

WAUKEGAN TOWNSHIP BOARD MEETING December 09, 2010

The Regular meeting for the Board of Trustees of Waukegan Township, County of Lake, of the State of Illinois was held at Supervisor's Office located at 149 S. Genesee Street, Waukegan, Illinois on Thursday, December 09, 2010.

The meeting was called to order at 5:33 p.m. by Supervisor Patricia Jones. Followed by the Pledge of Allegiance, Trustee Percy L. Johnson led the Members in prayer.

ROLL CALL: Trustee Rothwell-Francis, Trustee Percy L. Johnson, Trustee Jeff McBride, Trustee Charles "Chuck" Willms, Clerk Rose Staben, Supervisor Patricia Jones. **ALSO PRESENT:** Attorney John Joanem, Deputy Clerk Demond D. Edwards **Excused:** Highway Commissioner Mike Hewitt. **Absent:** Assessor Pat Morris.

Supervisor Jones called for a motion to approve the Agenda for the December 9, 2010 Waukegan Township Board Meeting. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones called for a motion to approve the Minutes as presented for the November 10, 2010 & November 22, 2010 Waukegan Township Board Meeting. Motion by Trustee Francis, seconded by Trustee Johnson. **Discussion:** Trustee Willms made a correction on the November 22, 2010 minutes on page 2, Cash-on-Hand, Total General Assistance from \$5,052,379.56, to \$552,379.56. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones called for a motion to approve the Cash-on-Hand as of December 1, 2010. Motion by Trustee Johnson, seconded by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report as of December 1, 2010

Fund	Bank	Balance
Town Fund	NorStates Checking	176,649.63
	NorStates Money Market	1,000,000.00
	Illinois Funds	468,488.99
Total Town Fund		\$1,645,138.62
General Assistance Fund	First Midwest Checking	57,448.01
	First Midwest Bank M/M	500,008.22

	Illinois Funds	19,249.87
Total General Assistance		\$576,706.10
IMRF/FICA Fund	First Midwest Bank	98,761.50
	First Midwest Bank M/M	250,002.74
	Illinois Funds	49,020.83
Total IMRF/FICA Fund		\$397,785.07
Senior Fund	NorStates Financial	82,083.18
	NorStates Money Market	250,000.00
	First Midwest Money Market	250,000.00
	Illinois Funds	43,948.26
Total Senior Fund		\$626,031.44
Total General Township Funds		3,245,661.23
Road & Bridge	NorStates Financial	92,013.36
Total Road & Bridge		\$92,013.36

Taxes Received since last report -

Town - \$

R&B - \$

For the states fiscal year of 7/1/10-6/30/11 we received a total of \$208,242.89 for Town and \$62,024.14 for R & B

Town RE Tax -

Total received to date \$1,066,121.51

GA RE Taxes -

Total received to date \$1,150,566.78

IMRF/FICA RE Taxes -

Total received to date \$235,743.04

SEN'R RE Taxes -

Total received to date \$1,066,121.51

R&B RE Taxes -

Total received to date \$145,778.34

Supervisor Jones acknowledged citizens present; None.

Supervisors Report:

Supervisor Jones thanked Trustee Francis for presiding the November 22, 2010 Board Meeting.

Supervisor Jones mentioned that she attended the Religious Women's Retreat and the event was awesome.

Supervisor Jones asked Nancy Netherton to expound on the 2011 Levy for Town and Road & Bridge. Mrs. Netherton distributed a two page hand out showing three different scenarios of the 2009 Assessed Valuation at \$1,222,322,425.00 (down 9.5% from 2008), Funds, Tax Rate and Levy Extension and 2010 Assessed Valuation at \$1,060,000,000.00 (down approximately 13% from 2009), Funds, Tax Rate, Levy Request and a column showing the differences between 2009 and 2010 Levy dollars. Trustee Willms said that we generally Levy high but it doesn't mean that we will receive that amount. Mrs. Netherton responded generally a 2% or 3% higher. Trustee Willms asked based on these different scenarios what would it do to the tax payer's bill? Mrs. Netherton responded that scenario three should have no effect on our portion of the tax bill because we are asking for the same dollar amount we had from the previous year. Supervisor Jones said that the only mandate we have from the State of Illinois is to provide General Assistance. As the unemployment trend continues going upwards in the Township, there will be more applicants. In the Highway Department last year their rate was .025 garnering \$305,580.61. Using the same tax rate of .025 at the lower Assessed Valuation it would garner \$265,000.00 with a decrease of \$50,581.00. With a tax rate of .029 it would garner \$305,581.00 the same amount as the previous year with half going to the Highway Department and the other half to go to the other cities. Mrs. Netherton will be meeting with Mike Hewitt to discuss the Levy figures. Trustee Willms asked if she was recommending scenario three. Mrs. Netherton responded yes, after the decision is made that she would then prepare the actual Levy by next week for filing. Supervisor Jones mentioned that we would receive the figures supporting scenario three in the next Board packet and will be voting on it at the December 20, 2010 Board Meeting.

Supervisor Jones asked Mrs. Netherton to respond to a correspondence received from a Trustee wanting audit information, prepared by Evoy, Kamschulte, Jacobs & Co. LLP. Mrs. Netherton distributed the following letters. Sent by Mrs. Netherton dated September 8, 2010 to the Local Government Unit, letter is in reference to a 3 month filing extension for the Township Annual Financial Report (AFR) and audit. Received from Daniel W. Hynes dated October 1, 2010 to Supervisor Jones, letter is in reference to the extension confirmation. Sent by Mrs. Netherton dated November 22, 2010 to the Local Government Unit, enclosing the complete audit report for the fiscal year February 28, 2010, also stating that the AFR was filed electronically on November 4, 2010. Also distributed the Fiscal Year 2009 Fiscal Responsibility Report Card Draft Data Summary and a Local Government Data Summary.

Supervisor Jones thanked Trustee McBride for suggesting we contact the various vendors to provide door prizes for the Employee Anniversary Recognition event.

Supervisor Jones distributed a Legislative Report from Legislative consultant Timothy S. Bramlet of the Township Officials of Illinois (TOI) and read that Senator Terry Link is responsible for chairing the Senate Bill 3462, which changes the distribution formula of motor fuel taxes for Townships by allowing those that Levy a property tax rate such as ours of less than .08 cents. This means that the Highway

Department will receive a percentage of the motor fuel taxes. On behalf of the Waukegan Township a thank you will be sent to Senator Terry Link and Senator Winter for fostering this bill.

Supervisor Jones distributed a Legislative Alert notice sent by Bryan E. Smith, executive director of TOI, dated November 29, 2010 in reference to contacting the Senators in support of the Johanns Amendment 4702 and the Baucus Amendment 4713, this is regarding a health care Bill, patient protection and affordable care. Also, asked to support a full repeal of the new 1099 reporting requirement. Supervisor Jones has contacted Senator Durbin to show support of the Amendments. Also, asking for a repeal on the Bereaved Consumers Rights Act (H.R. 3655) this is for the Townships that have cemeteries, this doesn't apply to Waukegan Township.

Supervisor Jones distributed a letter from the Health Reach Clinic dated November 12, 2010. The letter was thanking the Township for the continued support and mentioned that 1799 Waukegan Township patients have been seen, assisted with 12,885 prescriptions, serviced 401 sick calls, provided 7657 visits and 105 dental visits from January 2010 to November 2010.

Supervisor Jones thanked Trustee Johnson and Trustee McBride for attending the Staben Center Musical on November 17, 2010 at the Antioch Baptist Church.

Supervisor Jones mentioned that the Eddie Washington Diabetes Day was well attended and that many individuals in attendance were diabetics and appreciated the information from the Vista Hospital chef.

Supervisor Jones mentioned that Dianne Daluga and Marty Williams met with Ernest Vasseur Executive Director of Health Care Foundation of Northern Lake County. We receive funds from them to provide access to partner minority communities and for Park Place Senior Citizens awareness with illness and deceases. Another organization is coming to the Township bi-monthly and providing blood pressure screening and other services. We are looking to expand the current awareness program with the General Assistance clients.

Supervisor Jones mentioned that there has been great attendance at the Family Support Center & Health/Fitness Program, located across the street. There were approximately 40 people at the Township today to see the nutritionist which is now mandated for General Assistance clients.

Supervisor Jones mentioned that Township is communicating with Elder Care regarding getting services out to that segment of the population, will be preparing an enhance grant to assist with health care and other services and that there has been some communication regarding the need for an Adult Day Care Center.

Supervisor Jones mentioned that \$575,000.00 has been budgeted for General Assistance, which is now at \$574,000.00. This can be reviewed on the page 1 of the Town Fund-Revenues and Expenditures. Grants are needed for providing the transportation.

Supervisor Jones mentioned that Johnnie Jenkins, Employment Specialist has placed 9 individual ex-offenders with employment.

Supervisor Jones mentioned that a contract with Meetings Essentials by Design Inc. has been drawn up in the amount of \$7,480.00 for up grading soft ware requirements, training and validation services. This would include up grading our Taxi Ticket equipment.

Supervisor Jones mentioned that the Coalition to Reduce Recidivism (CRR) is becoming more engaging. Johnnie Jenkins is now booked to the end of January 2011. Some of the clerical work has been given to Dulce Ortiz. The Township will be requesting CLC to provide the Township with someone to help with the technology aspects. Silvia Johnson is with CLC Career Placement Services (CPS) and sent over a contract for providing CLC students to assist with the CRR work load at no cost to the Township.

Supervisor Jones mentioned that the Ron Ashlaw the basketball coach of Waukegan High School sent a thank you card and provided season passes for the Board.

Supervisor Jones distributed a News-Sun article dated December 8, 2010 in regards to Banner Apartment plans to build a senior housing high rise near Fountain Square. This area is out of the boundaries and would have no connections with the Township.

Supervisor Jones distributed the fall 2010 magazine of A Child's Voice published by Court Appointed Special Advocate (CASA). The Township made a contribution and will be posted in the next issue.

Highway Commissioner's Report. None.

Assessor's Report. None.

Executive Session. Personnel – 5ILCS 120/2 (C1).
Executive Session – 5ILCS 120/2 (C21).

Supervisor Jones requested a motion for the approval of agenda item #13, Payroll period ending December 3, 2010 in the amount of \$85,852.70. Motion by Trustee Johnson, seconded by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of agenda item #14, approval of the following invoices: Invoices for Town Fund in the amount of \$24,156.44; Invoices for G/A Fund/Staben Center in the amount of \$2,264.53; Invoices for G/A Fund/Staben House in the amount of \$6,070.46; Invoices for Town Fund/Assessor's Office in the amount of \$3,8735.00; Invoices for Road and Bridge / Highway Department in the amount of \$1,260.35; Invoices for Senior Fund/Park Place in the amount of \$12,098.76; Invoices for Senior Fund/Gift Shoppe in the amount of \$242.36; Invoices for Home Sweet Home in the amount of \$1,474.48.

Motion by Trustee Willms, seconded by Trustee Francis for the approval of submitted invoices. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of agenda item #15, Paid Bills submitted after December 9, 2010 Board Meeting in the amount of \$95,204.36. Motion by Trustee McBride, seconded by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
Board Meeting of December 9, 2010**

The following is a list of bills that were paid after the board meeting of November 22, 2010, but before the meeting December 9, 2010

	Purpose	Payee	Amount
Senior Fund			
12/3/2010		Waukegan Township General Fund	\$7,546.71
	Health Insurance HSH & PP		
12/2/2010		Bank of America	\$645.93
	Supplies, Meeting, Trips, Senior Center		
Total Senior Fund			\$8,192.64
G/A Fund			
11/23-12/09		General Assistance Client Payments	\$26,872.00
	Payments made on behalf of GA Clients		
12/2/2010		Bank of America	172.48
	Bloomington Conf. - L Castellanos		
12/3/2010		Waukegan Township General Fund	\$7,428.39
	Health Insurance GA, SC & SH		
Total G/A Fund			\$34,472.87
IMRF & Fica Fund			\$0.00
R & B Fund			
12/3/2010		Waukegan Township General Fund	\$1,348.62
	Health Insurance		
		Cities of Waukegan, Park City & North Chicago	\$15,659.81
	Proportionate share of December PPRT tax rec'd		
Total R & B Fund			\$17,008.43
Town Fund			
12/3/2010		Health Insurance - All Vendors	\$33,172.94
	Sept. Premiums - all depts.		
11/23-12/09		Payments made on behalf of RRR clients	\$122.00
	Secretary of		

State		
	Bank of America	\$2,135.48
Conference/Hotel Fees - TOI		
	Daisy's Resource Center	\$100.00
Tickets for event		
Total Town Fund		\$35,530.42
Total all checks paid prior to board meeting		\$95,204.36

Action Items:

Supervisor Jones requested a motion for the approval of Personnel recommendation of Ronisha Crenshaw as Receptionist/Information Clerk for the Staben House and Susanna Moncivaiz as Child Specialist/House Manager for Park Place Senior Center. Motion by Trustee McBride, seconded by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business. None.

Old Business.

Supervisor Jones thanked Trustee Johnson and Trustee McBride for attending the Staben Center Musical at the Antioch Baptist Church. Trustee Johnson said that he had a great time. Trustee McBride said it was good and hopes that we can build on it. Supervisor Jones said that a committee for 2011 is now in the process.

Supervisor Jones mentioned that last Friday coats were presented to students at the Novak High School and A.J. Katzenmaier Elementary School in North Chicago on behalf of the North Chicago Exchange Club.

Supervisor Jones mentioned that she will be meeting with Shields Township Supervisor regarding free hair cuts for the North Chicago school students. Will be contacting barbers in North Chicago to provide the hair cuts. Trustee McBride mentioned that Renee Whitehead comes to the church to provide free hair cuts once a month at no cost.

Announcements. None.

Comments/Concerns-Trustees.

Trustee Johnson mentioned the Staben House Open House will be on December 10, 2010 at 11:30 a.m. to 1:30 p.m.

Supervisor Jones mentioned that the Children's Shopping Spree will be on December 18, 2010 at 6:30 a.m. to 2:00 p.m. Deputy Clerk Edwards gave details of the event. Trustee McBride asked what was the budget. Supervisor Jones responded \$1,200.00 and a \$250.00 donation was received from Walmart. Trustee Johnson

mentioned that the Children's Shopping Spree has been a very successful event in the past.

Trustee McBride asked about the liberty to vote on an issue in the absence of the Supervisor for a time sensitive donation request. Attorney Joanem said that it was with the Waukegan Chiefs Football team and that he has researched about the voting and said that it was a grey area of law and suggested that in the future a meeting can be reconvened or special meeting had to take action via conference call 48 hours after the regular meeting. Trustee McBride said that school board has a policy allowing the liberty of approving up to \$500.00. Attorney Joanem said that there are emergencies that have to be acted on such as health, safety and the well being of the Township for instance. Supervisor Jones said that a policy was drafted years ago and that we need to redo it. Trustee McBride said that what ever the policy is we need to make sure that the Supervisor is covered, Trustee Johnson agreed.

Trustee Johnson mentioned that his church will be providing Christmas baskets to their parishioners and wanted to know if the Township or any of the Board members knew of anyone who could donate to the cause to help five families. Supervisor Jones said that she too is also looking for donations to help 100 families.

There being no further business to come before the Board, Supervisor Jones adjourned the December 9, 2010 meeting at 7:23 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk