

WAUKEGAN TOWNSHIP BOARD MEETING

NOVEMBER 24, 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 November 24, 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 Jeff McBride led the Members in prayer.

ROLL CALL: Trustee Katherine Rothwell-Francis, Jeff McBride, Clerk Rose M. Staben, and Supervisor Patricia Jones. **Also Present:** Tami Springs/Supervisor Assistant/Deputy Clerk, Nancy Netherton/Financial Manager and Dulce Ortiz/Human Resources. **Excused:** Trustee Percy L. Johnson, Trustee Charles "Chuck" Willms, Highway Commissioner Mike Hewitt and Attorney Torrie M. Newsome. **Absent:** Assessor Mark Stricklin.

Supervisor Jones requested a motion to approve the **Agenda** for the **November 24, 2014** Waukegan Township Board Meeting as presented. Motion by Trustee Francis second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **November 13, 2014** Waukegan Township Board Meeting as presented. Motion by Trustee Francis second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of **November 20, 2014** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of November 20, 2014

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	444,685.01	
	NorStates Money Market	1,142,245.68	
	Illinois Funds	37,468.70	
	No. Chicago Com. Bank	245,962.36	
Total Town Fund		\$1,870,361.75	
General Assistance Fund	First Midwest Checking	335,858.93	
	First Midwest Bank M/M	653,988.66	
	Illinois Funds	7,124.09	
Total General Assistance		\$996,971.68	
IMRF/FICA Fund	First Midwest Bank	73,313.26	

	First Midwest Bank M/M	157,544.67
	Illinois Funds	163,025.89
Total IMRF/FICA Fund		\$393,883.82
Senior Fund	NorStates Financial	245,548.01
	NorStates Money Market	258,213.67
	First Midwest Money Market	24,999.00
	Illinois Funds	14,014.70
Total Senior Fund		\$542,775.38
		3,803,992.63
Road & Bridge	NorStates Financial	181,319.68
Total Road & Bridge		\$181,319.68

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the state's fiscal year of 07/01/14 - 06/30/15 we received a total of

\$105,464.53 for Town and \$31,412.05 for R & B

Town RE Tax - 11/13/14	\$9,315.70
Total received FY 2014/2015	\$1,321,759.14

GA RE Taxes - 11/13/14	\$4,492.68
Total received FY 2014/2015	\$637,444.12

IMRF/FICA RE Taxes - 11/13/14	\$1,475.54
Total received FY 2014/2015	\$264,009.35

SEN'R RE Taxes - 11/13/14	\$6,739.02
Total received FY 2014/2015	\$1,034,522.29

R&B RE Taxes - 11/13/14	\$1,050.55
Total received FY2014/2015	\$149,132.40

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones thanked Senior Trustee Francis for presiding the November 13, 2014 Board meeting. She welcomed the Board back from their TOI Springfield educational conference.

Supervisor Jones asked Dulce Ortiz/Human Resources to address the Board regarding the Blue Cross/Blue Shield Health Insurance verses Aetna Health Insurance. Ms. Ortiz presented the Board with a power point comparison of the insurance benefits. She said an employee health plan survey was conducted

resulting in favor of BC/BS. The Township has had an overall good 15 year relationship with BC/BS and therefore the BC/BS insurance will remain the Township health insurance with its minimum premium increases. Supervisor Jones asked Nancy Netherton/Financial Manager if the budget can carry the insurance increases. Mrs. Netherton said the insurance is covered till February 2015 and following year figures will be considered into the budget.

Supervisor Jones asked Mrs. Netherton to address the Board regarding the tax levy. Mrs. Netherton distributed a chart showing three assessed valuation comparison scenarios and a "Levy History – 2013 to 2010. She reviewed the 3 scenarios for the Township office, General Assistance, Senior, IMRF/FICA and the Highway Department. She said the 2nd scenario would be more reasonable which would make up the loss in the levy from GA and Senior funds. Supervisor Jones recommended the 2nd scenario.

Mrs. Netherton left the Board meeting at 5:35 p.m.

Supervisor Jones mentioned that the "Thanksgiving Turkey Basket Giveaway" will be held on November 25, 2014 at the Township office from 2:00 to 4:00 p.m. She said 100 baskets will be given at this annual giveaway.

Supervisor Jones distributed the "Home for the Holidays" flier/forms. She said the event is scheduled for December 05, 2014 to be held at the Milan Banquet Hall from 6:00 pm to 12:00 a.m. She said tickets are available, ½ or full page ads can be purchased and sponsorships are welcomed.

Supervisor Jones mentioned that the HBCU fundraiser is scheduled for February 03, 2015 with a ribbon cutting for the new name "The Artis Yancey Historically Black Colleges & Universities Tour." She said Secretary of State Jesse White will be the keynote speaker for the event.

Supervisor Jones mentioned the "Employee Recognition/ Holiday Gathering" is scheduled for December 12, 2014 to be held at Park Place.

Supervisor Jones mentioned that the Township trucks have been ordered and will be delivered by the following week.

Highway Commissioner's Report: None.

Assessor's Report: None.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **November 14, 2014** in the amount of **\$89,340.37** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, 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 **November 24, 2014**: Invoices for Town Fund in the amount of **\$10,117.65**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$4,228.70**; Invoices for G/A Fund/Staben House in the amount of **\$3,199.70**; Invoices for Town Fund/Assessor’s Office in the amount of **\$8,831.62**; Invoices for Road and Bridge/Highway Department the amount of **\$9,250.85**; Senior Fund/Park Place in the amount of **\$5,848.48**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$559.83**; Invoices for Fundraisers in the amount of **\$150.00** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, 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 **November 13, 2014** Board Meeting in the amount of **\$52,015.89** as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
November 24, 2014**

The following is a list of bills that were paid after the board meeting of November 13, 2014, but before the meeting November 24, 2014

Purpose	Payee	Amount
Senior Fund		
11/19/2014	Waukegan Township General Town Fund Health Insurance - PP & HSH	\$7,440.00
Total Senior Fund		\$7,440.00
G/A Fund		
11/14 - 11/24/2014	General Assistance Client Payments Payments made on behalf of GA Clients	\$3,629.82
11/19/2014	Waukegan Township General Town Fund 3rd qtr unemployment GA, SH, EWC	5,263.16
Total G/A Fund		\$8,892.98
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
11/17/2014	Health Insurance - All Vendors November Health Insurance -	\$32,844.31
11/19/2014	Waukegan Township General Town Fund	\$2,758.60

Health Insurance - Assessor	
11/15 - 11/24/14	RRR Clients \$80.00
Transportation	
Total Town Fund	\$35,682.91

Total all checks paid prior to board meeting \$52,015.89

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of “Personnel Recommendation Form” of Sydney Boone/Administrative Assistant, effective December 01, 2014 for part-time at \$13.00 per hour as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the “Health Insurance Renewal” with carrier BC/BS in the sum of \$359,092.20 as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the “Property & Casualty Insurance Renewal” ICMRT amount \$59,343.00 and IRPF amount \$42,287.00 a sum of \$101,630.00 as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Old Business: None.

New Business: None.

Announcements: None.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the November 24, 2014 meeting at 6:13 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk