

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

**June 2, 2025**

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

Supervisor Stanula called the meeting to order at **7:00 p.m.** to pay bills for the month of **May** 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

**Other Officials present:**

Clerk Joe Burgess, Highway Commissioner Mike Smith and Assessor Pat Peters

**Approval of the Board of Trustees Meeting Minutes Dated May 5, 2025:**

Supervisor Stanula asked if there were any corrections or additions to the May 5, 2025, board meeting minutes as presented. Being none, he asked for a motion to approve the minutes.

**Motion:**

Trustee Heldt made a motion to approve the minutes of the May 5, 2025, board meeting as presented. Trustee Goldrick 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 reviewed his written report (attached) for the Board. Smith mentioned that several tar & chipping projects are scheduled, while most of them are small sections to repair, there are larger areas being completed on Offner Road and on Church Road between Ashland and Western.
2. **Assessor** - Assessor Peters reported that the Will County Tax Exemption Event was taking place on June 4 at the township center. She also asked if the board was interested in putting the bus in the 4<sup>th</sup> of July parade, if so, the door magnets with the board members names will need to be updated. She will check if either of the bus drivers are available to drive the bus in the parade.
3. **Clerk** - Clerk Burgess reported 27 residents attended senior movie night on May 21<sup>st</sup>. The power conditioner on the sound system was not working correctly and was replaced by TK Precision Audio & Visual at a cost of approximately \$225. The system needed to be repaired before the next movie night, which is scheduled on June 18<sup>th</sup>.
4. **Supervisor's Report** - Supervisor Stanula reported that the new flagpole has been delivered, and the Road District will install it after "JULIE" has been contacted to check for underground services. The new topper for the LED sign has been ordered and has a 6-week lead time. Stanula received a quote of **\$1700.00** to clean up the landscaping, trim trees, add mulch and plant low growing plants around the signage on Indiana Ave. Stanula wanted to verify the plants being planted around the sign before moving forward with the project.
5. **Trustees Report** - Supervisor Stanula welcomed newly elected Trustee Paul Goldrick to the Board.
6. **Transportation Report** - The Dial-a-Ride service provided 52 trips in April at a cost of **\$913.01**.

7. General Assistance Report – There were no General Assistance payouts in May.
8. Community Building – The Board is planning to install a new sign in front of the Community Building, and they will be appointing a new Board Manager at their June 2<sup>nd</sup> meeting.

**OLD BUSINESS:**

1. Consideration and Approval of Revised Washington Township Employee Handbook – There was no report on this item.
2. Consideration and Approval of the 2025-2026 Town Budget – The Board reviewed the budget during the Town Budget Hearing held prior to tonight's meeting. Supervisor Stanula asked for a motion to approve the budget as presented.

**Motion:**

Trustee Goldrick made a motion to approve the 2025-2026 Town Budget Ordinance #25-01 as presented. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was **approved by roll call vote 4-0**.

3. Consideration and Approval of Updating Cameras at the Washington Township Center – Supervisor Stanula told the Board he had requested additional information from the security system vendors and asked TK Audio & Visual (TK) to quote a system utilizing "UniFi" equipment similar to the Umbrella Automation quote. He made the request because he has experience with UniFi equipment and knew it was reliable. The equipment is also very common in the industry and finding service and parts for the system would be much easier. TK's new quote for the UniFi system was \$13,260 and the Umbrella Automation updated quote for the same system was \$13,195. The township would receive the manufacturer's warranty on the system from both vendors and TK provides 24/7 service and Umbrella Automation service department is available from Monday through Friday during business hours. Trustee Heldt suggested that two additional cameras be added to the system, one in the main office and one in the Meeting Room to ensure the building was fully covered and it would give the township video in the event there was ever a serious situation in either location. Trustee Goldrick agreed with Trustee Heldt. The board also discussed moving the electric lock and buzzer from the exterior door to the interior vestibule door so residents would not have to stand outside to gain entry to the building during inclement weather. The board discussed the two vendors and decided the work should be awarded to TK Audio & Visual because they were a local vendor and offered 24/7 service.

**Motion:**

Trustee Herlitz made a motion to approve the proposal from TK Audio & Visual for a new security system as presented in the amount of **\$13,260**, plus the addition of two extra cameras. One to be installed in the meeting room and one to be installed in the office. Trustee Goldrick seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**.

4. Consideration and Approval of Electrical Upgrades for Exterior Lighting and Signage – Supervisor Stanula has received a new proposal from M3 Electric to add photocells to the exterior lighting vs running a new line to the sign. The new quote is for **\$1,468** and is approximately \$1000 less than the previous quote. Stanula did explain repairing the light on the far south pole may be an additional cost, depending on what it will require to get it working.

**Motion:**

Trustee Heldt made a motion to approve the proposal from M3 Electric dated 6/2/25, for \$1,468 to add photocells to the exterior lighting. Trustee Herlitz seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**.

## **NEW BUSINESS:**

1. Consideration and Approval of Pending Zoning Applications – None
2. Trustee Vacancy – Supervisor Stanula asked for nominees to fill the Trustee vacancy created after the April election.

### **Motion:**

Trustee Goldrick nominated Teresa Peterson to fill the Washington Township Trustee vacancy. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**.

Being no further nominations, nominations were closed.

### **Motion:**

Trustee Herlitz made a motion to appoint Teresa Peterson as a Washington Township Trustee. Trustee Goldrick seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**.

Trustee Peterson was issued the “Oath of Office” and took a seat with the Board.

3. Pay Raise – The Transportation Coordinator has asked for a raise. The Board was not willing to consider a raise at this time as there will be a discussion about changing the office hours.
4. Consideration to Reduce the Office Hours at the Washington Township Center – The Board discussed the possibility of reducing the number of days that the office is open from five days to only three or four days a week. Some Board members felt the office wasn’t busy enough to be open five days a week and it would also be a cost savings to the taxpayers. The office was originally open every weekday when the multiple township Dial-a-Ride service was operating out of the Washington Township Center. That service ended many years ago and the office hours were changed from 40-hours to 30-hours per week at that time. The township’s Dial-a-Ride is now only running on Monday and Thursdays. The board will discuss this further at the July meeting.

## **PAYMENT OF BILLS:**

### **Road & Bridge Bills**

The board reviewed the Road District’s **May** 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 **May** totaling **\$77,566.19**. 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 **May** bills as reviewed by the Supervisor and presented by the Clerk. There were no questions regarding the bills.

### **Motion:**

Trustee Goldrick made a motion to authorize payment of all applicable payroll, bills, debits, and appropriate transfers from the Town Account for the month of **May** totaling **\$30,562.28**. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**.

**Upcoming Seminars and Meetings**

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

**Announcements:**

- **June 4** – Will County Tax Exemption Event at the Washington Township Center
- **June 17** – Senior Bus Trip - Chicago White Sox Game
- **June 18** – Senior Movie Night @ 6:30 pm am at the Washington Township Center

**Adjournment:**

Being no additional business to discuss Trustee Goldrick made a motion to adjourn the meeting. Trustee Heldt seconded the motion. There was no discussion on the motion and the motion was **unanimously approved by voice vote**. The Board Meeting adjourned at **8:06 pm**.

Respectfully submitted,

  
Joseph Burgess Clerk

Approved by Board of Trustees: 7/7/2025

# *Washington Township*

## **Highway Department**

30200 Town Center Dr.

Beecher, Illinois 60401

708- 946-6459 Fax 708-946-6459

**Michael Smith Highway Commissioner**

1. We have a crew on spray patch work/prepping roads for tar and chip.
2. We are starting the first round of mowing.
3. We are putting the finishing touches on the new roads that will be chipped this summer.

*Michael Smith*

**Highway Commissioner**



30200 Town Center Rd

Beecher, IL 60401

April 2025 \$880.08

**Supervisor**

Michael Stanula

**May No disbursement**

**Assessor**

Mary Tamez

**Highway Commissioner**

Mike Smith

**Clerk**

Joe Burgess

**Trustees**

George Obradovich

Mark Herlitz

Teresa Peterson

Tracy Heldt

New life Installations LLC

7634 1  
Grant Park, IL 60940 US  
auro01@gmail.com

Estimate

ADDRESS  
Beecher Township  
30200 Town Center Rd  
Beecher, IL 60401

ESTIMATE 1202  
DATE 06/02/2025

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Labor	The East side entrance area, the contractor is to remove weeds, clean out edging to retain mulch, trim and prune needed shrubs, provide and apply brown mulch.	1	1,400.00	1,400.00
Labor	Further, the contractor is to add a flower bed around the Beecher Township sign. Which will include removal of 2.5 ft. of grass from around the sign, put in edging, plant 10- 1 gallon perennials and apply mulch.	1	300.00	300.00

TOTAL \$1,700.00

Accepted By  
Accepted Date

**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 **June 2, 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
9302	5/6	TOIRMA	9751	General Insurance # 1010622	\$ 16,468.00
9303	5/6	Dahlberg Accounting Solutions	9752	Professional services (April) - Inv # 379	\$ 600.00
9304	5/6	Walt's Foods	9753	Supplies water - Inv # 5007080943	\$ 55.93
9305	5/6	R.P. Lumber	9754	Materials - Inv # 3622189	\$ 47.05
9306	5/6	Vulcan Materials	9755	Stone - Inv # 3277182 / 3291984 / 3230114 / 3228847	\$ 7,229.88
9307	5/6	Vulcan Materials	9756	Stone - Inv # 3286966 / 3286470 / 3288509 / 3256800	\$ 5,776.26
9308	5/20	DeJong Equipment	9757	Parts - Inv # CR64060	\$ 21.34
9309	5/20	Yellowstone Township	9758	HFE 150 Emulsion oil - Inv # 01-25	\$ 7,500.00
9310	5/20	Beecher Fuel Account	9759	Equipment Fuel - 4/1/25 to 4/30/25 - Inv # 1019	\$ 3,937.14
9311	5/20	Gallagher Materials	9760	Cold Patch Asphalt - Inv # 38362	\$ 1,061.16
9312	5/20	ComEd	9761	Utilities - Acct #2497892222 - Bill date - 5/6/25	\$ 198.41
9313	5/20	Cintas Uniforms	9762	Uniforms - Acct # 14943430 (Apr 2025)	\$ 611.33
9314	5/20	AT&T Mobility	9763	Wireless charges - Inv #287293840112X05/09/2025	\$ 140.34
9315	5/20	Interstate Asphalt LLC	9764	Cold Patch Asphalt - Inv # 10499	\$ 561.00
9316	5/20	Beecher Post Office	9765	100 stamps	\$ 73.00
9317	5/20	Vulcan Materials	9766	Stone - Inv # 3398885	\$ 864.99
9318	5/23	Village of Beecher	EFT	RB Health Insurance - Inv # 2025-05	\$ 5,775.88
9319	5/30	May Payroll - QuickBooks	Misc.	Payroll, IMRF & other government payroll liabilities	\$ 26,644.48
<b>Total disbursements</b>					<b>\$ 77,566.19</b>

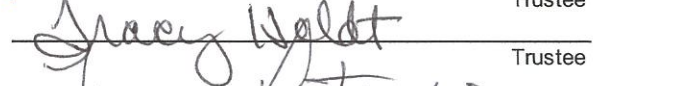
IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on **June 2, 2025**.

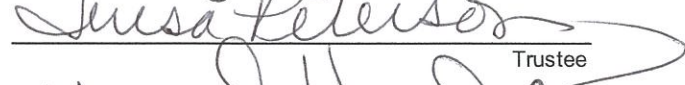
  
\_\_\_\_\_  
Road Commissioner


  
\_\_\_\_\_  
Township Clerk

  
\_\_\_\_\_  
Supervisor

  
\_\_\_\_\_  
Trustee

  
\_\_\_\_\_  
Trustee

  
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Trustee

  
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Trustee



**Approved Claims - Board of Township Trustees**  
Town Account

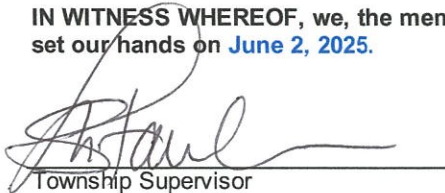
State of Illinois )  
Will County ) ss.  
Washington Township )

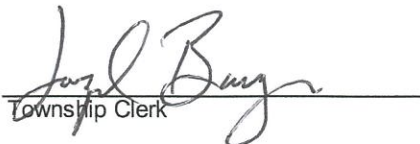
We the undersigned, comprising the Board of Trustees of  
Washington Township, having duly met at the Township office on **June 2, 2025**, for the  
purpose of auditing Town accounts, do hereby certify that the following claims or demands  
against said township were presented, and examined, were allowed at said meeting, to wit:

Claim #	Date	To Whom Allowed	CK	Nature of Claim	Amount
6720	5/6	Reaper Pest Management	9446	Pest control - Inv # 13519	\$ 150.00
6721	5/6	Beecher 4th of July Commission	9447	2025 Sponsorship	\$ 1,500.00
6722	5/6	Sit-N-Bull	9448	Senior Breakfast catering - Inv # 1	\$ 1,350.00
6723	5/6	CLR Digital	9449	Calendar App Monthly Fee - Inv # 2818	\$ 125.00
6724	5/6	Comcast	9450	Internet - # 10295 - Bill date - 4/24/25	\$ 215.07
6725	5/6	Riverside Workforce Health	9451	DOT Physical & Drug Screen - Inv # 129999 (Hitzelburger)	\$ 204.00
6726	5/6	Walt's Foods	9452	Senior Movie Night - Inv # 6004211040	\$ 3.00
6727	5/6	Pace Vanpool	9453	Monthly Van rental - Inv # 651356	\$ 100.00
6728	5/6	Dahlberg Accounting Solutions	9454	Professional services - (April) Inv # 378	\$ 750.00
6729	5/6	Tammy Hitzelburger	9455	Travel expenses - Bradley	\$ 39.20
6730	5/6	TOIRMA	9456	General Insurance (Township)	\$ 7,957.00
6731	5/6	CIAO Association	9457	2025-26 Annual Dues (Assessor)	\$ 50.00
6732	5/6	Village of Beecher	9458	2025 EMA Sponsorship	\$ 1,000.00
6733	5/6	TOIRMA	9459	General Insurance (Transportation)	\$ 177.00
6734	5/7	One Step	9460	Spring Newsletter (Print & Postage) - Inv # N226390	\$ 3,445.78
6735	5/19	Cytracom	EFT	Phone Service - Inv # 399889	\$ 250.97
6736	5/20	Joe Burgess	9461	Reimbursement - Senior Fraud Event - Donuts	\$ 60.11
6737	5/20	Metro Power	9462	Generator Repairs - Inv # 15187	\$ 447.50
6738	5/20	Martin Whalen Office Solutions	9463	Annual Contract - Inv \$ IN5859637	\$ 2,343.70
6739	5/20	Will County Treasurer	9464	Drainage District Tax	\$ 24.64
6740	5/20	KGG LLC	9465	Legal Services - Inv # 69692	\$ 110.00
6741	5/20	BMS Lawn care	9466	Lawn services - Inv # 14209	\$ 70.00
6742	5/20	ComEd	9467	Electric bill - Acct # 4544334000 - Bill date 5/5/25	\$ 286.01
6743	5/20	Nicor	9468	Utilities gas - #55877029193 - Bill date - 5/12/25	\$ 158.27
6744	5/20	Beecher Post Office	9469	100 Stamps	\$ 73.00
6745	5/20	Pat Peters	9470	Travel expenses - Monthly Meeting & Supplies	\$ 120.27
6746	5/23	May Payroll - QuickBooks	Debit	ALL payroll, IMRF & other government payroll liabilities	\$ 9,551.76
<b>TOTAL ALL DISBURSEMENTS</b>					<b>\$30,562.28</b>

VOID CK  
None


IN WITNESS WHEREOF, we, the members of said Board of Trustees, hereunto  
set our hands on **June 2, 2025**.


  
Township Supervisor

  
Township Clerk

  
Trustee

  
Trustee

  
Trustee

  
Trustee

**Washington Township Board Meeting  
June 2, 2025 - 7:00 pm  
Meeting Agenda**

**Call to Order / Roll Call**

**Pledge of Allegiance**

**Approval of Board Meeting Minutes Dated May 5, 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 Updating Cameras at the Washington Township Center
4. Consideration and Approval of Electrical Upgrades for Exterior Lighting and Signage

**New Business**

1. Consideration and Approval of Pending Zoning Applications
2. Trustee Vacancy

**Payment of Bills**

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

**Upcoming Seminars and Meetings**

- **July 7** – Monthly Board Meeting @ 7 pm

**Announcements**

- **June 4** – Tax Exemption Event @ Washington Township Center
- **June 17** – Senior Bus Trip – White Sox Game
- **June 18** – Senior Movie Night @ 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.**

**Town and Road District Budget Hearings / Board Meeting**

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