

WAUKEGAN TOWNSHIP BOARD MEETING

July 25, 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, July 25, 2013.

The meeting was called to order at 5:06 p.m. by Supervisor Patricia Jones and was followed by the Pledge of Allegiance. Trustee Jeff McBride led the Members in prayer.

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

Supervisor Jones requested a motion to approve the **Agenda for the July 11, 2013** Waukegan Township Board Meeting. Motion by Trustee Willms, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes for the June 11, 2013** Waukegan Township Board Meeting. Motion by Trustee Willms, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of July 18, 2013. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of July 18, 2013

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	261,717.69	300,000. to Money Mkt.
	NorStates Money Market	1,301,025.88	
	Illinois Funds	37,460.95	
	No. Chicago Comm Bank	245,630.51	
Total Town Fund		\$1,845,835.03	
General Assistance Fund	First Midwest Checking	129,552.21	150,000. to Money Mkt.
	First Midwest Bank M/M	175,150.22	
	Illinois Funds	7,122.68	
Total General Assistance		\$311,825.11	
IMRF/FICA Fund	First Midwest Bank	71,360.47	

be missed and will continue to participate with the Township current and future events. Supervisor mentioned that Tara Hooks a former Township employee will replace Deputy Clerk Ortega.

Supervisor Jones distributed the "Men of Distinction" flier, scheduled for August 02, 2013 at 11:30 a.m. to be held at Bonnie Brook Golf Course. She mentioned the keynote speaker will be Joe Aguilar and Allen L. Gordon Jr., who is Deputy Clerk Ortega's father.

Supervisor Jones distributed the "Evoy, Kamschulte, Jacobs & Co. LLP" audit agreement dated, July 17, 2013. She said under Personnel a recommendation will be made for the firm to perform the Township audit for a fee of \$5,800.00.

Supervisor Jones mentioned that under Personnel a recommendation will be made for Attorney John Joanam as Township Attorney from August 2013 to December 2013 for the fee of \$1,800.00 per month.

Supervisor Jones distributed the yearly "Performance Appraisal Review for Non-Exempt Employees" survey. She mentioned that Ana Albarran/Human Resources has conducted the employee reviews and Supervisor Jones will be completing the director's reviews.

Supervisor Jones distributed the "2013 Employee Evaluations and Increases" report for the period of June 2012 to June 2013 with the CPI increase of 1.8% with increases retroactive to March 01, 2013. Also attached was the "Economic News Release" consumer price index summary dated, July 23, 2013.

Supervisor Jones mentioned that the "North Chicago Community Days Parade" is scheduled for August 03, 2013 and the kick off time is 10:00 a.m. on Adams near 12th & 13th Street. The Township will participate with the booth selling fish and fries. Material for the "Walk for Senior's" and "Golf Outing" will be distributed during the parade. She said that Dr. Fred Walker is a sponsor of the "Walk for Senior's" with a \$1,000.00 donation.

Supervisor Jones mentioned the "Ice Cream Social" is scheduled for July 26, 2013 to be held at Park Place at 4:00 p.m. to 7:00 p.m. She said that the ice cream parlor on Genesee will be co-sponsoring the event and invited the Board to attend.

Supervisor Jones mentioned the "Volunteer Appreciation Brunch" is scheduled for July 27, 2013 to be held at the Waukegan Yacht Club at 10:00 a.m. and invited the Board to attend.

Supervisor Jones mentioned that Park Place grounds were vandalized by two men, who were caught via camera and is under investigation. She said the vandals turned over flower pots, bike racks and benches, destroyed the community vegetable garden and grounds of the Park District side.

Supervisor Jones mentioned that the Park Place rentals are booked for the entire year for all Fridays and Saturdays.

the tablets. Supervisor Jones confirmed that it was for the purchase of the new tablets. Trustee Willms questioned Senior Fund page 4, item 8, Mark Stricklin/Anita Baker in the amount of \$100.00. Supervisor Jones responded that it was a refund to Mr. Stricklin for a Ravinia canceled Anita Baker concert at \$50.00 a piece. **Ayes:** Trustee Francis, 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 \$13, 353.50. Motion by Trustee McBride, second by Trustee Willms for the approval of Paid Bills as presented. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
July 11, 2013**

The following is a list of bills that were paid after the board meeting of July 11, 2013, but before the meeting July 25, 2013

Purpose	Payee	Amount
Senior Fund		
7/15/2013	IL Dept of Revenue	\$141.00
	Sales Tax due - Café	
7/17/2013	Celebration River Cruises	\$217.42
	Add'l for more participants	
Total Senior Fund		\$358.42
G/A Fund		
3/29-4/9	General Assistance Client Payments	\$12,425.89
	Payments made on behalf of GA Clients	
Total G/A Fund		\$12,425.89
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
7/17/2013	Percy Johnson	\$199.19
	Seminar/Travel Expense	
7/23/2013	City of North Chicago	\$300.00
	Booth Fee - North Chicago Days	
7/12-7/25	Rebound ReClaim ReEnter client payments	\$70.00
	Clothing, transportation, ID's, Birth Certs.	
Total Town Fund		\$569.19

Total all checks paid prior to board meeting \$13,353.50

Emergency Bills: None.

Trustee Willms asked if the Township published the 07/3013 Prevailing Wage Act public notice and if not when will it be published. Supervisor Jones said it was published in the newspaper.

There being no further business to come before the Board, Supervisor Jones adjourned the July 25, 2013 meeting at 6:38 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk