

# WAUKEGAN TOWNSHIP BOARD MEETING

## January 13, 2011

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 13, 2011.

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 January 13, 2011 Waukegan Township Board Meeting. 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 called for a motion to approve the Cash-on-Hand as of January 7, 2011. Motion by Trustee McBride, seconded by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried**

### Waukegan Township Cash-on-Hand Report as of January 7, 2011

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	140,656.70	
	NorStates Money Market	1,000,410.98	
	Illinois Funds	368,548.80	100.000 to GA-Town assistance to GA
<b>Total Town Fund</b>		<b>\$1,509,616.48</b>	
General Assistance Fund	First Midwest Checking	20,578.59	
	First Midwest Bank M/M	380,081.51	60000 to ckg 1/4/11
	Illinois Funds	119,252.00	100,000 from Town
<b>Total General Assistance</b>		<b>\$519,912.10</b>	
IMRF/FICA Fund	First Midwest Bank	79,037.88	
	First Midwest Bank M/M	250,039.38	
	Illinois Funds	49,027.08	
<b>Total IMRF/FICA Fund</b>		<b>\$378,104.34</b>	
Senior Fund	NorStates Financial	10,651.51	
	NorStates Money Market	250,116.45	

	First Midwest Money Market	235,029.79	15000.00 tfr to taxi
	Illinois Funds	43,953.87	
<b>Total Senior Fund</b>		<b>\$539,751.62</b>	
<b>Total General Township Funds</b>		<b>2,947,384.54</b>	
Road & Bridge	NorStates Financial	122,573.61	
<b>Total Road &amp; Bridge</b>		<b>\$122,573.61</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 \$314,074.14 for Town and \$93,545.47 for R & B

Town RE Tax - 12/16/10	\$26,977.08
<b>Total received to date</b>	<b>\$1,107,551.90</b>

GA RE Taxes - 12/16/10	\$29,113.88
<b>Total received to date</b>	<b>\$1,195,278.79</b>

IMRF/FICA RE Taxes - 12/16/10	\$5,965.23
<b>Total received to date</b>	<b>\$244,904.22</b>

SEN'R RE Taxes - 12/16/10	\$26,977.08
<b>Total received to date</b>	<b>\$1,107,551.90</b>

R&B RE Taxes - 12/16/10	\$3,773.83
<b>Total received to date</b>	<b>\$154,926.34</b>

Supervisor Jones called for a motion to amend the Agenda of January 13, 2011 to include the Minutes for the December 9, 2010 and December 21, 2010 Waukegan Township Board Meeting. Motion by Trustee Johnson, seconded 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 for the December 9, 2010 Waukegan Township Board Meeting. Motion by Trustee McBride, seconded by Trustee Johnson. **Discussion:** Trustee Willms ask that his name be identified as the Trustee corresponding about audit information, also that in reference to SB 3462 on page 3, paragraph 3, sentence 2, and sponsoring replace chairing in paragraph 5, sentence 2. Also that correction be made to the job title under Action Items on page 7, paragraph 1, sentence 1 and 2. **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 for the December 9, 2010 Waukegan Township Board Meeting with corrections. Motion by Trustee

Johnson, seconded 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 for the December 21, 2010 Waukegan Township Board Meeting. 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 acknowledged citizens present; None.

### **Supervisors Report:**

Supervisor Jones asked Nancy Netherton to review the Preliminary Budget/Appropriation for Town purposes for Waukegan Township and Preliminary Budget/Appropriation for Road & Bridge purposes for Waukegan Township, documents were provided in the Board packet. Mrs. Netherton distributed a packet showing an amount change in Town Assistance for GA, say's \$200,000.00 should say \$220,000.00. Trustee Willms mentioned that the Board voted on a Workman's Compensation expenditure of \$90,269.00 for West Insurance. Mrs. Netherton responded that amount was for both insurances, Workman's Compensation and General Liability combined. Trustee Willms asked if the legal services were \$21,600.00 at \$1,800.00 a month. Mrs. Netherton responded that all departments pay a prorated share of the legal bill. Trustee Willms said that we budgeted \$5,000.00 for Youth Scholarships last year and asked how many scholarships were given. Supervisor Jones responded that it was for 5 scholarships at \$1,000.00 per recipient and only one was granted. Also, that the Youth Scholarship funds are going towards other expenses such as books and music lessons. Trustee Willms asked what are the totals of the unreserved unrestricted or surplus funds included in this budget and that the auditor fiscal year ended February 2011 totaling \$1,390,000.00 and asked if this was about right. Mrs. Netherton responded that this is an estimate and if he would look at the General Town Fund, it shows a proposed revenue amount of \$1,500,000.00. Supervisor Jones said that the exact amount will be on hand at the first Board meeting in March and asked Trustee Willms to make an appointment to meet with Mrs. Netherton to cover any questions he may have about the Budget. Trustee Johnson said that Trustee Willms should meet with Mrs. Netherton prior to the Board meeting. Mrs. Netherton said that there were no changes for the Assessors Office from last year to this year. Mrs. Netherton met with Highway Commissioner Mike Hewitt regarding Road & Bridge which will remain the same.

Supervisor Jones distributed a letter received from James Behr the son of Warren Behr a past Township Supervisor and Clerk. James Behr is requesting that the Waukegan Township office be remained "The Warren C. Behr Township Center" in honor of his father who is now 90 years old.

Supervisor Jones mentioned the Martin Luther King Jr. Birthday Celebration on January 15, 2011 at Bonnie Brook from 9:00 a.m. to 11:00 a.m. and hopes to see the Board in attendance and thanked Trustee Johnson and Trustee Francis for their church purchasing a table for the event. At this time 264 people have registered.

Supervisor Jones mentioned that a check was received from the State of Illinois in the amount of \$9,735.00 as a reimbursement for 6 General Assistance Clients that the Township assisted and are now on S.S.I.

Supervisor Jones mentioned that a notice was received from the City of Waukegan that the CDBG grant has been approved for \$25,000.00. The Township has also applied for a CDBG with the City of North Chicago which will be meeting on January 24, 2011.

Supervisor Jones mentioned the That's Entertainment Auditions for January 17, 2011 from 2:00 p.m. to 9:00 p.m. and on January 18, 2011 from 6:30 p.m. to 9:00 p.m. to be held at Park Place.

Supervisor Jones mentioned the Joint Venture with Waukegan Township and Shields Township to provide hair cuts for 80 students. Barbers will charge \$5.00 and other will provide the service at no charge. On January 24, 2011 some 40 students will receive hair cuts and the other 40 on January 31, 2011. Trustee Willms asked if the same will be done for Waukegan students. Supervisor Jones responded yes, that we will continue to provide hair cuts and the coat drive. Trustee Johnson said that we need to publicize these efforts as part of a solution. Trustee McBride mentioned that there was discussion regarding a committee for the purpose of our youth. Supervisor Jones said that it is a great idea and that a group has to be developed. Trustee Johnson said that there are many people contacting his church for different kinds of assistance.

Supervisor Jones mentioned that the Coalition to Reduce Recidivism will be having their meeting on January 24, 2011 to be held at City Hall and invited the Board to attend.

Supervisor Jones mentioned the Staben House Advisory meeting was held on January 12, 2011. There will be a swearing in of new officers in March.

Supervisor Jones distributed a letter from the North Shore Baptist Minister's Alliance dated December 23, 2010 requesting a donation for their 33<sup>rd</sup> Annual Dr. Martin Luther King Jr. Memorial Celebration for January 16, 2011.

Supervisor Jones distributed Waukegan Township Recommendation for Staff Appointment, Byron Turman for Lawn Maintenance/Snow Removal for the Home Sweet Home Program & Back-up Custodian at Supervisor's Office and Staben House.

Supervisor Jones distributed a letter from Lori Harper of HealthReach Inc., dated January 1, 2011 introducing their new Physician's Assistant, Donna Carson. On the reverse side a chart of the numbers HealthReach provides service for in the Lake County communities.

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

**Assessor's Report.** None.

**Executive Session.** None.

Supervisor Jones requested a motion for the approval of agenda item #12, Payroll period ending December 31, 2010 in the amount of \$80,470.92. Motion by Trustee Johnson, 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 \$11,495.75; Invoices for G/A Fund/Staben Center in the amount of \$2,96.24; Invoices for G/A Fund/Staben House in the amount of \$4,198.87; Invoices for Town Fund/Assessor's Office in the amount of \$4,503.68; Invoices for Road and Bridge / Highway Department in the amount of \$3,582.97; Invoices for Senior Fund/Park Place in the amount of \$25,571.55; Invoices for Senior Fund/Gift Shoppe in the amount of \$569.59; Invoices for Home Sweet Home in the amount of \$1,334.47. Motion by Trustee McBride, seconded by Trustee Johnson 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 #14, Paid Bills submitted after January 13, 2011 Board Meeting in the amount of \$92,189.81. Motion by Trustee Francis, seconded by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
January 13, 2011**

The following is a list of bills that were paid after the board meeting of December 21, 2010, but before the meeting January 13, 2011

Purpose	Payee	Amount
<b>Senior Fund</b>		
1/6/2011	<b>Waukegan Township General Fund</b> Health Insurance HSH & PP	\$7,925.85
<b>Total Senior Fund</b>		<b>\$7,925.85</b>
<b>G/A Fund</b>		
11/23-12/09	<b>General Assistance Client Payments</b> Payments made on behalf of GA Clients	\$41,377.08
1/6/2011	<b>Waukegan Township General Fund</b> Health Insurance GA, SC & SH	\$8,037.93
<b>Total G/A Fund</b>		<b>\$49,415.01</b>
<b>IMRF &amp; Fica Fund</b>		<b>\$0.00</b>
<b>R &amp; B Fund</b>		
1/6/2011	<b>Waukegan Township General Fund</b>	\$1,423.53

		Health Insurance	
<b>Total R &amp; B Fund</b>			<b>\$1,423.53</b>
<b>Town Fund</b>			
12/3/2010	<b>Health Insurance - All Vendors</b>		\$33,292.42
	Sept. Premiums - all depts.		
11/23-12/09	<b>Payments made on behalf of RRR clients</b>	Secretary of State	\$133.00
<b>Total Town Fund</b>			<b>\$33,425.42</b>

Total all checks paid prior to board meeting \$92,189.81

**Action Items:**

Supervisor Jones requested a motion for the approval of Personnel Recommendation of Byron Turman as Lawn Maintenance/Snow Removal for the Home Sweet Home Program & Back-up Custodian at Supervisor’s Office and Staben House. Motion by Trustee McBride, seconded by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Wilms, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business.** None.

**Old Business.** None.

**Announcements.** None.

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

There being no further business to come before the Board, Supervisor Jones adjourned the January 13, 2011 meeting at 6:58 p.m.

---

**PATRICIA JONES, Township Supervisor**

---

**ROSE M. STABEN, Township Clerk**