

Official Proceedings of the Washington Township Board of Trustees

June 2, 2008

**Washington Township Center
30200 Town Center Road, Beecher, IL**

Meeting called to order to pay bills for the month of May and transact any other business that may come before the Board of Trustees. Meeting agenda and guest sign-in sheet are attached.

Supervisor Howard called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance and 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 Bob Howard Trustees: Elmer Becker, Ted Deery, Dennis Koehn, Dan Waterman Absent: None

Other Officials present: Clerk Joe Burgess, Highway Commissioner Jerry Meyer

Approval of Board Meeting Minutes Dated May 5, 2008:

Supervisor Howard asked if there were any corrections or additions to the minutes as presented, being none, Howard asked for a motion to approve the minutes.

Motion:

Trustee Deery made a motion to approve the minutes of the May 5, 2008 Board of Trustees meeting as presented. Trustee Koehn seconded the motion. There was no discussion on the motion. Roll call vote as follows: Deery – yes, Koehn – yes, Becker – yes, Waterman – yes, Howard - yes. **Motion passed 5-0.**

Public Commentary:

None.

Reports

1. Road Commissioner – Commissioner Meyer reported that the Motor Fuel Tax project to resurface sections of Yates and Brunswick Roads with asphalt has been completed. The road edges will be completed next week. Meyer said he has contacted the Will County police about patrolling the roads because many motorists will drive in excess of the speed limit once they see the roads have been repaired. It also became necessary to repair a small section of Eagle Lake Road that was damaged by the truck traffic during the repairs. Patching is still ongoing on many other township roads with larger areas of winter damage will be resurfaced with the tar & chip process.
2. Assessor – No report. Assessor Blum was not in attendance.
3. Town Clerk – Clerk Burgess reported that he will be receiving some Temporary Disability Placards from the Will County Police and his office will now be able to distribute them to any resident who completes the necessary paperwork and qualifies for a placard. Burgess said this is one of three new services that have been added for

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township residents in the last month, the other services include voter registration and applying for RTA Reduced Fare passes.

4. Washington Township Planning Commission (WTPC) – No report.
5. Drainage District – No report.
6. Park Board Report – No report.
7. Supervisor's Report – Supervisor Howard reported that the Pace bus was received on Thursday, May 29 and he thanked everyone involved in the entire process, which helped bring the bus to Washington Township. Howard said the bus would provide a vital new service to the senior citizens and all disabled residents of Washington Township. General Assistance cases are on the rise and Howard contributed the increase on the current state of the economy. He said nearly all the new cases have been from individuals who are in need of emergency aid.
8. Open Space Initiative Committee – Due to time constraints, the Open Space Initiative will not be on the November ballot as a referendum. There was not enough time available to review and approve the Open Space Plan and all potential properties being considered within the plan had not been identified. Once property within the Open Space footprint is identified, the property owners must be contacted and a Public Hearing must be held. A new timeline is being developed so all necessary notifications will take place and the goal is to place the Open Space Referendum on the ballot at the April Consolidated Elections.
9. Transportation Report – Kerry Wilson has been offered a job to drive the township bus one day a week. Pat Peters is waiting for the results of all the required pre-employment physical and drug and alcohol testing before Ms. Wilson can officially begin driving. Clerk Burgess said Pat is still looking for more drivers and it will be necessary to place a help wanted ad in the local papers. Burgess also suggested reviewing the pay structure for drivers because the township may be at the low end of the pay scale for qualified bus drivers, which may be contributing to the lack of response to the township's help wanted ad.

OLD BUSINESS:

1. Establish Guidelines to utilize the Washington Township Center as a Heating/Cooling Center – Information was not yet available and will be submitted to the board at an upcoming meeting.
2. Pace Bus Application – The Pace contract has been approved and the bus has been received. Pace will forward a copy of the approved contract to the Clerk's office in the coming week.

NEW BUSINESS:

1. Consideration and Approval of Planning Commission Recommendations – There were no Planning Commission recommendations to be acted upon.
2. Approval of Town Budget Ordinance #08-01 – Supervisor Howard asked the Board for a motion to approve the Washington Township Budget & Appropriation Ordinance #08-01 as presented at the Public Hearing held prior to the regular Board Meeting.

MOTION:

Trustee Koehn made a motion to approve the *Washington Township Budget & Appropriation Ordinance #08-01*, as presented. Trustee Waterman seconded the motion. There was no discussion on the motion. Roll call vote: Koehn – yes, Waterman – yes, Deery – yes, Becker – yes, Howard – yes. **Motion passed 5-0.**

3. Approval of Prevailing Wage Ordinance #08-03 for Washington Township – Clerk Burgess presented Prevailing Wage Ordinance #08-03 and explained that the ordinance was unchanged from the previous year and is required, by law, to be approved each year on or before June 30. There were no questions or comments.

MOTION:

Trustee Waterman made a motion to approve *Prevailing Wage Ordinance #08-03 for Washington Township*, as presented. Trustee Deery seconded the motion. There was no discussion on the motion. Roll call vote as follows: Waterman - yes, Deery – yes, Koehn - yes, Becker – yes, Howard - yes. **Motion passed 5-0.**

4. Approval of Prevailing Wage Ordinance #08-04 for the Washington Township Road District - Clerk Burgess presented Prevailing Wage Ordinance #08-04 for the Washington Township Road District and explained that the ordinance was also unchanged from the previous year and is required, by law, to be approved each year on or before June 30. There were no questions or comments.

MOTION:

Trustee Koehn made a motion to approve *Prevailing Wage Ordinance #08-04 for the Washington Township Road District*, as presented. Trustee Becker seconded the motion. There was no discussion on the motion. Roll call vote as follows: Koehn - yes, Becker – yes, Waterman - yes, Deery – yes, Howard - yes. **Motion passed 5-0.**

5. Consideration of Donation Request from the Beecher 4th of July Commission – The Beecher 4th of July Commission has asked Washington Township to consider making a donation to their commission which coordinates and organizes the annual Beecher 4th of July Festival. The annual festival is the major summer event held in the Beecher area and attracts thousands of visitors every year. Supervisor Howard recommended that the Board contribute \$500 to this organization and there were no objections.

MOTION:

Supervisor Howard made a motion to donate \$500 to the Beecher 4th of July Commission. Trustee Becker seconded the motion. There was no discussion on the motion. Roll call vote as follows: Howard – yes, Becker – yes, Koehn - yes, Waterman - yes, Deery – yes. **Motion passed 5-0.**

6. Consideration to Authorize Clerk to Appoint Deputy Clerk for Washington Township – Clerk Burgess asked the Board to approve the appointment of a Deputy Clerk. Burgess said that this would allow the township to offer more services to the residents such as voter’s registration and early voting at the Washington Township Center. Burgess said

JoAnn Mueller will accept the position if offered to her. Current law allows the Clerk to appoint up to one Deputy Clerk, when authorized by the township board.

MOTION:

Trustee Becker made a motion to authorize Clerk Joe Burgess to appoint one Deputy Clerk for Washington Township. Trustee Deery seconded the motion. There was no discussion on the motion. Roll call vote as follows: Becker – yes, Deery – yes, Koehn - yes, Howard – yes, Waterman - yes. **Motion passed 5-0.**

7. Consideration of New Website Provider – Clerk Burgess reported that the current website developer has been very unresponsive to repeated requests to make changes to the content of the township’s website. Changes were requested months ago and many important events and dates were not updated as requested and consequently, the information was not available to those who utilize the site. Burgess said he had also asked about creating a more appealing site while making it easier to navigate around the site but was told it wasn’t possible at this time. After reviewing the Village of Beecher’s newly redesigned website done by Webfoot Design from Manteno and reviewing many of their featured clients on their website, Burgess contacted Webfoot Design for a quote to provide website services for the township. The attached quote was received and the one time cost to redesign the site is \$850 plus a monthly charge of \$14.95 to host the site. Burgess said major advantages of Webfoot Design over our current vendor included a lower hourly rate when changes are required and the ability of the Clerk’s office to go into the website and change text (i.e. dates, activities) as necessary at no charge to the township. The board discussed the quote and it was decided that the quote was acceptable and keeping the website current and the ability to make in-house changes was necessary.

MOTION:

Trustee Waterman made a motion to accept the quote from Webfoot Designs, Inc dated May 13, 2008 to redesign and host the Washington Township website. Trustee Deery seconded the motion. There was no discussion on the motion. Roll call vote as follows: Deery – yes, Waterman – yes, Koehn - yes, Howard – yes, Becker - yes. **Motion passed 5-0.**

8. Concert in the Park – Trustee Waterman told the board that the Beecher Part-time Players were organizing a jazz concert in Fireman’s Park on July 20 at 6 pm. Music will be provided by an 18-piece jazz band made up of talented local musicians and directed by former Beecher resident Bret Dean. The 2-hour concert will cost the Part-time Players \$1500 and Waterman asked if there was any interest by the board to help fund the concert and publicize it as a community event. The board agreed that the concert could have a broader appeal if presented as a community event and during discussion; Beecher Mayor Paul Lohmann indicated that the village would also consider sharing the cost, which then could be split three ways. It was also suggested that the township operate the Dial-a-Ride bus for this event. The Part-time players will also be selling food and non-alcoholic beverages at the concert to raise funds for their group.

MOTION:

Trustee Deery made a motion that Washington Township co-sponsor the jazz concert in the park with the Beecher Part-time Players at a cost of \$500. Trustee Becker seconded the motion. There was no discussion on the motion. Roll call vote as follows: Deery – yes, Becker - yes, Koehn - yes, Howard – yes, Waterman – ABSTAIN. **Motion passed 4-0.**

9. Computer for Clerk's Office – Clerk Burgess requested that a new computer or laptop computer be purchased for his office because his original computer was placed in the Assessor's office when office help was hired and was not replaced. Burgess currently does most of his work on his personal computer and a new computer on the township network would allow for all files to be backed up and stored onsite. Supervisor Howard will place the request on next month's agenda.
10. Consideration of a Donation to the Beecher Scholarship Association – It was suggested that the township consider making a contribution to the Beecher Scholarship Association. The association has been granting scholarships to deserving Beecher High School graduates for over 40 years. Scholarships are awarded based on students meeting rigid criteria and are awarded at the commencement program each year. There was positive response from the board and Supervisor Howard indicated that this item would be placed on next month's agenda for consideration.

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 as presented for the Road & Bridge Account totaling **\$58,537.87.** Trustee Koehn seconded the motion. There was no discussion on the motion. Roll Call vote: Waterman – yes, Koehn – yes, Deery – yes, Becker – yes, Howard – yes. **Motion passed 5-0.**

Town Account

The Board reviewed the bills as presented by the Supervisor.

MOTION:

Trustee Deery made a motion to approve payment of all applicable payroll, bills, debits and appropriate transfers as presented for the **Town Account** totaling **\$46,052.92.** Trustee Koehn seconded the motion. There was no discussion on the motion. Roll Call vote: Deery – yes, Koehn – yes, Becker – yes, Waterman – yes, Howard – yes. **Motion passed 5-0.**

Insurance Fund

The board reviewed the bills as presented.

MOTION:

Trustee Koehn made a motion to approve payment of all bills as presented for the **Insurance Fund** totaling **\$6902.00**. Trustee Becker seconded the motion. There was no discussion on the motion. Roll Call vote: Koehn – yes, Becker – yes, Deery – yes, Waterman – yes, Howard –yes. **Motion passed 5-0.**

Announcements:

None.

Upcoming Seminars and Meetings:

1. July 7, 2008 – Washington Township Board Meeting - 7:00 pm at the Washington Township Center.

Adjournment:

Being no further business or discussion, Trustee Koehn made a motion to adjourn. Motion was seconded by Trustee Becker, and after being unanimously approved by voice vote, the Board Meeting adjourned at 8:03 p.m.

Respectfully submitted,

Joseph Burgess – Town Clerk

Approved by Board of Trustees Date: _____