

WAUKEGAN TOWNSHIP BOARD MEETING

DECEMBER 22, 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 December 22, 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 Katherine Rothwell-Francis 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, and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome and Tami Springs/Supervisor's Assistant/Deputy Clerk. **Excused:** Assessor Mark Stricklin. **Absent:** Highway Commissioner Mike Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **December 22, 2014** Waukegan Township Board Meeting 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 to approve the **Minutes** for the **December 11, 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 **December 08, 2014** 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.**

Waukegan Township Cash-on-Hand Report
as of December 18, 2014

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	275,619.25	
	NorStates Money Market	1,142,245.68	
	Illinois Funds	37,468.70	
	No. Chicago Comm Bank	245,962.36	
Total Town Fund		\$1,701,295.99	
General Assistance Fund	First Midwest Checking	239,763.39	
	First Midwest Bank M/M	653,988.66	
	Illinois Funds	7,124.09	
Total General Assistance		\$900,876.14	
IMRF/FICA Fund	First Midwest Bank	40,916.28	
	First Midwest Bank M/M	157,544.67	
	Illinois Funds	163,025.89	

Total IMRF/FICA Fund		\$361,486.84
Senior Fund	NorStates Financial	203,038.47
	NorStates Money Market	258,213.67
	First Midwest Money Market	24,999.00
	Illinois Funds	35,901.70
Total Senior Fund		\$522,152.84
		3,485,811.81
Road & Bridge	NorStates Financial	160,406.62
Total Road & Bridge		\$160,406.62

PPRT Taxes Received since last report - December 10, 2014

Town - \$ 25,122.57

R&B - \$ 7,482.63

For the states fiscal year of (July 1 - June 30, 2015) we have received a total of for Town \$224,968.99 and for R & B \$67,005.88

Town RE Tax - 12/11/14	\$24,001.03
Total received FY 2014/2015	\$1,345,760.17

GA RE Taxes - 12/11/14	\$11,574.96
Total received FY 2014/2015	\$649,019.08

IMRF/FICA RE Taxes - 12/11/14	\$3,801.58
Total received FY 2014/2015	\$238,019.76

SEN'R RE Taxes - 12/11/14	\$17,362.45
Total received FY 2014/2015	\$1,051,884.74

R&B RE Taxes - 11/13/14	\$2,705.56
Total received FY2014/2015	\$151,835.26

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones mentioned that Trustee Johnson was re-elected for District Trustee Director 2 year term for TOI.

Supervisor Jones distributed the TOI "Executive Director" newsletter from Bryan Smith, dated December 2014.

Supervisor Jones mentioned that Trustee McBride will be appointed as Lake County Trustee Official. Trustee McBride said he will be attending his first meeting on January 07, 2015.

Supervisor Jones mentioned that “Employee Recognition & Holiday Celebration” went well. She said Tami Springs/Supervisor’s Assistant was voted as Employee of the Year. Nancy Netherton/Financial Manager voted as Team Player and Johnnie Jenkins/Employment Specialist as Most Spirited employee of the year, all voted by the staff.

Supervisor Jones mentioned that Legat Architects first and second phase for preparing bid documents for the exterior up-grades of 149 S. Genesee Township building will be in the amount of \$5,000.00.

Supervisor Jones mentioned the Township calendar is completed and pointed out that the “Martin Luther King Jr. Dreamers’ Breakfast” is scheduled on the same day as the actual holiday. She said tables are available for \$300.00 seating 10 people.

Supervisor Jones mentioned that the “Artis Yancey HBCU Tour” ribbon cutting/fundraiser is scheduled for February 03, 2015 to be held at the Yacht Club.

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 5:14 p.m. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 5:43 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **December 12, 2014** in the amount of **\$87,234.50** 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.**

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 **December 22, 2014**: Invoices for Town Fund in the amount of **\$12,708.18**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,618.10**; Invoices for G/A Fund/Staben House in the amount of **\$1,720.21**; Invoices for Town Fund/Assessor’s Office in the amount of **\$3,196.05**; Invoices for Road and Bridge/Highway Department the amount of **\$12,735.81**; Senior Fund/Park Place in the amount of **\$6,319.85**; Senior Fund/Gift Shoppe in the amount of **\$356.95**; Invoices for Home Sweet Home in the amount of **\$444.11**; 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 **December 11, 2014** Board Meeting in the amount of **\$63,456.89** as presented. Motion by Trustee Johnson, second by Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
December 22, 2014**

The following is a list of bills that were paid after the board meeting of December 11, 2014, but before the meeting December 22, 2014

Purpose	Payee	Amount
Senior Fund		
12/17/2014	Curtis Pierre	\$275.00
Entertainment for senior holiday gatherings		
12/17/2014	Lula Banks	\$100.00
Deposit refund - room rental		
12/19/2014	Mayflower Tours	\$1,920.00
Deposit for Myrtle Beach Trip		
12/18/2014	Waukegan Township General Fund	\$8,186.16
December Health Insurance/PP & HSH		
12/19/2014	Melvin Bobo	\$100.00
Facilitator - Shopping event		
Total Senior Fund		\$10,581.16
G/A Fund		
12/11-12/22	General Assistance Client Payments	\$4,412.00
Payments made on behalf of GA Clients		
12/18/2014	Waukegan Township General Fund	\$6,568.35
December Health Insurance/EWC & SH		
Total G/A Fund		\$10,980.35
R & B Fund		
12/18/2014	Cities of Waukegan, North Chicago & Park City	\$3,717.37
December PPRT Payments		
Total R & B Fund		\$3,717.37
Town Fund		
12/18/2014	Health Insurance - All vendors	\$33,909.56
December premiums		
12/18/2014	Waukegan Township General Fund	\$3,058.38
Ass'r portion of Health insurance		

12/15/2014	Antonio Rodriguez	\$500.00
	2014 Scholarship recipient	
12/18/2014	Petty Cash	\$210.07
	Petty cash reimbursement	
12/17/2014	North Shore Baptist Minister's Alliance	\$500.00
	MLK Event	
Total Town Fund		\$38,178.01
Total all checks paid prior to board meeting		\$63,456.89

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the Legat Architect payment in the amount of \$5,000.00 for plans/drawings/bids and schematics for the 149 S. Genesee exterior up-grades 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.**

New Business: None.

Old Business: None.

New Business: None.

Announcements:

Trustee Francis mentioned that Gideon Missionary Baptist Church will be having their Christmas service celebration at 8:00 p.m. and their New Year service celebration from 10:00 p.m. to midnight.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the December 22, 2014 meeting at 5:49 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk