

WAUKEGAN TOWNSHIP BOARD MEETING

FEBRUARY 26, 2015

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 February 26, 2015.

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, Nancy Netherton/Finance Manager and Tami Springs/Supervisor Assistant/Deputy Clerk. **Excused:** Highway Commissioner Mike Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **February 26, 2015** Waukegan Township Board Meeting as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **February 12, 2015** 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 **Cash-on-Hand** as of **February 23, 2015** 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 February 23, 2015

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	41,244.60	
	NorStates Money Market	1,142,388.08	
	Illinois Funds	37,469.52	
	No. Chicago Com. Bank	246,011.42	
Total Town Fund		\$1,467,113.62	
General Assistance Fund	First Midwest Checking	103,577.68	
	First Midwest Bank M/M	654,119.10	
	Illinois Funds	7,124.24	
Total General Assistance		\$764,821.02	
IMRF/FICA Fund	First Midwest Bank	3,730.41	

	First Midwest Bank M/M	157,576.09	
	Illinois Funds	163,029.46	
Total IMRF/FICA Fund		\$324,335.96	
Senior Fund	NorStates Financial	42,551.44	
	NorStates Money Market	198,241.51	
	First Midwest Money Market	14,993.39	15000 to taxi
	Illinois Funds	14,015.00	
Total Senior Fund		\$269,801.34	
		2,826,071.94	
Road & Bridge	NorStates Financial	163,730.06	
Total Road & Bridge		\$163,730.06	

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the state's fiscal year of (July 01 - June 30, 2015) we have received a total of for Town \$224,968.99 and for R & B \$67,005.88

Town RE Tax -

Total received FY 2014/2015 **\$1,345,760.17**

GA RE Taxes -

Total received FY 2014/2015 **\$649,019.08**

IMRF/FICA RE Taxes -

Total received FY 2014/2015 **\$238,019.76**

SEN'R RE Taxes -

Total received FY 2014/2015 **\$1,051,884.74**

R&B RE Taxes -

Total received FY2014/2015 **\$151,835.26**

Other Payments Rec'd

Supervisor Jones requested a motion to adjourn the Township Board Meeting at 5:10 p.m. to enter into the Town Public Hearing followed by the Road & Bridge Public Hearing of February 26, 2015. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Trustee Percy L. Johnson was seated at 5:15 p.m.

The Township Board meeting resumed at 5:29 p.m.

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones asked Nancy Netherton/Finance Manager to address the Board Members on the "Line Item Transfers to Budget for Year Ending 02/28/15." Mrs. Netherton distributed the "Budget & Appropriation Ordinance Township-Ordinance No. 15-01" packet. She said the figures for all departments remain the same as presented several weeks ago. A correction was made on page 3, office equipment and building improvements figures were reversed in the previous packet.

Supervisor Jones mentioned that she attended the "North Chicago Rotary Club" meeting held on February 24, 2015. She said Trustee Johnson is a member and the Township representative and will be sworn in as the next president.

Supervisor Jones mentioned that on a monthly basis a different department manager will be addressing the Board with information on their department operations. She asked Marc Jones/Home Sweet Home Department Manager to address the Board Members on the HSH program. Mr. Jones distributed "The Waukegan Township's Home Sweet Home Program" packet dated February 26, 2015. He reviewed the program status, application process and services. Also, thanked the Board members for the recently purchased truck. Trustee Johnson and Trustee McBride said that they were very grateful for the HSH program who serviced them in a time of need. Trustee Francis said that she appreciates the HSH program and that the workers are very polite. Supervisor Jones said that the program employees Waukegan Township residents. She said they are hard workers and may work up to 12 hours a day.

Mr. Jones exited the Board Meeting at 6:28 p.m.

Supervisor Jones mentioned that the "Outside Agency Requests" for the new fiscal year will pick up in March.

Supervisor Jones mentioned that the "Park Place Preview" and the "Inside Out Newsletter" will be combined in one release.

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 Land Acquisition-5ILCS 120/2 (C5) at 5:35 p.m. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 6:13 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **February 06, 2015** in the amount of **\$99,468.01** 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.**

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 **February 26, 2015**: Invoices for Town Fund in the amount of **\$6,302.94**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,480.60**; Invoices for G/A Fund/Staben House in the amount of **\$1,249.52**; Invoices for Town Fund/Assessor’s Office in the amount of **\$10,044.41**; Invoices for Road and Bridge/Highway Department the amount of **\$3,164.14**; Senior Fund/Park Place in the amount of **\$8,880.26**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$750.01**; 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 **February 12, 2015** Board Meeting in the amount of **\$106,527.79** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
February 26, 2015**

The following is a list of bills that were paid after the Board Meeting of February 12, 2015, but before the Board Meeting of February 26, 2015

Purpose	Payee	Amount
Senior Fund		
02/17/2015	Bank Of America	\$1,217.56
02/23/2015	Health Insurance All Vendors	\$27,620.13
	January, February, March Health Insurance	
Total Senior Fund		\$28,837.69
G/A Fund		
02/17/2015	Bank Of America	\$3,309.18
02/23/2015	Health Insurance All Vendors	\$20,668.38

02/26/2015	January, February, March Health Insurance	Marcel Magee	\$36.00
02/26/2015	Travel Expense-Seminar	Mike Jones	\$36.00
02/26/2015	Travel Expense-Seminar	Erik Perez	\$57.00
02/26/2015	Travel Expense-Seminar	Hayward Johnson	\$55.00
02/26/2015	Travel Expense-Seminar	George Johnson	\$36.00
02/26/2015	Travel Expense-Seminar	Louis Larkins	\$36.00
02/26/2015	Travel Expense-Seminar	Vincent Bell	\$36.00
02/13- 02/26/15	Payments made on behalf of GA Clients	General Assistance Client Payments	\$3,127.50
Total G/A Fund			\$27,397.06
R & B Fund			
Total R & B Fund			\$0.00
Town Fund			
02/17/2015		Bank Of America	\$481.77
02/26/2015		Health Insurance All Vendors	\$49,679.09
02/26/2015	January, February, March Health Insurance	Ashley Jackson	\$72.18
02/14- 02/26/15	Travel expense - Seminar	RRR Clients	\$60.00
Transportation			
Total Town Fund			\$50,293.04
Total all checks paid prior to board meeting			\$106,527.79

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the “Fiscal Year End February 29, 2016 Budget and Appropriation for General Town Purposes” totaling in the amount of \$5,316,700.00 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 for the approval of the “Fiscal Year End February 29, 2016 Budget and Appropriation for Road & Bridge Purposes” totaling in the amount of \$279,525.00 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 for the approval of the “End of Year Budget Line Item Transfers by Fund for Year Ending February 28, 2015 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.**

Supervisor Jones requested a motion for the approval of the processes for the building located at 1324 W. Golf Road as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees:

Trustee McBride mentioned that Mr. Jones “Home Sweet Home Program” presentation was very informative.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **February 26, 2015** meeting at 6:35 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk