

# WAUKEGAN TOWNSHIP BOARD MEETING

## SEPTEMBER 25, 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 September 25, 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, Trustee Jeff McBride, Trustee Charles "Chuck" Willms, Clerk Rose M. Staben, Assessor Mark Stricklin, and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome and Tami Springs/Supervisor Assistant/Deputy Clerk. **Excused:** Trustee Percy L. Johnson.

Supervisor Jones requested a motion to approve the **Agenda** for the **September 25, 2014** Waukegan Township Board Meeting as presented. Motion by Trustee Willms, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **September 11, 2014** Waukegan Township Board Meeting as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Highway Commissioner Mike Hewitt entered the Board meeting at 5:03 p.m.

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of **September 18, 2014** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

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

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	333,542.77	350000. to M/M
	NorStates Money Market	1,274,131.74	
	Illinois Funds	37,467.90	
	No. Chicago Comm Bank	245,928.40	
<b>Total Town Fund</b>		<b>\$1,891,070.81</b>	
General Assistance Fund	First Midwest Checking	185,455.17	300000. to MM
	First Midwest Bank M/M	628,157.69	
	Illinois Funds	7,123.95	
<b>Total General Assistance</b>		<b>\$820,736.81</b>	
IMRF/FICA Fund	First Midwest Bank	130,542.60	100000. to MM

	First Midwest Bank M/M	125,532.09	
	Illinois Funds	163,022.39	
<b>Total IMRF/FICA Fund</b>		<b>\$419,097.08</b>	
Senior Fund	NorStates Financial	279,862.92	
	NorStates Money Market	158,206.09	
	First Midwest Money Market	54,992.33	15000 to taxi
	Illinois Funds	14,014.41	
<b>Total Senior Fund</b>		<b>\$507,075.75</b>	
		<b>3,637,980.45</b>	
Road & Bridge	NorStates Financial	167,632.65	
<b>Total Road &amp; Bridge</b>		<b>\$167,632.65</b>	

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the states fiscal year of 7/1/14-6/30/15 we received a total of \$105464.53 for Town and \$31412.05 for R & B

Town RE Tax - 9/10/14	\$181,796.35
<b>Total received FY 2014/2015</b>	<b>\$1,127,390.38</b>

GA RE Taxes - 9/10/14	\$87,674.83
<b>Total received FY 2014/2015</b>	<b>\$543,705.99</b>

IMRF/FICA RE Taxes - 9/10/14	\$28,795.17
<b>Total received FY 2014/2015</b>	<b>\$233,222.80</b>

SEN'R RE Taxes - 9/10/14	\$131,512.25
<b>Total received FY 2014/2015</b>	<b>\$893,915.10</b>

R&B RE Taxes - 9/10/14	\$20,505.82
<b>Total received FY2014/2015</b>	<b>\$127,204.43</b>

**Other Payments Rec'd**

**Citizen Participation:**

Mr. Butch Hughes was present to personally thank the Township Board for supporting the "Southside Positive Youth" event. Supervisor Jones asked Mr. Hughes if he would interact in a role model capacity with the children at the Staben House. Mr. Hushes said he would be pleased to do so. Trustee McBride said about 100 people participated with everyone enjoying the event.

**Supervisor's Report:**

Supervisor Jones mentioned that citizen participation no longer is required to include their address in the Board minutes. She said she received a memo from the Township Officials of Illinois office stating the no address change.

Supervisor Jones distributed the “Waukegan Township Recommendation for Staff Appointment” for Jonathan White/Driver for full-time at \$16.00 per hour effective September 22, 2014.

Supervisor Jones thanked the Board and staff for their participation in the “Walk for Senior’s” event, said there were approximately 180 walkers at the event. She distributed the “2014 Walk for Senior’s” revenue and expense report with budget showing that the event raised \$20,220.00 and after expenses \$13,927.91. She said the committee will be making some changes including changing the route to end where it started.

Supervisor Jones mentioned the “Volunteer Appreciation Brunch” scheduled for September 27, 2014 from 11:00 a.m. to 1:00 p.m. to be held at the Yacht Club. She invited the Board to attend the event.

Supervisor Jones mentioned that the “Coalition to Reduce Recidivism Luncheon & Employment Fair” is scheduled for October 10, 2014. She said approximately 15 employers will be participating at this event. The money raised from the luncheon will benefit those seeking employment needing uniforms, transportation and other needs.

Supervisor Jones mentioned that an employment interview will take place September 26, 2014 starting at 1:00 p.m. the Township office with Johnnie Jenkins/Employment Specialist and the AREO Company.

