

Official Proceedings of the Washington Township Board of Trustees

May 5, 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 **April** 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 & George Obradovich

Absent: Teresa Peterson

Other Officials present:

Clerk Joe Burgess & Assessor Pat Peters

Approval of the Board of Trustees Meeting Minutes Dated March 24, 2025:

Supervisor Stanula asked if there were any corrections or additions to the March 24, 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 March 24, 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: None

Reports:

1. **Road Commissioner** - Commissioner Smith was not present and left a written report for the Board. Supervisor Stanula read the report and there was no discussion regarding the report.
2. **Assessor** – Assessor Peters reported she has assisted over 70 residents with their tax exemption applications. Tax rates for the year have gone down but home valuations have risen, Peters said residents with the senior exemption freeze should not see an increase in their tax bill. Two residents have filed an appeal regarding their tax bills, and she is working with those residents. Peters has also signed up for the local Farmers Market being held throughout the summer. She will be providing residents with township information and will be there to answer questions as needed. The 2025 Tax Exemption event, sponsored by Will County, will be held on June 4 at the Washington Township Center from 10 AM to 2 PM.
3. **Clerk** – Clerk Burgess reported 80 residents attended the Senior Breakfast on May 3. Burgess is currently working on inviting health care and other professionals to the Resource Fair taking place on August 9th. A senior bus trip to a Joliet Slammers game is scheduled for May 20th and a senior movie night is scheduled for May 21st.
4. **Supervisor's Report** – Supervisor Stanula has been busy working on quotes for security cameras and electrical improvements and will present that information under new business. There will be a trustee vacancy on the Board effective May 19th, and the Board will consider filling the vacancy at the June meeting.

5. Trustees Report – Trustee Obradovich has informed the village that he will no longer be serving on the Historical Preservation Committee. He indicated the committee meets monthly and there has been very little activity during the last several meetings. Obradovich, who did not seek reelection, said it was “a privilege to serve on the Board” and he enjoyed his tenure as a trustee and with working with all of the Township’s elected officials. The entire Board thanked him for his service to the community.
6. Transportation Report – The Dial-a-Ride service provided 40 trips in April at a cost of **\$831.50**.
7. General Assistance Report – There was one new Emergency Assistance case in April. Payments were made totaling **\$880.08**, which included paying electric & water bills for the applicant.

OLD BUSINESS:

1. Consideration and Approval of Revised Washington Township Employee Handbook – There was no discussion on this item.
2. Consideration and Approval of the 2025-2026 Town Budget – The Board will vote on the budget at the June 2 Board meeting, which will be held immediately after the Public Hearing.
3. Consideration and Approval of the 2025-2026 Road District Budget – The Board will vote on the budget at the Public Hearing on June 2.

NEW BUSINESS:

1. Consideration and Approval of Pending Zoning Applications – None
2. Consideration and Approval of LED Sign Topper – Supervisor Stanula received a quote from All Right Sign to install a sign topper on the new LED sign board. The non-lighted topper will be approximately 16” tall and the length of the sign and will read “Washington Township” with white letters on a blue background. The topper will cost \$2803.87, which includes installation. He would also like to add some landscaping around the base of the sign and will be requesting quotes for that work.

Motion:

Trustee Heldt made a motion to approve the purchase of the sign topper from All Right Sign in the amount of **\$2803.87** as per the quote dated 8/5/24. Trustee Obradovich seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**.

3. Consideration and Approval of Updating Cameras at the Washington Township Center – Supervisor Stanula has received quotes from TK Precision Audio & Visual and Umbrella Automation to upgrade the security system at the Washington Township Center. The quote from TK was for **\$12,728. 83** and the quote from Umbrella Automation was **\$11,000**. The cost of the new system would be split equally between the township and Road District.

Stanula explained that all of the existing cameras would be replaced, and three new cameras would be added to the system. The new cameras would be located at the front entrance of the building, in the lobby and in the back hall to cover the south entrance of the building. Additionally, electronic locks would be added to the front door and office door, which would require people entering the building to be “buzzed” in. The goal is to have all entry doors locked at all times to restrict unauthorized entry into the building.

Trustee Heldt questioned why a camera would not be located in the Meeting Room and if the equipment could be upgraded easily if it becomes obsolete or if the equipment would be replaced periodically by the vendor. Stanula said adding an additional camera was possible if the Board

desired to do so and the equipment would belong to the township, however, he believed the equipment would not need upgrading for several years.

The Board reviewed the quotes, and TK included the electronic door strikes, and the Umbrella Automation listed that work to be done be a locksmith at approximately \$700 per door. There were also concerns regarding the differences in the warranties and service availability. The Board requested that information be clarified so they can compare all aspects of the quotes equally. Supervisor Stanula will contact both companies and ask for details and this item will be reviewed at the June meeting.

4. Consideration and Approval of Village of Beecher EMS Sponsorship Request – The township received a request from the Village of Beecher to consider a \$1000 sponsorship for the village's EMA program. The EMA program supports multiple government entities during traffic and weather emergencies, parades and other activities as needed. Trustee Heldt requested more information regarding the request and during discussion it was learned the township, and the village have an Intergovernmental Agreement, which requires the township to pay \$1000 yearly to sponsor the program. The agreement renews automatically every four years.

Motion:

Trustee Heldt made a motion to approve a **\$1000.00** sponsorship to the Village of Beecher's EMA program. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**.

5. Consideration and Approval of 4th of July Commission Sponsorship Request – The township has been a sponsor of the 4th of July Celebration for many years and has \$1500 in the budget for this year's sponsorship.

MOTION:

Trustee Obradovich made a motion to approve a **\$1,500** sponsorship to the Beecher 4th of July Commission. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**.

6. Consideration and Approval of Electrical Upgrades for Exterior Lighting and Signage – As per discussions at a previous Board meeting. Supervisor Stanula indicated the electrical service to the LED sign needs to be upgraded because the exterior lighting must be on 24 hours in order for the sign to work. Stanula has requested a quote to split the circuit to the sign and the lights so the exterior lights can go back on a timer and the sign can remain on 24-hours. A quote of \$2868 was received from M3 Electric (Beecher) to perform the work. The Board discussed the quote, and it was asked if it was possible to use the existing circuit and install dawn-to-dusk photocells on the lights to achieve the same results. Stanula will inquire if that is a viable option and report his findings at the June meeting.
7. Senior Breakfast Discussion – Trustee Heldt said that the recent Senior Breakfast was a very nice event, and it was unfortunate that attendance at the last few breakfast events has been lower than in the past. Clerk Burgess said after Covid, attendance to many senior events has been slow to recover to pre-covid numbers. He added that since Covid, the township has only held one breakfast event per year versus two and asked if the township should continue with only one breakfast event at this time noting the township still schedules 12-15 senior events each year. Heldt said that offering a yearly breakfast that 80 residents attend was definitely worth the effort and should continue. However, the Board did decide to continue with only one breakfast per year at this time.

PAYMENT OF BILLS:

General Assistance Bills

There were two Emergency Assistance payments in April totaling **\$880.08**.

Motion:

Trustee Herlitz made a motion to authorize payment of the General Assistance payouts for the month of **April** totaling **\$880.08**. 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 **April** bills as reviewed by Commissioner Mike Smith and presented by the Clerk.

Motion:

Trustee Heldt 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 **April** totaling **\$66,172.05**. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**.

Town Account (including Transportation Fund)

The board reviewed the **April** bills as reviewed by the Supervisor and presented by the Clerk. There were no questions regarding the bills.

Motion:

Trustee Obradovich made a motion to authorize payment of all applicable payroll, bills, debits, and appropriate transfers from the Town Account for the month of **April** totaling **\$24,433.04**. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**.

Upcoming Seminars and Meetings

- **June 2** – Road District Budget Hearing @ 6:30 pm at the Washington Township Center
- **June 2** – Town Account Budget Hearing @ 6:45 pm at the Washington Township Center
- **June 2** - Monthly Board Meeting @ 7 pm at the Washington Township Center


Announcements:

- **May 8** – Fraud Presentation @ 9 am at the Washington Township Center
- **May 21** – Senior Movie Night @ 6:30 pm am at the Washington Township Center

Adjournment:

Being no additional business to discuss, and as his last official act at a Board meeting, Trustee Obradovich 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 **8:09 pm**.

Respectfully submitted,


Joseph Burgess - Clerk

Approved by Board of Trustees: 6/2/2025

Washington Township

Highway Department

30200 Town Center Dr.

Beecher, Illinois 60401

708- 946-6459 Fax 708-946-6459

Michael Smith Highway Commissioner

-
1. We are working on the roads that will be tar and chipped this year. Tailgating stone, grading, rolling, etc.
 2. We have a crew on ditch cleaning and culvert replacements.
 3. We are hauling in chips for our tar and chip projects.

Michael Smith

Highway Commissioner



office@allrightsign.net
www.allrightsign.net
708-754-6366

Estimate

Date	Estimate #
8/5/2024	E 4136

3628 Union Ave Steger, IL 60475

Bill To / Address

Washington Township Beecher
30200 Town Center Road
Beecher, IL 60401

Project Address/ Ship To

Washington Township Beecher
30200 Town Center Road
Beecher, IL 60401

P.O. No.

Job #	Rep	Terms	Completion Time Frame	
240124	BLJ	50% Down- Balance on Completion	8-12 Weeks	
Item	Description	Qty	Cost	Total
18 Signage & Mi...	Supply (1) double sided NON-illuminated ID cabinet reading Washington Township. Price includes the necessary hardware and steel for installation.		2,803.87	2,803.87
18 Signage & Mi...	Supply (1) double sided 3' 1.8" x 6' 3.6" 16mm Think Sign electronic message center.		16,583.26	16,583.26
202 Labor - Insta...	Labor to install the proposed signage. We will supply new steel supports utilizing the existing concrete pad. ** The removal and brick work to be completed by others.		2,160.00	2,160.00

Subtotal

Sales Tax (7.0%)

Total

Signature _____

Approved Claims - Board of Township Trustees
Road & Bridge Account


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

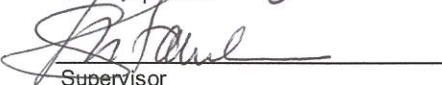
We the undersigned, comprising the Board of Trustees of
Washington Township, having duly met at the Clerks office on **May 5, 2025**, for the
purpose of auditing the Road & Bridge account, do hereby certify that the following claims or demands
against said township were presented, and examined, were allowed at said meeting, to wit:

Claim #	Date	To Whom Allowed	Ck #	Nature of Claim	Amount
9287	4/3	Morton Salt	9738	Bulk salt - Inv # 5403416355 / 5403434502	\$ 18,773.83
9288	4/3	Walt's Foods	9739	Supplies water - Inv # 2056401108	\$ 79.62
9289	4/14	Dahlberg Accounting Solutions	9740	Professional services (March) - Inv # 373	\$ 762.00
9290	4/14	Beecher Fuel Account	9741	Equipment Fuel - 3/1/25 to 3/31/25 - Inv # 1012	\$ 3,468.41
9291	4/14	TIFCO Industries	9742	Shop supplies - Inv # 72073732	\$ 59.26
9292	4/14	DeJong Equipment	9743	Parts - Inv # 63363 / 63567 / 63881	\$ 168.64
9293	4/14	Chicago Heights Steel	9744	U-channel steel - Inv # 310000	\$ 750.00
9294	4/22	AT&T Mobility	9745	Wireless charges - Inv #287293840112X04/09/2025	\$ 140.34
9295	4/22	Cintas Uniforms	9746	Uniforms - Acct # 14943430 (Mar 2025)	\$ 624.45
9296	4/22	Belson Steel	9747	Supplies - Inv # 525937	\$ 72.85
9297	4/22	Fratco Inc.	9748	Drainage pipe - Inv # 60818-2	\$ 1,159.93
9298	4/22	ComEd	9749	Utilities - Acct #2497892222 - Bill date - 4/7/25	\$ 204.37
9299	4/22	Vulcan Materials	9750	Stone - Inv # 3151410 / 3151504 / 3195711 / 3199943 / 3200490	\$ 9,742.32
9300	4/25	Village of Beecher	EFT	RB Health Insurance - Inv # 2025-04	\$ 5,775.88
9301	4/25	April Payroll - QuickBooks	Misc.	Payroll, IMRF & other government payroll liabilities	\$ 24,390.15
Total disbursements					\$ 66,172.05

IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on **May 5, 2025**.


Road Commissioner


Township Clerk


Supervisor


Trustee


Trustee


Trustee

Trustee

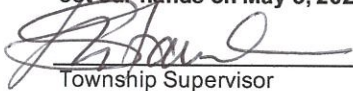
**Approved Claims - Board of Township Trustees
General Assistance Account**

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 May 5, 2025 for the
purpose of auditing the General Assistance 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	Vendor / CASE NUMBER	CK	Nature of Claim (EA or GA)	Amount
25-03	4/22/25	Nicor	1314	Flat Grant	\$652.27
25-04	4/22/25	Village of Beecher	1315	Flat Grant (Water Bill)	\$227.81
TOTAL ALL DISBURSEMENTS					\$880.08


IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on May 5, 2025.



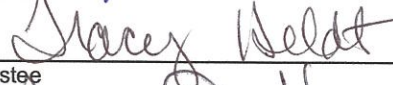
Township Supervisor



Township Clerk



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 **May 5, 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
6699	4/3	Southwest Exurban Publishing	9426	Publish Caucus & Annual Town - Inv # 24-626 / 25-090	\$ 167.50
6700	4/3	Walt's Foods	9427	Senior Movie Night - Inv # 6003971411	\$ 52.88
6701	4/3	Quill Corporation	9428	Folding table - Inv # 43532756	\$ 123.74
6702	4/3	ComEd	9429	Aggregation charges - Acct # 7612822222 - Bill date 3/13/25	\$ 127.00
6703	4/3	Pat Peters	9430	Travel expenses - Monthly Meeting / State conference	\$ 510.24
6704	4/3	KGG LLC	9431	Professional services - Inv # 68742	\$ 220.00
6705	4/3	Comcast	9432	Internet - # 10295 - Bill date - 0/24/25	\$ 215.24
6706	4/3	CLR Digital	9433	Calendar App Monthly Fee - Inv # 2783	\$ 125.00
6707	4/3	Beecher Fuel Account	9434	Bus fuel - 3/1/25 to 3/31/25 - Inv # 1013	\$ 127.26
6708	4/3	Tammy Hitzelburger	9435	Travel expenses - Drug Screen	\$ 22.40
6709	4/14	Village of Beecher	9436	Concert in the Park Sponsorship	\$ 10,000.00
6710	4/14	Tracy Heldt	9437	Moderator pay for Annual Town Meeting	\$ 150.00
6711	4/14	Dahlberg Accounting Solutions	9438	Professional services - (March) Inv # 371	\$ 840.00
6712	4/14	ComEd	9439	Electric bill - Acct # 4544334000 - Bill date 4/3/25	\$ 239.64
6713	4/19	Cytracom	EFT	Phone Service - Inv # 393843	\$ 250.97
6714	4/22	Joe Burgess	9440	Reimbursement - Senior breakfast supplies	\$ 248.35
6715	4/22	Beecher Post Office	9441	Stamps	\$ 73.00
6716	4/22	American Flag Express	9443	Flagpole - Inv # 299887	\$ 1,635.20
6717	4/22	Southwest Exurban Publishing	9444	Publish Budget Hearing Notices- Inv # 25-121	\$ 100.00
6718	4/22	Nicor	9445	Utilities gas - #55877029193 - Bill date - 4/10/25	\$ 202.64
6719	4/25	April Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$ 9,001.98
TOTAL ALL DISBURSEMENTS					\$24,433.04

VOID CK
9442


IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto
set our hands on **May 5, 2025**.



Township Supervisor



Township Clerk



Trustee



Trustee



Trustee

Trustee

May 5, 2025

Guest Sign-in Sheet

[illegible]

**Washington Township Board Meeting
May 5, 2025 - 7:00 pm
Meeting Agenda**

Call to Order / Roll Call

Pledge of Allegiance

Approval of Board Meeting Minutes Dated March 24, 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 and Approval of the 2025-2026 Town Budget
3. Consideration and Approval of the 2025-2026 Road District Budget

New Business

1. Consideration and Approval of Pending Zoning Applications
2. Consideration and Approval of LED Sign Topper
3. Consideration and Approval of Updating Cameras at the Washington Township Center
4. Consideration and Approval of Village of Beecher EMS Sponsorship Request
5. Consideration and Approval of 4th of July Commission Sponsorship Request

Payment of Bills

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

Upcoming Seminars and Meetings

- **June 2** – Road District Budget Hearing @ 6:30 pm
- **June 2** – Township Budget Hearing @ 6:45 pm
- **June 2** – Monthly Board Meeting @ 7 pm

Announcements

- **May 8** – Senior Fraud Presentation @ Washington Township Center

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.