

WAUKEGAN TOWNSHIP BOARD MEETING

JULY 10, 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 July 10, 2014.

The meeting was called to order at 5:00 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, Trustee Percy L. Johnson, Trustee Jeff McBride, Trustee Charles "Chuck" Willms, Clerk Rose M. Staben, Assessor Mark Stricklin and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome, Tami Springs/Supervisor Assistant/Deputy Clerk and Dulce Ortiz/Human Resources Manager. **Absent:** Highway Commissioner Mike Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **July 10, 2014** Waukegan Township Board Meeting as presented. Motion by Trustee Willms, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **June 26, 2014** Waukegan Township Board Meeting 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 to approve the **Cash-on-Hand** as of **July 03, 2014** as presented. Motion by Trustee Francis, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of July 3, 2014

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	494,967.60	
	NorStates Money Market	924,279.31	
	Illinois Funds	37,466.65	
	No. Chicago Comm Bank	245,879.35	
Total Town Fund		\$1,702,592.91	
General Assistance Fund	First Midwest Checking	230,338.28	
	First Midwest Bank M/M	278,097.08	
	Illinois Funds	7,123.72	
Total General Assistance		\$515,559.08	
IMRF/FICA Fund	First Midwest Bank	206,065.57	
	First Midwest Bank M/M	25,527.00	
	Illinois Funds	163,016.92	

Total IMRF/FICA Fund		\$394,609.49
Senior Fund	NorStates Financial	423,415.09
	NorStates Money Market	16,079.79
	First Midwest Money Market	42,161.67
	Illinois Funds	14,013.95
Total Senior Fund		\$495,670.50
		3,108,431.98
Road & Bridge	NorStates Financial	117,883.92
Total Road & Bridge		\$117,883.92

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 \$572,730.20 for Town and \$170,584.67 for R & B

Town RE Tax - 6/26 \$421,598.24
Total received FY 2014/2015 \$421,598.24

GA RE Taxes - 6/26 \$241,164.11
Total received FY 2014/2015 \$241,164.11

IMRF/FICA RE Taxes - 6/26 \$79,205.86
Total received FY 2014/2015 \$79,205.86

SEN'R RE Taxes - 6/26 \$361,746.18
Total received FY 2014/2015 \$361,746.18

R&B RE Taxes - 6/26 \$47,808.20
Total received FY2014/2015 \$47,808.20

Other Payments Rec'd

Citizen Participation:

Sameia Charity, P .O. Box 834 of Zion. Ms. Charity said she is the Director of the Elite Striders Drill Team (recently the Jazz Stepper) for boys and girls in the ages of 5 to 19 years old. She said the team is for children from the Waukegan, North Chicago, Zion, Beach Park and Gurnee areas. The drill team will be participating in a competition and she is seeking financial support for the event.

Supervisor's Report:

Supervisor Jones distributed the "FY 2014 Outside Agency & Investing in our Future Funding Requests" form for March 01, 2014 thru February 28, 2014.

She mentioned that the North Shore Church of Christ is seeking funds for their Youth Summit and she recommended an amount of \$1,500.00. She also recommended that the Elite Striders be supported for the cost of their hotel stay in the amount of \$1,000.00 for their competition event.

Supervisor Jones distributed the flier for "Illinois State Fairgrounds" scheduled for August 09, 2014 and the "DuQuion State Fairgrounds" events scheduled for August 23, 2014. She asked the Board members interested in attending see Deputy Clerk Springs for arrangements.

Supervisor Jones distributed the "Township Officials of Illinois Annual Educational Conference" registration form, event scheduled for November 09-11, 2014. She asked the Board members interested in attending see Deputy Clerk Springs for arrangements.

Supervisor Jones distributed the "North Chicago Community Days" flier scheduled for August 01-03, 2014. She said the Township will be participating in the parade and as a food vender.

Supervisor Jones distributed 2012 Board minutes regarding the "Salaries of Elected Officials" recommended by the "2012 Salary Review Committee", "Supervisor's Auto Lease Information" listing lease payments from 2005-2009 and 2009-2013 and the motion for the "Salary & Compensation of Elected Officials for 2013-2017".

Highway Commissioner's Report: None.

Assessor's Report: None.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 5:27 p.m. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 6:32 p.m. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **June 27, 2014** in the amount of **\$99,012.07** 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.**

Action on Invoices:

Supervisor Jones requested a motion for the approval of **agenda item #14**, approval of the following invoices for bills submitted for the **July 10, 2014**: Invoices for Town Fund in the amount of **\$10,792.33**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,961.77**; Invoices for G/A Fund/Staben House in the amount of **\$1,670.08**; Invoices for Town Fund/Assessor’s Office in the amount of **\$2,218.94**; Invoices for Road and Bridge/Highway Department the amount of **\$2,933.05**; Senior Fund/Park Place in the amount of **\$8,826.56**; Senior Fund/Gift Shoppe in the amount of **\$19.36**; Invoices for Home Sweet Home in the amount of **\$5,749.72**; Invoices for Fundraisers in the amount of **\$0** as presented. Motion by Trustee Francis, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Action on Paid Bills:

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after **June 28, 2014** Board Meeting in the amount of **\$39,582.81** as presented. Motion by Trustee Francis, second by Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
July 10, 2014**

The following is a list of bills that were paid after the board meeting of June 28, 2014, but before the meeting July 10, 2014

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
6/28-7/10/14	General Assistance Client Payments	\$7,741.80
	Payments made on behalf of GA Clients	
Total G/A Fund		\$7,741.80
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
7/3/2014	Health Insurance All Vendors	\$31,681.01
	July Health Insurance	
6/28-7/10/14	Client Payments for RRR	\$160.00
	Transportation	

Total Town Fund	\$31,841.01
Total all checks paid prior to board meeting	\$39,582.81

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the North Shore Church of Christ, Youth Summit in the amount of \$1,500.00 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 Elite Striders in the amount of \$1,000.00 or less for hotel cost 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 Employee Termination” of Ericka Sumner/General Assistance Program, as of August 22, 2014 as presented. Motion by Trustee Willms, 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 Recommendation for Staff Appointment” of Jennifer Salazar/Program Coordinator at a salary range of \$35,000 to \$43,000 yearly full-time, with a starting salary of \$38,000 and starting date of August 04, 2014 as presented. Motion by Trustee Francis, 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 the “Employee Salary Increases” as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** Trustee Willms. **Motion carried.**

Old Business: None.

New Business: None.

Announcements:

Trustee Johnson mentioned the New Hope Missionary Baptist Church will be celebrating its 73rd anniversary on July 20 and July 27, 2014 at 3:30 p.m. Trustee Johnson invited the Board members to attend.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the July 10, 2014 meeting at 6:35 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk