

# WAUKEGAN TOWNSHIP BOARD MEETING

## March 28, 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, March 28, 2013.

The meeting was called to order at 5:00 p.m., by Supervisor Patricia Jones and was followed by the Pledge of Allegiance. Clerk Rose Staben led the Members in prayer.

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

Supervisor Jones requested a motion to approve the **Agenda for the March 28, 2013** Waukegan Township Board Meeting. Motion by Trustee Francis, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes for the March 14, 2013** Waukegan Township Board Meeting. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of March 22, 2013. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
as of March 22, 2013

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	25,357.63	
	NorStates Money Market	1,138,044.96	
	Illinois Funds	37,456.07	
	No. Chicago Comm Bank	245,589.47	
<b>Total Town Fund</b>		<b>\$1,446,448.13</b>	
General Assistance Fund	First Midwest Checking	114,874.96	
	First Midwest Bank M/M	145,124.80	
	Illinois Funds	7,121.37	
<b>Total General Assistance</b>		<b>\$267,121.13</b>	
IMRF/FICA Fund	First Midwest Bank	3,466.05	
	First Midwest Bank M/M	85,491.76	15000.00 to IMRF acct
	Illinois Funds	262,909.37	

<b>Total IMRF/FICA Fund</b>		<b>\$351,867.18</b>
Senior Fund	NorStates Financial	60,605.66
	NorStates Money Market	129,289.48
	First Midwest Money Market	5,206.58
	Illinois Funds	14,008.49
<b>Total Senior Fund</b>		<b>\$209,110.21</b>
<b>Total General Township Funds</b>		<b>2,274,546.65</b>
Road & Bridge	NorStates Financial	50,758.69
<b>Total Road &amp; Bridge</b>		<b>\$50,758.69</b>

15000.00 to Taxi

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 \$291,641.46 for Town and \$86,863.76 for R & B

Town RE Tax -

**Total received FY 2013** **\$1,253,070.48**

GA RE Taxes -

**Total received FY 2013** **\$957,353.08**

IMRF/FICA RE Taxes -

**Total received FY 2013** **\$228,250.09**

SEN'R RE Taxes -

**Total received FY 2013** **\$1,081,079.82**

R&B RE Taxes -

**Total received FY 2013** **\$154,277.62**

**Other Payments Rec'd**

**Citizen Participation:** None

**Supervisor's Report:**

Supervisor Jones mentioned that the next Board meeting will be on April 09, 2013 same day as the general election day and the "Town Budget" will be on the agenda. She said this meeting will be held at the Supervisor's office.

Supervisor Jones distributed the recommended "Annual Town Meeting" agenda scheduled for April 16, 2013 for 6:05 p.m. to be held at Park Place. She also distributed the "Notice of Waukegan Township Annual Town Meeting" News Sun listing, dated March 28, 2013 and asked Clerk Staben to read the listing and include it into the Board minutes. Supervisor Jones mentioned that the Township

scholarship recipients will be invited to attend the meeting and meet the Elected Officials and Township staff.

**NOTICE OF WAUKEGAN TOWNSHIP ANNUAL TOWN MEETING**

Notice is hereby given to the legal voters, residents of the Township of Waukegan, in the County of Lake, State of Illinois, that the Annual Town Meeting of said Township will take place on **TUESDAY, APRIL 16, 2013 at the HOUR OF 6:05 PM** at the Park Place Center, 414 South Lewis Avenue, Waukegan, Illinois for the transaction of the miscellaneous business of the said township; and after a Moderator having been elected, will proceed to hear and consider reports of officers, and decide on such measures as may, in pursuance of law, come before the meeting; and especially to consider and decide the following:

The purpose of said meeting is for the discussion of Township business.

Dated this 25<sup>h</sup> day of March, 2013.

Patricia Jones, Supervisor

P. Christine Ortega, Deputy Clerk for  
Rose M. Staben, Clerk

Attorney John Joanem was seated at 5:10 p.m.

Supervisor Jones mentioned that the swearing in ceremony of the Township Elected Officials is scheduled for May 14, 2013, at 5:00 p.m., to be held at Park Place.

Supervisor Jones mentioned that “Senior Spelling Bee” contest is scheduled for May 04, 2013, at 12:00 p.m., to be held at Park Place. She said the contest is sponsored by TOI and the winner will go on to compete on a regional level.

Supervisor Jones distributed the “Senior Center Service Committee” tour of the Township facilities of the Staben House, Supervisor’s Office and the Eddie Washington Center scheduled for April 03, 2013. She invited the Board to attend.

Supervisor Jones mentioned that the combined “Mother’s Day & Women’s History Month” luncheon is scheduled for May 03, 2013 at 11:30 a.m. to be held at the Ramada Inn.

Supervisor Jones mentioned that the “Field Museum” trip is scheduled for May 18, 2013.

Supervisor Jones mentioned that the “Coalition to Reduce Recidivism” met on May 18, 2013 and Judge Jay Ukena swore in the new committee members. She also

mentioned that their meetings are held at the “United Way” office located in Park City every 3<sup>rd</sup> Monday of the month at 8:30 a.m.

Supervisor Jones mentioned that the “Luck of the Irish” luncheon went well with about 50 people in attendance and thanked Trustee Johnson for attending.

Supervisor Jones mentioned she was invited to the Great Lakes Naval Base in celebration of “Women’s History Month” as the keynote speaker. She said the evening and program was very powerful and she was presented with the “Deck Plate Leadership Award” along with a canvas portrait of her done by several naval men.

Supervisor Jones mentioned the “Meet Your Leaders” event Fire Chief Dell Urban of North Chicago. Trustee Johnson said Chief Urban presentation was outstanding; she was well received by Park Place, congratulated and took photos with her. Supervisor Jones said that Hank Bogdala will be a guest speaker for “Meet Your Leaders” in the month of April.

Supervisor Jones mentioned that County Board Chairman Aaron Lawlor and Circuit Court Clerk Keith Brin visited the Township office and were impressed by the Township’s service provided to the community.

Supervisor Jones distributed a thank you letter from “Department of Human Services” addressed to Nancy Netherton/Financial Manager, dated March 20, 2013. The letter was in regards to the “Desk Review of Audited Financial Statements for the state fiscal year of 2011 stating that the Township is in compliance. She said that she received an email stating that the Township was also in compliance with the Passport filings and that in one week there have been 30 Passports issued. She said that providing Passport services from Park Place has been requested.

Supervisor Jones mentioned that she and Nancy Netherton will be meeting the phone company on April 02, 2013 for discussion of possibly phone connecting the Township office with Park Place.

Supervisor Jones mentioned that Mrs. Netherton and Cheri Pierson will be traveling to Kankakee on April 03, 2013 to seek information on a new or used bus.

Supervisor Jones distributed the “Clean Power Lake County” news letter, listing Waukegan coal plant and pollution in high ranges.

**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 March 22, 2013 in the amount of \$84,155.60. Motion by Trustee Francis, second by Trustee McBride for the approval of payroll. **Ayes:** Trustee

Francis, Trustee Johnson, Trustee McBride, 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 \$20,969.09; Invoices for G/A Fund/Eddie Washington Center in the amount of \$1,589.73; Invoices for G/A Fund/Staben House in the amount of \$1,536.25; Invoices for Town Fund/Assessor's Office in the amount of \$10,070.15; Invoices for Road and Bridge / Highway Department the amount of \$3,665.23; Invoices for Senior Fund/Park Place in the amount of \$8,770.10; Invoices for Senior Fund/Gift Shoppe in the amount of \$276.60; Invoices for Home Sweet Home in the amount of \$8,528.28; 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, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after March 14, 2013 Board Meeting in the amount of \$15,380.68. Motion by Trustee Johnson, second by Trustee Francis for the approval of Paid Bills as presented. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
 March 28,  
 2013**

The following is a list of bills that were paid after the board meeting of March 14, 2013, but before the meeting March 28, 2013

Purpose	Payee	Amount
<b>Senior Fund</b>		
3/25/2013	<b>Gadson Charter</b>	\$600.00
	Add'l due for 2 senior trips	
3/21/2013	<b>Mader's Restaurant</b>	\$129.72
	Add'l due for additional seniors signing up for trip	
<b>Total Senior Fund</b>		<b>\$729.72</b>
<b>G/A Fund</b>		
3/15-3/28	<b>General Assistance Client Payments</b>	\$14,620.96
	Payments made on behalf of GA Clients	
<b>Total G/A Fund</b>		<b>\$14,620.96</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
3/15-3/28	<b>RRR - Client Payments</b>	\$30.00
	Transportation, ID's, Work Needs	
<b>Total Town Fund</b>		<b>\$30.00</b>
Total all checks paid prior to board meeting		\$15,380.68

Supervisor Jones requested a motion for the approval of **agenda item #16** Emergency Bills submitted after February 14, 2013 Board Meeting in the amount of \$60,804.59. Motion by Trustee Johnson, second by Trustee Francis for the approval of Emergency Bills as presented. **Ayes:** Trustee Francis, Trustee Johnson, Supervisor Jones. **Nays:** None. **Motion carried.**

**Action Items:**

Supervisor Jones requested a motion for the approval of the April 16, 2013 Annual Town Meeting as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of a donation to “Lake County Renegades” in the amount of \$250.00 as presented. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of a donation to “Jack Benny Middle School” in the amount of \$500.00 as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:**

Supervisor Jones mentioned that Trustee Johnson’s birthday will be celebrated with cake today and Trustee McBride birthday celebration will be in April.

Trustee Francis mentioned that Ebenezer Baptist Church will be celebrating Good Friday at 12:00 noon on March 29, 2012. There will be an Easter Sunrise Service at Gideon Missionary Baptist Church at 6:00 a.m. and 10:45 a.m. on March 31, 2013.

Trustee McBride mentioned that First Corinthian Baptist Church will be having its’ Easter play “He Decided To Die” on March 29<sup>th</sup> and 30<sup>th</sup>, 2013.

Trustee Johnson mentioned that New Hope Missionary Baptist Church will have their Sunrise Service at 6:00 a.m. on March 31, 2013 with breakfast following and their main service at 11:00 a.m.

**Comments/Concerns-Trustees:** None.

There being no further business to come before the Board, Supervisor Jones adjourned the March 28, 2013 meeting at 5:40 p.m.

**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**