

WAUKEGAN TOWNSHIP BOARD MEETING

March 10, 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, March 10, 2011.

The meeting was called to order at 5:55 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 M. Staben, Supervisor Patricia

Jones. **ALSO PRESENT:** Attorney John Joanem, Highway Commissioner Mike Hewitt, Deputy Clerk Demond D. Edwards. **Absent:** Assessor Pat Morris,

Supervisor Jones called for a motion to approve the Agenda for the March 10, 2011 Waukegan Township Board Meeting. Motion by Trustee Francis, 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 Minutes as presented for the February 24, 2011 Waukegan Township Board Meeting. 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 called for a motion to approve the Cash-on-Hand as of March 4, 2011. Motion by Trustee Francis, 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 March 4 , 2011

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	26,465.49	
	NorStates Money Market	1,001,306.07	
	Illinois Funds	368,634.18	
Total Town Fund		\$1,396,405.74	
General Assistance Fund	First Midwest Checking	29,547.42	
	First Midwest Bank M/M	200,183.78	
	Illinois Funds	119,264.12	
Total General Assistance		\$348,995.32	
IMRF/FICA Fund	First Midwest Bank	25,904.35	
	First Midwest Bank M/M	250,103.10	

	Illinois Funds	49,036.84	
Total IMRF/FICA Fund		\$325,044.29	
Senior Fund	NorStates Financial	36,556.68	
	NorStates Money Market	140,318.23	50000.00 to ckg 3/1
	First Midwest Money Market	190,086.54	15000.00 to taxi 2/20
	Illinois Funds	43,962.62	
Total Senior Fund		\$410,924.07	
Total General Township Funds		2,481,369.42	
Road & Bridge	NorStates Financial	116,382.29	
Total Road & Bridge		\$116,382.29	

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
\$368,309.41for Town and \$109,699.18 for R & B

Town RE Tax -

Total received to date **\$1,107,551.90**

GA RE Taxes -

Total received to date **\$1,195,278.79**

IMRF/FICA RE Taxes -

Total received to date **\$244,904.22**

SEN'R RE Taxes -

Total received to date **\$1,107,551.90**

R&B RE Taxes -

Total received to date **\$154,926.34**

Supervisor Jones acknowledged citizens present; None.

Supervisors Report:

Supervisor Jones asked Lety Castellanos Case Manager of the Staben House to address the Board with a Staben House Update. Mrs. Castellanos said that the staff is working diligently to the meet the Staben House mission. Mrs. Castellanos gave a Power Point presentation detailing statistics, the services provided and pictures of the residents. The Staben House has severed 220 families totaling 450 children since its doors opened in 1997. At this time there are 6 families with a total of 10 children. The Advisory Council, community members, tutors and various organizations volunteer in many capacities. Mrs. Castellanos invited the Board to volunteer with teaching a life skill.

Supervisor Jones acknowledged Trustee Katherine Rothwell-Francis, Trustee Lucy Rios, Trustee Ron Short and Trustee Richard Blames for supporting the vision of the Staben House and thanked the current Board members for continuing the vision. Also, acknowledged the Grant from HUD, Larry Dixon who was with the city CDBG, Mayor Durkin and the Waukegan Councilmen for believing in the Staben House mission. Thanked Mrs. Castellanos for the excellent work she has done at Staben Center and has continued with the Staben House.

Supervisor Jones mentioned that the new Staben House Advisory Council was sworn in on March 9, 2011. Trustee Francis is the new liaison from the Township Board, Beth Ragsdale as Chairperson from First Midwest Bank, Lorraine Harris as Vice Chairperson from Lake County Health Department and Denise Rotheimer as Secretary from MOMSV.

Supervisor Jones distributed "To Infinity and Beyond" listing interviewing training in conjunction with the Coalition to Reduce Recidivism. The workshop is to teach the prospects the dos and don'ts of interviewing. At this time 15 ex-offenders have been hired this year and a new company is seeking 20 more individuals for work and will be interviewing them on Monday morning in Vernon Hills. Johnnie Jenkins is doing an excellent job of seeking out potential employers.

Supervisor Jones distributed a Coalition to Reduce Recidivism Expungement & Certificate Workshop flier. The Certificate of Rehabilitation will be awarded to repatriates and basically states that the recipient is work worthy. Rickie Coleman who is a Staben Center graduate received the first certificate with the guidance of Attorney Jed Stone and is now working full time for PADS. Attorney Stone will be a speaker at the March 19, 2011 workshop. Trustee Willms asked for a copy of the certificate. Supervisor Jones said that she will get a copy from Mr. Coleman. Trustee Johnson said that there have been several Expungement Workshops and many attendees are under the impression that their conviction will be immediately expunged. Asked if this is just an information gathering where they can find out from the experts what to do to get the certificate. Supervisor Jones said that several individuals have left the workshops disappointed because of the criteria needed to obtain expungement. It will be highlighted that expungement doesn't mean that the criminal records will be erased. Asked for comment Attorney Joanem said that expungement process carries more disappointment than success. There will be certain convictions that will not be expunged. Those that meet the criteria will be able to move on to the expungement level. Another level is getting certain things sealed that can't be expunged. Getting an expungement will help on the local level and when it comes to seeking employment. Trustee Johnson said that the flier has to say that the workshop is just a workshop to help them understand the procedure and that certificates will not be provided. Attorney Joanem said that we need to make it absolutely clear that it is an information only workshop. Supervisor Jones said that we will be specific that there will be no certificates issued at the workshop.

Supervisor Jones distributed a Waukegan Township Identity-Protection Policy notice which states that the Township can not publicly post the Social Security Number of any Township employee or public official. There will be a first and second reading in the month of April.

Supervisor Jones distributed Enjoy Your Local Eateries, Quarterly Dinner Series flier. The Park Place Bloomin Artists will have art work on display at the Yacht Club. The first 25 Waukegan Township residents age 55 and better can pick up a \$5.00 off coupon at Park Place for dinner at the Yacht Club on March 11, 2011 and Jerry's Tacos on June 17, 2011.

Supervisor Jones mentioned the Warren Behr Official Celebration for March 12, 2011 at 2:00 p.m. to be held at 149 S. Genesee St. and invited the Board to attend.

Supervisor Jones mentioned the Adult Day Care that the Township is proposing. Vista Health made a visit to an Adult Day Care facility that Supervisor Jones and Marty Williams recently visited to view its operation. The Monday meeting for the Ageing Coalition will be rescheduled for late March or early April. At this time the nearest Adult Day Care facility is at Condell Hospital. There will be a cost of \$10,000.00 or more for a feasibility study. The Health Care Foundation of Northern Lake County will contribute to the cost, Mayor Sabonjian from the City of Waukegan will make a contribution, and a call has been made to Mayor Rockingham of North Chicago. Trustee Willms said that the Ageing Coalition in 2009 estimated \$30,000.00 to \$40,000.00 for a feasibility study. Supervisor Jones said that estimate was for a survey beyond Waukegan Township. This survey will be confined to Waukegan Township and be would utilizing space at Vista Health for the Adult Day Care. Trustee Francis asked if this will be a facility where people can be dropped off during the day. Supervisor Jones responded yes.

Supervisor Jones mentioned the Staben Center Graduation Ceremony for March 26, 2011 at 12:00 to 1:30 to be held at Park Place.

Supervisor Jones mentioned the TOI 2011 Topics Day for April 6, 2011 in Springfield and distributed a letter from Bryan Smith with a registration form and asked the Board to contact Dulce Ortiz for hotel reservations.

Supervisor Jones distributed a 2011 Lake Neighbors Production Budget for That's Entertainment. Thanked Trustee Francis, Attorney Joanem and his daughter for participating, and Clerk Staben for set design.

Supervisor Jones distributed budget for the Women's Luncheon/Fashion Show with a goal to raise \$5,000.00.

Highway Commissioner's Report.

Commissioner Hewitt distributed a 2011 Highway Department Equipment List packet.

Assessor's Report. None.

Executive Session. None.

Supervisor Jones requested a motion for the approval of agenda item #13, Payroll period ending February 25, 2011 in the amount of \$85,876.39. Motion by Trustee Johnson, seconded by Trustee Francis. **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 \$22,956.56; Invoices for G/A Fund/Staben Center in the amount of \$3,181.22; Invoices for G/A Fund/Staben House in the amount of \$3,126.10; Invoices for Town Fund/Assessor's Office in the amount of \$3,030.98; Invoices for Road and Bridge / Highway Department in the amount of \$7,791.59; Invoices for Senior Fund/Park Place in the amount of \$37,631.95; Invoices for Senior Fund/Gift Shoppe in the amount of \$245.67; Invoices for Home Sweet Home in the amount of \$2,259.92. Motion by Trustee Francis, 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 February 10, 2011. Board Meeting in the amount of \$79,225.78. Motion by Trustee Johnson, seconded by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
March 10, 2011**

The following is a list of bills that were paid after the board meeting of February 24, 2011, but before the meeting March 10, 2011

Purpose	Payee	Amount
Senior Fund		
3/3/2011	Waukegan Township General Fund Health Insurance HSH & PP	\$8,909.65
Total Senior Fund		\$8,909.65
G/A Fund		
2/25-3/9	General Assistance Client Payments Payments made on behalf of GA Clients	\$25,501.36
3/3/2011	Waukegan Township General Fund Health Insurance GA, SC & SH	\$6,983.61
Total G/A Fund		\$32,484.97
R & B Fund		
3/3/2011	Waukegan Township General Fund Health Insurance	\$1,556.43
Total R & B Fund		\$1,556.43
Town Fund		

3/3/2011	Health Insurance - All Vendors	\$35,966.36
	March Health Insurance Premiums	
2/28/2011	Petty Cash	\$164.45
	Misc. Petty Cash Reimb.	
3/8/2011	K-Mart	\$143.92
	Payments made on behalf of RRR Clients	
Total Town Fund		\$36,274.73

Total all checks paid prior to board meeting \$79,225.78

Action Items:

Supervisor Jones requested a motion for the approval of the Agenda for the April 12, 2011 Annual Town Meeting to be held at Park Place at 6:30 p.m. as presented. Motion by Trustee Francis, 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 the 2011-2012 Budget for Town and Road & Bridge as presented. Motion by Trustee Johnson, seconded by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business. None.

Old Business.

Trustee Francis asked if there was something in particular that we should talk about at the TOI Topics Day. Supervisor Jones said we can ask about the money State Representative Washington acquired for us in the amount of \$700,000.00. Supervisor Jones has been in contact with State Representative Mayfield about this matter.

Commissioner Hewitt mentioned that the Senate Bill for the abolishment of the Highway Department hasn't gone forward into a committee.

Announcements. None.

Comments/Concerns-Trustees. None.

There being no further business to come before the Board, Supervisor Jones adjourned the March 10, 2011 meeting at 6:55 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk