

**Official Proceedings of the Washington Township Board of Trustees**  
**January 4, 2010**  
**Washington Township Center**  
**30200 Town Center Road, Beecher, IL**

Meeting called to order at **7:10 p.m.** to pay bills for the month of December and transact any other business that may come before the Board of Trustees. Meeting agenda and guest sign-in sheet are attached.

Supervisor Howard led the Pledge of Allegiance and then asked for a moment of silence for the men and women serving in the United States Armed Forces and for those who gave the ultimate sacrifice for their country.

**Roll call:**

Present: Supervisor Robert Howard; Trustees: Elmer Becker, Dan Waterman

Absent: Ted Deery, Teresa Peterson

**Other Officials present:**

Clerk Joe Burgess, Highway Commissioner Jerry Meyer and Assessor Carol Blume

**Approval of the Board of Trustees Meeting Minutes Dated December 7, 2009:**

Supervisor Howard asked if there were any corrections or additions to the December 7, 2009 board meeting minutes as presented. Trustee Becker asked that a comment he made during the discussion about the intersection of Klemme and Offner Roads be added to the minutes. Elmer requested that his remark *“that this section of Klemme and Offner Roads belongs to Crete Township and he did not believe that Washington Township should be responsible for upgrading the corner”* be included in the discussion. Clerk Burgess will make the correction and reprint page 2 of the minutes.

**Motion:**

Trustee Waterman made a motion to approve the minutes of the December 7, 2009 Board of Trustees meeting with the addition to the top of page 2 *“Trustee Becker went on to say that this section of Klemme and Offner Roads belongs to Crete Township and he did not believe that Washington Township should be responsible for upgrading the corner”*. Trustee Becker seconded the motion. There was no discussion on the motion. Roll call vote as follows: Waterman – yes, Becker – yes, Howard – yes. **Motion passed 3-0.**

**Public Commentary:**

Township resident George Willy read a prepared statement to the Board and a copy of the statement is attached. Willy concluded that people should “sue” the state because of our lawmaker’s “incompetence” in regards to spending habits and the handling of the proposed airport.

Rich Giroux addressed the board. Mr. Giroux is running for Will County Sheriff and has worked in the sheriff’s department for over 20 years and ran for office in 2006, receiving more votes than any Democrat had received in 20 years.

Mr. Giroux than explained the changes he would propose if elected sheriff. He said he would cut \$1.3 million of the current budget that he alleges is used for “political” jobs that go to “family and friends”. He would use the money to add more police officers and reopen the Crete substation and that would substantially reduce police response time in this area of the county. Giroux said crime is rising in eastern Will County and additional officers and canine units are required to help with drug related crimes. Mr. Giroux also explained that greater police presence would result in more citations being written and a percentage of fine dollars are given to the township adding additional revenue to the township. He asked township residents for their support.

## **Reports**

1. *Road Commissioner* – Commissioner Meyer presented his written report (attached) and asked for questions or comments. In addition to his written report Meyer said he has spoken to Marty Howard, who addressed the board last month regarding the intersection of Offner and Klemme Roads. Meyer said he would contact the Will County Engineer and request a stop sign to be erected at the intersection on northbound Klemme at Offner.
1. *Assessor* – Blume reported that starting on January 6, her office could start making changes to assessments for the 2010 assessment year.
1. *Town Clerk* – The 2009 tax levies have been filed with the Will County Clerk’s office. Several updates are being prepared to the website including reactivating the “Early Voting” information, updating senior information and activating the link to the Community Building. Residents of Washington and Will Townships and the Village of Beecher will be able to participate in Early Voting at the Washington Township Center for the February 2, 2010 General Primary Election. Early voting will be conducted on Tuesday and Thursdays from January 11 to January 28 from 9 am to 3 pm. In person Absentee voting will be conducted on Saturday, January 30 from 9 am to noon. Burgess reported that over 550 residents have taken advantage of township services since the offices have been staffed with part-time help. Clerk Burgess is working with a local accountant to offer free income tax preparation for senior citizens in March. Several details still need to be worked out and presented to the Board before moving forward.
1. *Washington Township Planning Commission (WTPC)* – No report.
1. *Supervisor’s Report* – Supervisor Howard reported that the final two programs of 2009 had been held and were well received. Over 100 residents attended the Senior Holiday Dinner & Concert held on December 8<sup>th</sup> and over 50 people attended the New Year’s Eve celebration, which was co-sponsored by the Chamber of Commerce. Howard said 2010 would be another great year as the township sponsors even more programs and events for our residents.

Supervisor Howard read a thank you letter (attached) from John and Lynn Mickiewicz to the Board. Lynn is a disabled resident at Beecher Manor and has limited mobility. Every Saturday through the summer months, Mr. Mickiewicz would push her home in her wheelchair. As the winter weather set in, he had no way to take her home and he contacted the township about transportation. Transportation Director Pat Peters was able to put together a team of volunteers and Lynn is now transported home in the township

van every Saturday. Howard cited this as just one example of how the township and its dedicated staff and volunteers are there to serve the residents.

General Assistance requests are still on the rise and the Food Pantry has been an essential part of helping many of the people in need of assistance. Supervisor Howard said the pantry never seems to run out of food because of the generosity of all the residents who have contributed items to the pantry. Howard also thanked the Beecher Chamber of Commerce and First National Bank of Grant Park in Beecher for donating items to the pantry.

The fiscal audit is still being conducted and the auditors are being very thorough. There have been no major concerns at this point and a full report will be given to the board upon the completion of the audit.

1. Transportation Report – Director Pat Peters reported that there were 208 dial-a-ride trips recorded in December and many new customers have started using the service. The bus and van were recently cleaned inside and out. Pat asked if the van could be stored in the wash bay on Friday nights during the extreme cold. The van is used to transport a resident home every Saturday and it takes 30 minutes to warm up the van in cold weather. Utilizing the wash bay would save the volunteer driver time and the township money on gas because it would not take as long to warm up the van. Also, the wheel chair lift gate is extremely slow in frigid weather and this would also ensure the lift gate would work properly. Commissioner Meyer said he would look into her request and get back to her with an answer. There were two special trips last month to take seniors and disabled residents out to view Christmas lights throughout the township.
1. Foundation for a Green Community – No report.
1. Community Building Report – No report.

#### **OLD BUSINESS:**

1. Washington Township Employee Handbook – Trustee Waterman is planning to have an updated version of the proposed handbook at the next Board meeting.
1. Washington Township Appreciation Dinner – Supervisor Howard recommended that no action be taken at this time. There were no objections to his request.

#### **NEW BUSINESS:**

1. Consideration and Approval of Planning Commission Recommendations – There were no Planning Commission recommendations to be acted upon.
1. Review of Township Investment Policy – Supervisor Howard recommended that no action be taken on this item because there were two trustees absent and he preferred to have the input of the full board regarding this topic. There were no objections to the Supervisor's request.

1. Consideration and Approval of Freedom Of Information Act Policy – Changes to the Freedom of Information Act (FOIA) took effect on January 1, 2010. The township is required to designate at least one FOIA Officer whose duty would involve responding to FOIA requests within 5 days of receiving the request. The new law specifically addresses how much can be charged for requested documents and clearly outlines items that can and cannot be released to the public. Supervisor Howard asked our attorney to prepare a “Washington Township Freedom of Information Act Policy” for the board to review and to consider for passage. The resolution included with the policy names Supervisor Robert Howard, Clerk Joseph Burgess and Wendie Garlich as FOIA officers for the township. The policy goes into details about the township adhering to all aspects of FOIA and covers several items including but not limited to; training, responding to requests, fees, recordkeeping, and all the necessary forms required to deal with FOIA requests. Assessor Blume requested that she and Deputy Assessor Wiggerhauser also be considered as FOIA Officers for the township but Supervisor Howard suggested that he checked with the township attorney before adding additional officers. The Board reviewed the policy and after reviewing, Supervisor Howard asked for a motion to approve the policy.

**MOTION:**

Trustee Waterman made a motion to approve the Washington Township Freedom of Information Act Policy and to approve proposed resolution #10-01, *A Resolution Adopting Policies Regarding The Freedom Of Information Act And The Open Meeting Act And Designating The Township’s Freedom Of Information Act Officers And Those Who Will Receive Open Meeting Act Training* as presented.

Supervisor Howard seconded the motion. There was no discussion on the motion. Roll Call vote: Waterman – yes, Howard – yes, Becker – yes. **Motion passed 3-0.**

1. New State Laws – Supervisor Howard told the board that several new laws were enacted in 2010 and many would affect the township. The new FOIA laws require naming FOIA Officers and ensuring that residents are informed of the law and all requests are properly handled. By law, the township must pay prevailing wages as set forth by the IL Department of Labor. Supervisor Howard suggested that the township send notification to its vendors that any services performed for the township require prevailing wages be paid. Howard said taking a pro-active approach to this could eliminate problems if current vendors were unaware of the prevailing wage laws.

**Payment of Bills:**

**Road & Bridge**

The board reviewed the bills as presented by Commissioner Meyer.

**MOTION:** Trustee Waterman made a motion to approve payment of all applicable payroll, bills, and appropriate transfers or debits for the Road & Bridge Account totaling **\$24,403.77**. Trustee Becker seconded the motion. There was no discussion on the motion. Roll Call vote:

Waterman – yes, Becker – yes, Howard – yes. **Motion passed 3-0.**

**Town Account**

The Board reviewed the bills as presented by Supervisor Howard. Howard explained that a \$300 bill to Goldie's Auto Body listed on the town account bill report had been voided because it was actually a Road District bill that was inadvertently posted to the town account. The total bills being submitted, minus the Goldie's bill, totaled \$12,265.73.

**MOTION:**

Trustee Becker made a motion to approve payment of all applicable payroll, bills, debits and appropriate transfers as presented for the **Town Account** totaling **\$12,265.73**. Trustee Waterman seconded the motion. There was no discussion on the motion. Roll Call vote: Becker – yes, Waterman – yes, Howard – yes. **Motion passed 3-0.**

**Announcements:**

None

**Upcoming Seminars and Meetings:**

1. February 1, 2010 – Washington Township Board Meeting - 7:00 pm at the Washington Township Center.

**Adjournment:**

Being no other business or discussion, Trustee Waterman made a motion to adjourn. Motion was seconded by Trustee Becker, and after being unanimously approved by voice vote, the Board Meeting adjourned at 8:32 p.m.

Respectfully submitted,

TRUE AND CORRECT COPY  
Joseph Burgess – Town Clerk

Approved by Board of Trustees: February 1, 2010