

WAUKEGAN TOWNSHIP BOARD MEETING

JUNE 11, 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 June 11, 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 Katherine Rothwell-Francis led the Members in prayer.

ROLL CALL: Trustee Katherine Rothwell-Francis, Trustee Percy L. Johnson, Trustee Jeff McBride, 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 Charles "Chuck" Willms. **Absent:** Highway Commissioner Mike Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **June 11, 2015** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **May 14, 2015** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **May 28, 2015** Waukegan Township Board Meeting as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of **June 05, 2015** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of June 05, 2015

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	215,958.24	
	NorStates Money Market	902,515.22	
	Illinois Funds	37,471.55	
	No. Chicago Com. Bank	246,043.77	
Total Town Fund		\$1,401,988.78	
General Assistance Fund	First Midwest Checking	150,824.14	

	First Midwest Bank M/M	474,214.06
	Illinois Funds	7,124.61
Total General Assistance		\$632,162.81
IMRF/FICA Fund	First Midwest Bank	48,560.27
	First Midwest Bank M/M	93,126.53
	Illinois Funds	163,038.25
Total IMRF/FICA Fund		\$304,725.05
Senior Fund	NorStates Financial	181,972.36
	NorStates Money Market	60,966.33
	First Midwest Money Market	15,000.00
	Illinois Funds	14,015.48
Total Senior Fund		\$271,954.17
		2,610,830.81
Road & Bridge	NorStates Financial	210,153.87
Total Road & Bridge		\$210,153.87

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 \$699,467.81 and for R & B \$178,548.25

Town RE Tax - 06/04/15	\$270,076.05
Total received FY 2015-16	\$310,223.98

GA RE Taxes - 06/04/15	\$130,249.44
Total received FY 2015-16	\$149,611.56

IMRF/FICA RE Taxes - 06/04/15	\$42,778.00
Total received FY 2015-16	\$49,137.13

SEN'R RE Taxes - 06/04/15	\$195,374.17
Total received FY 2015-16	\$224,417.36

R&B RE Taxes - 06/04/15	\$30,467.11
Total received FY 2015-16	\$35,010.06

Other Payments Rec'd

Citizen Participation:

Barbara Waller/Director of the First Baptist Church "Cool Learning Experience" program was present to expound on the CLE 2015 summer program. Ms. Waller thanked the Township Board for their past and continued support. She said the program is for Lake County children and that 75% of the participants are Waukegan residents. Ms. Waller distributed a letter of appreciation from a 4th grade student

who attended the CLE program, the 4th grader praised the program, he wrote “I am thinking of when I grow up I might make my own camp and make it as awesome as it is right now at CLE.” Supervisor Jones thanked Ms. Waller for her time and effort with the CLE program. She recommended that the program be mentioned on the Township website.

Cheri Pierson-White/Park Place Director was present to update and to inform the Board Members of the current-future and newly added Park Place activities, events and trips. Mrs. Pierson-White distributed a packet with fliers and schedules. Supervisor Jones said in all fairness that the Township/Park Place is reaching out to the Lesbian Gay Bisexual Transgender (LGBT) community and a support group will begin on June 20, 2015 to be held at Park Place. She thanked Mrs. Pierson-White for her presentation and said that there will be other department managers in the future addressing the Board Members with an up-date. Trustee Johnson commended Mrs. Pierson-White for the outstanding “Community-wide Health & Wellness Fair” recently held at Park Place.

Supervisor’s Report:

Supervisor Jones mentioned that the “Men of Distinction” is scheduled for June 12, 2015 and invited the Board Members to attend. She distributed the event flier listing the 12 community awardees.

Dulce Ortiz/Human Resources Manager entered the Board Meeting at 5:50 p.m.

Supervisor Jones asked Ms. Ortiz to address the Board Members on the personnel activity. Ms. Ortiz distributed the “Personnel Recommendation Action Form Internships & Home Sweet Home Youth Program” packet, listing the employee’s general information, position and salary. Also, distributed the “Waukegan Township Recommendation for Staff Appointment” for Thomasina Foster/Program Operations Assistant. Ms. Ortiz distributed a salary chart showing how the HSH salary is determined. Supervisor Jones said that the employee salaries will be excluded from the Board Minutes.

Supervisor Jones mentioned that the “Coalition to Reduce Recidivism Community Symposium & Job Fair” is scheduled for June 19, 2015. She said the event will be held at 228 N. Genesee Street, Christian Fellowship Church.

Supervisor Jones mentioned that the “Employee Benefits Fair” is scheduled for July 17, 2015. She said it will not be held at Park Place and the new location has not been determined.

Supervisor Jones distributed the “Outside Agency Requests” chart for Investing in Our Youth and Local Organization/Agency requests, for the Board Members to review.

Supervisor Jones mentioned that the “Greater St. James Temple Institutional” event is scheduled for June 19, 2015 at 7:00 p.m. to be held at the Holiday Inn in Gurnee.

Supervisor Jones mentioned that the “Rotary Humanitarian Patriot Awards” is scheduled for June 12, 2015 to be held at the Rosalind Franklin University of Medicine and Science. She said Trustee Johnson serves as president of the North Chicago Rotary Club; a few tickets are available for Board Members to attend.

Supervisor Jones distributed a letter from Mrs. Charisse Smith-Hill thanking the Township for the nutrition classes. Mrs. Smith-Hill said as a disabled person she enjoyed and benefited from the class and looks forward to attending future classes conducted by Mrs. Ofelia Delgado.

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 6:25 p.m. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at p.m. 6:50 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **May 29, 2015** in the amount of **\$91,539.07** as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, 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 **June 11, 2015**: Invoices for Town Fund in the amount of **\$29,480.92**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$3,626.22**; Invoices for G/A Fund/Staben House in the amount of **\$6,227.18**; Invoices for Town Fund/Assessor’s Office in the amount of **\$2,321.44**; Invoices for Road and Bridge/Highway Department the amount of **\$530.21**; Senior Fund/Park Place in the amount of **\$7,501.09**; Senior Fund/Gift Shoppe in the amount of **\$65.40**; Invoices for Home Sweet Home in the amount of **\$7,274.68**; 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, 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 **May 28, 2015** Board Meeting in the amount of **\$4,267.92** as presented. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee

Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
June 11, 2015**

The following is a list of bills that were paid after the board meeting of May 28, 2015 but before the meeting June 11, 2015

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
05/29-06/11/15	General Assistance Client Payments	\$4,267.92
	Payments made on behalf of GA Clients	
Total G/A Fund		\$4,267.92
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
Total Town Fund		\$0.00
Total all checks paid prior to board meeting		\$4,267.92

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of “Personnel Recommendation Action Form Internship & Home Sweet Home Youth Program” a total of 18 students with 2 internships as presented. For the approval of “Personnel Action Form Home Sweet Home Program” a total of 3/employees with 4/part-time on call as presented. For the approval of “Waukegan Township Recommendation for Staff Appointment” for 1 employee as presented. Motion by Trustee Francis, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the “Outside Agency Requests” for Investing In Our Youth; North Chicago High School Booster Club in the amount of \$380.00, United Belizeans of Northern Illinois \$500.00, Edwin Montano Scholarship Program \$500.00, Exchange Club of North Chicago \$300.00 and Foss Park District \$500.00 as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements:

Trustee Francis mentioned that the Gideon Missionary Baptist Church will be having their Pastor's 12th Anniversary celebration on June 20, 2015 at 3:00 p.m. and invited the Board Members to attend.

Clerk Staben mentioned that she will be showing her art work at Dandelion Gallery during "Art Wauk" on June 20, 2015 from 5:00 to 9:00 p.m.

Trustee McBride mentioned that the North Shore Church of Christ will be having their "Senior Day" on June 20, 2015 following church services.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **June 11, 2015** meeting at 7:25 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk