

WAUKEGAN TOWNSHIP BOARD MEETING

May 10, 2012

The Regular meeting of the Board of Trustees of Waukegan Township, County of Lake, of the State of Illinois was held at Waukegan Township's Supervisor's Office located at 149 South Genesee Street, Waukegan, Illinois on Thursday, May 10, 2012.

The meeting was called to order at 5:30 p.m. by Supervisor Patricia Jones and was followed by the Pledge of Allegiance. Trustee Percy L. 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, Supervisor Patricia Jones. **ALSO PRESENT:** Deputy Clerk Demond D. Edwards, Attorney John Joanem Human Resource Director Ana Alabarran, Financial Manager Nancy Netherton. **Absent:** Assessor Pat Morris & Highway Commissioner Mike Hewitt.

Supervisor Jones requested a motion to approve the Agenda for the May 10, 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 requested a motion to approve the Minutes for the April 10, 2012 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 requested a motion to approve the Minutes for the April 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 requested a motion to approve the Cash-on-Hand as of May 4, 2012. Motion by Trustee McBride, 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 May 4, 2012

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	88,717.37	
	NorStates Money Market	898,647.47	
	Illinois Funds	37,427.47	
	No. Chicago Comm Bank	245,315.59	
Total Town Fund		\$1,270,107.90	100000. to GA MM

General Assistance Fund	First Midwest Checking	22,302.52
	First Midwest Bank M/M	100,000.00
	Illinois Funds	7,116.08
Total General Assistance		\$129,418.60
IMRF/FICA Fund	First Midwest Bank	3,890.24
	First Midwest Bank M/M	175,385.42
	Illinois Funds	262,734.64
Total IMRF/FICA Fund		\$442,010.30
Senior Fund	NorStates Financial	23,499.35
	NorStates Money Market	56,612.59
	First Midwest Money Market	35,565.15
	Illinois Funds	43,991.07
Total Senior Fund		\$159,668.16
Total General Township Funds		2,001,204.96
Road & Bridge	NorStates Financial	107,545.26
Total Road & Bridge		\$107,545.26

PPRT Taxes Received since last report -

Town - \$114,641.19

R&B - \$34,145.33

For the states fiscal year of 7/1/11-6/30/12 we received a total of \$439736.34 for Town and \$130973.35 for R & B

Town RE Tax -

Total received FY 2013

GA RE Taxes -

Total received FY 2013

IMRF/FICA RE Taxes -

Total received FY 2013

SEN'R RE Taxes -

Total received FY 2013

R&B RE Taxes -

Total received FY 2013

Other Payments Rec'd

ST of IL - DHS Grant payment for EWC - \$23,370.00

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones asked Financial Manager Nancy Netherton to address the Board with Trustee Willms' concerns about the security of the Township's bank investments. Mrs. Netherton distributed a packet titled "Current Money Market Investments." She reviewed the current rates of the Township's financial institutions with NorStates Bank with an approximate amount of \$955,334.00, First Midwest with an amount of \$280,591.00, North Chicago Community Bank with an amount of \$245,342.00, Illinois Funds with an amount of \$351,290.00 and she discussed the collateral process. The packet also contained information pertaining to the financial institute policy. Trustee Johnson asked if the amounts we have with the banks are secure. Mrs. Netherton responded, yes.

Supervisor Jones asked Mrs. Netherton to update the Board with the IMRF funds. Mrs. Netherton explained the status of the IMRF funds and how the refunds will be distributed since non-full time elected officials will no longer qualify for the IMRF program.

Supervisor Jones mentioned that the 20 year old counter tops at Park Place will be replaced. She distributed three counter top samples for the Board's input if any on a choice of color.

Supervisor Jones mentioned that Johnnie Jenkins will be receiving her Bachelor's degree in a few weeks. Deputy Clerk Edwards will be receiving one Bachelor's degree in Finance and another in Management. Lety Castellanos received her degree last week and Dinal McKay will be graduating from CLC.

Supervisor Jones distributed an article from the News Sun titled "Multiplier Rises On Property Assessments", dated April 25, 2012. The information was similar to Assessor Pat Morris' recent report.

Supervisor Jones distributed Resolution 12-26 to Join Lake County Coordinated Transportation Services Committee dated May 10, 2012. She invited the Board to accompany her for the presentation of the resolution.

Supervisor Jones distributed Resolution 12-25 Celebrating and Honoring Pastor Walstone & 1st Lady Angelia Francis dated April 19, 2012.

Supervisor Jones mentioned that on May 25, 2012 a community celebration will be held to honor Trustee Jeff McBride.

Supervisor Jones mentioned that the Pre Mother's Day Celebration in conjunction with the Park Place 20th anniversary will be held on May 11, 2012 and it will include a fashion show under the direction of Della Steele. A flyer of the event was distributed.

Supervisor Jones distributed a Legislative Bulletin from TOI dated April 27, 2012. The bulletin was an update on pending Illinois House and Senate bills.

Supervisor Jones mentioned that she received a call from Lake County Board Commissioner Angelo Kyle. She said that Mr. Kyle is seeking support from the

elected officials to support Governor Quinn's recommendation to downsize or eliminate the extraordinary moneys that are set aside for pensions. A letter will be prepared and sent showing the Township Board members' support.

Supervisor Jones mentioned recognition which she recently received in the form of the 2012 Midwest Empowerment Award presented by Community Connection News Magazine.

Supervisor Jones mentioned that she spoke at the CAP Rally and thanked Trustee Francis and Clerk Staben for attending the CAP event held last week.

Supervisor Jones mentioned that CAP had their Rally Walk on Saturday in spite of the rain and thanked the staff and elected officials for attending.

Supervisor Jones mentioned that the TOI convention in Springfield will be held on November 11-13, 2012. If anyone is attending please see Christine.

Supervisor Jones shared and read a thank you card from Mrs. Catherine Johnson for the award presented to her from the Township at the Black Women's History Luncheon.

Supervisor Jones mentioned that the Waukegan JROTC Bulldog Drill Team placed 3rd, 4th and 5th in different categories at the 2012 National High School Drill Team Championship in Daytona Beach.

Supervisor Jones distributed a letter from the University of Illinois Lake County Extension dated May 9, 2012. The University provides the Township clientele with a Nutrition Education Program and they are requesting a donation in the amount of \$1,500.00.

Supervisor Jones distributed a letter from HealthReach Inc. dated May 4, 2012. The letter thanked the Township for its many years of support. Also, provided its current news and updates of client services showing that there were 579 Waukegan residents seen as patients, 1156 seen for other services, 3434 received prescriptions, and 281 were sick call visits from January to March of 2012. The total of Waukegan clients that HealthReach served in 2011 was 8758.

Supervisor Jones distributed the Special Olympics of Illinois donation request form.

Supervisor Jones mentioned that the Staben House Advisory Council met and three sub-committees were established.

Supervisor Jones mentioned that the tickets for the Lake County's Got Talent are now on sale.

Supervisor Jones mentioned that at this time there are 45 people going to the Niagara Falls trip set for October and the Township will be paying for two Township employees to attend.

Supervisor Jones mentioned that the YMCA donation request will be discussed at the following Board meeting.

Highway Commissioner's Report: None.

Assessor's Report: None.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) and Executive Minutes – 5ILCS 120/2 (C21) at 5:58 p.m. 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 requested a motion for the approval of agenda item #13, Payroll period ending May 4, 2012 in the amount of \$82,016.73. 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 requested a motion for the approval of agenda item #14, approval of the following invoices: Invoices for Town Fund in the amount of \$11,720.78; Invoices for G/A Fund/Eddie Washington Center in the amount of \$1,510.69; Invoices for G/A Fund/Staben House in the amount of \$1,824.09; Invoices for Town Fund/Assessor's Office in the amount of \$9,100.10; Invoices for Road and Bridge / Highway Department the amount of \$1,659.99; Invoices for Senior Fund/Park Place in the amount of \$11,195.75; Invoices for Senior Fund/Gift Shoppe in the amount of \$514.34; Invoices for Home Sweet Home in the amount of \$4,526.99. Motion by Trustee Francis, second by Trustee McBride for the approval of submitted invoices. **Discussion:** Trustee Willms questioned the Town Fund, page 1, item 3, AT&T for \$4,215.31. He asked if this was a monthly bill and if it included cell phones. Supervisor Jones responded that the amount is for the cost of all the Township phones and internet but that there were no cell phones. Trustee Willms questioned Eddie Washington Center, page 1, item 6, Century Automatic Sprinkler Co. for \$280.00. Supervisor Jones responded that the sprinkler system for fire hazard purposes is required by law and that there was a recent inspection and this was the result of it. **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 April 26, 2012 Board Meeting in the amount of \$94,404.02. 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
May 10, 2012**

The following is a list of bills that were paid after the board meeting of

April 26, 2012, but before the meeting May 10, 2012

	Purpose	Payee	Amount
Senior Fund			
5/2/2012		U.S. Department of State	\$270.00
	Passport fees for 2 Employees (Chaperones)		
5/2/2012		Diamond Tours	\$19,357.00
	Final Payment for Niagara Falls-40 paid attendees		
5/2/2012		Waukegan Township General Fund	\$9,724.29
	Health Insurance - PP and HSH		
Total Senior Fund			\$29,081.29
G/A Fund			
4/27-5/9		General Assistance Client Payments	\$18,148.05
	Payments made on behalf of GA Clients		
5/2/2012		Waukegan Township General Fund	6488.57
	Health Insurance - GA, SH, EWC		
Total G/A Fund			\$24,636.62
R & B Fund			
5/2/2012		Waukegan Township General Fund	\$1,203.34
	Health Insurance		
5/9/2012		Lake County Building Department	\$760.00
	Permit for Garage Re-build		
Total R & B Fund			\$1,963.34
Town Fund			
5/1/2012		Eleanor Murkey	\$500.00
	Facilitator for Leadership Workshop		
5/2/2012		Health Insurance - All Vendors	\$38,222.77
	April Health Insurance - all depts.		
Total Town Fund			\$38,722.77

Total all checks paid prior to board meeting \$94,404.02

Action Items:

Supervisor Jones requested a motion for the approval of Resolution 12-26 to Join Lake County Coordinated Transportation Services Committee and Resolution 12-25 Celebrating and Honoring Pastor Walstone & 1st Lake Angelia Francis as presented. 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 requested a motion for the approval of replacing Park Place counter tops as presented. 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 requested a motion for the approval of the Personnel Recommendation contracting grant writing services with ATP Enterprises. Motion by Trustee McBride, second 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 recommendation approval of a donation to the Special Olympics of Illinois in the amount of \$540.00 under the Meet the Challenge category. Motion by Trustee Willms, 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 recommendation approval of a donation to the University of Illinois Lake County Extension in the amount of \$1,500.00. Motion by Trustee Willms, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements:

Trustee Johnson mentioned that he will be attending the TOI Board of Directors Trustee's will be meeting on May 19, 2012.

Comments/Concerns-Trustees:

Trustee Willms said that at the Board meeting held on April 26, 2012 the Board was informed that the personnel Action Item was a recommendation by the Supervisor for annual salaries increases for the Township personnel. He was concerned that the Action Item was not specific enough to approve at the time. After some research he found nothing in the law that states that the agenda had to be specific and that the personnel item was sufficient enough to vote on. He provided the State Senate Bill-SB 4687.

Trustee Willms said that he has copies of the Annual Performance Appraisals and personnel salaries increases dated June 25, 2009. He said that he was informed at the April 26, 2012 Board meeting that he could not have these salary recommendation lists because they contain the employee names and confidential information. He said he requested the list of Annual Performance Appraisals and Increases, revised with which employee is receiving a 3%, 3.5% and 4% increases. He said that the following comments were made in 2009 and are applicable today;

We all should be aware that economic conditions are more serious for Waukegan Township residents then they were in 2009. 1) 1 in 10 Illinois residents don't have enough food to eat. 2) The proposed Federal budget will extend the Federal worker two year pay freeze through 2015. He then said that in 2009 he voted no on the salary recommendations. Trustee Johnson suggested to Trustee Willms that he could have asked for the item to be held over if he did not feel he had enough information to be prepared to vote on the salary increase.

Trustee Willms said that the Lake County News Sun advertisement dated May 5-7, 2012 read that Park Place was hosting two events, A Tribute to Mothers Luncheon on May 11, 2012 and Zumba on June 9, 2012. He suggested that the Township Trustees obtain a written legal opinion regarding Park Place being used by all ages and employing senior funds for these events. He said he was concerned that the senior programs such as Taxi ticket, Home Sweet Home and bus transportation programs and others will be opened to all ages. He said that there might be a time that the City of Waukegan, Waukegan Park District, City of North Chicago, Foss Park District will have a Waukegan – North Chicago Community Center. Supervisor Jones said that when the public comes to the events mentioned that they are paying a fee to participate, that Bingo is open to the public and these events all generate funds for Park Place.

There being no further business to come before the Board, Supervisor Jones adjourned the May 10, 2012 meeting at 7:20 PM.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk