

WAUKEGAN TOWNSHIP BOARD MEETING

March 22, 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, March 22, 2012.

The meeting was called to order at 5:30p.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:** Deputy Clerk Demond D. Edwards, Attorney John Joanem. **Excused:** Highway Commissioner Mike Hewitt, **Absent:** Assessor Pat Morris.

Supervisor Jones called for a motion to approve the Agenda for the March 22, 2012 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 Minutes for the March 8, 2012 Waukegan Township Board Meeting. Motion by Trustee Francis, second 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 Cash-on-Hand as of March 16, 2012. Motion by Trustee McBride, second 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 16, 2012

| Fund | Bank | Balance | Ins/outs |
|---------------------------------|------------------------|-----------------------|--------------------|
| Town Fund | NorStates Checking | 42,495.05 | |
| | NorStates Money | | |
| | Market | 1,073,535.46 | 50000.00 to ckg |
| | Illinois Funds | 37,389.02 | |
| | No. Chicago Comm Bank | 245,230.99 | |
| Total Town Fund | | \$1,398,650.52 | |
| General Assistance Fund | First Midwest Checking | 88,589.28 | |
| | First Midwest Bank | | |
| | M/M | 0.00 | 45374.40 to chkg |
| | Illinois Funds | 7,104.84 | 55000. to checking |
| Total General Assistance | | \$95,694.12 | |

| | | | |
|-------------------------------------|---------------------|---------------------|------------------|
| IMRF/FICA Fund | First Midwest Bank | 27,272.07 | |
| | First Midwest Bank | | |
| | M/M | 175,373.04 | 30000.00 to chkg |
| | Illinois Funds | 262,381.13 | |
| Total IMRF/FICA Fund | | \$465,026.24 | |
| Senior Fund | NorStates Financial | 14,551.83 | |
| | NorStates Money | | 45000 to FMW MM |
| | Market | 110,212.43 | to ckg |
| | First Midwest Money | | |
| | Market | 50,188.75 | 15000. to chkg |
| | Illinois Funds | 43,984.13 | |
| Total Senior Fund | | \$218,937.14 | |
| Total General Township Funds | | 2,178,308.02 | |
| Road & Bridge | NorStates Financial | 99,202.35 | |
| Total Road & Bridge | | \$99,202.35 | |

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

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones distributed a copy of the letter regarding the payments from TIF District funds dated March 22, 2012. The letter stated that the County Collector's office presented the Township with checks totaling in the amount of \$101,771.31. These funds are to be prorated using the same calculations as the Township Levy.

The following percentages make up the Township Levy: General Town Fund = 30% or \$30,531.40, General Assistance Fund = 33% or \$33,584.54, Senior Fund = 30% or \$30,531.40 and IMRF/FICA Fund = 7% or \$7,123.97. The Road & Bridge received a separate check, amount not available.

Supervisor Jones distributed the Women's History Month program held on March 21, 2012. She thanked Trustee Francis and Trustee Johnson for attending. Trustee Johnson said the event went well. Supervisor Jones said the event was sold out with 185 in attendance.

Supervisor Jones mentioned the letter she presented on March 8, 2012 in response to Trustee Willms letter dated February 28, 2012 regarding the Waukegan Township Levy and Budget. A copy of Supervisor Jones' letter was included in the March 8, 2012 Board minutes. She asked if the Board had any further questions. The Board responded no.

Supervisor Jones mentioned the Park Place Café. She said that there have been 10 to 30 people served a day. The menu will continue to be a nutritious and affordable one. She distributed a News Sun article covering the opening of the Café dated March 13, 2012.

Supervisor Jones mentioned that the Staben House Advisory Council committee members were sworn in last week by liaison Trustee Francis.

Supervisor Jones mentioned the Lake County's Got Talent rehearsal was held on March 20, 2012 at the North Chicago High School and the 12 finalists have been chosen. There will be a total of 20 veteran performers to perform an opening and closing number with the finalists. The new producer is Candice Quinn; the tech in charge is Cheri Pierson-White and Clerk Staben the set designer.

Supervisor Jones distributed the Senior Citizens Services Committee 2012-2013 member list. She said that the new members were sworn in by Judge Jay Ukena. Trustee Johnson said that the new members are just as dynamic as the outgoing members. The new members are Chairperson- Angelica Douglas, Vice Chairperson- Frances Jesenko, Secretary- Norma Jensen, Fundraising Committee- Beverly Bogdala with Joe Coleman, Mary Blair-Moore and Opal Rice as members.

Supervisor Jones mentioned that there will be a committee meeting in several weeks to start up the Walk for Seniors event and invited Board to participate with the organization of the event.

Supervisor Jones distributed the Youth Workshop program, held on March 12, 2012 which is in conjunction with the Coalition to Reduce Recidivism. She mentioned that participants came from the Round Lake, North Chicago, Waukegan and Zion. A survey of the workshop was conducted and the results were positive. There were 160 high school students in attendance. The next workshop will be geared towards Middle School students.

Supervisor Jones mentioned the Irish Festival held on March 16, 2012. Trustee Willms said the event went well with good entertainment and food. Supervisor Jones said the soup was homemade from the Café and about 80 people attended.

Supervisor Jones mentioned that the Eddie Washington Center March 31, 2012 graduation has been canceled and will be rescheduled at a later date.

Supervisor Jones mentioned that the Senior Prom and the Golf Outing are coming near and people are needed to serve on these committees. Trustee Johnson said that the Waukegan Township is certainly a very busy Township with a very hard working staff.

Supervisor Jones mentioned that today is Trustee McBride's birthday and will be celebrated with Trustee Johnson who just had one.

Supervisor Jones mentioned that the Lawn Maintenance program will begin in May and that there have been many callers for the service.

Highway Commissioner's Report: None.

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 6:03 p.m. Motion by Trustee McBride, 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 #13, Payroll period ending March 23, 2012 in the amount of \$75,702.99. 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 agenda item #14, approval of the following invoices: Invoices for Town Fund in the amount of \$7,050.75; Invoices for G/A Fund/Eddie Washington Center in the amount of \$2,363.01; Invoices for G/A Fund/Staben House in the amount of \$1,224.12; Invoices for Town Fund/Assessor's Office in the amount of \$6,098.13; Invoices for Road and Bridge / Highway Department the amount of \$1,735.95; Invoices for Senior Fund/Park Place in the amount of \$11,124.96; Invoices for Senior Fund/Gift Shoppe in the amount of \$65.01; Invoices for Home Sweet Home in the amount of \$1,900.16. Motion by Trustee Francis, second by Trustee Johnson for the approval of submitted invoices. **Discussion:** Trustee Willms questioned Town Bills, page 3, Manpower Inc in the amount of \$541.65. Supervisor Jones said that this fee was paid for temporary employment services. **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 March 8, 2012 Board Meeting in the amount of \$21,052.26. Motion by Trustee Johnson, second by Trustee Francis for the approval of Paid Bills as presented. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
March 22, 2012**

The following is a list of bills that were paid after the board meeting of March 8, 2012, but before the meeting March 22, 2012

| Purpose | Payee | Amount |
|-----------------------------|---|--------------------|
| Senior Fund | | |
| Total Senior Fund | | \$0.00 |
| G/A Fund | | |
| 3/9-3/22 | General Assistance Client Payments Payments made on behalf of GA Clients | \$20,947.26 |
| Total G/A Fund | | \$20,947.26 |
| R & B Fund | | |
| Total R & B Fund | | \$0.00 |
| Town Fund | | |
| 3/14/2012 | Secretary of State Vehicle Registration/Plates | \$105.00 |
| Total Town Fund | | \$105.00 |

Total all checks paid prior to board meeting \$21,052.26

Action Items:

Supervisor Jones requested a motion for the approval of the TIFF District Checks in the amount of \$101, 773. 31 to be distributed as presented. Motion by Trustee McBride, 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 Personnel Recommendation of Ashley Jackson/Accounting Clerk at \$13.50 an hour, Lizette Nava/General Office Clerk at \$10.93 an hour and Arnetta Moore/Food Preparation & Service at \$11.29 an hour. Also, the Personnel Employee Resignation of Silas Herndon/Department Manager as of April 15, 2012, Dianne Flowers/Administrative Assistant as of April 27, 2012 and Dennis Bell/Café Coordinator as of March 12, 2012. 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: None.

Announcements: None.

Comments/Concerns-Trustees: None.

There being no further business to come before the Board, Supervisor Jones adjourned the March 22, 2012 meeting at 6:25 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk