

Official Proceedings of the Washington Township Board of Trustees
February 3, 2025
Washington Township Center
30200 Town Center Road, Beecher, IL

Trustee Obradovich called the meeting to order at **7:00 p.m.** to pay bills for the month of **January** and transact any other business that may come before the Board of Trustees. The meeting agenda and guest sign-in sheet are attached. Obradovich led the Pledge of Allegiance.

Roll call:

Present: Trustees: Teresa Peterson, Tracy Heldt, George Obradovich & Mark Herlitz

Absent: Supervisor Mike Stanula

Other Officials present:

Clerk Joe Burgess and Assessor Pat Peters

Approval of the Board of Trustees Meeting Minutes Dated January 6, 2025:

Trustee Obradovich asked if there were any corrections or additions to the January 6, 2025, board meeting minutes as presented. Being none, he asked for a motion to approve the minutes.

Motion:

Trustee Herlitz made a motion to approve the minutes of the January 6, 2025, board meeting as presented. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote.**

Public Commentary:

Resident Rita Luedtke, who owns property on E. Goodenow Road addressed the Board. She was upset and explained that she observed the highway department cutting down “trees and hedges” on her property on Friday, January 31. She said the individuals were “trespassing” and she was never notified or approved any activity that was going to take place on her property. The removal of the hedges has now made it easier for others to access her property, which people have used to dump garbage, televisions and other items. Ms. Luedtke has also contacted her attorney regarding this matter. Trustee Obradovich explained that Commissioner Mike Smith was ill and could not attend the meeting tonight and recommended that she contact him directly to discuss the incident. He also explained if she is not satisfied with Commissioner Smith’s response, she could discuss this issue with him in front of the Board at the March 3rd meeting. Trustee Herlitz indicated that the township does have easement rights along township roads, however, Ms. Luedtke said they were well beyond the easement.

Reports:

1. Road Commissioner - Commissioner Smith was not in attendance and left a written report (attached), which Trustee Obradovich read to the Board.
2. Assessor – Assessor Peters has been busy adding new properties and property improvements to the county records.

3. Clerk – Clerk Burgess reported that “Early Voting” schedule for the April 1st Consolidated Election has been submitted to the county. Early voting will begin on March 17 and conclude on March 29. A Senior Movie Night has been scheduled for Tuesday, March 18 at 6:30 pm. The movie was moved to Tuesday so as not to interfere with local Wednesday night church Lenten services. The proposed senior events schedule was presented to the Board. Burgess also provided an attendance and service report (attached) for the 2024 senior activities, Food Pantry, Medical Closet and temporary handicap placards distributed.

Burgess indicated that the vendor providing the handicap placards to the township is offering placards throughout the year and no longer offers the option of “volume pricing” for twice a year ordering. This change has resulted in the cost of a single year placard order to increase substantially. A two-year order of placards was quoted at \$910 versus \$212 for a single order in 2023. The best and most economical way to purchase placards now is to order 4-years at a time. This brings the cost down to \$340 per year. Burgess spoke to Supervisor Stanula about the increase and options, and he recommended ordering a 4-year supply.

4. Supervisor’s Report – Supervisor Stanula provided a written report indicating he had nothing to report.
5. Trustees Report – No report.
6. Transportation Report – No report, the Transportation Coordinator has been out of the office.
7. General Assistance Report – There were no new General Assistance cases or payouts in January.
8. Community Building – Trustee Peterson indicated that the new flooring is being delivered to the Community Building this week. The installation will take several days, and the Community Board has cleared the February calendar and is not accepting any event applications until the floor is completed, which will occur sometime in February.

OLD BUSINESS:

1. Consideration and Approval of Revised Washington Township Employee Handbook – Clerk Burgess indicated that he and Supervisor Stanula have not yet discussed the handbook, but he anticipates a meeting soon.
2. Township Recycling and Refuse Plan Discussion – Supervisor Stanula has contacted Marta Keane, from Will County Green and is waiting to hear back as to when she will be available to make a presentation to the Board.
3. Computer Server Upgrade – Paul Leonhardt, from Chicagoland Cloud sent an email recommending that two desktop units and monitors (if needed) in the main office be replaced. Both units are very old, and the warranty expired in 2018. Leonhardt estimated that the approximate cost to replace the equipment and labor would be \$3600. The cost to replace these computers is included in the 2025-26 budget expense worksheet.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – There were no new zoning cases to consider in January.
2. Consideration and Approval of New Flagpole – There was no information to report at this time.
3. Consideration and Approval to Sponsor “Concert in the Park” Series with the Village of Beecher – Clerk Burgess attended a recent “Concert in the Park” meeting and reported that four concerts will be held. Concert dates include June 7, July 4, Aug. 16 and Sep. 6. Burgess indicated that he knew that “One of the Nights”, which is an Eagles tribute band has been confirmed for the August concert. Supervisor Stanula sent an email to the board members supporting the \$10,000 sponsorship with the Village of Beecher.

MOTION:

Trustee Herlitz made a motion to approve a \$10,000 sponsorship for the 2025 “Concert in the Park” series. 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 the 2025-2026 Town Budget (Approve in May) – Clerk Burgess explained that the budget can only be approved after there is a 30-day public inspection period. Because of this requirement, there is not enough time between the May & June meeting to allow for this inspection and Burgess suggested tentatively approving the budget at the March 24th meeting or consider holding a special meeting after the annual Town Meeting on April 8th.

The Board reviewed a worksheet of major expenses from fiscal year 2024-25 and the proposed major expenses for the upcoming budget. The list included capital expenses, sponsorships, maintenance items, professional and contractual services along with other yearly expenses. There were no changes to these items at this time and the clerk was asked to prepare the budget with these items as listed. The Board will then review and adjust the first draft of the proposed budget at the March meeting.

5. Consideration and Approval of the 2025-2026 Road District Budget (Approve in May) – Clerk Burgess will provide Commissioner Smith with an updated budget template.
6. Approval of 2025-2026 Meeting Dates – Clerk Burgess presented a tentative meeting date schedule (attached) for the 2025-26 fiscal year. The Board reviewed the schedule and recommended the meeting date schedule be approved.

MOTION:

Trustee Herlitz made a motion to approve the 2025-2026 Washington Township Board Meeting schedule as presented. Trustee Heldt 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 **January** bills as reviewed by the Supervisor 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, debits, and appropriate transfers from the Town Account for the month of **January** totaling **\$14,572.67**. 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 **January** bills as reviewed 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 for the month of **January** totaling **\$70,088.27**. 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

- **March 3, 2025** - Monthly Board Meeting @ 7 pm at the Washington Township Center

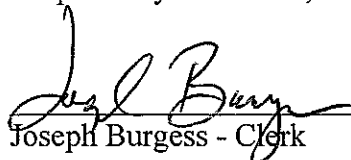
Announcements:

- **March 18** – Senior Movie Night @ 6:30 pm at the Washington Township Center

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 **7:34 pm**.

Respectfully submitted,


Joseph Burgess - Clerk

Approved by Board of Trustees: 3/3/2025

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 a crew on patch work.
2. There is also a crew on tree trimming and brush clearing.
3. We will begin taking salt deliveries next month.

Michael Smith

Highway Commissioner

2024 Final Report

*From
Clerk Joe
BURGESS*

Senior Events

Year	Total Attendance	# of Events	Avg Attendance
2024	462	10	46
2025	34	1	34

Food Pantry Information

Year	Pounds	Individuals	Families	Increase Food	Ind. Increase
2023	23100	2888	871		
2024	35069	3476	1104	52%	20%
2025					

Medical Closet

Equipment	2023	2024	2025
Wheelchairs	10	11	0
Scoters	2	2	0
Shower Chairs	11	16	0
Commodes	11	9	0
Crutches	2	3	0
Canes	14	9	0
Walkers	11	14	0
Toilet Risers	5	3	0
Bed Bar	3	3	0
Knee Scooter	5	3	0
Transport Chair	1	4	0
	75	77	0

Temp Placards

2024	25
2025	0

Submitted: Clerk Joe Burgess



Feb. 3, 2024

Supervisor's Report

30200 Town Center Rd
Beecher, IL 60401

I will keep my report short.

End of report

Supervisor
Michael Stanula

Mike Stanula- supervisor

Assessor
Pat Peters

Highway Commissioner
Michael Smith

Clerk
Joe Burgess

Trustees
Tracy Heldt
Teresa Peterson
George Obradavich
Mark Herlitz





January 10, 2025

Re: Concert in the Park

30200 Town Center Rd
Beecher, IL 60401

Charity Mitchell

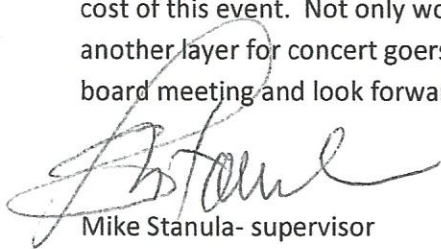
Supervisor
Michael Stanula

Thank you for the formal letter concerning the upcoming Concert in the Park series. I think that it has been a great plus for our community and look forward to this year's music. We will have this on the agenda at our next board meeting which will be February 3rd. I would also like to see and encourage the solicitation of advertisements and possibly in park vendors to help offset the cost of this event. Not only would this help with finances but also create another layer for concert goers to enjoy. I will let you know the outcome of the board meeting and look forward to our continued partnership.

Assessor
Pat Peters

Highway Commissioner
Michael Smith

Clerk
Joe Burgess



Mike Stanula- supervisor

Trustees
Tracy Heldt
Teresa Peterson
George Obradavich
Mark Herlitz

COPY

**Washington Township
Board of Trustees
Meeting Schedule 2025 - 2026**

Location

Washington Township Center
30200 Town Center Road
Beecher, IL 60401

All meetings start at 7:00 PM unless indicated otherwise.

<u>Date</u>	<u>Weekday</u>
May 5, 2025	Monday
June 2, 2025	Monday
July 7, 2025	Monday
August 4, 2025	Monday
September 3, 2025	Wednesday
October 6, 2025	Monday
November 3, 2025	Monday
December 1, 2025	Monday
January 5, 2026	Monday
February 2, 2026	Monday
March 2, 2026	Monday
March 23, 2026	Monday

Any person requiring special accommodations should notify Supervisor Mike Stanula at (708) 946-2026, prior to the meeting date to make necessary arrangements.

Approved: 2025 - Joe Burgess - Clerk

TENTATIVE

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 **February 3, 2025**, 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
6636	1/6	Dahlberg Accounting Solutions	9363	Professional services - (Dec) Inv # 350	\$ 850.00
6637	1/6	Mike Fuhrmann	9364	Travel expenses for measuring (Assessor)	\$ 62.98
6638	1/7	Pace Vanpool	9370	Monthly Van rental - Inv # 646025	\$ 100.00
6639	1/6	Spectrotel	9366	Phone service - Acct # 343999 - Inv # 12702686	\$ 212.05
6640	1/6	CLR Digital	9367	Calendar App Monthly Fee - Inv # 2692	\$ 125.00
6641	1/6	Beecher Fuel Account	9368	Bus fuel - 12/1/24 to 12/31/24 - Inv # 993	\$ 64.48
6642	1/6	Walt's Foods	9369	Senior supplies Inv # 3062841800 / 5099851444	\$ 62.46
6643	1/10	ComEd	9371	Electric bill - Acct # 4544334000 - Bill date 12/31/24	\$ 289.58
6644	1/10	Comcast	9372	Internet and Cable # 10295 - Bill date - 12/24/24	\$ 347.49
6645	1/10	Pat Peters	9373	Travel expenses - Monthly Will County Assessor's Meeting	\$ 73.46
6646	1/22	Nicor	9374	Utilities gas - #55877029193 - Bill date - 1/09/25	\$ 248.51
6647	1/22	A Stars & Stripes Flag Corp.	9375	Township flags (2) - Inv # 22431	\$ 235.50
6648	1/22	Joe Burgess	9376	Reimbursement for Movie Matinee pizza & desserts	\$ 309.54
6649	1/22	Quill Corporation	9377	Office Supplies - Inv # 41704540 / 42290331	\$ 185.17
6650	1/23	IL Chapter of IAAO	9378	2025-2026 Dues(Assessor)	\$ 60.00
6651	1/24	Fred Watkins	9379	Carpet cleaning - Inv # 274836	\$ 240.00
6652	1/19	Cytracom	ACH	Phone Service - Inv # 375851	\$ 250.91
6653	1/31	January Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$ 10,855.54
TOTAL ALL DISBURSEMENTS					\$14,572.67

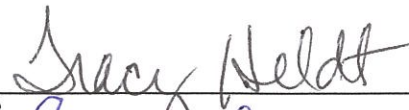
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto set our hands on **February 3, 2025**.



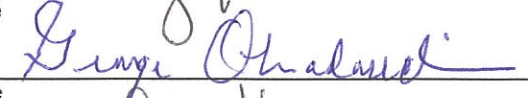
Township Supervisor



Township Clerk



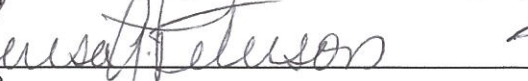
Trustee



Trustee



Trustee



Trustee

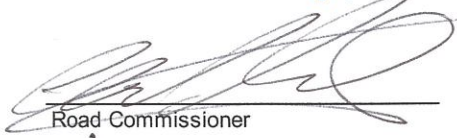
Approved Claims - Board of Township Trustees
Road & Bridge Account

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 **February 3, 2025**, 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
9214	1/6	Dahlberg Accounting Solutions	9668	Professional services (Dec) - Inv # 352	\$ 680.00
9215	1/6	Tri State Asphalt	9669	Demurrage charge - Inv # 5713358240	\$ 175.00
9216	1/6	Tri State Asphalt	9670	HFE-90 Oil - Inv # 5713351599	\$ 15,818.62
9217	1/8	NAPA Auto Parts	9671	Parts - Inv # 124536 & 124671	\$ 263.01
9218	1/8	Village of Beecher	9672	Equipment Fuel - 12/1/24 to 12/31/24 - Inv # 992	\$ 2,262.52
9219	1/8	Quill Corporation	9673	Office Supplies - Inv # 42184080	\$ 13.98
9220	1/8	Airgas USA	9674	Annual lease renewals - Inv # 5512915211	\$ 306.70
9221	1/8	R.P. Lumber	9675	Shop supplies - Inv # 2917860 / 2967030 / 323487	\$ 135.57
9222	1/8	Walt's Foods	9676	Water & supplies - Inv # 4042411428	\$ 65.93
9223	1/8	Tri State Asphalt	9677	Demurrage charge - Inv # 5713360084	\$ 175.00
9224	1/10	DeJong Equipment	9678	Parts - Inv # CR62172 & CR 62546	\$ 2,666.91
9225	1/10	ComEd	9679	Utilities - Acct #2497892222 - Bill date - 1/2/25	\$ 229.79
9226	1/10	Hi Viz Inc.	9680	Road markers - Inv # 12837	\$ 1,320.00
9227	1/22	Tifco Industries	9681	Shop supplies - Inv # 72047145	\$ 1,270.98
9228	1/22	Cintas Uniforms	9682	Uniforms - Acct # 14943430 (Oct-Nov-Dec 2024)	\$ 1,915.42
9229	1/22	Great Lakes Distributing	9683	Parts & labor (pressure washer) - Inv # 232938	\$ 796.05
9230	1/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2025-01	\$ 5,775.88
9231	1/31	January Payroll - QuickBooks	Misc.	Payroll, IMRF & other government payroll liabilities	\$ 36,216.91
Total disbursements					\$ 70,088.27

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on **February 3, 2025**.

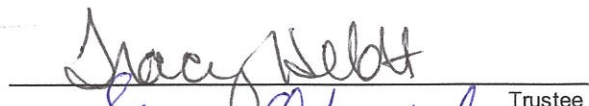


Road Commissioner



Township Clerk

Supervisor



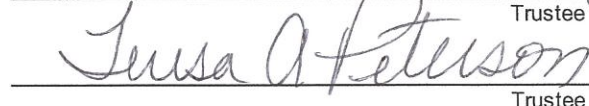
Trustee



Trustee



Trustee



Trustee

**Washington Township Board Meeting
February 3, 2025 - 7:00 pm
Meeting Agenda**

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated January 6, 2025

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 Computer Server Upgrade

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Consideration and Approval of New Flagpole
3. Consideration and Approval to Sponsor "Concert in the Park" Series with the Village of Beecher
4. Consideration and Approval of the 2025-2026 Town Budget (Approve in May)
5. Consideration and Approval of the 2025-2026 Road District Budget (Approve in May)

Payment of Bills

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

Upcoming Seminars and Meetings

- **March 3, 2025** – 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 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.

