

WAUKEGAN TOWNSHIP BOARD MEETING

May 24, 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 24, 2012.

The meeting was called to order at 5:30 p.m. by Supervisor Patricia Jones and was followed by the Pledge of Allegiance. Commissioner Mike Hewitt 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, Special Events Coordinator Dulce Ortiz & Highway Commissioner Mike Hewitt **Absent:** Assessor Pat Morris .

Supervisor Jones requested a motion to approve the Agenda for the May 24, 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 May 10, 2012 Waukegan Township Board Meeting. 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 to approve the Cash-on-Hand as of May 21, 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 21, 2012

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	58,140.94	
	NorStates Money Market	898,717.03	
	Illinois Funds	37,427.03	
	No. Chicago Comm Bank	245,342.67	
Total Town Fund		\$1,239,627.67	
General Assistance Fund	First Midwest Checking	20,421.21	
	First Midwest Bank M/M	40,000.22	60000.00 to ckg 5/10
	Illinois Funds	7,116.56	
Total General Assistance		\$67,537.99	
IMRF/FICA Fund	First Midwest Bank	9,385.99	

	First Midwest Bank M/M	160,396.68	15000.00 to checking
	Illinois Funds	262,752.63	
Total IMRF/FICA Fund		\$432,535.30	
Senior Fund	NorStates Financial	28,652.06	
	NorStates Money Market	39,217.18	
	First Midwest Money Market	5,193.61	15000.00 to taxi
	Illinois Funds	13,994.08	30000.00 to checking
Total Senior Fund		\$87,056.93	
Total General Township Funds		1,826,757.89	
Road & Bridge	NorStates Financial	107,545.26	
Total Road & Bridge		\$107,545.26	

PPRT Taxes Received since last report -

Town - \$76,595.30

R&B - \$22,813.54

For the states fiscal year of 7/1/11-6/30/12 we received a total of \$516331.64 for Town and \$153,786.89 for R & B (Final)

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 introduced the 2012 Township Scholarship Recipients and presented each one with a mock check in the amount of \$1,000.00. She said a check will be provided once proof of school admission has been provided. The Board congratulated the recipients Ashley Clary, Shannon Bonds, Dennis Nieves and Darnetta Brown. Supervisor Jones mentioned that at the Waukegan High School

Awards night held on May 23, 2012 Dulce Ortiz presented the Scholarship Recipients with a certificate of recognition on behalf of the Township Board.

Supervisor Jones introduced Sergeant Lloyd Cunningham of the Waukegan JROTC Drill Team. Sergeant Cunningham mentioned that the Drill Team has been going to the National High School Drill Team competition for the last 12 years. He said that the Drill Team placed 3rd and 4th in certain categories and had an individual cadet place 2nd in another during the 2012 competition. He thanked the Board for all their support in the past and present and introduced the Drill Team Cadets that were present. Supervisor Jones presented Sergeant Cunningham with a certificate award of appreciation on behalf of the Township Board.

Supervisor Jones distributed a copy of the Legal Notice/Prevailing Wage 2012. She said that each year a Prevailing Wage has to be adopted and that it is done together with the other Townships and asked the Board to support its endeavor.

Supervisor Jones mentioned the Lake County's Got Talent is weeks away, to be held on June 16, 2012. There will be 11 contestants along with an opening and closing number to be sang by the veteran singers. Clerk Staben gave a brief description of the stage set up.

Supervisor Jones mentioned the Volunteer Appreciation Breakfast held at the Waukegan Yacht Club on May 19, 2012. She thanked Deputy Clerk Edwards, Ana Albarran and staff for all their efforts in making this event a success.

Supervisor Jones mentioned that the Zumba in the Park will be held on June 09, 2012.

Supervisor Jones distributed a letter of request from the Inaugural First Tee of Greater Chicago at Foss Park Golf Outing dated May 24, 2012. Trustee Johnson said that the First Tee is a great golf training program for the youth.

Supervisor Jones distributed a letter of request from First Baptist Church dated April 2012, for a donation for their "A Cool Summer Experience" program.

Supervisor Jones distributed a letter of request from the YMCA dated April 19, 2012 for a donation for their REACH camp program.

Highway Commissioner's Report:

Commissioner Hewitt reported that the black top paving will start next week. He said a permit was acquired for the south building and the work will start next Wednesday. Commissioner Hewitt presented Trustee McBride with a gift in honor of his retirement.

Assessor's Report: None.

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

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 6:15p.m. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Commissioner Hewitt returned to the Board meeting at 6:45 p.m.

Supervisor Jones requested a motion for the approval of agenda item #13, Payroll period ending May 18, 2012 in the amount of \$99,909.33. 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 \$16,292.65; Invoices for G/A Fund/Eddie Washington Center in the amount of \$2,058.62; Invoices for G/A Fund/Staben House in the amount of \$1,201.71; Invoices for Town Fund/Assessor’s Office in the amount of \$3,682.43; Invoices for Road and Bridge / Highway Department the amount of \$6,239.16; Invoices for Senior Fund/Park Place in the amount of \$9,165.85; Invoices for Senior Fund/Gift Shoppe in the amount of \$ None Reported; Invoices for Home Sweet Home in the amount of \$2,409.03. Motion by Trustee Francis, second by Trustee McBride 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 May 10, 2012 Board Meeting in the amount of \$28,413.09. Motion by Trustee Francis, second by Trustee McBride 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 24, 2012**

The following is a list of bills that were paid after the board meeting of May 10, 2012, but before the meeting May 24, 2012

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
4/27-5/9	General Assistance Client Payments Payments made on behalf of GA Clients	\$14,983.88
Total G/A Fund		\$14,983.88
R & B Fund		

Total R & B Fund			\$0.00
Town Fund			
5/16/2012	Internet service	Comcast	\$53.95
5/17/2012	General Liability premium	ICRMT	\$13,375.26
Total Town Fund			\$13,429.21
Total all checks paid prior to board meeting			\$28,413.09

Action Items:

Supervisor Jones requested a motion for the approval to appoint Thomas Parks and Afmed Sanders for the Senior Services Committee for Park Place as presented. 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 to appoint Sam Shepherd and Karen Cartsens for the Staben House Advisory Committee as presented. 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 Personnel Recommendation of Johnnie Jenkins/Employment Specialist at \$15.86 per hour to Employment Specialist/Caseworker with a pay raise to \$16.98 per hour, Naveen Harvey/Recreational Specialist at \$18.78 an hour to a pay raise to \$19.35 per hour, Carlton Parlor/Front Office Clerk at \$11.28 per hour to Administrative Assistant with a pay raise to \$12.07 per hour, Michael Jones, Reginald Veasley and Byron Turman/Lawn Maintenance Workers at \$10.00 per hour to Home Sweet Home Workers with a pay raise to \$11.25 per hour and Maurice Bankhead/Weekend 2nd Shift House Manager at \$10.00 per hour to a pay raise to \$11.79 per hour as presented. 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 approval of the Prevailing Wage 2012 as presented. 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 the Outside Donations to the First Baptist Church in the amount of \$500.00, YMCA in the amount of \$500.00, The First Tee Greater Chicago of Foss Park in the amount of \$500.00 and The Ministers Alliance in the amount of \$300.00. Motion by Trustee Johnson,

second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements:

Supervisor Jones thanked Trustee Francis, Trustee Willms and Trustee Johnson for attending the orientation conducted earlier today. She said that there will be two other orientation dates in June.

Supervisor Jones announced that the Township will be receiving a grant in the amount of \$30,000.00 from the HealthCare Foundation of Northern Lake County and that Attorney Joanem serves on the HealthCare Foundation Board of Directors.

Supervisor Jones congratulated Trustee McBride for the News Sun article that was written acknowledging his contributions to the community. She said there will be a celebration for Trustee McBride on May 25, 2012 to be held at Park Place.

Trustee Johnson mentioned that he attended the Bloomington Trustee conference and said it was well worth attending.

Trustee Francis mentioned that the Gideon Missionary Baptist Church will be celebrating its pastor's 9th Anniversary on June 3rd at noon, 7th at 7:00 p.m. & 10th at 4:00 p.m.

Supervisor Jones mentioned that Trustee Francis was honored at the Black Diamond event and presented with the Trail Blazer award on May 23, 2012. Trustee Francis thanked Park Place for nominating her for the award.

Comments/Concerns-Trustees:

Trustee Willms mentioned that the Financial-Revenue and Expenditures for the period of May 03, 2012 were missing from the Town Funds and General Assistance Funds. Supervisor Jones responded that the Eddie Washington and Staben House statements were missing.

Trustee Willms said that he was concerned with the number of grant requests the Townships Board has approved in the last three months. He said that he revised the Outside Agency Grant Requests form by adding FY's and a data column and he requested an update of various grants approved or denied. Supervisor Jones responded that she will provide him with the information at the following Board meeting.

There being no further business to come before the Board, Supervisor Jones adjourned the May 24, 2012 meeting at 7:20 PM.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk