

WAUKEGAN TOWNSHIP BOARD MEETING

January 26, 2012

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, January 26, 2012.

The meeting was called to order at 5:31 p.m. by Supervisor Patricia Jones and was followed by the Pledge of Allegiance. Trustee Francis 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, 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 January 26, 2012 Waukegan Township Board Meeting. Motion by Trustee Johnson, second by Trustee Francis. **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 8, 2012 Waukegan Township Board Meeting. Motion by Trustee Willms, second by Trustee Francis. **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 9, 2012. Motion by Trustee Willms, second 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 January 19, 2012

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	79,188.98	75000. fr m/m 1/19/12
	NorStates Money Market	1,327,535.46	
	Illinois Funds	290,744.64	
	No. Chicago Comm Bank	245,230.99	
Total Town Fund		\$1,942,700.07	
General Assistance Fund	First Midwest Checking	19,463.11	
	First Midwest Bank M/M	165,360.18	
	Illinois Funds	44,299.28	
Total General Assistance		\$229,122.57	
IMRF/FICA Fund	First Midwest Bank	36,947.57	30000. fr m/m 1/15/12
	First Midwest Bank M/M	235,341.44	
	Illinois Funds	127,131.07	

Total IMRF/FICA Fund		\$399,420.08
Senior Fund	NorStates Financial	70,551.41
	NorStates Money Market	240,040.45
	First Midwest Money Market	50,183.29
	Illinois Funds	43,984.13
Total Senior Fund		\$404,759.28
Total General Township Funds		2,976,002.00
Road & Bridge	NorStates Financial	83,536.60
Total Road & Bridge		\$83,536.60

75000 fr m/m
1/17/12

15000 to taxi 1/5/12

PPRT Taxes Received since last report -

Town -

R&B -

For the states fiscal year of 7/1/11-6/30/12 we received a total of \$212,058.35 for Town and \$49726.65 for R & B

Town RE Tax -

Total received to date **\$1,214,200.55**

GA RE Taxes -

Total received to date **\$1,035,114.94**

IMRF/FICA RE Taxes -

Total received to date **\$247,138.16**

SEN'R RE Taxes -

Total received to date **\$1,085,258.91**

R&B RE Taxes -

Total received to date **\$153,097.32**

Other Payments Rec'd

Supervisor Jones acknowledged citizens present; None.

Supervisors Report:

Supervisor Jones read a thank you card sent by an individual who received a Christmas basket.

Supervisor Jones asked Nancy Netherton, Financial Manager to address the Board with the Budget Appropriation for Town Purpose and Budget Appropriation for Road & Bridge for Waukegan Township. Mrs. Netherton distributed a packet of the Preliminary/Discussion Budget for Fiscal Year beginning March 1, 2012 and ending

February 28, 2013. She reviewed where the new changes were in revenues and expenditures throughout the budget for the General Town Fund, Assessor's Division, General Assistance, Staben House, Eddie Washington Center, IMRF/FICA Fund, Senior Fund, Home Sweet Home, and Road & Bridge Fund. Supervisor Jones said that the Budget will be voted on at the second Board meeting in February. Commissioner Hewitt mentioned that the Highway department will be receiving a check from the insurance company in the amount of \$31,000.00 for damages that occurred from the storm. He asked if the Township will be receiving any money from the TIF. Supervisor Jones said that Mr. Schwab will be attending the next Board meeting in February and should be presenting the Township with a check then.

Supervisor Jones mentioned that the Ethics Commission met on January 23, 2012 and will reconvene on January 30, 2012 at 12:00 p.m. at the Township office.

Supervisor Jones mentioned that the Township will be applying for the 2012/2013 DHS Homeless Services, the grant amount requested is \$46,740.00 for the Eddie Washington Center.

Supervisor Jones mentioned that the Township will apply for a grant from the HealthCare Foundation of Northern Lake County, the grant amount requested is \$35,000.00 for Park Place.

Supervisor Jones mentioned that there is nothing to report on the General Assistance Guideline Recommendation tonight, it will be discussed at the following Board meeting in February.

Highway Commissioner's Report:

Commissioner Hewitt mentioned that the Highway department will be getting a \$31,000.00 check from insurance. The City of Waukegan is providing the Highway department with two loads of salt in exchange for small jobs. Supervisor Jones asked Attorney Joanem if there should be something in writing as an intergovernmental agreement. Attorney Joanem said that he will look into it and will have the information at the following Board meeting. Commissioner Hewitt asked if he should be at the January 30, 2012 Ethics Committee meeting. Supervisor Jones said no. Trustee McBride asked Commissioner Hewitt if he anticipates any mechanical problems with the department trucks. Commissioner Hewitt said that there have been minor repairs.

Commissioner Hewitt left the Board meeting at 6:15 p.m.

Assessor's Report: None.

Executive Session:

Supervisor Jones called for a motion to enter into Executive Session for the purpose of Personnel- 5ILCS 120/2 (C1) at 6:18 p.m. Motion by Trustee Johnson, 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 #13, Payroll period ending September 22, 2011 in the amount of \$75,851.26. 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 requested a motion for the approval of agenda item #14, approval of the following invoices: Invoices for Town Fund in the amount of \$15,592.84; Invoices for G/A Fund/Eddie Washington Center in the amount of \$3,101.55; Invoices for G/A Fund/Staben House in the amount of \$2,012.63; Invoices for Town Fund/Assessor’s Office in the amount of \$14,376.57; Invoices for Senior Fund/Park Place in the amount of \$14,768.47; Invoices for Senior Fund/Gift Shoppe in the amount of \$76.50; Invoices for Home Sweet Home in the amount of \$537.18. Motion by Trustee Johnson, second by Trustee Francis for the approval of submitted invoices. **Discussion:** Supervisor Jones mentioned that there were no invoices submitted for Road & Bridge/Highway Department. Supervisor Jones corrected the agenda entry XIV Approval of Invoices says January 12, 2012 and should say January 26, 2012. **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 January 12, 2012 Board Meeting in the amount of \$56,784.16. Motion by Trustee Willms, seconded by Trustee Francis. **Discussion:** Supervisor Jones corrected agenda entry XV Approval of Paid Bills date says December 22, 2012 and should say January 12, 2012. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
January 26, 2012**

The following is a list of bills that were paid after the board meeting of January 12, 2012, but before the meeting January 26, 2012

	Purpose	Payee	Amount
Senior Fund			
1/23/2012		Waukegan Township General Fund	\$10,618.84
	Health Insurance HSH & PP		
Total Senior Fund			\$10,618.84
G/A Fund			
1/13-1/26		General Assistance Client Payments	\$25,819.33
	Payments made on behalf of GA Clients		
1/23/2012		Waukegan Township General Fund	\$6,504.91
	Health Insurance GA, SC & SH		
Total G/A Fund			\$32,324.24
R & B Fund			
1/23/2012		Waukegan Township General Fund	\$1,356.96
	Health Insurance		

Total R & B Fund		\$1,356.96
Town Fund		
1/23/2012	Waukegan Township General Fund Jan Health Insurance Premiums - Assessor	\$1,484.06
1/13-1/26	Client Payments - RRR Payments made on behalf of RRR Clients	\$55.00
1/25/2012	Petty Cash Employee Recognition Lunch	\$182.06
1/25/2012	Waukegan High School Investing in our Youth (POMs National Trip)	\$500.00
1/25/2012	Illinois Public Risk Fund Installation on Workman's Comp	\$10,263.00
Total Town Fund		\$12,484.12

Total all checks paid prior to board meeting \$56,784.16

Action Items:

Supervisor Jones requested a motion for the approval of the Personnel Recommendation for salary increase of Hayward Johnson/House Manager with Eddie Washington Center from \$12.02 to \$13.46 an hour, Ericka Sumner/Receptionist-Information Clerk with General Assistance to Office & Administrative Support from \$12.74 to \$14.78 an hour, Ashley Jackson/Office Clerk with Park Place with pay increases from \$9.50 to General Office Clerk at \$10.00 and Accounting Clerk at \$13.50 an hour, Lizette Nava/Office Clerk with Supervisor's Office with pay increases from \$10.00 to Office Clerk at (remain the same) \$10.00 and Accounting Clerk at \$11.86 per hour and for the Employee Termination of Antoinette Nixion-Brown/House Manager with the Staben House as of January 22, 2012 as presented. Motion by Trustee Johnson, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None.

Supervisor Jones requested a motion for the approval of the Waukegan Township Department Accumulative Sick 240 Hours with the savings of \$11,396.34 as presented. 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 Waukegan Township Vehicles Insurance as presented with the understanding that the inoperable vehicles will be properly disposed of. Motion by Trustee Francis, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business:

Supervisor Jones mentioned that she has not met with the Attorney General Lisa Madigan regarding the Open Meeting Act training to make arrangements to conduct the training at the Township office which has to be completed by January 1, 2013.

Announcements: None.

Comments/Concerns-Trustees:

Trustee Johnson mentioned that the Dreamers Breakfast keynote speaker and program was outstanding and wanted to commend Supervisor Jones and staff for this event. Supervisor Jones extended a thank you to Deputy Clerk Edwards, Nancy Netherton, Dulce Ortiz, Jackie Nieves and staff members for their efforts. She said that there has been a great response for Father Pfleger to return as a speaker.

Supervisor Jones mentioned that the keynote speaker for the Women's History month will be Cook County Board President Toni Preckwinkle to be held at the Ramada Inn on March 21, 2012, at 12:00 p.m. the theme will be Salute to Educators.

Supervisor Jones mentioned that the auditions for Lake County's Got Talent will start in February and asked the Board to share the news with their church members.

Trustee McBride mentioned that the Salute to Gospel will be coming in February. Trustee Johnson said that the Salute to Gospel will be held on February 25, 2012. Trustee McBride said that he wasn't able to attend the Dreamers Breakfast and has heard many positive comments about the event. Supervisor Jones said that we need to be supportive of the College of Lake County events that they are very generous in sponsoring many of our events.

Trustee Johnson mentioned that the 29th year of Profile of Excellence will be celebrating on February 5, 2012 at the Greenbelt Cultural Center from 3:00 to 5:00 p.m.

Supervisor Jones asked the Board to keep Mr. Herndon in prayer as he continues to receive medical treatments. Dianne Daluga's husband is recovering from open heart surgery. Ana Albarran will be going in for same day surgery. Regards will be sent to Senator Mark Kirk. Trustee McBride thanked the Board for the prayers and support.

There being no further business to come before the Board, Supervisor Jones adjourned the January 26, 2012 meeting at 7:07 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk