

# WAUKEGAN TOWNSHIP BOARD MEETING

## May 09, 2013

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 09, 2013.

The meeting was called to order at 5:00 p.m., by Supervisor Patricia Jones and was followed by the Pledge of Allegiance. Trustee Katherine Rothwell-Francis led the Members in prayer.

**ROLL CALL:** Trustee Katherine Rothwell-Francis, Percy L. Johnson, Jeff McBride, Charles "Chuck" Willms, Clerk Rose M. Staben, Highway Commissioner Mike Hewitt and Supervisor Patricia Jones. **Also Present:** Attorney John Joanem and Deputy Clerk Christine Ortega. **Absent:** Assessor Pat Morris.

Supervisor Jones requested a motion to approve the **Agenda for the May 09, 2013** 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 25, 2013** 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 06, 2013. Motion by Trustee Johnson, 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 May 6, 2013

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	55,706.44	5/3 - 50,000 fr m/m and 87,198. to Senr for PPRT proration
	NorStates Money Market	950,895.29	
	Illinois Funds	37,457.95	
	No. Chicago Comm Bank	245,608.98	
<b>Total Town Fund</b>		<b>\$1,289,668.66</b>	
General Assistance Fund	First Midwest Checking	25,157.07	4/30 - 60,000 to ckg
	First Midwest Bank M/M	85,134.02	
	Illinois Funds	7,122.40	
<b>Total General Assistance</b>		<b>\$117,413.49</b>	
IMRF/FICA Fund	First Midwest Bank	3,902.63	4/30 30,000 to ckg
	First Midwest Bank M/M	55,497.62	
	Illinois Funds	262,966.23	

<b>Total IMRF/FICA Fund</b>		<b>\$322,366.48</b>
Senior Fund	NorStates Financial	84,788.82
	NorStates Money Market	49,424.97
	First Midwest Money Market	5,195.31
	Illinois Funds	14,010.83
<b>Total Senior Fund</b>		<b>\$153,419.93</b>
<b>Total General Township Funds</b>		<b>1,882,868.56</b>
Road & Bridge	NorStates Financial	57,928.02
<b>Total Road &amp; Bridge</b>		<b>\$57,928.02</b>

PPRT Taxes Received since last report -

Town -

R&B -

For the states fiscal year of 7/1/12-6/30/13 we received a total of \$436,971.80 for Town and \$112,190.08 for R & B

Town RE Tax -

**Total received FY 2013** **\$1,255,213.83**

GA RE Taxes -

**Total received FY 2013** **\$958,974.10**

IMRF/FICA RE Taxes -

**Total received FY 2013** **\$228,640.34**

SEN'R RE Taxes -

**Total received FY 2013** **\$1,082,928.98**

R&B RE Taxes -

**Total received FY 2013** **\$154,533.58**

**Other Payments Rec'd**

### **Citizen Participation:**

Citizen present was Dean Robert Silva from Jack Benny Middle School of 1953 Ash St., Waukegan also a parent; Michelle Herrera of 206 N. Greenbay Road and her son Joseph who is a student at Jack Benny. Dean Silva and his guests were all present to thank the Township Board for contributing to their Springfield trip and to show a short film of the trip. Dean Silva said that the trip was well received by the students and a great learning experience about Abraham Lincoln and our state capitol. Joseph presented the Board with a fine thank you speech and a Certificate of Appreciation. Supervisor Jones thanked Dean Silva and Ms. Herrera for their dedication to education.

### **Supervisor's Report:**

Supervisor Jones mentioned that the Cooke Magnet School science teacher, Mr. Todd Freer, will be attending the next Board meeting with several of his science students.

Supervisor Jones distributed the "Coalition To Reduce Recidivism" agenda, dated May 16, 2013. She mentioned that the Jackie Robinson's story "42" is scheduled for May 16, 2013 to take 100 middle school students to see the movie and have lunch at Hinkston Park after. She invited the Board to attend and said that chaperones are needed for this event. She said that the event is sponsored by the Coalition to Reduce Recidivism, National University of Women, Students Against Violence Everywhere, Lake County Regional Office of Education, NAACP and members of the faith community. She said that this type of event will be planned quarterly to provide students with more outings from other areas. At this time contributions are promised from Shields Township and the College of Lake County for future events.

Supervisor Jones distributed the "YouthBuild/Lake County" graduation information scheduled for May 23, 2013 to be held at the Roslyn Franklin Medical School on Greenbay Road in North Chicago. She said there will be 47 graduates in full cap and gown.

Supervisor Jones mentioned that the passenger van for Park Place will be researched by Trustee McBride and said he will report to the Board with his recommendations at the June 14, 2013 Board meeting.

Supervisor Jones distributed the "Senior Citizens Services Committee" agenda, dated May 01, 2013. She asked Trustee Johnson to expound on its current Board meeting. Trustee Johnson said that the presenter from the Sheriff's office gave an important presentation on theft targeted to seniors. Supervisor Jones mentioned that the committee meets every 1<sup>st</sup> Wednesday of each month and that there is currently a vacancy on the committee.

Supervisor Jones thanked the Board for attending the "Mother's Day & Women's History Month" luncheon. She mentioned that there were approximately 236 people in attendance and was complimented for acknowledging the various community people.

Supervisor Jones distributed the Eddie Washington Center/Staben House agenda for the fundraiser planning committee meeting dated April 29, 2013. She mentioned that the next meeting will be held on May 15, 2013.

Supervisor Jones mentioned that the Eddie Washington Center/Staben House MVP luncheon is scheduled for June 06, 2013 to be held at the Staben House at 11:30 p.m. For this luncheon, 25 employers have been invited to attend as well as members of the Chicago Bears.

Supervisor Jones mentioned that the next "Meet Your Leaders" speaker will be the Lake County States Attorney, Mike Nerhiem, scheduled for May 17, 2013 to be held at Park Place at 11:00 a.m.

Supervisor Jones mentioned that the May 23, 2013 Township Board meeting is rescheduled for May 20, 2013. The Board meeting will be the same day as the swearing in ceremony of the Township Elected Officials to be held at Park Place at 5:00 p.m. She said that Judge Patricia Fix will swear in the Elected Officials.

Supervisor Jones mentioned that “YouthBuild Lake County” has made a donation request. She said the program continues to assist the youth with high school level programs and teaching youth life skills.

Supervisor Jones distributed the “Waukegan Township Recommended For Staff Appointment” of Rosa A. Gutierrez for Staben House/House Manager for the floater position, on-call basis.

### **Highway Commissioner’s Report:**

Commissioner Mike Hewitt mentioned that he was sworn in by Willard Helander today and would also like to be part of the May 20, 2013 swearing ceremony with the Board. He mentioned that the street paving is now completed. He said he received 3 loads of black top grains which will be used towards the shoulders of the road.

**Assessor’s Report:** None.

**Executive Session:** None.

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending May 03, 2013 in the amount of \$84,414.11. Motion by Trustee Willms, second by Trustee Francis for the approval of payroll. **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 \$13,190.48; Invoices for G/A Fund/Eddie Washington Center in the amount of \$2,421.67; Invoices for G/A Fund/Staben House in the amount of \$1,228.34; Invoices for Town Fund/Assessor’s Office in the amount of \$12,333.93; Invoices for Road and Bridge / Highway Department the amount of \$4,232.81; Invoices for Senior Fund/Park Place in the amount of \$6,195.48; Invoices for Senior Fund/Gift Shoppe in the amount of \$513.59; Invoices for Home Sweet Home in the amount of \$1,410.49; Invoices for Fundraisers in the amount of \$0.00. Motion by Trustee Francis, second by Trustee Johnson for the approval of submitted invoices. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Trustee Johnson left the Board meeting at 5:45 p.m.

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after April 25, 2013 Board Meeting in the amount of \$71,321.56.

