

# WAUKEGAN TOWNSHIP BOARD MEETING

## December 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, December 22, 2011.

The meeting was called to order at 5:32 p.m. by Supervisor Patricia Jones and was followed by the Pledge of Allegiance. Trustee 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, Supervisor Patricia Jones. **ALSO PRESENT:** Attorney John Joanem, Deputy Clerk Demond D. Edwards. **Absent:** Assessor Pat Morris, Highway Commissioner Mike Hewitt.

Supervisor Jones called for a motion to approve the Agenda for the December 22, 2011 Waukegan Township Board Meeting. Motion by Trustee Willms, second by Trustee Johnson. **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 30, 2011. Motion by Trustee Francis, 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 16, 2011

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	74,978.50	
	NorStates Money Market	1,401,608.24	60,000 to ckg 12/16
	Illinois Funds	290,708.61	
	No. Chicago Comm Bank	245,170.53	
<b>Total Town Fund</b>		<b>\$2,012,465.88</b>	
General Assistance Fund	First Midwest Checking	29,297.43	
	First Midwest Bank M/M	225,325.42	60,000 to chkg 12/2/2011
	Illinois Funds	44,293.79	
<b>Total General Assistance</b>		<b>\$298,916.64</b>	
IMRF/FICA Fund	First Midwest Bank	3,526.77	
	First Midwest Bank M/M	280,304.28	
	Illinois Funds	127,115.32	
<b>Total IMRF/FICA Fund</b>		<b>\$410,946.37</b>	
Senior Fund	NorStates Financial	51,164.26	
	NorStates Money Market	314,785.71	50000.00 tfr to chkg 12/16

	First Midwest Money Market	65,173.04	15,000 tfr to taxi 12/9
	Illinois Funds	43,978.68	
<b>Total Senior Fund</b>		<b>\$475,101.69</b>	
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<b>Total General Township Funds</b>		<b>3,197,430.58</b>	
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Road & Bridge	NorStates Financial	74,130.41	
<b>Total Road &amp; Bridge</b>		<b>\$74,130.41</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 \$212,058.35 for Town and \$49726.65 for R & B

Town RE Tax - 11/17 \$9,377.97  
**Total received to date \$1,214,200.55**

GA RE Taxes - 11/17 \$7,994.79  
**Total received to date \$1,035,114.94**

IMRF/FICA RE Taxes - 11/17 \$1,908.79  
**Total received to date \$247,138.16**

SEN'R RE Taxes - 11/17 \$8,382.08  
**Total received to date \$1,085,258.91**

R&B RE Taxes - 11/17 \$1,182.37  
**Total received to date \$153,097.32**

Supervisor Jones acknowledged citizens present;

**Supervisors Report:**

Supervisor Jones welcomed back Trustee McBride.

Supervisor Jones mentioned that Mayor Rockingham's wife Gwen Rockingham passed away. The viewing will be held on December 28, 2011 from 9:00 a.m. to 10:00 a.m. and the mass service will be at 11:00 a.m. at Mount Sinai Church in North Chicago. The Township will be sending flowers on behalf of the Township officials.

Supervisor Jones distributed a Waukegan Township Resolution No. 11-24 for the separation of the Levy for IMRF/FICA taxes dated December 22, 2011. Supervisor Jones asked Clerk Staben to read the Resolution to the Board.

Supervisor Jones mentioned that the General Assistance program is assisting a tremendous amount of clients. The clients are required to attend a nutritionist

program, exercising, and the Infinity & Beyond workshops for those seeking employment. The Township is conducting research with the General Assistance clients as to the cost of their living expenses, transportation expenses and public housing. If a client's housing cost is minimal then the General Assistance check of \$165.00 should be reduced and enhance General Assistance for those paying higher rent. Trustee McBride asked what the boundaries are for transportation. Supervisor Jones said that they will be transported anywhere for their medical appointment and that most of the appointments are within Waukegan Township. Trustee McBride suggested that Pace bus passes be provided. Supervisor Jones said that the late State Representative Washington provided the Township with several hundred bus passes and recently State Representative Mayfield has done the same. The Township has received funds from the Waukegan Housing Authority for providing transportation to its residents and the Township is currently negotiating with the North Chicago Housing Authority. Trustee Johnson asked if we are decreasing the checks for public housing clients and not changing the amount for private housing clients. Supervisor Jones said that the recommendation will be to change the \$165.00 to \$100.00 for those living in public housing and keeping it at \$165.00 for those in private housing. Trustee Johnson said that it appears that there is plenty of information on hand to make a decision with the General Assistance check changes.

Supervisor Jones mentioned that the Township received a Transitional Reimbursement from IDHS in the amount of \$50,908.00.

Supervisor Jones mentioned that she attended the Poe Manor and Raven Housing for the distribution of hats, scarves and gloves and blood pressure testing was conducted. Supervisor Jones said that testing for other medical conditions will be done on site for housing residents. The transportation time will change to coincide when the residents receive their Link card for shopping. The Township will also be working with the Housing Authority management to better serve the housing residents.

Supervisor Jones distributed a letter received from Mark Stricklin dated December 11, 2011. Supervisor Jones asked Clerk Staben to read the letter to the Board, attached to the letter were two Superior Paving proposals. The letter addressed Mr. Stricklin's concerns with the driveway paving on Trustee Willms' property and Commissioner Mike Hewitt's no-bid paving contracts. Trustee McBride said that \$8,000.00 is a lot of money to have around the house and that a bank statement was requested as proof of payment. Attorney Joanem informed Trustee McBride that the reference to \$8,000.00 was incorrect and that the correct amount is \$2,000.00. Attorney Joanem also said Trustee Willms's attorney Mr. Shaw did offer to attend this Board meeting but that he did not believe it would be necessary to attend, was expecting Mr. Stricklin and also that it was mentioned at the last Board meeting that it was Trustee McBride who had requested documentation but was absent and that further discussion with Trustee McBride present would most likely be taking place. Supervisor Jones asked Attorney Joanem what is his proposal to bring this to closure. Attorney Joanem said with the letter from Mr. Stricklin and the documentation provided to the Board that it is up to the Board to decide if the situation has been explained to their satisfaction to able to be closed or should it

proceed to the ethics committee. Attorney Joanem said that he has yet to meet with Commissioner Hewitt to review the paperwork. Trustee McBride said that in regards to Commissioner Hewitt's no bid process is questionable. Trustee McBride asked if a memo should be sent to Commissioner Hewitt to inform him that his no bid practice is not practicable. Also, for future paving jobs and equipment purchasing can someone be informed of his actions. Supervisor Jones said that the Assessor and the Commissioner are responsible for their respective budgets once approved. The Board has the responsibility to question the bills as well as the proposed budget. Attorney Joanem suggested that Commissioner Hewitt be asked to explain how he goes about his season of work and how he prioritizes it. Trustee McBride asked that Commissioner Hewitt attend the Board meeting so that he can ask him questions. Supervisor Jones said that she will invite Commissioner Hewitt to attend the next Board meeting to answer any questions that pertain to no bid jobs. Trustee Johnson said that Mr. Stricklin's letter suggest that we bypass the ethics committee which it should not. Supervisor Jones said that we will not bypass the ethics committee. Trustee McBride asked if Trustee Willms attorney cost is covered by Township. Supervisor Jones said that she will look into it.

Trustee McBride left the Board meeting at 6:46 p.m.

Trustee McBride returned to the Board meeting at 6:48 p.m.

Supervisor Jones mentioned the Holiday Basket Distribution was December 21, 2011 and the event went well and will continue on December 23, 2011 from 10:00 a.m. to 12:00 a.m. at the Foss Park Center. The News Sun was present. Thanked Trustee Johnson for attending. A wrap up meeting will be held next week.

Supervisor Jones mentioned the Children's Shopping Spree went well and thanked Deputy Clerk Edwards, Cheri Pierson-White, Dulce Ortiz and the volunteers for their efforts.

Supervisor Jones distributed photos of the Holiday Gathering held at the Greenbelt Cultural Center. She thanked Trustee Johnson and Clerk Staben for attending. Clerk Staben said the event was wonderful, entertaining, good food and the people were comfortable it turned out to be a great holiday event. Trustee Johnson said he agreed and was impressed with the number of people present and complimented the dedicated staff for such a great job with the event.

Supervisor Jones mentioned that the Martin Luther King Jr. Dreamer's Breakfast will be held on January 14, 2012. The cost will be \$10.00. The keynote speaker will be Rev. Dr. Michael Pfleger.

Supervisor Jones mentioned that there has been discussion for a Park Place Café. The proceeds from the Café food and beverage sales will go to pay the Chefs salary.

Supervisor Jones mentioned the Employee Recognition day was held on December 16, 2011.

Supervisor Jones thanked Trustee Francis, Trustee Johnson, Trustee Willms and Attorney Joanem for their contributions to the Holiday Gathering held at Greenbelt Cultural Center.

Supervisor Jones mentioned the Intergovernmental Agreement-North Chicago. Attorney Joanem said that he has forwarded the corrected agreement to the North Chicago City Attorney Chuck Smith and he will be presenting it to the city council. Supervisor Jones invited the Board to see the office anytime on Wednesdays or Fridays.

**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 22, 2011 in the amount of \$79,596.73. Motion by Trustee Willms, seconded 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 approval of agenda item #13, approval of the following invoices: Invoices for Town Fund in the amount of 4,026.22; Invoices for G/A Fund/Eddie Washington Center in the amount of \$2,680.46; Invoices for G/A Fund/Staben House in the amount of \$1,598.93; Invoices for Town Fund/Assessor's Office in the amount of \$11,175.03; Invoices for Road and Bridge / Highway Department in the amount of \$1,128.39; Invoices for Senior Fund/Park Place in the amount of \$11,644.13; Invoices for Senior Fund/Gift Shoppe in the amount of \$326.65; Invoices for Home Sweet Home in the amount of \$1,168.83. Motion by Trustee Francis, seconded by Trustee McBride for the approval of submitted invoices. **Discussion:** Supervisor Jones made a correction on the Highway Department Ledger Entry. On page one item 91818, Folding Partition Services, Inc., should be item 91898, Sonny's Auto Body. The amount of \$75.70 remains the same.

**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 October 13<sup>th</sup> Board Meeting in the amount of \$67,330.16. 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  
December 22, 2011**

The following is a list of bills that were paid after the board meeting of December 8, 2011, but before the meeting December 22, 2011

Purpose	Payee	Amount
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<b>Senior Fund</b>		
12/13/2011	<b>Waukegan Township General Fund</b> Health Insurance HSH & PP	\$8,007.48
12/16/2011	<b>Annual Kids Shopping Spree</b> expenses for annual Park Place event	\$1,720.80
<b>Total Senior Fund</b>		<b>\$9,728.28</b>
<b>G/A Fund</b>		
12/9-12/22	<b>General Assistance Client Payments</b> Payments made on behalf of GA Clients	\$19,238.88
12/13/2011	<b>Waukegan Township General Fund</b> Health Insurance GA, SC & SH	\$3,360.04
<b>Total G/A Fund</b>		<b>\$22,598.92</b>
<b>R &amp; B Fund</b>		
12/13/2011	<b>Waukegan Township General Fund</b> Health Insurance	\$1,445.40
<b>Total R &amp; B Fund</b>		<b>\$1,445.40</b>
<b>Town Fund</b>		
12/13/2011	<b>Health Insurance - All Vendors</b> Dec Health Insurance Premiums	\$33,549.56
12/20/2011	<b>Client Payments - RRR</b> Payments made on behalf of RRR Clients	\$8.00
12/20/2011	<b>Ramon Amaro</b> Employee Recognition Lunch	\$125.00
<b>Total Town Fund</b>		<b>\$33,557.56</b>
Total all checks paid prior to board meeting		\$67,330.16

**Action Items:**

Supervisor Jones requested a motion for the approval of the Waukegan Township Resolution No. 11-24 for the separation of the Levy for IMRF/FICA taxes. Motion by Trustee Johnson, seconded by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Wilms, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:**

Trustee Francis said that the Gideon Missionary Baptist Church will be performing the Happy Birthday Jesus play on Christmas morning followed by a musical.

Supervisor Jones gave the Board her blessings for their support to the community.

**Comments/Concerns-Trustees:** None.

There being no further business to come before the Board, Supervisor Jones adjourned the December 22, 2011 meeting at 7:14 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**