

WAUKEGAN TOWNSHIP BOARD MEETING

January 14, 2009

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, January 14, 2010.

The meeting was called to order at 5:30 p.m. by Supervisor Patricia Jones. Followed by the Pledge of Allegiance, Trustee Jeff McBride led the Members in prayer.

ROLL CALL: Trustee Katherine Rothwell-Francis, Trustee Percy L. Johnson, Trustee Jeff McBride, Trustee Charles "Chuck" Willms, Clerk Rose M. Staben, Assessor Pat Morris, Supervisor Patricia Jones. **ALSO PRESENT:** Attorney Martin Walker, Deputy Clerk Demond Edwards. **ABSENT:** Highway Commissioner Mike Hewitt.

Supervisor Jones called for a motion to approve the Agenda for the January 14, 2010 Waukegan Township Board Meeting. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones called for a motion for the approval of the December 21, 2009 Town Regular Minutes as presented. Motioned by Trustee Francis, second by Trustee Johnson. **Discussion:** Trustee Willms corrected page 7, paragraph 4, says December 10, 2009, should say December 21, 2009. Trustee Francis corrected page 2, paragraph 1, says 3/1/2010, should say 3/1/2009. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones acknowledged citizens present; None

Supervisors Report:

Supervisor Jones mentioned the Dr. Martin Luther King Jr., breakfast celebration for Saturday, January 16, 2010 to be held at the Bonnie Brook Country Club at 9:00 a.m. and invited the Board to attend. Also, mentioned that there are several sponsors for the event and expect about 260 people to attend.

Supervisor Jones mentioned that the North Shore Baptist Minister's Alliance will be having their Dr. Martin Luther King Jr., 32nd Annual Memorial Celebration on Sunday, January 17, 2010 to be held at the First Baptist Church in North Chicago, Social Hour at 5:00 p.m. and the Program at 6:00 p.m. and that Trustee Johnson will be the Chairman of the program.

Supervisor Jones distributed a brochure, Waukegan Township Corporate Travel Policy, created by Nancy Netherton-Financial Manager. The brochure showed the suggested changes for out of town travel. Supervisor Jones mentioned that we voted

on receipts not being required but that we do need to vote on the new IRS amount of \$71.00 per day and \$53.25 for the first and last day of travel.

Supervisor Jones distributed the HUBZone Exploratory Committee Agenda dated January 13, 2010. This was a Training Session held at Waukegan City Hall-Council Chambers. Next Training Session will be held on February 17, 2010. In attendance were two attorneys from Newton Finns office and Alderman Figueroa. Supervisor Jones welcomed the Board to attend and mentioned that the purpose for the HUBZone meeting is to insure that there are jobs available with all of the different contractors, road or otherwise for the people that reside within the HUBZone community. Also, encourages businesses to relocate within the HUBZone community. Met on Wednesday with Alderman Cunningham, Alderman Figueroa, Mayor Rockingham, Mayor Sabonjian and a staff from Representative Washington's office and talked about meeting with the our attorneys and the Chicago attorneys to see how we can mess some type of Inter Governmental Agreement that would be presented to each proposed contractor that comes into this community, with language emphasizing local hiring. Mentioned that North Chicago and Waukegan have one of the highest unemployment rate and one of the highest Nationally. That we must do something and combine our efforts to insure some type of employment opportunities for individuals that reside in this community and as designated by the Federal Government by the way of a HUBZone. Also, eventually will include minority business owners and looking to involve the Unions, that we are taking some steps to make somethings happen.

Supervisor Jones mentioned that January 13, 2010 was the first meeting for the Staben House Advisory Council. Dennis Rothmeyer was the chairmen for the year 2009 and Alderwoman Edith Newsome will be the chairmen for 2010. Trustee Francis mentioned that the meeting was well attended, the new officers were elected and a new member was welcomed. Also, that the Staben House is filled to capacity and that Lety Castellanos is doing a marvelous job. Supervisor Jones mentioned that there are two successful former residents that serve on the Advisory Council. Also, that HUD gives us extra points when former residents serve as members and or are hired.

Supervisor Jones mentioned the Park Place Expansion Committee meeting went well. A copy of the Agenda for January 6, 2010 meeting was provided in the Board Packet. Greg Petry was the speaker and he was invited to see what the possibilities could be when the State grants us the dollars that State Representative Washington secured for us. Trustee Willms asked why were the Trustees not notified about this meeting. Supervisor replied, that Trustee Willms just forgot. That we received a notification from State Representative Washington for grant of approximately \$700,000.00 and this has been mentioned several times at the table. That this is at an exploratory level and when the money does come in then the Board will be informed. Trustee McBride mentioned that he wasn't aware of the meeting. Supervisor Jones said that Trustees will not be told of every meeting, that there is no need until it gets to Board level.

Supervisor Jones mentioned the Cash-on-Hand Report as of January 7, 2010.

Waukegan Township Cash-on-Hand Report
As of January 7, 2010

Fund	Bank	Balance
Town Fund	NorStates Financial	28,666.46
	Illinois Funds	1,298,400.33
Total Town Fund		\$1,327,066.79
General Assistance Fund	First Midwest Bank	36,566.34
	Illinois Funds	532,765.22
Total General Assistance		\$569,331.56
IMRF/FICA Fund	First Midwest Bank	11,471.90
	Illinois Funds	296,181.29
Total IMRF/FICA Fund		\$307,653.19
Senior Fund	NorStates Financial	33,460.02
	Illinois Funds	500,501.62
Total Senior Fund		\$533,961.64
Total General Township Funds		2,738,013.18
Road & Bridge	NorStates Financial	121,459.85
Total Road & Bridge		\$121,459.85

15,000.00 to taxi
1/5

Taxes Received since last report -

PPRT -

Town -

R&B -

For the states fiscal year of 7/1/09-6/30/10 we received a total of
\$220,184.25 for Town and \$65581.11 for R & B

Town RE Tax -

Total received to date **\$1,070,927.96**

GA RE Taxes -

Total received to date **\$1,148,276.98**

IMRF RE Taxes -

Total received to date **\$235,415.81**

SEN'R RE Taxes -

Total received to date **\$1,068,418.93**

R&B RE Taxes -

Total received to date **\$151,583.51**

Highway Commissioner's Report. None.

Assessor's Report.

Assessor Morris reported on his concerns with the Board of View. That there have been a record number of complaints at the Board of Review. Waukegan Township was published November 10, 2009 and people have a 30 day period to respond to the Board of View. The hearings started December 30, 2009, there are about 7 days of hearings in January and another 15 days of hearings in February. That in 1999 there were 84 hearings and in the years that followed were 205, 249, 267, 178, 139, 127, and 116. In the last 10 years there has been an average of 205 hearings a year. In this about 60% are residential properties and 40% are commercial. That 205 hearings is the normal load that we have to defend our assessments on. Last year it tripled to 633 hearings. This year we have at the time 1171 hearings. We are 6 times our normal load and we are working on Saturdays and Sundays. The Board of View consist of 3 members appointed by the County Board, with 2 members being from one political party and 1 member from the other party. Assessor Morris says that the Assessor's office main function in Waukegan, thru out the State and the Country is to treat everybody fairly. With what is going on in the Real Estate market and people getting reductions at the Board of View and the property low cost sales that the Assessor's Office is drawing farther away from fairness. With what is going on that the Township will lose a lot of money at the Board of View. Typically we've had a ½% or 1% decrease in the past years. This year we may have a 3% or 4% decrease. In year 2010 there may a 9% decrease and with the Board of View it could be 10% or 11% decrease. The taxing bodies that will suffer the most will be Waukegan Township and some others. Assessor Morris said that he wished that he had better news but that the Real Estate market is very depressing.

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

Supervisor Jones requested a motion for the approval of agenda item #12, Payroll period ending January 1, 2010 in the amount of \$83,300.26. Motion by Trustee Francis , seconded by Trustee McBride. **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 #13, approval of the following invoices: Invoices for Town Fund in the amount of \$28,443.66; Invoices for G/A Fund/Staben Center in the amount of \$4,706.07; Invoices for G/A Fund/Staben House in the amount of \$5,425.87; Invoices for Town Fund/Assessor's Office in the amount of \$9,308.90; Invoices for Road and Bridge / Highway Department in the amount of \$4,129.22; Invoices for Senior Fund/Park Place in the amount of \$16,005.89; Invoices for Senior Fund/Gift Shoppe in the amount of \$659.89; Invoices for Home Sweet Home in the amount of \$759.14. Motion by Trustee McBride, second by Trustee Johnson for the approval of submitted invoices. **Discussion:** Trustee Willms questioned Town Fund Bills, page 3, under Sam's Club Direct, \$554.00 Employee Loan. Supervisor Jones replied, she is assuming that it is an employee computer repayment but not sure and will check into it. Trustee Willms questioned Staben House Bills, page 2, under Michael Jones, \$95.00 Snow Plowing. Supervisor Jones replied, that he is Snow Plowing the Staben House. **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, Paid Bills submitted after December 21st Board Meeting in the amount of \$131,459.92. Motion by Trustee McBride, seconded by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Paid Bills
Board Meeting of January 14, 2010

The following is a list of bills that were paid after the board meeting of December 21, 2009 but before the meeting of January 14, 2010

Purpose	Payee	Amount
Senior Fund		
12/29/2009	Waukegan Township - General Fund PP & HSH Health Ins. - 2 months	\$13,150.22
Total Senior Fund		\$13,150.22
G/A Fund		
12/22-1/14	General Assistance Client Payments Payments made on behalf of GA Clients	\$44,739.89
12/29/2009	Waukegan Township - General Fund SC, SH, GA Health Insurance - 2 months	\$12,993.19
Total G/A Fund		\$57,733.08
IMRF & Fica Fund		\$0.00
R & B Fund		
12/29/2009	Waukegan Township - General Fund Health Insurance - 2 months	\$2,314.78
Total R & B Fund		\$2,314.78
Town Fund		
12/29/2009	Health Insurance-All vendors HI Premiums - 2 months	\$58,041.84
12/22-1/14	Rebound & ReClaim Program Client program expenses	\$220.00
Total Town Fund		\$58,261.84
Total all checks paid prior to board meeting		\$131,459.92

Action Items:

Supervisor Jones requested a motion for the approval of the Executive Minutes of 2009. 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 acceptance of agenda item #15 B, 2010 Allowable Mileage Reimbursement Rate. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the acceptance of agenda item #15 C, 2010 IRS Allowable Per-diem Rate Change. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business. None.

Old Business. None.

Announcements. None.

Comments/Concerns-Trustees.

Trustee Willms mentioned that there is a need for us to designate one or more Officers to handle the Freedom of Information Act (F.O.I.A.) inquiries. Supervisor Jones replied, that when someone comes to them with an F.O.I.A request they are forwarded to the attorney.

Trustee Willms read from the Message from the Supervisor Letter dated January 8, 2010. The Home Sweet Home crews were out in full forces this week providing serves to an estimated 350 residents. Trustee Willms said that the 2008 Annual Report prepared by Marc Jones Project Manager indicated approximately 600 enrolled in the snow removal program. Trustee Willms asked how many Seniors were enrolled in the 2009 and also in the 2010 snow removal program. Supervisor Jones replied, that she will get that information to him. Trustee Willms then said that it doesn't appear that Township Home Sweet Home snow removal program has sufficient man power to properly serve all the Senior signed up for this program in the future. He hopes that the Township will do better with the lawn cutting and snow removal programs. That these programs should be staffed to serve everyone signed up for these two important programs. Supervisor Jones replied, that a letter is sent out. That each individual is given an assigned day. Also, says that they will be served as soon as possible and that there is a procedure. There is a procedure for the lawn maintenance also, only that the people are less patient with the snow removal. We have received many compliments for our services. We try to get to the Seniors that need to get out for their doctor appointments. Trustee Johnson recommended that in order to acquire more man power that Trustee Willms volunteer to help with the snow removal and or the lawn service. Supervisor Jones said that this program has grown a great deal. Trustee McBride asked why not use volunteers from the Sheriff's office. Supervisor Jones said that they do have the Boys And Girls Club assisting with snow and lawn maintenance. The issue of

having the Sheriff's department assist is a good idea but the Seniors would be frightened away.

Trustee Willms pointed out that the new calendar did not highlight Labor Day, September 6, 2010.

There being no further business to come before the Board, Supervisor Jones adjourned the January 14, 2010 meeting at 6:59p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk