

**Official Proceedings of the Washington Township Board of Trustees**

**August 3, 2009**

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

Meeting called to order to pay bills for the month of July 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 7:02 p.m. and 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. Howard also asked for a moment of silence for former Community Building Board Manager Charlene Heldt-Wiechen who passed earlier in the month. Supervisor Howard remarked that Charlene served many years on the Board and was a very dedicated public servant who would be missed.

**Roll call:**

Present: Supervisor Robert Howard Trustees: Elmer Becker, Dan Waterman, Ted Deery

Absent: Teresa Peterson (arrived at 7:09)

**Other Officials present:**

Clerk Joe Burgess and Assessor Carol Ann Blume

**Approval of the Board of Trustees Meeting Minutes Dated July 6, 2009:**

Supervisor Howard asked if there were any corrections or additions to the July 6, 2009 board meeting minutes as presented. Being none, Howard asked for a motion to approve the minutes.

**Motion:**

Trustee Waterman made a motion to approve the minutes of the July 6, 2009 Board of Trustees meeting as presented. Trustee Becker seconded the motion. There was no discussion on the motion. Roll call vote as follows: D Waterman – yes, Becker – yes, Deery – yes, Howard – yes.

**Motion passed 4-0.**

**Public Commentary:**

Township resident George Willy was upset that Governor Quinn's new state budget called for \$110 million to be used to purchase land for the proposed third airport even though it has not been federally approved. Willy said he spoke to State Representative Lisa Dugan and she confirmed that Eminent Domain could be used to purchase property from unwilling sellers and it may only take "five weeks" for the process to start. He reiterated his stand that the airport is not needed and will create major pollution and health problems for the residents living around it and he again urged people to "sue" the State of Illinois because the project must be stopped. Willy also said his mailbox had been run over again and he gave Clerk Burgess a picture of damage.

**Reports**

1. Road Commissioner – No report. Commissioner Meyer was not in attendance.

2. Assessor – Assessor Blume reported that the township’s EAV has only risen about \$3.3 million this year and that there were only a few new structures remaining to be added to the records and there is no additional building occurring at this time. Blume said with the slowdown in development in the township there would be no chance for this year’s EAV to match last years \$14 million increase.
3. Town Clerk – No report.
4. Washington Township Planning Commission (WTPC) – Supervisor Howard asked the WTPC to consider developing a township “Subdivision Ordinance” that would be a guideline for proposed subdivisions in the township. It was suggested that the ordinance should support the proposals that were set forth in the Washington Township Comprehensive Plan and should not conflict with current village plans. Howard recommended that the WTPC meet with Village Administrator Bob Barber to begin discussing such an ordinance.
5. Supervisor’s Report – Supervisor Howard and Pat Peters recently attended a paratransit study meeting sponsored by Will County and both were appointed to the “Will County Paratransit Steering Committee”. The committee reports to the Will County Board and has been created to study the need to expand paratransit transportation services throughout Will County. Howard thanked Ms. Peters for her continued assistance to improve senior transportation in Washington Township and in Will County. The Supervisor is evaluating current township committees and reported that he has had several volunteers who have shown interest in sitting on township committees. Howard is also taking on the responsibility of coordinating building maintenance issues and has repaired some roof leaks and has contracted a pest control company to treat the building for ants.
6. Open Space Initiative Committee – Mike Stanula asked the board if they would consider passing a resolution recognizing the supporters of the Friends of Open Space (FOOS), who worked diligently with the Open Space Initiative Committee to educate voters to pass the 2009 referendums to purchase land to preserve open space in the township. The Board had no objections to Stanula’s request and the Clerk will draft a copy of the resolution for the board to review at the next meeting. FOOS is also purchasing a tree and will plant it in honor of the supporters of the Open Space Initiative. The tree will be planted on October 5 before the scheduled Board meeting. The Open Space Initiative Committee has also changed their name to the ”Foundation for a Green Community”. The purpose of the committee is to promote the idea to secure open space within the township and to seek funding from public and private entities. They are currently examining available grants pertaining to land acquisition and open space projects.
7. Transportation Report – Director Pat Peters reported that Pace performed a Drug & Alcohol Compliance audit on Washington Township on July 30. The audit went well and a few recommendations were made to follow Pace’s guidelines. Peters will share the audit with the Board when the final report has been received from Pace. The RTA has agreed to support expanding the Washington Township Dial-a-ride service to five days a

week and will be sending a written letter outlining their support. Pat is also looking for additional volunteers to drive the bus to help cover the expanded days of service. Volunteers will be required to complete an application and will also be subject to Pace training, drug and alcohol testing and a criminal background check. The volunteer drivers will be used to offset the costs of running the bus on additional days and could be used for any after hours or weekend trips as allowed per the terms of the Pace agreement.

