

# WAUKEGAN TOWNSHIP BOARD MEETING

## September 22, 2011

The Regular meeting of 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, September 22, 2011.

The meeting was called to order at 5:30 p.m. by Supervisor Patricia Jones and was followed by the Pledge of Allegiance. Trustee Johnson led the Members in prayer.

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

Attorney John Joanem was seated at 5:34 p.m.  
Trustee McBride was seated at 5:35 p.m.

Supervisor Jones called for a motion to approve the Agenda for the September 22, 2011 Waukegan Township Board Meeting. Motion by Trustee Willms, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones called for a motion to approve the Minutes for the September 12, 2011 Waukegan Township Board Meeting. Motion by Trustee Francis, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee Willms, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones called for a motion to approve the Cash-on-Hand as of September 16, 2011. Motion by Trustee Willms, seconded by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

### Waukegan Township Cash-on-Hand Report as of September 16, 2011

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	363,168.55	78054.22 to IMRF (due to)
	NorStates Money Market	888,573.83	
	Illinois Funds	290,685.32	
*New	No. Chicago Comm Bank	245,067.79	
<b>Total Town Fund</b>		<b>\$1,787,495.49</b>	
General Assistance Fund	First Midwest Checking	257,706.40	
	First Midwest Bank M/M	90,283.11	
	Illinois Funds	44,290.25	
<b>Total General Assistance</b>		<b>\$392,279.76</b>	

IMRF/FICA Fund	First Midwest Bank	78,080.04
	First Midwest Bank M/M	235,265.89
	Illinois Funds	127,105.14
<b>Total IMRF/FICA Fund</b>		<b>\$440,451.07</b>
Senior Fund	NorStates Financial	295,958.13
	NorStates Money Market	270,520.81
	First Midwest Money Market	40,161.67
	Illinois Funds	43,975.17
<b>Total Senior Fund</b>		<b>\$650,615.78</b>
<b>Total General Township Funds</b>		<b>3,270,842.10</b>
Road & Bridge	NorStates Financial	148,633.43
<b>Total Road &amp; Bridge</b>		<b>\$148,633.43</b>

PPRT 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 \$90,788.44 for Town and \$13,606.99 for R & B

Town RE Tax - 9/1/11	\$206,868.15
<b>Total received to date</b>	<b>\$979,260.16</b>

GA RE Taxes - 9/8/11	\$176,356.63
<b>Total received to date</b>	<b>\$834,826.52</b>

IMRF/FICA RE Taxes - 9/8/11	\$42,105.91
<b>Total received to date</b>	<b>\$199,318.44</b>

SEN'R RE Taxes - 9/8/11	\$184,899.85
<b>Total received to date</b>	<b>\$875,267.94</b>

R&B RE Taxes - 9/8/11	\$26,083.88
<b>Total received to date</b>	<b>\$106,616.57</b>

Supervisor Jones acknowledged citizens present; None.

### **Supervisors Report:**

Supervisor Jones thanked the Board for supporting and attending the Legislative Breakfast. Trustee Willms said that the event ran well, there was a good attendance and the legislators provided us with good information. Supervisor Jones said that the legislators did an excellent job, they spoke a great deal and the audience was very receptive. Trustee Johnson said that the speakers were down to earth, many issues were covered and it was beneficial to hear about the future of the Townships.

Supervisor Jones mentioned the Coalition to Reduce Recidivism Luncheon to be held on October 14, 2011 at the Ramada Inn and asked the Board to check in with Ms. Ortiz if you are planning to attend.

Supervisor Jones mentioned the Memorial Ceremony for Cancer Awareness Month to be held on October 8, 2011 at Park Place.

Supervisor Jones mentioned the 20<sup>th</sup> Anniversary of Park Place to be held on December 16, 2011.

Supervisor Jones distributed a 2011 Client Information report from March to September showing a head count of new and ongoing clients.

Supervisor Jones mentioned the Healthy Women dinner was taking place today in Lincolnshire, several seniors and 12 General Assistance clients will be attending the event.

Supervisor Jones distributed Waukegan Township Employee Resignation information of Tasha Scott/Office Clerk, who will be going on to work for Evanston Hospital.

Supervisor Jones distributed Waukegan Township Personnel Recommendation of Johnnie Jenkins/Employment Specialist/Part-Time at \$15.10 per hour to change to Employment Specialist/Caseworker Full-Time at \$15.10 per hour.

Supervisor Jones mentioned that the Walk for Seniors has raised \$15,500.00 to date.

Supervisor Jones mentioned that the Edwin Montano Scholarship Banquet will be held on October 14, 2011. The Township will be purchasing 4 tickets and if anyone is interested in attending the event to check in with Ms. Ortiz or Deputy Clerk Edwards.

Supervisor Jones mentioned the Coalition Latino Unidos of Lake County will be having their scholarship banquet on September 30, 2011 at the Country Squire. The Township will be purchasing 4 tickets and if anyone is interested in attending the event to check in with Ms. Ortiz or Deputy Clerk Edwards.

Supervisor Jones mentioned that there has been an increase in funds for the rental of the Park Place dining room, the Gift Shop, and pass ports.

**Highway Commissioner's Report:** None.

**Assessor's Report:** None.

**Executive Session:** None.

Supervisor Jones requested a motion for the approval of agenda item #13, Payroll period ending September 9, 2011 in the amount of \$88,656.81. Motion by Trustee

Francis, second 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 \$10,888.71; Invoices for G/A Fund/Eddie Washington Center in the amount of \$5,029.32; Invoices for G/A Fund/Staben House in the amount of \$822.67; Invoices for Town Fund/Assessor's Office in the amount of \$9,367.18; Invoices for Road and Bridge / Highway Department in the amount of \$4,569.82; Invoices for Senior Fund/Park Place in the amount of \$7,871.93; Invoices for Senior Fund/Gift Shoppe in the amount of \$11.00; Invoices for Home Sweet Home in the amount of \$3,183.43. Motion by Francis, second by McBride 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 August 11<sup>th</sup> Board Meeting in the amount of \$23,617.70. 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  
September 21, 2011**

The following is a list of bills that were paid after the board meeting of September 12, 2011, but before the meeting September 21, 2011

Purpose	Payee	Amount
<b>Senior Fund</b>		
9/19/2011	<b>Mystick Blue Cruises</b>	\$195.87
	Additional Trip Participants	
<b>Total Senior Fund</b>		<b>\$195.87</b>
<b>G/A Fund</b>		
9/13-9/22	<b>General Assistance Client Payments</b>	\$23,261.83
	Payments made on behalf of GA Clients	
<b>Total G/A Fund</b>		<b>\$23,261.83</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
8/15/2011	<b>Peoples Voice</b>	\$120.00
	2 tickets for annual event	
8/19/2011	<b>Rebound Reclaim Rentry Program Expenses</b>	\$40.00
	Client Stipends, Ids, Work needs, etc.	
<b>Total Town Fund</b>		<b>\$160.00</b>

Total all checks paid prior to board meeting \$23,617.70

**Action Items:**

Supervisor Jones requested a motion for the approval of Personnel Recommendation of Johnnie Jenkins/Employment Specialist/Caseworker for Full-Time at \$15.10 per hour and for the Employee Resignation of Tasha Scott. 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:** None.

**Announcements:** None.

**Comments/Concerns-Trustees:**

Supervisor Jones mentioned that Deputy Clerk Edwards has received his degree in Business Management and celebrated the graduation at the Genesee Theater.

There being no further business to come before the Board, Supervisor Jones adjourned the September 22, 2011 meeting at 6:00 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**