

# WAUKEGAN TOWNSHIP BOARD MEETING

## March 13, 2014

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 13, 2014.

The meeting was called to order at 5:00 p.m. by Senior Trustee Katherine Rothwell-Francis and was followed by the Pledge of Allegiance. Trustee Percy L. Johnson led the Members in prayer.

**ROLL CALL:** Trustee Katherine Rothwell-Francis, Trustee Percy L. Johnson, Trustee Jeff McBride, Trustee Charles “Chuck” Willms, Clerk Rose M. Staben, Assessor Mark Stricklin, Highway Commissioner Mike Hewitt. **Also Present:** Attorney Torrie M. Newsome and Tammy Springs/Supervisor Assistant/Deputy Clerk. **Excused:** Supervisor Patricia Jones.

Senior Trustee Francis requested a motion to be appointed to preside the Waukegan Township Board Meeting of March 13, 2014. Motion by Trustee McBride, second by Trustee Willms. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

Senior Trustee Francis requested a motion to approve the **Agenda for the March 13, 2014** Waukegan Township Board Meeting as presented. Motion by Trustee Willms, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

Senior Trustee Francis requested a motion to approve the **Minutes for the February 27, 2014** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee McBride. **Discussion:** Trustee Willms made a correction on page 6 paragraph 2, it says \$50.00 per hour for Patrick J. Morris, should say \$55.00 per hour. Clerk Staben mentioned that the same correction should be made on page 3 paragraphs 6. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

Senior Trustee Francis requested a motion to approve the **Cash-on-Hand** as of **March 07, 2014** as presented. Motion by Trustee Johnson, second by Trustee Willms. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
as of March 21, 2014

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	224,725.72	
	NorStates Money Market	974,065.24	
	Illinois Funds	37,464.56	
	No. Chicago Comm Bank	245,815.23	

<b>Total Town Fund</b>		<b>\$1,482,070.75</b>
General Assistance Fund	First Midwest Checking	225,531.20
	First Midwest Bank M/M	363,770.30
	Illinois Funds	7,123.34
<b>Total General Assistance</b>		<b>\$596,424.84</b>
IMRF/FICA Fund	First Midwest Bank	190,830.34
	First Midwest Bank M/M	25,518.79
	Illinois Funds	163,006.32
<b>Total IMRF/FICA Fund</b>		<b>\$379,355.45</b>
Senior Fund	NorStates Financial	119,937.67
	NorStates Money Market	123,605.64
	First Midwest Money Market	34,997.74
	Illinois Funds	14,013.19
<b>Total Senior Fund</b>		<b>\$292,554.24</b>
		<b>2,750,405.28</b>
Road & Bridge	NorStates Financial	52,848.54
<b>Total Road &amp; Bridge</b>		<b>\$52,848.54</b>

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the states fiscal year of 7/1/13-6/30/14 we received a total of \$224,953.90 for Town and \$67,001.34 for R & B

Town RE Tax -

**Total received FY 2014** **\$1,259,099.47**

GA RE Taxes -

**Total received FY 2014** **\$773,101.83**

IMRF/FICA RE Taxes -

**Total received FY 2014** **\$239,812.50**

SEN'R RE Taxes -

**Total received FY 2014** **\$1,082,007.16**

R&B RE Taxes -

**Total received FY 2014** **\$157,192.64**

Other Payments Rec'd

**Supervisor's Report:**

Senior Trustee Francis asked Assessor Stricklin to address the Board with regards to the Assessor's new vehicle. Assessor Stricklin said he will need a Corporate Resolution for the purchase of the work vehicle for the KIA dealership in the amount of \$16,837.80. Also a document will be needed giving him authorization to sign the dealership documents for the purchase. Assessor Stricklin thanked the Board for the work vehicle and said he will bring the vehicle to the next Board meeting to show.

Senior Trustee Francis mentioned that the Township "TOPICS Day" in Springfield is scheduled for April 30, 2014. She asked Board members that are interested in attending to see Mrs. Springs for arrangements.

Senior Trustee Francis mentioned that the "Women's History Month" luncheon is scheduled for March 21, 2014 to be held at the Ramada Inn. She invited the Board to attend.

Senior Trustee Francis mentioned that the "Eddie Washington Center" graduation is scheduled for March 22, 2014 to be held at the Park Place from 11:00 a.m. to 1:00 p.m. and invited the Board to attend this celebration and enjoy the great program.

Senior Trustee Francis mentioned that the "HBCU College Tour" will have its pep rally on March 22, 2014 from 2:00-3:00 p.m. and invited the Board to attend the send off for the March 21-28, 2014 college tour.

Senior Trustee Francis mentioned that the "Meet Your Leaders" is scheduled for March 19, 2014 to be held at Park Place from 10:00-11:00 a.m. She said the guest speakers will be North Chicago Chiefs of Police Wayne Walles and James Jackson and she invited the Board to attend.

Senior Trustee Francis mentioned that the "Staben House Advisory Council" held its monthly meeting on March 12, 2014. She said the new officers were elected for the New Year. Also mentioned that volunteers are needed for different activities and welcomed the Board to participate.

Senior Trustee Francis mentioned that the "Waukegan Wire Works Reunion" is scheduled for April 25, 2014 to be held at Park Place. Trustee Willms said he is a member of the Steel Workers Retiree Club.

#### **Highway Commissioner's Report:**

Commissioner Hewitt presented his annual report. He distributed the "2014 Highway Department Equipment List" and general ledger packet with debits/credits balances and reviewed some of the recent purchases. He said the department has been very busy with the snow days.

**Assessor's Report:** None.

**Executive Session:** None.

### **Action on Payroll:**

Senior Trustee Francis requested a motion for the approval of **agenda item #13**, Payroll period ending March 07, 2014 in the amount of **\$88,195.63**. Motion by Trustee Willms, second by Trustee Johnson for the approval of payroll. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

### **Action on Invoices:**

Senior Trustee Francis requested a motion for the approval of **agenda item #14**, approval of the following invoices: Invoices for Town Fund in the amount of **\$25,023.05**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$9,303.35**; Invoices for G/A Fund/Staben House in the amount of **\$2,578.54**; Invoices for Town Fund/Assessor's Office in the amount of **\$9,327.91**; Invoices for Road and Bridge/Highway Department the amount of **\$19,269.17**; Senior Fund/Park Place in the amount of **\$8,196.89**; Senior Fund/Gift Shoppe in the amount of **\$333.59**; Invoices for Home Sweet Home in the amount of **\$2,471.11**; Invoices for Fundraisers in the amount of **\$0**. Motion by Trustee Willms, second by Trustee McBride for the approval of submitted invoices. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

### **Action on Paid Bills:**

Senior Trustee Francis requested a motion for the approval of **agenda item #15**, Paid Bills submitted after February 13, 2014 Board Meeting in the amount of **\$88,195.63**. Motion by Trustee Willms, second by Trustee Johnson for the approval of Paid Bills as presented. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

**Emergency Bills:** None.

### **Action Items:**

Senior Trustee Francis requested a motion for the approval of the Resolution for Assessor's office KIA vehicle purchase for 59 payments at \$280.63 per month for a total price of \$16,837.80 as presented. Motion by Trustee Johnson, second by Trustee Willms. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

Senior Trustee Francis requested a motion for the approval of the Documents to authorize Assessor Stricklin to sign for the purchase of the Assessor's office KIA vehicle as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:**

Trustee Johnson mentioned that the “North Shore Baptist Ministers Alliance” will have their annual tri-city revival March 16-21, 2014 at 7:00 p.m. each day. He invited the Board to attend the events to be held at the “Greater Faith Baptist Church” at 565 Powell Avenue in Waukegan.

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

**Adjournment:**

There being no further business to come before the Board, Senior Trustee Francis adjourned the March 13, 2014 meeting at 5:25 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**