

WAUKEGAN TOWNSHIP BOARD MEETING

APRIL 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 April 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 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:** Trustee Katherine Rothwell-Francis and Highway Commissioner Mike Hewitt.

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

Supervisor Jones requested a motion to approve the **Minutes** for the **April 08, 2014** Waukegan Township Board Meeting as presented. Motion by Trustee Willms, second by Trustee McBride. **Ayes:** 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 **April 20, 2014** as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of May 5, 2014

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	59,785.20	50000 to checking
	NorStates Money Market	924,199.96	
	Illinois Funds	37,465.89	
	No. Chicago Comm Bank	245,847.02	
Total Town Fund		\$1,267,298.07	
General Assistance Fund	First Midwest Checking	39,495.70	
	First Midwest Bank M/M	338,098.69	
	Illinois Funds	7,123.58	
Total General Assistance		\$384,717.97	
IMRF/FICA Fund	First Midwest Bank	180,017.68	

	First Midwest Bank M/M	25,523.65	
	Illinois Funds	163,013.56	
Total IMRF/FICA Fund		\$368,554.89	
Senior Fund	NorStates Financial	10,105.14	
	NorStates Money Market	36,475.96	40000 to checking
	First Midwest Money Market	57,154.15	15000 to taxi
	Illinois Funds	14,013.19	
Total Senior Fund		\$117,748.44	
		2,138,319.37	
Road & Bridge	NorStates Financial	48,186.87	
Total Road & Bridge		\$48,186.87	

PPRT Taxes Received since last report -

Town - \$ 128,058.81

R&B - \$ 38,141.64

For the states fiscal year of 7/1/13-6/30/14 we received a total of \$478,216.96 for Town and \$142,434.40 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

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones thanked veterans Trustee Johnson, Trustee Willms and Assessor Mark Stricklin for serving our country.

Supervisor Jones mentioned that Johnnie Jenkins/Employment Specialist has represented the Township with the "Coalition to Reduce Recidivism" she and others have formed a community job fair for June 06, 2014 from 10:00 a.m. to 2:00 p.m. The "CeaseFire" will also be present and asked for ideas how to reach out to stop the violence. Trustee McBride said positive role models are needed. Trustee Johnson said mentoring programs can reach some children. Supervisor Jones said with the

HBCU tour the Township has encouraged 20 students to look towards going to college. She said the funds collected for the tour was \$8,630.00.

Supervisor Jones distributed the “FY 2013 Outside Agency Funding Request” list for March 01, 2013 thru February 28, 2014. She reviewed the current 2014 request.

Supervisor Jones mentioned that Park Place “Corner Gift Shoppe” will be selling flowers for “Mother’s Day” on May 09-10, 2014.

Supervisor Jones mentioned that the “Walk for Senior” kick-off is scheduled for May 14, 2014 to be held at Park Place at 10:00 a.m. Trustee Johnson asked if the churches will be contacted for the walk kick-off. Supervisor Jones said a letter will be sent to the participants and the faith community.

Supervisor Jones mentioned the “Home Sweet Home” lawn maintenance season begins on May 26, 2014. She said the City of Waukegan CDBG has presented the program a grant in the amount of \$10,500.00. She said the City of North Chicago will be unable to grant the program this year.

Supervisor Jones mentioned that the “Spring Health & Wellness Fair” is scheduled for May 31, 2014 to be held at Park Place from 9:00 a.m. to 12:00 p.m.

Supervisor Jones mentioned that the “Men of Distinction” luncheon is scheduled for June 13, 2014. She said it will not be held at the Ramada, the new location is yet to be determined.

Highway Commissioner’s Report: None.

Assessor’s Report:

Assessor Stricklin distributed charts annualizing the property sales during the period of 2010 to 2013 and he reviewed his percentages. He said as a result of the property good/bad sales data a fair market value is established for the homes.

Assessor Stricklin distributed an index size card “Property Tax Assessment” showing the assessment process, how to and where to go to file a tax appeal. The card was written in Spanish on the reverse side. He said he and several County Board members are setting up a workshop to teach how to appeal on property taxes.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 5:15 p.m. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 5:45 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **April 18, 2014** in the amount of **\$85,814.80** as presented. Motion by Trustee Willms, second by Trustee McBride. **Discussion:** Supervisor Jones corrected the agenda, it says period ending April 04, 2014 and should say April 18, 2014. **Ayes:** 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 **April 24, 2014**: Invoices for Town Fund in the amount of **\$10,117.99**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$3,426.21**; Invoices for G/A Fund/Staben House in the amount of **\$1,342.20**; Invoices for Town Fund/Assessor's Office in the amount of **\$5,799.99**; Invoices for Road and Bridge/Highway Department the amount of **\$702.31**; Senior Fund/Park Place in the amount of **\$13,811.54**; Senior Fund/Gift Shoppe in the amount of **\$526.42**; Invoices for Home Sweet Home in the amount of **\$2,922.91**; Invoices for Fundraisers in the amount of **\$0** as presented. Motion by Trustee Johnson, second by Trustee Willms. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Action on Paid Bills: None.

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the personnel hourly salary increase recommendation of Cyril Jervis/Case Manager from \$12.02 to \$18.00, Louis Larkins/3rd Shift House Manager from \$12.27 to \$16.75, George Johnson/2nd Shift House Manager from \$15.55 to \$16.50 and Erik Perez/Administrative Assistant from \$13.39 to \$16.00 all to be retroactive as of February 24, 2014 as presented. Motion by Trustee McBride, second by Trustee Willms. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the "Outside Agency Request" to "Waukegan High School/JROTC" for \$1,000.00, "Praying Single Mothers" for \$250.00, "Black Chamber of Commerce" for \$250.00, "Black Student's Parent Organization" for \$2,500.00, "Latin Pentecostal Church" for \$500.00 and "Lion's Math & Science Academy" for \$500.00 as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Old Business: None.

New Business: None.

Announcements:

Supervisor Jones mentioned that on May 16, 2014 the Genesee Theater will be featuring the movie “Honor Flight” to honor veterans. She said in 2013 the Township provided transportation for the “Honor Flight” veterans for their Washington D.C. trip to the Milwaukee airport and will do the same this year. She said the Township will be placing an ad in support of the movie event and invited the Board members to attend.

Supervisor Jones mentioned that the TOI sent information about creating our own Township flag she said she will invite the schools to participate in creating the flag design.

Supervisor Jones mentioned that Pastor Francis of Shiloh Baptist Church will be celebrating his 22nd anniversary on April 27, 2014. She said the service will begin at 10:30 a.m. a community dinner will follow the service and she invited the Board members to attend the anniversary celebration.

Trustee Johnson mentioned that New Hope Missionary Baptist Church will be having their spring concert on April 27, 2014 at 3:30 p.m. and invited the Board members to attend the event.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the April 24, 2014 meeting at 6:15 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk