

WAUKEGAN TOWNSHIP BOARD MEETING November 10, 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 Wednesday, November 10, 2010.

The meeting was called to order at 5:30 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 November 10, 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 to approve the Minutes as presented for the October 28, 2010 Waukegan Township Board Meeting. Motion by Trustee Francis, seconded by Trustee McBride. **Discussion:** Attorney Joanem corrected page 2, paragraph 3, sentence 2, says Gary Spenser, should say Gary Zabinski. **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 November 4, 2010. Motion by Trustee Johnson, seconded by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report as of November 4, 2010

Fund	Bank	Balance
Town Fund	NorStates Checking	283,174.73
	NorStates Money Market	1,000,000.00
	Illinois Funds	468,366.47
Total Town Fund		\$1,751,541.20
General Assistance Fund	First Midwest Checking	115,188.95
	First Midwest Bank M/M	500,000.00
	Illinois Funds	19,241.31

Total General Assistance		\$634,430.26
IMRF/FICA Fund	First Midwest Bank	120,324.60
	First Midwest Bank M/M	250,000.00
	Illinois Funds	48,940.62
Total IMRF/FICA Fund		\$419,265.22
Senior Fund	NorStates Financial	139,604.80
	NorStates Money Market	250,000.00
	First Midwest Money Market	250,000.00
	Illinois Funds	43,936.40
Total Senior Fund		\$683,541.20
Total General Township Funds		3,488,777.88
Road & Bridge	NorStates Financial	118,759.46
Total Road & Bridge		\$118,759.46

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 -

Supervisor Jones acknowledged citizens present; None.

Supervisors Report:

Supervisor Jones asked Mr. Brad West of West's Insurance Agency, Inc. to address the Board regarding the Waukegan Township and Road District Property/Casualty Insurance Proposal. Ana Albarran, Human Resource Manger distributed the proposal packet dated October 25, 2010. The workers compensation will be covered under the Illinois Public Risk Fund (IPRF) and renews on December 25, 2010. The current estimated annual premium for all lines of insurance is \$72,255.00 which is

the sum of the workers compensation premium of \$16,204.00 and the package premium of \$56,051.00. The ICRMT has quoted a renewal quotation for all lines at \$53,438.00 a 4.7% premium reduction. The IPRF has quoted a renewal premium for workers compensation at \$36,831.00 a 127% increase. Trustee Johnson asked what caused the increase. Mr. West responded that the workers compensation was increased due to a single large claim from an accident in July 13, 2009. Trustee McBride asked what was the claim based on. Supervisor Jones responded that a maintenance man claimed an injury. Trustee McBride requested a list of the claims.

Supervisor Jones asked Mr. Kevin Kinnavy, Auditor of Evoy, Kamschulte, Jacobs & Co. LLP and Nancy Netherton of Township Financial Manager to expound on the Annual Financial Report dated for the year ended February 28, 2010. Mr. Kinnavy highlighted the Statement of Net Asset – modified cash basis with a Net Asset of \$4,150,491.00 shown on page 8, the Statement of Activities – modified cash basis shown on page 9, Statement of Assets, Liabilities and fund balances for the individual funds of General Fund, General Assistance Fund, Senior Citizens Fund, IMRF Fund, Road and Bridge Fund shown on page 10, the Statement of Cash Receipts with disbursements and changes shown on page 11, Statements of Cash Receipts – disbursements and changes in fund balance budget and actual shown on page 22 and 24. Mr. Kinnavy gave the opinion that Waukegan Township is financially sound. Mrs. Netherton distributed a two page Fiscal Responsibility Report Card-Draft Data Summary for year 2009 showing that the Township is debt free. Report to be included in the Board Minutes.

Supervisor Jones asked Mr. Joseph Bove of Hausman Kunkel, Inc. and Ana Albarran to give the Life, Health and Dental Insurance up date. Mr. Bove mentioned the letter sent to the Board dated October 22, 2010 regarding the renewal of the Blue Cross/Blue Shield Group Insurance and the reasons for the increase of 24.9%. Mrs. Albarran distributed a letter from Guardian, dated September 20, 2010 regarding the renewal of the Guardian Group Benefits showing Basic Life and Accidental Death Rates. At this time we have the best rate offered by Guardian at \$.35, increased from \$.28. per \$1,000.00 of coverage. Mr. Bove mentioned the letter dated November 5, 2010 regarding Group Dental Benefits showing alternatives in order to reduce cost. With the monthly premiums for Inforce in the amount of \$2290.40, Renewal in the amount of \$2496.60, Alternate I with Maximum Rollover Account (MRA) in the amount of \$2336.92 and Alternate II with MRA in the amount of \$2199.18. Supervisor Jones mentioned that in the PPO Plan has 21 single employees, 4 employees with child(ren), 5 employees with spouse and 4 employees with family now on the plan.

Supervisor Jones mentioned that Clerk Staben will be celebrating a birthday.

Supervisor Jones mentioned the That's Entertainment Genesee Theater Contract has been reviewed by Attorney Joanem after meeting with Nancy Netherton and Gary Zabinski. The changes on the contract will be initialed for finalization. The event will take place on May 7, 2011.

Supervisor Jones mentioned that the Residency Policy has been on the Agenda for the last two Board Meetings.

Supervisor Jones welcomed back the Board from their trip to the Township Official of Illinois Conference (TOIC) and passed around the All Mighty Award presented to the Township. Trustee Francis, Trustee Johnson, Trustee McBride and Trustee Willms reported on their experience with the conference. Trustee Johnson mentioned that he was re-elected by TOIC to serve on the Trustee Division for another term. Also, was appointed as Chaplin for TOIC. Trustee McBride asked Supervisor Jones if the award recently received will be mentioned in the press release. Supervisor Jones responded yes and it will also be placed on the Website. Supervisor Jones distributed a photo from the Township Perspective magazine of Trustee McBride taken at the Washington DC conference.

Supervisor Jones mentioned the Veterans Day Celebration and thanked the Board for attending the event and also thanked Demond Edwards for his efforts and making the arrangements.

Supervisor Jones mentioned that the Waukegan Housing Authority (WHA) had a meeting and the Township was on their Agenda to receive a recognition but was tabled for the following WHA meeting.

Supervisor Jones distributed a Contract for Services letter. Supervisor Jones is meeting other Townships that are provided with services from the Waukegan Township. The contract will be in effect as of November 1, 2010 to April 30, 2011. At this time the Zion Township agrees to pay Waukegan Township a sum of \$1,500.00 for support services provided to Zion Township constituents.

Supervisor Jones distributed the Coalition to Reduce Recidivism 2010 Annual Luncheon Report. Net proceeds from the luncheon are \$9,653.00. The money will go towards the hiring of Ms. Jenkins and for the clients needs.

Supervisor Jones mentioned the Holiday Gathering 2010. Mr. Edwards created a survey regarding the 2009 Holiday Gathering. Many people responded that they would like to have the event at Park Place around the same time as before. Survey also asked if the employees would be willing to pay for the event and they responded with a yes. Also, responded that they don't want any speakers. The event is set for December 17, 2010 at 2:00 p.m. at Park Place.

Highway Commissioner's Report. None.

Assessor's Report. None.

