

WAUKEGAN TOWNSHIP BOARD MEETING

June 27, 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, June 27, 2013.

The meeting was called to order at 5:05 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, Percy L. Johnson, Charles "Chuck" Willms, Clerk Rose M. Staben and Supervisor Patricia Jones. **Also Present:** Attorney John Joanem, Deputy Clerk Christina Ortega and Nancy Netherton/Financial Manager. **Absent:** Highway Commissioner Mike Hewitt and Assessor Pat Morris.

Supervisor Jones requested a motion to approve the **Agenda for the June 27, 2013** Waukegan Township Board Meeting. Motion by Trustee Francis, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes for the June 13, 2013** Waukegan Township Board Meeting. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of June 20, 2013. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of June 20, 2013

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	576,457.89	
	NorStates Money Market	1,000,942.06	
	Illinois Funds	37,459.46	
	No. Chicago Comm Bank	245,630.51	
Total Town Fund		\$1,860,489.92	
General Assistance Fund	First Midwest Checking	347,595.49	
	First Midwest Bank M/M	25,144.20	
	Illinois Funds	7,122.68	
Total General Assistance		\$379,862.37	
IMRF/FICA Fund	First Midwest Bank	89,514.78	
	First Midwest Bank M/M	25,502.30	

	Illinois Funds	262,976.83
Total IMRF/FICA Fund		\$377,993.91
Senior Fund	NorStates Financial	493,913.67
	NorStates Money Market	24,298.45
	First Midwest Money Market	0.00
	Illinois Funds	14,011.39
Total Senior Fund		\$532,223.51
Total General Township Funds		3,150,569.71
Road & Bridge	NorStates Financial	131,737.51
Total Road & Bridge		\$131,737.51

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 - 6/13	\$320,104.90
Total received FY 2014	\$547,289.62

GA RE Taxes - 6/13	\$196,548.16
Total received FY 2014	\$336,042.24

IMRF/FICA RE Taxes - 6/13	\$60,968.30
Total received FY 2014	\$104,238.70

SEN'R RE Taxes - 6/13	\$275,082.15
Total received FY 2014	\$470,313.34

R&B RE Taxes - 6/13	\$39,957.17
Total received FY 2014	\$68,330.79

Other Payments Rec'd

Citizen Participation:

Barbara Waller of 46 Lancaster Circle, Gurnee Ill., was present to thank the Waukegan Township for supporting the "Cool Learning Experience" summer program, based at the First Baptist Church in Waukegan. Mrs. Waller and her husband co-founded the program in 2008 with 10 participants. She expounded on the program activities, learning goals and its mission to foster the well-being of each child that enters the program. She distributed the CLE summer program brochure which now has over 80 participants for the eight week program.

Trustee McBride entered the Board meeting at 5:20 p.m.

Supervisor Jones asked Mrs. Waller if she has reached out to the Waukegan Park District and other Townships. Mrs. Waller said that she is building up funders and

the Waukegan Park District has offered her summer program the use of the rock climbing wall at no charge and that she is in contact with them with Waukegan parks activity involvement. Trustee Johnson mentioned that he acquired the love for camping and gained friendships from attending such community summer programs as a young boy. Supervisor Jones asked what was the percentage of return participants. Mrs. Waller said that it is about a 50% return. Trustee McBride mentioned that with his youth programs children were able to attend and experience the State Fair. Supervisor Jones thanked Mrs. Waller for the CLE presentation and invited her to stay for the duration of the Board meeting.

Supervisor's Report:

Supervisor Jones said as the Waukegan City Council and other entities speak about becoming more green and using less paper, that the Township should also take steps in advancing the saving of paper. She asked Nancy Netherton/Financial Manager to expound on the concept of technology and incorporating the use of the tablet for the Township Board meeting minutes and packet information. Mrs. Netherton said that she researched several options and said that the Microsoft Surface RT 10.1" 32 GB Tablet Bundle would serve the Board best. She distributed information and photos of the recommended tablet. Supervisor Jones said that a training class can be provided to start everyone with the use of the tablet. Trustee Willms said that he would like to continue to receive the Board minutes and packet on paper. Supervisor Jones said that it would not be a problem to arrange that. Supervisor Jones said that the purchase of the tablet will be on the following Board agenda for action.

Supervisor Jones distributed the "Waukegan Township 2013 Scholarship Applicant Profile" list. Scholarship applicant Brianna Bankhead and Montarae Henton-Talbot will be awarded a scholarship in the amount of \$1,000.00 each. Trustee Johnson asked if the applicants could be invited to a Board meeting. Supervisor Jones said that it would be arranged.

Supervisor Jones congratulated the Board members on their swearing in ceremony and distributed individual framed photos of the Elected Official with the swearing in judge.

Supervisor Jones distributed the "Walk for Seniors" agenda, dated June 21, 2013. She thanked Trustee Johnson and Trustee Francis for attending the June 26, 2013 meeting. Trustee Johnson said that several churches attended the meeting with great excitement for the walk and thanked the Township for being a great host. Supervisor Jones said the July 10, 2013 meeting will be a combined meeting with the committee and church community.

Supervisor Jones distributed the "Coalition to Reduce Recidivism" agenda, dated June 17, 2013. She encouraged the Board to attend County Board meetings to be abreast on the court and jail expansions. She also distributed the CRR employment report prepared by Johnnie Jenkins/Employment Specialist, stating 1055 clients employed since August 2005. She said that every resident in the Eddie Washington

Center is employed and that at this time there happens to be more employers than available employees and credits Ms. Jenkins for this status.

Supervisor Jones distributed the Staben House/Eddie Washington Center "Golf Outing" agenda, dated June 19, 2013. She mentioned that the event will take place at the Midlane Country Club, scheduled for August 30, 2013.

Supervisor Jones distributed the "Greater St. James Temple Institutional" donation request letter, dated May 02, 2013.

Supervisor Jones distributed the "Notice of Public Meeting/South Lakefront Redevelopment Project Area" letter from the City of Waukegan inviting all citizens to attend the July 16, 2013 meeting at 6:00 p.m.

Supervisor Jones mentioned that the legislative committee has been meeting for the upcoming annual "Legislative Breakfast" event.

Supervisor Jones mentioned that the "Meet Your Leaders" is scheduled for July 19, 2013 at Park Place at 11:00 a.m., and the speaker will be Mayor Wayne Motley.

Supervisor Jones mentioned that the Township will be participating in the "Independence Parade" scheduled for June 30, 2013 starting at 1:00 p.m. and invited the Board to attend.

Highway Commissioner's Report: None.

Assessor's Report: None.

Executive Session: None.

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending May 29, 2013 in the amount of \$88,824.47. Motion by Trustee Francis, second by Trustee Johnson 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 **\$7,624.75**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,787.66**; Invoices for G/A Fund/Staben House in the amount of **\$2,531.14**; Invoices for Town Fund/Assessor's Office in the amount of **\$4,455.59**; Invoices for Road and Bridge / Highway Department in the amount of **\$4,973.91**; Invoices for Senior Fund/Park Place in the amount of **\$7,453.38**; Invoices for Senior Fund/Gift Shoppe in the amount of **\$96.76**; Invoices for Home Sweet Home in the amount of **\$2,075.47**; Invoices for Fundraisers in the amount of \$0.00. Motion by Trustee Francis, second by Trustee Johnson for the approval of submitted invoices. **Discussion:** Trustee Willms asked about the concerns mentioned at the June 13, 2013 Board meeting regarding the many listings for Supplies/G. Neil in the amount of \$59.00 each.

Supervisor Jones said that the cost was for posters of employment requirements of rules and regulations placed in the various locations. **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 June 13, 2013 Board Meeting in the amount of \$30,379.95. Motion by Trustee McBride, 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
June 27, 2013**

The following is a list of bills that were paid after the board meeting of June 13, 2013, but before the meeting June 27, 2013

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
6/17/2013	Community Action Partnership Camp fees for Staben house children	\$1,795.00
6/14-6/27	General Assistance Client Payments Payments made on behalf of GA Clients	\$13,764.20
Total G/A Fund		\$15,559.20
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
6/17/2013	First Baptist Church Outside Agency Funding	\$1,000.00
6/17/2013	JIC Ministries Outside Agency Funding	\$500.00
6/17/2013	Black Sudents Parent Org Outside Agency Funding	\$2,500.00
6/17/2013	M.D.C. (Jazzsteppers) Outside Agency Funding	\$1,000.00
6/20/2013	IL Beach Resort Deposit for Legislative Breakfast	\$100.00
6/20/2013	Iris McBride Travel Reimbursement	\$21.75
6/20/2013	College of Lake County Seminar expense - Iris McBride	\$199.00

6/25/2013	Best Bus Sales	\$9,500.00
	Downpayment for Bus	
Total Town Fund		\$14,820.75
Total all checks paid prior to board meeting		\$30,379.95

Supervisor Jones requested a motion for the approval of **agenda item #16** Emergency Bills for attorney John Joanem fees submitted after June 13, 2013 Board Meeting in the amount of \$1,800.00. Motion by Trustee Francis, second by Trustee Johnson for the approval of Emergency Bills as presented. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Emergency Payments
Board Meeting of 6/27/13**

The following is a list of bills that were submitted after our cutoff but must be approved at the meeting of June 27, 2013

Date	Purpose	Payee	Acct No.	Amount
Senior Fund				
Total Senior Fund				\$0.00
Town				
		Joanem & Associates		
6/18/2013	Legal Services June			\$1,800.00
Total Town				\$1,800.00
G/A Fund				
Total G/A Fund				\$0.00
Gift Shop				
Total Gift Shop				\$0.00
Road & Bridge Fund				
Total Road & Bridge				\$0.00
IMRF Fund				
IMRF Fund				\$0.00
Total All Funds				\$1,800.00

Action Items:

Supervisor Jones requested a motion for the approval of Scholarship applicants Brianna Bankhead and Montarae Henton-Talbott in the amount of \$1,000.00 each as presented. Motion by Trustee Francis, second by Trustee McBride. **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:

Trustee Willms said that he reviewed the “Investing in Our Future” funding request of March 2012 thru February 2013 listings. He said he recalled that on June 13, 2013 a \$3,000.00 grant was awarded to supporting the “YMCA” but was not on the listing and was concerned that other grant awards could be missing from the listings. Supervisor Jones said that she recalled the Township discussed the possibility of a donation of \$3,000.00 but it was never approved.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the June 27, 2013 meeting at 6:35 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk