

# WAUKEGAN TOWNSHIP BOARD MEETING

## May 12, 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, May 12, 2011.

The meeting was called to order at 5:30 PM. by Clerk Rose M. Staben. Followed by the Pledge of Allegiance, Trustee Johnson 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, Highway Commissioner Mike Hewitt. **ALSO PRESENT:** Attorney John Joanem, Deputy Clerk Demond Edwards. **Excused:** Supervisor Patricia Jones. **Absent:** Assessor Pat Morris.

Highway Commissioner Mike Hewitt was seated at 5:40 p.m.

Clerk Staben called for a motion to appoint Senior Trustee Katherine Rothwell–Francis to preside as acting chairperson for the Waukegan Township Board Meeting of May 12, 2011. Motion by Trustee McBride, seconded by Trustee Willms. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Trustee Francis. **Nays:** None. **Motion carried.**

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

Trustee Francis called for a motion to approve the Minutes for the April 28, 2011 Waukegan Township Board Meeting. Motion by Trustee Johnson, second by Trustee Willms. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Trustee Francis. **Nays:** None. **Motion carried.**

Trustee Francis called for a motion to approve the Cash-on-Hand as of May 6, 2011. Motion by Trustee Willms, seconded by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Trustee Francis. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
as of May 6, 2011

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	15,188.20	
	NorStates Money Market	882,328.89	
	Illinois Funds	368,660.90	
<b>Total Town Fund</b>		<b>\$1,266,177.99</b>	
General Assistance Fund	First Midwest Checking	92,685.82	

	First Midwest Bank M/M	20,208.26	
	Illinois Funds	44,272.76	75000.00 to ckg 4/29
<b>Total General Assistance</b>		<b>\$157,166.84</b>	
IMRF/FICA Fund	First Midwest Bank	42,183.57	
	First Midwest Bank M/M	205,127.76	
	Illinois Funds	49,040.39	
<b>Total IMRF/FICA Fund</b>		<b>\$296,351.72</b>	
Senior Fund	NorStates Financial	84,049.44	
	NorStates Money Market	20,271.88	
	First Midwest Money Market	70,105.83	90000.00 to Norstates chkg
	Illinois Funds	43,965.80	
<b>Total Senior Fund</b>		<b>\$218,392.95</b>	
<b>Total General Township Funds</b>		<b>1,938,089.50</b>	
Road & Bridge	NorStates Financial	104,274.67	
<b>Total Road &amp; Bridge</b>		<b>\$104,274.67</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 \$507,163.99 for Town and \$151,056.35 for R & B

Town RE Tax -

**Total received to date \$1,107,947.61**

GA RE Taxes -

**Total received to date \$1,195,705.84**

IMRF/FICA RE Taxes -

**Total received to date \$244,991.72**

SEN'R RE Taxes -

**Total received to date \$1,107,947.61**

R&B RE Taxes -

**Total received to date \$154,982.35**

Trustee Francis acknowledged citizens present; None.

### Supervisors Report:

Trustee Francis mentioned the That's Entertainment Musical. Trustee McBride said that the event was well attended and represented well by people of all ages. It was great that the community came out to support the event. Trustee Johnson agreed with Trustee McBride that it was a wonderful Broadway presentation. The work and effort that the cast put forth was out standing. Commended Clerk Staben for the

stage back drops and props and said that it was wonderful to see the community come out to support such a worthy cause. Commissioner Hewitt said he wasn't able to attend but did hear a lot of great comments that the event was fabulous. Attorney Joanem said that it was a lot of commitment and there was a lot of behind the scenes work that went on and that it was an amazing experience for him, his daughter and the other performers being able to perform onstage at the historic Genesee Theater. He mentioned that Deputy Clerk Edwards along with the Township staff contributed a great deal of work into the advertising, organization and with other aspects of the musical. He stated that after all of this community involvement and with 800 plus in attendance that it was a shame that the performance was not covered by the News Sun newspaper. Trustee Francis said it takes a great deal of effort and stamina to put on such a performance and that the Viewing Party will be held on May 31, 2011 at 6:00 p.m. at Park Place.

Trustee Francis distributed the Lake County Township Officials of Illinois memo. In reference to the Bill 173 and the role that the Township Government should take to fully represents it's purpose to the public and State Legislators.

Trustee Francis mentioned the dedication of the renaming of the Staben Center to be held on June 8, 2011 at 6:30 p.m.

Trustee Francis mentioned the 12<sup>th</sup> annual Senior Prom to be held on June 10, 2011 at 6:30 p.m.

Trustee Francis mentioned the Volunteer Appreciation breakfast to be held on June 25, 2011 at 9:00 a.m.

Trustee Francis mentioned the Independence Day Parade & Festival to be on July 3, 2011 at 12:00 p.m.

Trustee Francis mentioned the Outdoor Music Extravaganza to be held on August 12, 2011 at 2:00 p.m.

Trustee Francis mentioned the lunch with the Mayor will he held on May 16, 2011 at 11:30 a.m.

Trustee Francis distributed 2011 Education District Registration Form along with a letter from the TOI president Michael J. Goral.

Trustee Francis distributed a letter FYI from Bob Porter in reference to the amended SB 1907 which includes the abolishing of a road district in Cook County of 4 miles and under.

#### **Highway Commissioner's Report:**

Commissioner Hewitt presented the Board with samples of the old and new street signs and said that the post will also be replaced. The signs are made in Chicago.

**Assessor's Report:** None.

**Executive Session:**

Personnel -ILCS 120/2 (C1)

Trustee Francis requested a motion for the approval of agenda item #13, Payroll period ending May 6, 2011 in the amount of \$81,279.25. Motion by Trustee Johnson, seconded by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Trustee Francis. **Nays:** None. **Motion carried.**

Trustee Francis requested a motion for the approval of agenda item #14, approval of the following invoices: Invoices for Town Fund in the amount of \$6,953.74; Invoices for G/A Fund/Staben Center in the amount of \$2,389.30; Invoices for G/A Fund/Staben House in the amount of \$1,568.39; Invoices for Town Fund/Assessor's Office in the amount of \$3,990.42; Invoices for Road and Bridge / Highway Department in the amount of \$3,001.09; Invoices for Senior Fund/Park Place in the amount of \$13,355.66; Invoices for Senior Fund/Gift Shoppe in the amount of \$110.51; Invoices for Home Sweet Home in the amount of \$3,731.92. Motion by Trustee Willms, second by Trustee McBride for the approval of submitted invoices. **Discussion:** **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Trustee Francis. **Nays:** None. **Motion carried.**

Trustee Francis requested a motion for the approval of agenda item #15, Paid Bills submitted after March 10<sup>th</sup> Board Meeting in the amount of \$97,327.13. Motion by Trustee McBride, seconded by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Trustee Francis. **Nays:** None. **Motion carried.**

**Paid Bills  
May 12, 2011**

The following is a list of bills that were paid after the board meeting of April 28, 2011, but before the meeting May 12, 2011

	Purpose	Payee	Amount
<b>Senior Fund</b>			
	5/2/2011	<b>IL Director of Employment Security</b>	\$6,955.98
		1st qtr unemployment - PP and HSH	
	5/5/2011	<b>Waukegan Township General Fund</b>	\$10,541.49
		Health Insurance HSH & PP	
<b>Total Senior Fund</b>			<b>\$9,297.51</b>
<b>G/A Fund</b>			
	4/29-5/12	<b>General Assistance Client Payments</b>	\$20,086.98
		Payments made on behalf of GA Clients	

5/2/2011	<b>IL Director of Employment Security</b>	\$9,720.50
	1st qtr unemployment - SC, SH & GA	
5/7/2011	<b>2011 That's Entertainment Production checks</b>	\$8,600.00
	Genesee Rental, Gand Sound, Director, Music Director, Producer, Stage Manager, Tech Manager, Choreographer	
5/5/2011	<b>Waukegan Township General Fund</b>	\$7,028.01
	Health Insurance GA, SC & SH	
<b>Total G/A Fund</b>		<b>\$45,435.49</b>
<b>R &amp; B Fund</b>		
5/5/2011	<b>Waukegan Township General Fund</b>	\$1,423.53
	Health Insurance	
5/2/2011	<b>IL Director of Employment Security</b>	\$376.02
	1st qtr unemployment taxes	
<b>Total R &amp; B Fund</b>		<b>\$1,799.55</b>
<b>Town Fund</b>		
5/5/2011	<b>Health Insurance - All Vendors</b>	\$36,271.90
	March Health Insurance Premiums	
5/2/2011	<b>IL Director of Employment Security</b>	\$4,468.68
	1st qtr unemployment - Town and Assr	
4/29-5/11	<b>Client Payments - RRR</b>	\$54.00
	Payments made on behalf of RRR Clients	
<b>Total Town Fund</b>		<b>\$40,794.58</b>
Total all checks paid prior to board meeting		\$97,327.13

### Action Items:

Trustee Francis requested a motion for the approval of Personnel Recommendation for part-time seasonal workers. Timberly Young, Lizette Nava and LaDonna Rhyan at Supervisor's Office, Alexjandra Samuels-Zecher at Park Place, Jaclyn Castellanos at Staben Center, and Taylor Netherton at Staben House. Motioned by Trustee Johnson, seconded by Trustee Willms. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Trustee Francis. **Nays:** None. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:** None.

**Comments/Concerns-Trustees:**

Trustee Willms mentioned that he attended the Lake County Township Officials meeting held on May 5, 2011 stating that the main topic was the government consolidation of Bills SB 173 and HB 268. It was agreed that citizens are not aware of the services provided by the 1413 Townships. The hiring of a P.R. was discussed and that it will cost \$100.00 per hour. Lastly it was voted on to form a public relations committee and a notice will be sent out to the Township Supervisor's for recommendation for committee member names.

Trustee Willms commented on the changes of the Park Place opening hours and would like the time to go back to 10:15 a.m. and that the changes have upset the seniors that come in for the exercise class. He would like to meet with the senior exercise class and would like an explanation of the reasons for not returning the time to 10:15 a.m.

Trustee Willms expressed his concerns with the \$5,500.00 cost to the Genesee Theater. That on April 23, 2010 the cost of the musical was \$1,974.00 held at the Waukegan High School. He stated that if we had used the Waukegan High School the musical would have profited \$3,526.00. Attorney Joanem said that the costs cited are not comparable because using the high school calls for additional technical expenses whereas the Genesee includes those costs in their overall price. Further, that it is a benefit to the cause of fundraising to perform at the Genesee Theater because it draws more of a crowd and that early reports show that this year's event has raised more than any previous musical.

There being no further business to come before the Board, Trustee Francis adjourned the March 24, 2011 meeting at 6:25 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**