#### **OLD BUSINESS:**

1. Washington Township Employee Handbook – Trustee Waterman asked if there were any questions regarding the draft copy of the Employee Handbook. Being no questions at this time, Waterman explained that he would continue working on the handbook with the goal to incorporate existing policies and guidelines into the final draft. The handbook is being designed so it can be adopted by all township entities and it could be tailored to fit those entities as necessary.
2. Review Committees and Appointments – As indicated during the Supervisor’s Report, Supervisor Howard is working on this item.
3. A Resolution Adopting a Community-wide Strategic Plan for the Beecher Community – Supervisor Howard has asked that the township is given time during the next Intergovernmental Taxing Bodies Meeting to discuss concerns with some of the wording in this document.

#### **NEW BUSINESS:**

1. Consideration and Approval of Planning Commission Recommendations – There were no Planning Commission recommendations to be acted upon.
2. Consideration and Approval of “Federal Fiscal Year 2009 Certifications and Assurances for Federal Transit Administration Assistance Programs – The “2009 Certifications and Assurances for Federal Transit Assistance Programs” document was presented to the Board and must be passed and submitted with the RTA matching grant application that is being prepared by Transportation Director Pat Peters. Although passage is required to finish the RTA grant application process, Trustee Waterman suggested that this item be tabled until the next meeting so the board could thoroughly review the 28 page document.

#### **Motion:**

Trustee Deery made a motion to table New Business Agenda Item #2, Consideration and Approval of “Federal Fiscal Year 2009 Certifications and Assurances for Federal Transit Administration Assistance Programs” until the September 10 Board meeting. Trustee Becker seconded the motion. There was no discussion on the motion. Roll call vote as follows: Deery – yes, Becker – yes, Waterman – yes, Peterson – yes, Howard – yes. **Motion passed 5-0.**

3. Consideration and Approval of “Federal Fiscal Year 2010 Certifications and Assurances for Federal Transit Administration Assistance Programs – It was recommended that this item also be tabled until the September 10 meeting to give the trustees time to review the document.

**Motion:**

Trustee Waterman made a motion to table New Business Agenda Item #3, Consideration and Approval of “Federal Fiscal Year 2010 Certifications and Assurances for Federal Transit Administration Assistance Programs” until the September 10 Board meeting. Trustee Peterson seconded the motion. There was no discussion on the motion. Roll call vote as follows: Waterman – yes, Peterson – yes, Deery – yes, Becker – yes, Howard – yes. **Motion passed 5-0.**

4. Consideration and Approval for a Donation to the Beecher Lion’s Club – Supervisor Howard asked the Board to consider donating \$50 to the Beecher Lions Club who held their annual “Beef Dinner” fundraiser in August. The township would receive acknowledgement for the donation on various signage displayed during the event.

**Motion:**

Trustee Becker made a motion to donate \$50 to the Beecher Lion’s Club. Trustee Deery seconded the motion. There was no discussion on the motion. Roll call vote as follows: Becker – yes, Deery – yes, Waterman – yes, Peterson – yes, Howard – yes. **Motion passed 5-0.**

5. Community Wide Newsletter Proposal – Marcy Meyer, the Economic Development Coordinator for the Village of Beecher addressed the board regarding a community wide newsletter that would include information from the village and the township to be distributed on a regular cycle. (Meyer said she has approached the School and Library Districts regarding the newsletter but there was no interest from their boards to participate in the newsletter at this time.) Marcy explained that area businesses would be approached to purchase ad space in the newsletter and several businesses have already expressed some interest in purchasing ad space because their ad would be in a format that would be received by all township residents. The revenue generated from ads would help defray the cost of printing and postage or allow the newsletter to be upgraded to include color printing and / or premium paper. Additional cost savings could be realized because there would be only one setup charge for printing and postage costs would be cut in half because only one newsletter would be mailed instead of two. The board discussed what impact a community newsletter would have on residents as township residents would be receiving village news on items that may not apply to them and village residents would receive township items that some village residents may not realize only pertains to rural residents. Other areas of discussion included the size of the newsletter including how much would be devoted to ad space; how space would be divided between the entities; the use of pictures and graphics; which entity would prepare or finalize the document; how often it would be mailed per year and if there was a need to develop an editorial policy to control the content. The cost of ads will also need to be determined and would the cost be for one ad per newsletter or for an entire year (2 publications). It was suggested that each entity continue to publish separate newsletters and revenue generated from ads would be split equally between the entities and that the ads would then appear in both newsletters which would give the advertisers twice the exposure. No consensus could be reached and both boards will continue to discuss the idea and possibly sell ads for newsletters to be published in 2010.

6. TOI Education Convention – Supervisor Howard recommended that any board member interested in attending the annual TOI Education Convention should make their reservations as soon as possible. Howard suggested that all Washington Township committee members should be allowed to attend the conference if their schedules allow for it.
7. Consideration of Building a Dog Park on Washington Township Property – The members of the former Open Space Committee would like the board to consider the feasibility of constructing a Dog Park on township property. Trustee Deery said that there was such an interest from the community about open space during the last election that the dog park could be a way to keep the idea of developing open space visible to the community. Details would need to be worked out but the township could charge a fee for the use of the park or it could be free to township residents. Several trustees said they could be open to the idea but several questions were raised and need to be answered including; liability concerns, policing the park, maintenance of the park, the impact it would have on the surrounding neighborhood, and investigating local regulations and zoning laws. Trustee Waterman said he was not willing to support any township funding for the park at this time because there is no provisions in the current budget for funding. Supervisor Howard will ask the committee to address the concerns brought up by the board.
8. Beecher Chamber of Commerce Donation – The Beecher Chamber of Commerce has approached the township about sponsoring a “hole” for their Annual Golf Outing. The cost to sponsor one hole is \$50. During discussion one trustee said he would make an anonymous donation, on behalf of the township, to sponsor one hole.
9. Senior Program Reporting – Trustee Waterman questioned how expenditures for each senior event were being tracked and if each event had a budget. Dan suggested that a budget spreadsheet for each event be prepared so the board could see what was being spent for events and asked that the board receive a monthly report showing what the line item balance was for senior activities. Supervisor Howard said the budget reports are always available and that there is currently \$4000 remaining in the budget for senior activities. There are three major senior events, including a breakfast, fall dance and holiday dinner / concert, scheduled for the remainder of the fiscal year.

### **Payment of Bills:**

#### **Road & Bridge**

The board reviewed the bills as presented by Commissioner Meyer. It was noted that bills should not be paid off of statements unless all the supporting itemized invoices, receipts, and/or load tickets accompany the statement.

**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 \$48,360.89. Trustee Peterson seconded the motion. There was no discussion on the motion. Roll Call vote: Waterman – yes, Peterson – yes, Deery – yes, Becker – ABSTAIN, Howard – yes. Motion passed 4-0.

#### **Town Account**

The Board reviewed the bills as presented by the Supervisor Howard.

**MOTION:**

Trustee Waterman made a motion to approve payment of all applicable payroll, bills, debits and appropriate transfers as presented for the **Town Account** totaling **\$28,387.97**. Trustee Becker seconded the motion. There was no discussion on the motion. Roll Call vote: Waterman – yes, Becker – yes, Peterson – yes, Deery – yes, Howard – yes. **Motion passed 5-0.**

**Announcements:**

None.

**Upcoming Seminars and Meetings:**

1. September 10, 2009 – Washington Township Board Meeting - 7:00 pm at the Washington Township Center.

**Adjournment:**

Being no other business or discussion, Trustee Deery made a motion to adjourn. Motion was seconded by Trustee Becker, and after being unanimously approved by voice vote, the Board Meeting adjourned at 9:20 p.m.

Respectfully submitted,

TRUE AND CORRECT COPY  
Joseph Burgess – Town Clerk

Approved by Board of Trustees: September 10, 2009