

WAUKEGAN TOWNSHIP BOARD MEETING MARCH 12, 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 March 12, 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 Francis 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, Highway Commissioner Mike Hewitt and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome, Tami Springs/Supervisor Assistant/Deputy Clerk and Attorney Martin Walker. **Excused:** Assessor Mark Stricklin.

Supervisor Jones requested a motion to approve the **Agenda** for the **March 12, 2015** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee McBride. **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 **February 26, 2015** Waukegan Township Board Meeting 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.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of **March 09, 2015** 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 March 09, 2015

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	123,581.00	
	NorStates Money Market	1,142,388.08	
	Illinois Funds	37,469.52	
	No. Chicago Com. Bank	246,011.42	
Total Town Fund		\$1,549,450.02	
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	33,730.41	

	First Midwest Bank M/M	127,576.09	30000. to checking
	Illinois Funds	163,029.46	
Total IMRF/FICA Fund		\$324,335.96	
Senior Fund	NorStates Financial	59,182.52	
	NorStates Money Market	198,241.51	
	First Midwest Money Market	14,993.39	
	Illinois Funds	14,015.00	
Total Senior Fund		\$286,432.42	
		2,925,039.42	
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

Citizen Participation:

Assistant principle Dr. Charmaine Harris and fourth grade teacher Brenda Farr of Lyon Magnet School were present to address the Board regarding their "Springfield Tour" trip and fund raising efforts. Dr. Harris said the day trip is part of their enrichment program. Ms. Farr said there are 84 fourth graders attending the trip at \$65.00 per student for transportation, tours and dinner. Supervisor Jones applauded Dr. Harris and Ms. Farr as Waukegan residents and district 60 educators.

Supervisor's Report:

Supervisor Jones distributed the “Waukegan Township Senior Citizens Services Committee” agenda dated March 04, 2015. Trustee Johnson mentioned that he attended the meeting. He said the guest speaker was unable to attend and the committee discussed the up-coming events for Park Place. Supervisor Jones mentioned that the committee recommended to change the by- laws for the term length in order to retain current/effective committee officers.

Supervisor Jones mentioned that the invitations for the EWC will be sent out for the March 28, 2015 graduation to be held at Park Place. She said the EWC is in need of a vehicle for donation pick-ups and other purposes, a year 2000 Ford for \$2,800.00 has been found.

Supervisor Jones mentioned that the dead line for the “Walk for seniors” logo design is March 18, 2015. She said the walk will be held at the Independence Grove site during the Labor Day week-end.

Supervisor Jones mentioned the “Women’s History Month” celebration is scheduled for March 20, 2015 at 11:00 a.m. to be held at the Ramada Inn.

Supervisor Jones distributed the “2015 Artis Yancey HBCU College Tour” itinerary for the March 20, 2015 tour; there is a 5:00 p.m. rally and the departure at 6:00 p.m. from Park Place. She said \$1,700.00 is still need to cover cost, there will 39 students going on the tour and March 19, 2015 will be the last orientation.

Supervisor Jones mentioned that the Township will be putting in a new payroll service system with ADT and it will go into effect as of April 01, 2015.

Supervisor Jones distributed the current “Coalition to Reduce Recidivism- Inside/Out” publication. She said the publication if full of useful information. She mentioned that the “Youth Summit” is scheduled for May 02, 2015, the “Coalition to Reduce Recidivism” member ship breakfast is scheduled for April and the annual “Coalition Job Fair & Luncheon is scheduled for June.

Supervisor Jones mentioned the “Birthday Celebration for Mary’s Mission” fundraiser to benefit their homeless efforts. She said the event is scheduled for March 21, 2015 to be held at the Milan. She said if any Board Member is interested in attending the luncheon, inform Deputy Clerk Springs.

Supervisor Jones mentioned that the “Lake County Community Civic Organization” will be conducting a community forum to address police communication and other issues. She said the forum will be held at Gideon Missionary Baptist Church and will be posted on facebook.

Supervisor Jones said she met with Jody Gingiss and Lake County Commissioner Diane Hewitt regarding a CDBG that the Township is eligible for building improvement or other endeavors. She said the grant has a maximum value of \$100,000.00 with a 5 year plan. Supervisor Jones distributed a one page recap of

their meeting dated March 10, 2015 and thanked Commissioner Mike Hewitt and County Commissioner Diane Hewitt for informing the Township of this grant.

Highway Commissioner's Report:

Commissioner Mike Hewitt distributed the "2015 Highway Department Equipment List" and "General Ledger" packets. Commissioner Hewitt for informing the Township of this grant.

Commissioner Hewitt mentioned that there will also be funds to apply for to go towards the Road & Bridge department.

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 5:26 p.m. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 5:56 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **February 20, 2015** in the amount of **\$89,065.74** 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 **agenda item #13**, Payroll period ending **March 06, 2015** in the amount of **\$91,800.79** 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.**

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 **March 12, 2015**: Invoices for Town Fund in the amount of **\$22,328.67**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$3,240.85**; Invoices for G/A Fund/Staben House in the amount of **\$1,869.30**; Invoices for Town Fund/Assessor's Office in the amount of **\$1,469.84**; Invoices for Road and Bridge/Highway Department the amount of **\$763.91**; Senior Fund/Park Place in the amount of **\$6,889.85**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$1,843.92**; Invoices for Fundraisers in the amount of **\$0**; 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 Paid Bills:

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after **February 26, 2015** Board Meeting in the amount of **\$6,015.38** as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
March 12, 2015**

The following is a list of bills that were paid after the board meeting of February 26, 2015, but before the meeting March 12, 2015

Purpose	Payee	Amount
Senior Fund		
03/02/2015	Gurnee Post Office	\$500.00
Bulk mail Postage for Birthday card mailings		
Total Senior Fund		\$500.00
G/A Fund		
02/27-03/12/15	General Assistance Client Payments	\$5,485.38
Payments made on behalf of GA Clients		
Total G/A Fund		\$5,485.38
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
02/27-03/12/15	RRR Client Payments	\$30.00
Id, Transportation, Work Needs, etc		
03/02/2015	Joyce Cabell	\$250.00
HBCU Refund		
Total Town Fund		\$30.00

Total all checks paid prior to board meeting \$6,015.38

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of “Retainer Agreement” of \$2,000.00 for the law firm of Martin N. Walker L.L.C., including an hourly rate in the amount of \$250.00 as presented. Motion by Trustee McBride, 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 \$9,000.00 to “Legat Architects” for services rendered at 1324 Golf Road building as presented. Motion by Trustee Johnson, second by Trustee McBride. **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 “Waukegan Township Annual Town Meeting” for April 14, 2015 agenda, with the change of item IX for the purchase vote of 1324 Golf Road building as presented. Motion by Trustee Johnson, second by Trustee McBride. **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 EWC year 2000 Ford four door van purchase in the amount of \$2,800.00 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 “Mary’s Mission” agency request in the amount of \$500.00 as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements:

Trustee Johnson mentioned that the “North Shore Ministers Alliance” will be having their annual Tri-City revival beginning on March 15-20, 2015 to be hosted at the Mount Sinai Baptist Church at 7:00 p.m. each night.

Supervisor Jones mentioned that Trustee Johnson will be celebrating a Birthday and cake will be served after the Board Meeting.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **March 12, 2015** meeting at 6:25 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk