	10/22	NICOR	9310	Utilities gas - #55877029193 - Bill date - 10/09/24	\$ 48.78
6581	10/22	CLR Digital	9311	Calendar App Monthly Fee - Inv # 2593	\$ 125.00
6582	10/22	BMS Lawn Care	9312	Lawn care services - Inv # 13750	\$ 70.00
6583	10/22	Joseph Burgess	9313	Reimbursement for Senior & office supplies	\$ 83.28
6584	10/22	KGG LLC	9314	Professional services - Inv dated 10/16/24	\$ 3,546.00
6585	10/22	Quill Corporation	9315	Office supplies - Inv # 40750996 / 41043933	\$ 82.63
6586	10/22	Sit-N-Bull	9316	Senior Fall Breakfast catering - Inv dated 10/22/24	\$ 1,200.00
6587	10/23	Sikich	9317	Professional services / Audit Work - Inv # 66113	\$ 1,477.00
6588	10/24	Patricia Peters	9318	Reimbursement for "Trunk or Treat"	\$ 88.76
6589	10/31	October Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$ 9,428.90
TOTAL ALL DISBURSEMENTS					\$21,023.94

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on **November 4, 2024**.



Township Supervisor


Township Clerk


Trustee


Trustee


Trustee


Trustee

Washington Township Board Meeting
7:00 PM

November 4, 2024

By checking the Public Commentary "box" you are agreeing to abide by the Washington Township Public Commentary Policy as printed on the back of the Meeting Agenda.

Guest Sign-in Sheet

PLEASE PRINT NAME	ADDRESS	Please CHECK here if you have Pubic Commentary
None		
Jay By		
Clerk		
11/4/24		

**Washington Township Board Meeting
November 4, 2024 - 7:00 pm
Meeting Agenda**

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated October 7, 2024

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. Township Recycling and Refuse Plan Discussion
3. Consideration and Approval of 2024 Town Levy Ordinance
4. Consideration and Approval of 2024 Road & Bridge Levy Ordinance
5. Consideration and Approval of "A Resolution Setting Compensation of Township Officials for The Four-Year Term Beginning May 19, 2025" (Assessor January1, 2026)

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Consideration and Approval of Village of Beecher Tree Lighting Sponsorship

Payment of Bills

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

Upcoming Seminars and Meetings

- **December 2, 2024** – Monthly Board Meeting @ 7 pm

Announcements

- **November 20, 2024** – Senior Movie Night @ WTC at 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 708-946-2026.

The Washington Township Public Commentary Policy will be followed and is printed on back of the agenda.

A CLOSED (EXECUTIVE) SESSION MAY BE HELD AT ANY POINT DURING THE MEETING.