

WAUKEGAN TOWNSHIP BOARD MEETING AUGUST 27, 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 August 27, 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 Percy L. Johnson 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, Assessor Mark Stricklin and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome, Dulce Ortiz/Human Resources and Tami Springs/Supervisor Assistant/Deputy Clerk. **Excused:** Highway Commissioner Mike Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **August 27, 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 **Minutes** for the **August 13, 2015** Waukegan Township Board Meeting 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 to approve the **Cash-on-Hand** as of **August 25, 2015** 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.**

Waukegan Township Cash-on-Hand Report
as of August 25, 2015

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	48,815.23	
	NorStates Money Market	1,162,059.68	
	Illinois Funds	37,473.34	
	No. Chicago Com. Bank	246,092.85	
Total Town Fund		\$1,494,441.10	
General Assistance Fund	First Midwest Checking	63,947.94	
	First Midwest Bank M/M	614,264.32	
	Illinois Funds	7,124.94	
Total General Assistance		\$685,337.20	
IMRF/FICA Fund	First Midwest Bank	44,831.75	

	First Midwest Bank M/M	143,136.40	
	Illinois Funds	163,046.08	
Total IMRF/FICA Fund		\$351,014.23	
Senior Fund	NorStates Financial	55,100.17	
	NorStates Money Market	110,972.00	60000. to cog
	First Midwest Money Market	60,988.47	
	Illinois Funds	14,016.42	
Total Senior Fund		\$241,077.06	
		2,771,869.59	
Road & Bridge	NorStates Financial	152,550.32	
Total Road & Bridge		\$152,550.32	

PPRT Taxes Received since last report - August 12

Town - \$13,346.30

R&B - \$3,975.12

For the state's fiscal year of (July 01 - June 30, 2016) we have received a total of for Town \$112,377.47 and for R & B \$33,471.02

Town RE Tax - 08/13/15 \$17,058.10
Total received FY 2015-16 \$613,702.62

GA RE Taxes - 08/13/15 \$6,794.02
Total received FY 2015-16 \$270,483.14

IMRF/FICA RE Taxes - 08/13/15 \$2,447.31
Total received FY 2015-16 \$92,676.89

SEN'R RE Taxes - 08/13/15 \$10,227.56
Total received FY 2015-16 \$343,459.32

R&B RE Taxes - 08/13/15 \$2,447.31
Total received FY 2015-16 \$66,723.40

Other Payments Rec'd

Citizen Participation:

Supervisor Jones welcomed

Supervisor's Report:

Supervisor Jones welcomed Trustee Willms back and thanked Trustee Francis for facilitating the previous two Board meetings in her absence.

Supervisor Jones distributed the "2015 EWC/Staben House Golf Outing" revenue/expense chart for the event held on August 21, 2015 at Foss Park and

distributed Golf Outing goodie bags to the Board members. She said the event went well with the new location, more participants and revenues. Thanked Assessor Stricklin for his role as chairperson and efforts. Assessor Stricklin mentioned that he was unable to golf for physical reasons but for the record his team won the 1st place and in his opinion it was the best Golf Outing ever.

Supervisor Jones mentioned the “5k for Labor Day” is scheduled for September 05, 2015. She said the event will be held at the Independence Grove but this year no vendors will be present. The participants will be timed, receive awards and that registration can be done online and onsite at the time of the event.

Supervisor Jones mentioned the Zion’s “Jubilee Days Parade” is scheduled for September 08, 2015. She said the Township will set up a table and participate in the parade with a float and invited the Board members and family members.

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 Personnel-5ILCS 120/2 (C1) and Executive Minutes-55ILCS 120/2 (C21) at 5:20 p.m. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Trustee Willms left the Executive Session at 6:36 p.m.

Open Session resumed at p.m. 6:44 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **August 07, 2015** in the amount of **\$109,978.25** 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 **agenda item #13**, Payroll period ending August **21, 2015** in the amount of **\$107,058.51** 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 Invoices:

Supervisor Jones requested a motion for the approval of **agenda item #14**, approval of the following invoices for bills submitted for the **August 27, 2015**: Invoices for Town Fund in the amount of **\$11,464.27**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$4,207.82**; Invoices for G/A Fund/Staben House in the

amount of **\$4,115.07**; Invoices for Town Fund/Assessor's Office in the amount of **\$1,499.36**; Invoices for Road and Bridge/Highway Department the amount of **\$3,780.31**; Senior Fund/Park Place in the amount of **\$10,340.69**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$2,833.30**; Invoices for Fundraisers in the amount of **\$1,165.00**; as presented. Motion by Trustee Johnson, second by Trustee Francis. **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 **August 13, 2015** Board Meeting in the amount of **\$84,460.81** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
August 27, 2015**

The following is a list of bills that were paid after the board meeting of August 13, 2015 but before the meeting August 27, 2015

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
08/21/2015	Graffiti Grill	\$2,000.00
	Catering for Golf Outing Fundraiser	
08/14-8/27	General Assistance Client Payments	\$8,406.23
	Payments made on behalf of GA Clients	
Total G/A Fund		\$10,406.23
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
08/04/2015	ADP, LLC	\$293.20
	Payroll Processing Fees	
	Blue Cross Blue Shield (2 checks)	\$65,997.26
	Aug. & Sept Premiums - health	
	Guardian Life (2 checks)	\$6,716.50
	Aug. & Sept Premiums - Dental & Life	
	Ameritas Life (2 checks)	\$867.62
	Aug. & Sept Premiums - Dental & Life	
	RRR Client Stipends	\$180.00
	Transportation, bus passes	

Total Town Fund	\$74,054.58
Total all checks paid prior to board meeting	\$84,460.81

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the “Personnel Recommendation Form” Special Events & Program Manager, Events & Trips Coordinator and Executive Assistant, all will go from non-exempt to exempt (salary), effective as of 08/31/15 as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Executive Minutes of March and April 2015 all to remain closed 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 for the approval of the “Vista National Insurance Group, Inc.” proposal as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements:

Trustee McBride mentioned that the North Shore Church of Christ, located on 326 Julian St., will be having a free give-a-way rummage sale on August 29, 2015 starting at 10:00 a.m.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **August 27, 2015** meeting at 6:57 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk