

**Official Proceedings of the Washington Township Board of Trustees**  
**July 7, 2025**  
**Washington Township Center**  
**30200 Town Center Road, Beecher, IL**

Supervisor Stanula called the meeting to order at **7:01 p.m.** to pay bills for the month of **June** 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:** Tracy Heldt, Mark Herlitz, Paul Goldrick & Teresa Peterson

**Absent:** None

**Other Officials present:**

Clerk Joe Burgess and Assessor Pat Peters

**Approval of Town Account Budget Hearing Minutes Dated June 2, 2025:**

Supervisor Stanula asked if there were any corrections or additions to the June 2, 2025, Town Budget Hearing minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

**Motion:**

Trustee Herlitz made a motion to approve the Town Account Budget Hearing minutes dated June 2, 2025, as presented. Trustee Goldrick seconded the motion. There was no discussion, and the motion was unanimously approved by voice vote.

**Approval of Road District Budget Hearing Minutes Dated June 2, 2025:**

Supervisor Stanula asked if there were any corrections or additions to the June 2, 2025, Road District Budget Hearing minutes as presented. Being none, Stanula asked for a motion to approve the minutes.

**Motion:**

Trustee Heldt made a motion to approve the Road District Budget Hearing minutes dated June 2, 2025, as presented. Trustee Peterson seconded the motion. There was no discussion, and the motion was unanimously approved by voice vote.

**Approval of the Board of Trustees Meeting Minutes Dated June 2, 2025:**

Supervisor Stanula asked if there were any corrections or additions to the June 2, 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 June 2, 2025, board meeting as presented. Trustee Peterson seconded the motion. There was no discussion, 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) for the Board. Supervisor Stanula read the report to the Board. The Board was notified that Yates Ave just south of Indiana Ave will be closed starting on July 21 to repair an underground pipe and the road could be closed for up to a week. The county has already posted road signs regarding the upcoming road closure.
2. Assessor – Assessor Peters reported that changes to property assessments are now closed. The county is going to add a multiplier to all assessments based on a 3-year sales study, which will raise nearly all assessments in the township. Peters will be attending the local Farmers Market on Saturday and indicated that many people stop by the booth for various reasons and pick up the handouts that are available.
3. Clerk – Clerk Burgess reported 42 residents attended senior movie night on June 18<sup>th</sup>. Burgess has also received a very large FOIA request for all the 2025 property record and sales data in the township. This request was received from the same individual in March of 2024, and our attorney (KGG) was contacted for assistance. At that time, the requester was told the information requested was not available in the format he requested and by law, we are not required to “create files”. The only way to comply would be to send copies, which because of the volume of information, would take several days and he would have to pay for the labor and for each copy produced at the current rate per our terms. Burgess sent the request to KGG to verify the same response would be appropriate.
4. Supervisor's Report – The parking lot light project and landscaping work have been completed. A deposit has been sent to TK Audio & Video so the new security camera project can be started, and the new sign “topper” has been installed on the LED sign. The new flagpole will be installed by the highway department in the fall.
5. Trustees Report – Trustee Goldrick attended the Township’s Senior White Sox bus trip in June. The attendance (9) was much lower than scheduled due to the extreme hot and humid weather. Goldrick reported there were no issues, and everyone had a good time.
6. Transportation Report – The Dial-a-Ride service provided 56 trips in April at a cost of **\$900.16**
7. General Assistance Report – There were no General Assistance payouts in June.

## **OLD BUSINESS:**

1. Consideration and Approval of Revised Washington Township Employee Handbook – There was no report on this item.

Consideration to Reduce the Office Hours at the Washington Township Center – Trustee Heldt recommended reducing the hours of operation at the Washington Township Center during the summer because there is less foot traffic in the office. She suggested this would be temporary “summer” hours that would be effective from July 14 until September 22, which is the first day of fall. She added that the office hours could be adjusted at any time to make sure we are getting everything done if this test for summer hours show it actually is needed. She recommended that the Board review the hours prior to fall to determine if adjustments to the schedule would be needed after September 22.

Heldt suggested that the office be open on Mondays and Thursdays from 9 am – 3pm and on Tuesdays from 9 am – noon, however those hours are open for discussion but believed 15-18 hours a week was adequate throughout the summer. This would allow for an office presence during the days the Dial-a-Ride was running and when Catholic Charities was in the office. Trustee Goldrick said he has been in the office on multiple occasions and indicated there is rarely a visitor in the office and agreed that 15-18 hours, with 18 hours being the maximum, was acceptable. Trustee Peterson agreed that the office should only be open on Monday, Tuesday and Thursday but recommended the office be open from 9am – 3pm on those days. This would ensure the office was open longer on Tuesdays in the event Catholic Charities had a full schedule or needed additional time in the office. The Board members then verbally agreed to only being open on Mondays, Tuesdays and Wednesdays from 9am – 3 pm.

Trustee Heldt requested that information be obtained to determine how much time is required to complete payroll, check processing, reporting and any additional items required on a weekly basis. She also recommended that the office job description be reviewed, updated and possibly renamed to better reflect the job requirements and skills necessary to perform the job duties.

A discussion revolved around how much time the office person would be out of the office driving the bus (approximately 6 hours a week) and utilizing the second driver as needed to ensure transportation and office needs are both met. Clerk Burgess and Trustee Goldrick indicated they would help with the Medical Closet if there were requests on the days the office was closed. Supervisor Stanula was willing to accept the changes but was concerned Assessor Peters, who is in her office nearly every day, would be burdened on the days the office was closed with taking care of visitors, answering phones or other general office items that are not her responsibility, and he did not want that to occur. Assessor Peters said the new camera system will be helpful for her to identify her appointments.

To properly notify the public of the changes, Clerk Burgess will update the townships website and Google maps information as well as update the road sign and put a notification in the Vedette as soon as possible. Social media will also be used to announce the changes and the phone systems automated “phone tree” message will also need to be updated.

#### **Motion:**

Trustee Goldrick made a motion to change the office hours at the Washington Township Center to 9 AM – 3 PM on Mondays, Tuesdays and Thursdays and the office will be **closed** on Wednesdays and Fridays, effective July 14, 2025. Trustee Peterson seconded the motion. There was no discussion, and the motion was **unanimously approved by voice vote.**

#### **NEW BUSINESS:**

1. Consideration and Approval of Pending Zoning Applications – None
2. Township Center Air Conditioner Repairs / Replacement – Supervisor Stanula explained that there are three air conditioning (a/c) units in the building and 2 are not working. He has received a quote and because of the age of the units (25-years) the contractor is recommending that all three units be replaced. The quote is for \$3400 per unit. However, the vendor indicated he could repair the units for a total cost of **\$1050**. The Board agreed to repair the units and Supervisor Stanula will call the vendor to schedule the repairs.

**PAYMENT OF BILLS:**

**Town Account (including Transportation Fund)**

The board reviewed the **June** 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 **June** totaling **\$33,250.46**. Trustee Goldrick 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 **June** 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 **June** totaling **\$70,753.89**. Trustee Heldt seconded the motion. There was no discussion on the motion, and the motion was **unanimously approved by voice vote**.

**Executive Session**

**Motion:**

Trustee Heldt made a motion to enter Executive Session for the purpose of discussing a township employee's performance. Trustee Goldrick seconded the motion. There was no discussion on the motion, and the motion was **unanimously approved by voice vote** and the Board entered Executive Session at 7:52 PM.

**Motion:**

Trustee Heldt made a motion to exit Executive Session. Trustee Herlitz seconded the motion. There was no discussion on the motion, and the motion was **unanimously approved by voice vote** and the Board exited Executive Session at 8:16 PM.

**Upcoming Seminars and Meetings**

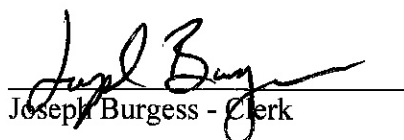
- **August 4 - Monthly Board Meeting @ 7 pm at the Washington Township Center**

**Announcements:**

**Adjournment:**

Being no additional business to discuss Trustee Goldrick 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 **8:25 pm**.

Respectfully submitted,

  
Joseph Burgess - Clerk

Approved by Board of Trustees: 8/4/2025

# *Washington Township*

## **Highway Department**

30200 Town Center Dr.

Beecher, Illinois 60401

708- 946-6459 Fax 708-946-6459

**Michael Smith Highway Commissioner**

1. Yates Ave just south of Indiana Ave will be closed starting July 21<sup>st</sup>. There is a pipe line issue under the road. We have no control over the project but the foreman said it could likely be closed for a week.
2. Iroquois paving got the bid for the last mile of Yates Ave. The projected start date is July 28<sup>th</sup>.
3. We will start tar and chip projects over the next couple weeks.

*Michael Smith*

**Highway Commissioner**



30200 Town Center Rd  
Beecher, IL 60401 April 2025 \$880.08

**Supervisor** May No disbursement  
Michael Stanula June no disbursement  
**Assessor**  
Mary Tamez

**Highway Commissioner**  
Mike Smith

**Clerk**  
Joe Burgess

**Trustees**  
George Obradovich  
Mark Herlitz  
Teresa Peterson  
Tracy Heldt

AAA Heating & Air Conditioning  
960 E County Line Rd  
Grant Park, IL 60940  
(708)748-2304  
aaaheating.cooling@gmail.com

DAVE  
708-209-0693

**JOB PROPOSAL**

JUNE 6, 2025

**CUSTOMER INFORMATION:**

Washington Township  
30200 Town Center Rd.  
Beecher, IL 60401  
708-946-2026

**Proposed work:**

**Furnace repair**

New blower motor needed on one furnace.

**Blower cost: \$600.00**

**Blower labor: \$150.00**

**Total: \$750.00**

The furnace is old. I highly recommend changing entire unit as there is no guarantee they other issues won't arise.

All furnaces are 25 years old and would consider replacing them all.

**Furnace as follows:**

Evcon 120,000 btu, 80% upflow. Comes with a 10 year parts warranty and lifetime on heat exchanger.

Per furnace cost for equipment and labor is:

**Equipment: \$2000.00**

**Labor: \$1400.00**

**TOTAL: \$3400.00**

**\*If all 3 furnaces are changed at the same time we can offer a \$500.00 discount off total price.**

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


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

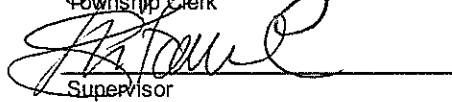
We the undersigned, comprising the Board of Trustees of  
Washington Township, having duly met at the Clerks office on July 7, 2025, for the  
purpose of auditing the Road & Bridge account, do hereby certify that the following claims or demands  
against said township were presented, and examined, were allowed at said meeting, to wit:

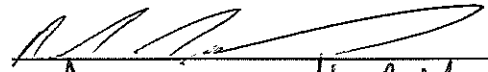
Claim #	Date	To Whom Allowed	Ck #	Nature of Claim	Amount
9320	6/3	NICOR	9767	Acct #58285823769 / Bill date 5/12/25	\$ 430.93
9321	6/3	NCL Government Capital	9768	Minin excavator contract payment - Inv # 52011	\$ 17,121.25
9322	6/11	Dahlberg Accounting Solutions	9769	Professional services (April) - Inv # 386	\$ 920.00
9323	6/11	Belson Steel	9770	Supplies - Inv # 526723	\$ 28.03
9324	6/11	Beecher Fuel Account	9771	Equipment Fuel - 5/1/25 to 5/31/25 - Inv # 1025	\$ 2,355.29
9325	6/11	DeJong Equipment	9772	Parts - Inv # CR65569	\$ 9.60
9326	6/11	NAPA Auto Parts	9773	Parts - Inv # 127673 / 128256	\$ 235.14
9327	6/11	Cintas Uniforms	9774	Uniforms - Acct # 14943430 (May 2025)	\$ 763.70
9328	6/11	TIFCO Industries	9775	Shop supplies - Inv # 72094365	\$ 693.21
9329	6/11	ComEd	9776	Utilities - Acct #2497892222 - Bill date - 6/5/25	\$ 189.58
9330	6/11	Surf Air Wireless	9777	Internet service - Acct # 93011007437 - Bill date 6/1/25	\$ 59.95
9331	6/11	Hi Viz Inc.	9778	Delineators - Inv # 13159	\$ 720.00
9332	6/11	Emil's Tires	9779	Tires - Inv #G3365	\$ 922.00
9333	6/11	KGG LLC	9780	Professional Services (IGA) - Inv # 70477	\$ 141.00
9334	6/20	Mid-West Truckers Association	9781	Drug testing - Inv # 42238	\$ 852.00
9335	6/20	AT&T Mobility	9782	Wireless charges - Inv #287293840112X06/09/2025	\$ 140.34
9336	6/20	Gallagher Materials	9783	Cold Patch Asphalt - Inv # 33487 / 37748 / 37836 / 37900 / 38623 / 38650 / 38488 / 38742	\$ 8,197.72
9337	6/20	Vulcan Materials	9784	Stone - Inv # 3480578 / 3487630 / 3544381 / 3547187	\$ 4,907.22
9338	6/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2025-06	\$ 6,259.34
9339	6/27	June Payroll - QuickBooks	Misc.	Payroll, IMRF & other government payroll liabilities	\$ 25,807.59
Total disbursements					\$ 70,753.89


IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on July 7, 2025.


\_\_\_\_\_  
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 July 7, 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
6747	6/3	Riverside Workforce Health	9471	DOT Physical & Drug Screen - Inv # 128372	\$ 193.00
6748	6/3	Mike Fuhrmann	9472	Travel expenses (Drug Screen)	\$ 37.10
6749	6/3	Mike Fuhrmann	9473	Travel expenses for measuring (Assessor)	\$ 70.00
6750	6/3	TK Audio Visual	9474	Replace power conditioner in Meeting Room - Inv # 3002	\$ 225.00
6751	6/3	Webfoot Designs	9475	Annual Website Maintenance - Inv # 141048	\$ 600.00
6752	6/3	Walt's Foods	9476	Senior Movie Night - food	\$ 111.80
6753	6/3	Pace Vanpool	9477	Monthly Van rental - Inv # 652671	\$ 100.00
6754	6/3	Comcast	9478	Internet - # 10295 - Bill date - 5/24/25	\$ 215.07
6755	6/3	Beecher Fuel Account	9479	Bus fuel - 5/1/25 to 5/31/25 - Inv # 1026	\$ 43.01
6756	6/3	Spectrotel	9480	Phone service - Acct # 343999 - Inv # 12761600 - Final Bill	\$ 1,067.92
6757	6/3	CLR Digital	9481	Calendar App Monthly Fee - Inv # 2849	\$ 125.00
6758	6/3	Grainger	9482	EZ Flush Sensors - Inv # 9120309415	\$ 711.64
6759	6/3	Beecher Florist	9483	Flowers for Senior Breakfast - Inv # 6225	\$ 59.70
6760	6/11	Quill Corporation	9484	Office Supplies - Inv # 44444478 / 44436345	\$ 375.46
6761	6/11	TK Audio Visual	9485	Deposit on new security system - Inv # 3023	\$ 6,598.00
6762	6/11	BMS Lawncare	9486	Lawn services - Inv # 14365	\$ 105.00
6763	6/11	Tom's Truck Repair South	9487	Pace bus "Safety Lane" Inspection - Inv # SL15179	\$ 35.00
6764	6/11	Dahlberg Accounting Solutions	9488	Professional services - (May) Inv # 385	\$ 1,150.00
6765	6/11	Riverside Workforce Health	9489	DOT Drug Screen - Inv # 130673	\$ 77.00
6766	6/19	Cytracom	EFT	Phone Service - Inv # 406004	\$ 250.97
6767	6/20	Pat Peters	9490	Travel expenses - Will County Monthly Meeting	\$ 77.08
6768	6/20	Nicor	9491	Utilities gas - #55877029193 - Bill date - 6/11/25	\$ 99.63
6769	6/20	Vernon & Maz	9492	Magnetic Signage - Inv # 51376	\$ 80.00
6770	6/20	New Life Installations	9493	Landscaping / Cleanup - Inv # 1202	\$ 1,700.00
6771	6/20	Beecher School District 200U	9494	Transportation to White Sox Game - 6/17/25	\$ 66.30
6772	6/20	Jocelyn Davis-Beck	9495	Bus driver to White Sox Game - 6/17/25	\$ 153.56
NA	6/6	Thriveworks	EFT	Mental Health Program	\$ 10,000.00
NA	6/5	QuickBooks Payroll Service	EFT	ACH Payroll Charges	\$ 1.75
6773	6/27	June Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$ 8,921.47
<b>TOTAL ALL DISBURSEMENTS</b>					<b>\$33,250.46</b>

VOID CK  
None

**IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on July 7, 2025.**


  
Township Supervisor

  
Township Clerk

  
Trustee

  
Trustee

  
Trustee

  
Trustee

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

**Call to Order / Roll Call**

**Pledge of Allegiance**

**Approval of Town Account Budget Hearing Minutes Dated June 2, 2025**

**Approval of Road District Budget Hearing Minutes Dated June 2, 2025**

**Approval of Board Meeting Minutes Dated June 2, 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. Consideration to Reduce the Office Hours at the Washington Township (Summer Hours)

**New Business**

1. Consideration and Approval of Pending Zoning Applications
2. Township Center Air Conditioner Repairs / Replacement

**Payment of Bills**

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

**Upcoming Seminars and Meetings**

- **August 4** – 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.**

**July 7, 2025**

## Guest Sign-in Sheet

**Please CHECK  
here if you  
have Pubic  
Commentary**

**ADDRESS**

JULIE NEFCZYK

State Line Rd