

# WAUKEGAN TOWNSHIP BOARD MEETING

## March 27, 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 27, 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 Dulce Ortiz/Human Resources. **Excused:** Assessor Mark Stricklin.

Supervisor Jones requested a motion to approve the **Agenda for the March 27, 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 **Minutes for the March 13, 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 **Cash-on-Hand** as of **March 21, 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 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**

Highway Commissioner Mike Hewitt entered the Board meeting at 5:47 p.m.

**Citizen Participation:** None.

**Supervisor's Report:**

Supervisor Jones mentioned that the "HBCU College Tour" pep rally went well with the Waukegan police officers and the fire department escorting the 20 students to the main road. She said the tour is going well including the activities. She invited the Board members to attend the return of the students on March 28, 2014 at Park Place for 8:00 p.m. She said donations are still coming in and t-shirts are on sale in the Park Place gift shop for \$25.00 with the proceeds going to support the tour.

Supervisor Jones mentioned that the late Artis Yancey should be remembered for his service to the community and his support in education. She said naming the "HBCU College Tour" as "The Artis Yancey Historically Black Colleges & Universities College Tour" would be an honorable way to remember Artis Yancey. Trustee McBride said Mr. Yancey was supportive of the college tour from the first tour.

Supervisor Jones mentioned that the "TOPICS Day" is scheduled for April 30, 2014. She asked the Board members who are interested in going to see Deputy Clerk Springs for arrangements.

Supervisor Jones mentioned that the grant for "DHS" was submitted on March 19, 2014 for the "EWC". She thanked State Representative for her ongoing grant support for the "EWC".

Supervisor Jones mentioned that the "Annual Town Meeting" is scheduled for Tuesday April 08, 2014 at 5:00 p.m. to be held at Park Place. She said therefore the regular Waukegan Township Board meeting for Thursday April 10, 2014 will not be held. She said a notice will be sent to the press announcing the "Annual Town Meeting".

Supervisor Jones mentioned that the Township will be posting a "No Concealed Weapon" sign in the various facilities. She asked Attorney Newsome to expound on the law of concealed. Attorney Newsome distributed "Firearm Concealed Carry Act" packet. He said the law went into effect as of July 09, 2013 allowing licensed citizens to carry a concealed weapon, he said that the Township/local government units prohibit concealed firearm, he discussed several insurance issues, showed a sample of the required sign and provided a list of resources.

Trustee McBride left the Board meeting at 6:04 p.m.

Supervisor Jones thanked Trustee McBride, Trustee Willms and Clerk Staben for attending the "EWC" graduation held on March 22, 2014. Supervisor Jones distributed the event program. Trustee Willms said the program was good and there were many good speakers. Clerk Staben said it was a historical event with Chief Judge Phillips, State Attorney Mike Nerhiem other dignitaries and an audience all present to up lift the graduates. Supervisor Jones said she has a working relationship with the Chief Judge Phillip via drug court/referrals. She mentioned volunteers Mr. and Mrs. Cartwright and their continued support to the "EWC". Trustee McBride said it is great to have dignitaries present to congratulate the graduates. Trustee Johnson said it is wonderful to have so much support and resources available to them.

Trustee McBride returned to the Board meeting at 6:06 p.m.

Supervisor Jones distributed the "Walk for seniors" pledge flier featuring a walking shoe. She said the event is scheduled for September 13, 2014.

Supervisor Jones mentioned that new computer classes will start for \$5.00 per session. She said there is a great interest for advance programs/options and may offer one-on-one sessions.

Supervisor Jones mentioned that the "Meet Your Leaders" is scheduled for April 16, 2014. She said the guest speaker will be Secretary of State Jesse White.

Supervisor Jones mentioned that Bill Rydale of Consumer Credit Union donated \$610.00 to Park Place in memory of his mother. She said a thank you note will be sent to Mr. Rydale on behalf of the Board and the Township will find a way to remember his mother.

Supervisor Jones mentioned the "Women's History Month" luncheon held on March 21, 2014 and distributed the program. She thanked Trustee Francis, Trustee McBride and Clerk Staben for attending. She said that thank you letters were received from several of the honorees.

Supervisor Jones mentioned that the upcoming trips are filling up fast and encouraged the Board members to reserve a spot. She said the Mount Rushmore trip currently has 30 participants leaving only 3 spots open and the December cruise list is filling up fast.

Supervisor Jones mentioned that the "HSH" program will stop providing the service if the applicant is no longer living at the address listed on the application.

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

Commissioner Hewitt mentioned that there are two Bills on the table, one for mileage for 15 miles and under and the other for subdivision maintenance. He said he was concerned about the lawn bags no requiring a fee for pick-up, he says that residence will more likely dump their lawn bags on the side of the roads to avoid the new cost.

**Assessor's Report:** None.

#### **Executive Session:**

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILSC 120/2 (C1) at 5:04 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 March 07, 2014 in the amount of \$86,513.02. Motion by Trustee Johnson, second by Trustee Willms for the approval of payroll. **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: Invoices for Town Fund in the amount of **\$10,724.96**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$10,586.41**; Invoices for G/A Fund/Staben House in the amount of **\$3,053.69**; Invoices for Town Fund/Assessor’s Office in the amount of **\$2,082.81**; Invoices for Road and Bridge/Highway Department the amount of **\$2,559.86**; Senior Fund/Park Place in the amount of **\$16,110.62**; Senior Fund/Gift Shoppe in the amount of **\$65.13**; Invoices for Home Sweet Home in the amount of **\$3,852.59**; Invoices for Fundraisers in the amount of **\$0**. Motion by Trustee Francis, second by Trustee Johnson for the approval of submitted invoices. **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 March 13, 2014 Board Meeting in the amount of **\$39,225.93**. Motion by Trustee Francis, second by Trustee McBride for the approval of Paid Bills as presented. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
March 27, 2014**

The following is a list of bills that were paid after the board meeting of March 13, 2014, but before the meeting March 27, 2014

Purpose	Payee	Amount
<b>Senior Fund</b>		
<b>Total Senior Fund</b>		<b>\$0.00</b>
<b>G/A Fund</b>		
3/15-3/27	<b>General Assistance Client Payments</b>	\$6,365.96
	Payments made on behalf of GA Clients	
<b>Total G/A Fund</b>		<b>\$6,365.96</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
3/20/2014	<b>Blue Cross Blue Shield</b>	\$29,318.30
	Health Ins for all covered Township staff & EO	
3/20/2014	<b>Guardian Life</b>	\$3,461.67
	Life & Dental Ins for all covered Township staff & EO	
3/15/3/27	<b>Client Payments RRR Program</b>	\$80.00
	Transportation for RRR clients (3)	

<b>Total Town Fund</b>	<b>\$32,859.97</b>
Total all checks paid prior to board meeting	\$39,225.93

**Emergency Bills:** None.

**Action Items:** None.

**Old Business:** None.

**New Business:** None.

**Announcements:**

Trustee McBride said many slots machines are being placed throughout the city and now Bingo is second nature. Supervisor Jones said she would like feedback from the Board regarding Bingo on Sunday's at Park Place.

**Comments/Concerns-Trustees:**

Trustee Willms said he made several request for an up-date of the grant list. He said he would like a grant list for the last and current fiscal year and would appreciate an up-date, at least, every three months. Supervisor Jones said she will see to it that he gets the grant list.

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones adjourned the March 27, 2014 meeting at 6:30 p.m.

\_\_\_\_\_  
**PATRICIA JONES, Township Supervisor**

\_\_\_\_\_  
**ROSE M. STABEN, Township Clerk**