Supervisor Jones mentioned that the Township has many toys from the 2013 “Children Shopping Spree” event. She said these left over toys will be distributed during the “Spooktacular Halloween Bash” including books. The event is scheduled for October 18, 2014 to be held at two locations, the Supervisor’s office and Park Place from 12:00 to 2:00 p.m. and there will be a book reading and a possible third location.

Supervisor Jones mentioned that the “Cancer Awareness Candle Lighting Ceremony” is scheduled for October 08, 2014 from 1:00 to 3:00 p.m. to be held at Park Place.

Supervisor Jones mentioned that the “Hispanic Heritage Celebration” is scheduled for October 11, 2014 from 12:00 to 2:00 p.m. to be held at Park Place.

Supervisor Jones mentioned that the “Eddie Washington Diabetes Forum” is scheduled for November 12, 2014 from 1:00 to 3:00 p.m. to be held at Park Place.

Supervisor Jones mentioned that the air/conditioning system improvement has been completed.

Supervisor Jones distributed a thank you letter sent to the Township from Waukegan High School “Winter Competitive Dance Team” coach Jill Franz.

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

Commissioner Hewitt reported that the highway department placed the newspaper notice for 2014 bidding for paving work, of which he invited Clerk Staben to attend the September 30, 2014 bidding. He said that the C.D.B.G will be used for paving 10 blocks of road with the work beginning early spring of 2015. Supervisor Jones said a copy of the bids will be needed for the Township records. He also reported that the trucks are ready for the winter season.

## **Assessor's Report:**

Assessor Sricklin reported that all the appeals have been received of some 11,000. He said most of the 11,000 appeals are coming from property investors and in 2013 there were 18,000 appeals.

**Executive Session:** None.

## **Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **September 05, 2014** in the amount of **\$96,836.28** as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis 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 **September 25, 2014**: Invoices for Town Fund in the amount of **\$9,265.12**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$8,445.17**; Invoices for G/A Fund/Staben House in the amount of **\$2,385.78**; Invoices for Town Fund/Assessor's Office in the amount of **\$8,261.40**; Invoices for Road and Bridge/Highway Department the amount of **\$1,087.85**; Senior Fund/Park Place in the amount of **\$7,936.30**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$2,182.45**; Invoices for Fundraisers in the amount of **\$300.00** as presented. Motion by Trustee McBride, second by Trustee Willms. **Ayes:** Trustee Francis, 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 **September 11, 2014** Board Meeting in the amount of **\$62,635.26** as presented. Motion by Trustee McBride, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Paid Bills  
September 25, 2014

The following is a list of bills that were paid after the board meeting of September 11, 2014, but before the meeting September 25, 2014

Purpose	Payee	Amount
<b>Senior Fund</b>		
9/23/2014	<b>Waukegan Township General Fund</b> Health Ins for PP & HSH for July, Aug & Sept	\$26,193.02
9/24/2014	<b>Erik Perez</b> Trip Refund	\$217.00
<b>Total Senior Fund</b>		<b>\$26,410.02</b>
<b>G/A Fund</b>		
8/29-9/11	<b>General Assistance Client Payments</b> Payments made on behalf of GA Clients	\$5,122.34
9/23/2014	<b>Waukegan Township General Fund</b> Health Ins for GA, SH & EWC - for	\$21,557.58
<b>Total G/A Fund</b>		<b>\$26,679.92</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
9/23/2014	<b>Waukegan Township General Fund</b> Assessors Health Insurance - July, Aug & Sept.	\$8,910.32
9/23/2014	<b>Patch 22</b> Community Event sponsor	\$275.00
9/16/2014	<b>Secretary of State (6)</b> Notary Fee for 6 employees	\$60.00
9/16/2014	<b>West Insurance (6)</b> Notary Bond for 6 employees	\$300.00
<b>Total Town Fund</b>		<b>\$9,545.32</b>
Total all checks paid prior to board meeting		\$62,635.26

**Emergency Bills:** None.

**Action Items:**

Supervisor Jones requested a motion for the approval of “Waukegan Township Recommendation for Staff Appointment” of Jonathan White/Driver full-time position at \$16.00 per hour, effectively September 22, 2014 as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:**

Supervisor Jones mentioned that the Township received an invite to be present at the Love Temple on October 04, 2014 to honor Mr. Wedell and Daisy Brooks.

Supervisor Jones mentioned that the Independence Center is having their fund raiser with the performance of "The King and I" on October 23, 2014 in Lincolnshire.

**Comments/Concerns-Trustees:** None.

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones adjourned the September 25, 2014 meeting at 5:35 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**