

# WAUKEGAN TOWNSHIP BOARD MEETING

## August 08, 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, August 08, 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 Francis led the Members in prayer.

**ROLL CALL:** Trustee Katherine Rothwell-Francis, Trustee Percy L. Johnson, Trustee Charles "Chuck" Willms, Clerk Rose M. Staben and Supervisor Patricia Jones. **Also Present:** Attorney John Joanem, Ana Albarran/Resource Manager and Patricia Barker/Administrative Assistant. **Absent:** Highway Commissioner Mike Hewitt and Assessor Pat Morris.

Supervisor Jones requested a motion to approve the **Agenda for the August 08, 2013** Waukegan Township Board Meeting. Motion by Trustee Francis, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes for the July 25, 2013** Waukegan Township Board Meeting. Motion by Trustee Willms, 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 August 05, 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 August 05, 2013

Fund	Bank	Balance	Ins/Outs
Town Fund	NorStates Checking	227,884.16	
	NorStates Money Market	1,301,025.88	
	Illinois Funds	37,460.95	
	No. Chicago Comm Bank	245,670.22	
<b>Total Town Fund</b>		<b>\$1,812,041.21</b>	
General Assistance Fund	First Midwest Checking	44,480.44	
	First Midwest Bank M/M	175,150.22	
	Illinois Funds	7,122.68	
<b>Total General Assistance</b>		<b>\$226,753.34</b>	
IMRF/FICA Fund	First Midwest Bank	62,287.59	
	First Midwest Bank M/M	25,506.65	
	Illinois Funds	262,980.81	
<b>Total IMRF/FICA Fund</b>		<b>\$350,775.05</b>	

Senior Fund	NorStates Financial	37,582.55
	NorStates Money Market	324,301.51
	First Midwest Money Market	74,988.00
	Illinois Funds	14,011.86
<b>Total Senior Fund</b>		<b>\$450,883.92</b>
		<b>\$2,840,453.52</b>
Road & Bridge	NorStates Financial	101,898.82
<b>Total Road &amp; Bridge</b>		<b>\$101,898.82</b>

PPRT Taxes Received since last report - rec'd July 10th

Town -  
R&B -

For the states fiscal year of 7/1/13-6/30/14 we received a total of \$107,005.27 for Town and \$31,870.96 for R & B

Town RE Tax -	\$12,342.54	
<b>Total received FY 2014</b>		<b>\$632,933.04</b>
GA RE Taxes -	\$7,578.46	
<b>Total received FY 2014</b>		<b>\$388,628.30</b>
IMRF/FICA RE Taxes -	\$2,350.80	
<b>Total received FY 2014</b>		<b>\$118,199.84</b>
SEN'R RE Taxes -	\$10,606.56	
<b>Total received FY 2014</b>		<b>\$543,911.01</b>
R&B RE Taxes -	\$79,026.03	
<b>Total received FY 2014</b>		<b>\$77,485.19</b>

Trustee McBride entered the Board meeting at 5:12 p.m.

**Executive Session:**

Supervisor Jones requested a motion to enter into the Executive Session for the purpose of Personnel 5-ILCS 120/2 (C1) at 5:16 p.m. Motion by Trustee Francis, second by Trustee McBride.  
**Nays:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones.  
**Nays:** None. **Motion carried.**

**Open Session resumed at 6:01 p.m.**

**Citizen Participation:**

Lenard Clay of 5880 Delaware of Gurnee was representing the North Shore Church of Christ of Waukegan. Mr. Clay stopped by to inform the Township of their school supplies give-a-way at the church open to the community on August 17, 2013 from 10:00 a.m. to 2:00 p.m. Mr. Clay mentioned that the church is collecting clothing donations to distribute free to community. Supervisor Jones said the Township will drop off clothing for their event.

**Supervisor's Report:**

Supervisor Jones mentioned that the General Assistance clients have decreased within the last 7 months. She said that the G.A. clients will be assisted with seeking employment and others with resources. Ana Albarran distributed the "Waukegan Township 2013 Client List" showing statistics. The list showed 2360 clients have been served as January 2013 to July 2013 for G.A. and other Township services.

Supervisor Jones mentioned the "Coalition to Reduce Recidivism" 10<sup>th</sup> anniversary Luncheon is scheduled for October 2013.

Supervisor Jones asked Ana Albarran to expound on the General Assistance program. Mrs. Albarran distributed the "Waukegan Township Assistance Program" up-date. The list stated that 46 G.A. clients have been determined for employable, 36 clients are with medical limitations and unable to work, 15 clients of 60 years and over, some of whom have pending SSI claims, 62 plus required to apply for Social Security and 38 clients are pending medical evaluation to determine employability.

Supervisor Jones mentioned the "Lake County Council for Seniors Expo" was held on August 07, 2013 at the College of Lake County. She said the Township provided shuttle transportation for the event.

Supervisor Jones mentioned the "Senior Services" meeting was held on August 07, 2013 and Lisa Hayes was the guest speaker. She mentioned Trustee Johnson is the liaison and asked him to expound on the meeting. Trustee Willms said he was not informed of the event. Supervisor Jones said the program is having personnel challenges and this event was not marketed well.

Supervisor Jones mentioned that the "Walk for Seniors" is near and said that the committee is meeting on August 13, 2013 at 10:00 a.m. at Park Place and invited the Board to attend.

Supervisor Jones mentioned the "Golf Outing" committee met on August 07, 2013 and the event is scheduled for August 30, 2013. She distributed the event fliers and said sponsors for a hole are welcomed.

Supervisor Jones congratulated Trustee Johnson, Trustee McBride and Trustee Willms for their participation with the "Men of Distinction" held on August 02, 2013.

Supervisor Jones mentioned the "Volunteer Appreciation Brunch" held on July 27, 2013 and thanked the Board members for attending.

Supervisor Jones mentioned the "Ice Cream Social" held on July 26, 2013. She said the event went well and that about 100 seniors were in attendance.

Supervisor Jones mentioned that the "Meet Your Leaders" is scheduled for August 16, 2013 to be held at Park Place at 11:00 a.m. She said the speaker will be Mike Peck, Superintendent of the V.A. Commission.

Supervisor Jones mentioned that Congressman Schneider will be coming to Park Place in the later part of August to discuss federal issues. Information will be distributed regarding the date and time.

Supervisor Jones mentioned that the Hawaiian Luau is scheduled for August 25, 2013 and invited the Board members to attend.

Supervisor Jones mentioned the "Legislative Breakfast" committee will be meeting on August 20, 2013 at "A Safe Place" at 8:00 a.m.

Supervisor Jones mentioned that all Ravinia concerts are sold out.

Supervisor Jones thanked Trustee Johnson, Clerk Staben and family for participating in the "North Chicago Community Days" parade and event held on August 03, 2013. She said the Township food booth sales broke even. Trustee Johnson said he enjoyed the fish and fries sold at the Township food booth and the presentation was great.

Supervisor Jones mentioned the Township will be participating in two other parades. She said the "Gurnee Days" is scheduled for August 11, 2013 with kick-off at 12:00 p.m. and the "Zion Jubilee Days" is scheduled for September 02, 2013 with kick-off at 1:00 p.m. and invited the Board to participate.

Supervisor Jones mentioned that there are seats available for the Brazil trip scheduled for April 03-13, 2014.

Supervisor Jones mentioned that the "TOI Educational Conference" is scheduled for November 10-12, 2013 in Springfield. She asked the Board to see Dulce Ortiz for traveling arrangements.

**Highway Commissioner's Report:** None.

**Assessor's Report:** None.

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending July 12, 2013 in the amount of **\$103,120.74**. Motion by Trustee Francis, second by Trustee Willms 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 **\$8,347.68**; Invoices for Eddie Washington Center in the amount of **\$2,962.81**; Invoices for G.A. Fund/Staben House in the amount of **\$1,967.70**; Invoices for Town Fund/Assessor's Office in the amount of **\$10,555.95**; Invoices for Road and Bridge/Highway Department in the amount of **\$2,874.75**; Invoices for Senior Fund/Park Place in the amount of **\$11,319.71**; Invoices for Senior Fund/Gift Shoppe in the amount of **\$282.10**; Invoices for Home Sweet Home in the amount of **\$1,341.89**; Invoices for Fundraisers in the amount of **\$0**. Motion by Trustee Francis, second by Trustee Willms for the approval of G/A Fund/Eddie Washington 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 July 11, 2013 Board Meeting in the amount of **\$74,531.16**. Motion by Trustee Johnson, 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.**



**Emergency Bills:** None.

**Action Items:**

Supervisor Jones requested a motion for the approval of the "Waukegan Township Employee Resignation" of Christine Ortega/Executive Assistant as of August 09, 2013 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 the "Waukegan Township Recommendation Staff Appointment" for Alexis Bell/CDS Bus Driver and Gregory Jones/Home Sweet Home program as of August 12, 2013 as presented. Motion by Trustee McBride, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms. **Nays:** None. **Abstentions:** Supervisor Jones. **Motion carried.**

Supervisor Jones requested a motion for the approval of the "Waukegan Township Employee Termination" for James Bulls/CDS Bus Driver 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 "Waukegan Township Employee Termination" for Ruth Muuru/Case Manager as presented. Motion by Trustee Johnson, 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 of recommendation of the "Waukegan Township Salary Increase" for as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** Trustee Willms. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:**

Trustee Johnson mentioned that the New Hope Missionary Baptist Church will be having their "Back to School Picnic" on August 10, 2013 with activities, food at 12:30 p.m. and distribution of the back packs at 2:00–4:00 p.m. He welcomed the Board and the Staben House families to attend the event. He also thanked the Township for honoring him and Trustee McBride and Trustee Willms as "Men of Distinction".

Trustee McBride mentioned that the North Shore Church of Christ will be having a fun day filled activities, including a petting zoo on August 17, 2013 and invited the Board to attend with their families and friends. Trustee McBride mentioned that his mother's 88<sup>th</sup> birthday will be celebrated at Hamlet Park on August 10, 2013 from 12:00 p.m. and on. He mentioned that the "Men of Distinction" was a top flight event.

Supervisor Jones mentioned that the Township staff did a remarkable job with the "Men of Distinction" arrangements for the event and that the event had a waiting list. The committee will be having the wrap-up meeting on August 12, 2013.

**Comments/Concerns-Trustee:**

There being no further business to come before the Board, Supervisor Jones adjourned the August 08, 2013 meeting at 6:27 p.m.

**PATRICIA JONES, Township Supervisor**

**ROSE M. STABEN, Township Clerk**