Motion by Trustee Willms, second by Trustee McBride for the approval of Paid Bills as presented. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
May 9, 2013**

The following is a list of bills that were paid after the board meeting of April 25, 2013, but before the meeting May 9, 2013

Purpose	Payee	Amount
<b>Senior Fund</b>		
4/30/2013	<b>Illinois Dept of Revenue</b>	\$70.00
Café sales tax		
5/2/2013	<b>Kinkos</b>	\$49.02
Women's luncheon		
5/3/2013	<b>Waukegan Township General Fund</b>	\$9,340.09
Reimb. Town for paid Health Ins. PP & HSH		
<b>Total Senior Fund</b>		<b>\$9,459.11</b>
<b>G/A Fund</b>		
5/3/2013	<b>Waukegan Township General Fund</b>	\$8,042.12
Reimb Town for paid Health Ins for GA, EWC & SH		
29-Apr	<b>General Assistance Client Payments</b>	\$10,743.43
Payments made on behalf of GA Clients		
<b>Total G/A Fund</b>		<b>\$18,785.55</b>
<b>R &amp; B Fund</b>		
5/3/2013	<b>Waukegan Township General Fund</b>	\$1,863.97
Reimb. Town for paid Health Ins for R & B		
<b>Total R &amp; B Fund</b>		<b>\$1,863.97</b>
<b>Town Fund</b>		
5/2/2013	<b>Blue Cross Blue Shield</b>	\$34,416.33
Health Ins for all covered Township staff & EO		
5/2/2013	<b>Guardian Life</b>	\$4,208.76
Life & Dental Ins for all covered Township staff & EO		
5/2/2013	<b>Ameritas Life</b>	\$548.72
Vision Plan for all covered staff		
5/3/2013	<b>Waukegan Township General Fund</b>	\$1,460.68
Reimb. Town for paid Health Ins for Assessors		
4/29/2013	<b>Hilton Springfield</b>	\$125.44
Conference		
5/2/2013	<b>Trustee Percy Johnson</b>	\$408.00
Conference		

5/9/2013	Waukegan School Dist. 60	\$45.00
	Investing in our Youth	
<b>Total Town Fund</b>		<b>\$41,212.93</b>
Total all checks paid prior to board meeting		\$71,321.56

**Emergency Bills:** None.

Trustee Johnson returned to the Board meeting at 5:52 p.m.

**Action Items:**

Supervisor Jones requested a motion for the approval of “Waukegan Township Recommendation For Staff Appointment” of Rosa A. Gutierrez for Staben House/House Manager as floater position at \$12.02 per hour 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 “YouthBuild Lake County” in the amount of \$1,000.00 as presented. 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:**

**Comments/Concerns-Trustees:**

Supervisor Jones mentioned that Trustee Johnson is now serving on the TOI Board and is the first Waukegan Township Trustee to be appointed on the Trustee division. Trustee Johnson thanked Supervisor Jones and the Board for congratulating him and said that he is honored to serve as a Township Trustee and as a member of the TOI Board of Directors.

Trustee Johnson mentioned that he attended the TOPIC Day in Springfield and distributed the “2013 TOI Legislative” agenda.

Trustee Willms expressed his concerns with the number of grants the Township has approved. He said he has made a request to add fiscal year and a date column to the request form listing. He also requested an up-to-date list of grants approved or denied and provided the dates of these request forms. He provided the Board with a copy of the “2012 Investing in Our Future” funding request list. Supervisor Jones said that at every Board meeting the expenditures are provided and at the end of the year a complete list is provided.

Trustee Willms mentioned that in the Park Place review of May 2013 the article for “Barber Lounge Mobile Service” was very disturbing to him. He said the article states that \$10.00 hair cut charge is to be paid at the Park Place front desk and for more information to call the Supervisor’s office number at 847-244-9242. He was concerned that it may appear that the Waukegan Township is involved with the Barber Lounge Mobile Service and also, that this barber arrangement may be taking business from the area small business of men and women hair cutting services.

Supervisor Jones explained to Trustee Willms that this is a pilot arrangement. That the 847-244-9242 number is for Park Place not the Supervisor, and that the Township office number is 847-244-4900. She said that the hair cut fee is paid at the front desk because Park Place gets \$3.00 for every \$10.00 hair cut. Since the hair cuts are done on Mondays only, this is not infringing on the other hair cutting business since they are generally closed on Mondays. Trustee McBride said that the hair cuts are provided within Park Place and not in a trailer or mobile RV.

Supervisor Jones reminded the Board to invite family and friends to the Waukegan Township Elected Officials swearing in ceremony on May 20, 2013.

There being no further business to come before the Board, Supervisor Jones adjourned the May 09, 2013 meeting at 6:05 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**