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

Supervisor Jones requested a motion for the approval of agenda item #13, Payroll period ending October 22, 2010 in the amount of \$78,293.19. Motion by Trustee Francis 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 \$9,195.86; Invoices for G/A Fund/Staben Center in the amount of \$4,428.79; Invoices for G/A Fund/Staben House in the amount of \$2,985.14; Invoices for Town Fund/Assessor's Office in the amount of \$3,276.49; Invoices for Road and Bridge / Highway Department in the amount of \$719.43; Invoices for Senior Fund/Park Place in the amount of \$9,959.86; Invoices for Senior Fund/Gift Shoppe in the amount of \$178.20; Invoices for Home Sweet Home in the amount of \$2,120.16. Motion by Trustee Johnson, seconded by Trustee Willms 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 November 10, 2010 Board Meeting in the amount of \$65,031.01. 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 November 10, 2010

The following is a list of bills that were paid after the board meeting of October 28, 2010, but before the meeting November 10, 2010

Purpose	Payee	Amount
Senior Fund		
11/4/2010	Waukegan Township General Fund	\$6,748.84
Health Insurance HSH & PP		
Total Senior Fund		\$6,748.84
G/A Fund		
10/29-11/9/10	General Assistance Client Payments	\$19,948.62
Payments made on behalf of GA Clients		
11/4/2010	Waukegan Township General Fund	\$6,664.88
Health Insurance GA, SC & SH		
Total G/A Fund		\$26,613.50
IMRF & Fica Fund		\$0.00
R & B Fund		
11/4/2010	Waukegan Township General Fund	\$1,169.59
Health Insurance		
Total R & B Fund		\$1,169.59
Town Fund		
10/1/2010	Health Insurance - All Vendors	\$29,926.88
Sept. Premiums - all depts.		
10/28-11-9	Payments made on behalf of RRR clients	\$572.20
Kmart		

Total Town Fund	\$30,499.08
Total all checks paid prior to board meeting	\$65,031.01

Action Items:

Supervisor Jones requested a motion to accept the Annual Financial Report for the Year Ended February 28, 2010 as presented by Kevin Kinnavy of Evoy, Kamschulte, Jacobs & Co. LLP. Motion by Trustee McBride, seconded by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motioned carried.**

Supervisor Jones requested a motion to accept the Property/Casualty Insurance Proposal as presented by Brad West of West's Insurance Agency, Inc in the amount of \$90,269.00. Motion by Trustee McBride, seconded by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motioned carried.**

Supervisor Jones requested a motion to accept the recommendation of Joseph Bove of Hausmen Kunkel, Inc for the Blue Cross/Blue Shield Plan I (Plan PPO 72226 & HMO B133) with MRA in the amount of \$2336.92 and Dental Alternate Plan II (Plan PPO 72224 & HMO B194) with MRA in the amount of \$2199.18 as presented. Motion by Trustee Francis, seconded by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motioned carried.**

Supervisor Jones requested a motion to accept the Genesee Theater Contract as presented with corrections by Attorney Joanem; with a deposit payable immediately in the amount of \$500.00 and the balance of \$4500.00 due upon completion of the That's Entertainment Concert. Motion by Trustee McBride, seconded by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motioned carried.**

Supervisor Jones requested a motion for the approval of the Residency Policy Amendment as presented. Motion by Trustee Francis, seconded by Trustee McBride. **Discussion:** Trustee Willms says that the Residency Policy should have attached highlighted changes. Supervisor Jones responded that it was provided about a month ago. Trustee Willms suggested that the Residency Policy should also be dated revision I and revision II. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motioned carried.**

Supervisor Jones requested a motion for Personnel as presented for Ricardo Anderson, Ashley Johnson, Marc Jones, LaQuana King, Johnnie Jenkins and Patricia Trevino. Motion by Trustee Johnson, seconded by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms. **Nays:** None. **Abstain:** Supervisor Jones. **Motioned carried.**

New Business. None.

Old Business.

Supervisor Jones distributed a letter from New Hope Missionary Baptist Church inviting the Board to attend the celebration of Rev. Percy L. Johnson 3rd Pastor's Anniversary on November 21, 2010 at 4:00 p.m. at 404 S. Butrick in Waukegan.

Announcements. None.

Comments/Concerns-Trustees.

There being no further business to come before the Board, Supervisor Jones adjourned the November 10, 2010 meeting at 8:46 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk