

WAUKEGAN TOWNSHIP BOARD MEETING

SEPTEMBER 10, 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 September 10, 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 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 Percy L. Johnson, Trustee Charles "Chuck" Willms and Highway Commissioner Mike Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **September 10, 2015** Waukegan Township Board Meeting as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **August 27, 2015** Waukegan Township Board Meeting as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of **September 08, 2015** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of September 08, 2015

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	330,604.72	
	NorStates Money Market	1,162,059.68	
	Illinois Funds	37,473.34	
	No. Chicago Com. Bank	246,092.85	
Total Town Fund		\$1,776,230.59	
General Assistance Fund	First Midwest Checking	205,660.30	
	First Midwest Bank M/M	614,264.32	
	Illinois Funds	7,124.94	
Total General Assistance		\$827,049.56	
IMRF/FICA Fund	First Midwest Bank	51,397.75	

	First Midwest Bank M/M	143,136.40
	Illinois Funds	163,046.08
Total IMRF/FICA Fund		\$357,580.23
Senior Fund	NorStates Financial	218,230.26
	NorStates Money Market	110,972.00
	First Midwest Money Market	60,988.47
	Illinois Funds	14,016.42
Total Senior Fund		\$404,207.15
		3,365,067.53
Road & Bridge	NorStates Financial	188,909.16
Total Road & Bridge		\$188,909.16

PPRT Taxes Received since last report -

Town - \$

R&B - \$

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 - 09/03/15	\$338,746.58
Total received FY 2015-16	\$952,449.20

GA RE Taxes - 09/03/15	\$134,918.34
Total received FY 2015-16	\$405,401.48

IMRF/FICA RE Taxes - 09/03/15	\$48,599.62
Total received FY 2015-16	\$141,276.51

SEN'R RE Taxes - 09/03/15	\$203,102.87
Total received FY 2015-16	\$546,562.19

R&B RE Taxes - 09/03/15	\$34,612.75
Total received FY 2015-16	\$101,336.15

Other Payments Rec'd

Citizen Participation:

Alice and LaToya Howell were present to address the **#RiseUpOctober** National March, to demand a stop to police terror, scheduled for October 24, 2015 in the city of New York. Ms. Howell distributed a letter addressed to Waukegan Township Supervisor, dated September 06, 2015 requesting sponsorship and addressing the **#RiseUpOctober** three day march. She said there will be a fundraiser in October. Supervisor Jones thanked Ms. Howell for the presentation and excused the Township as a direct supporter. She said she would make a personal donation and mentioned that perhaps the Township Members would be interested in supporting the cause and attending their fundraiser.

Supervisor's Report:

Supervisor Jones mentioned that Trustee Johnson was on his way to Springfield to attend a Township Official of Illinois (TOI) meeting.

Supervisor Jones mentioned that a letter was sent to West Insurance/Joe Bove signing off as the Township Insurance Broker. She said the "Vista National Insurance Group" will be the new Insurance Broker.

Supervisor Jones mentioned that the Board Members will review Executive Minutes today for May & June 2015.

Supervisor Jones distributed the "2015 5K Revenue and Expense Report with Budget" showing that the event generated \$9,155.00 after expenses. She mentioned that church donations were received from Gideon Missionary Baptist for \$1,000.00, Shiloh for \$300.00. New Hope Missionary and North Shore Church participated in the event. She thanked Attorney Newsome for his support.

Supervisor Jones distributed an up-date for the "2015 EWC/Staben House Golf Outing" dated August 21, 2015, showing that the event generated \$16,876.79 after expenses. She mentioned that Walgreens will play a major role in the 2016 golf outing. She mentioned that thank you cards will be sent to the 2015 sponsors and thanked Assessor Mark Stricklin for his chairperson efforts in this golf outing.

Supervisor Jones mentioned that the "Job Fair" event is scheduled for October 09, 2015, from 8:00 a.m. to 11:00 a.m. to be held at Milan Banquet Hall.

Supervisor Jones mentioned that the "Coalition to Reduce Recidivism" annual luncheon is scheduled for October 09, 2015, from 11:30 a.m. to 2:00 p.m. to be held at Milan Banquet Hall. She said Governor George Ryan will be the keynote speaker. She said the C2RR will be meeting on September 11, 2015 at 8:00 a.m. at the Township office.

Supervisor Jones mentioned the "Volunteer Appreciation Brunch" event is scheduled for October 10, 2015, from 10:00 a.m. to 12:00 p.m. to be held at the Waukegan Yacht Club. She asked for the Board Members to R.S.V.P. if they will be attending the event.

Supervisor Jones mentioned that the "Senior Citizen Service Committee" met on September 02, 2015. She said Trustee Johnson attended the meeting.

Supervisor Jones distributed the Staben House agenda, dated September 09, 2015. Trustee Francis mentioned that the meeting was held on the Staben House lawn allowing the children to play during the meeting. She said the Staben House Graduation is scheduled for September 12, 2015, from 11:30 a.m. to 1:00 p.m. to be held at the Field House and invited the Board Members to attend the event. Supervisor Jones mentioned that the next Advisory meeting will be is scheduled for November 11, 2015.

Supervisor Jones distributed the “By-Laws of the Eddie Washington Center Advisory Council” booklet. Also the “EWC” Advisory Council Meeting” agenda dated September 09, 2015 and July 08, 2015 advisory minutes.

Supervisor Jones distributed the “Waukegan Township & Shawall Temple 2015 Children’s Shopping Spree” agenda, dated September 09, 2015. She said the next meeting is has been rescheduled for November 04, 2015.

Supervisor Jones mentioned that the “Historically Black College University” will be meeting on September 22, 2015 at 6:00 p.m. at Park Place. She asked the Board Members to spread the word for students and parents to attend the meeting.

Supervisor Jones thanked the Board Members for their personnel recommendations for salary increases.

Supervisor Jones distributed the “FY 2015 Outside Agency Funding Request” for Investing in our Youth. She said a donation request from Nu Phi Chapter/Nursing Scholarship will be voted on today for their dinner-dance event. She said to see Deputy Clerk Springs if any Board Member is interested in attending.

Supervisor Jones distributed an email received from Grant Township regarding the Meet & Greet for Township Clerks and Deputy Clerks is scheduled for September 21, 2015 at 5:30 p.m.

Supervisor Jones distributed the “Lake County Township Official’s” annual dinner flier scheduled for September 17, 2015 at 6:00 p.m. to be held at The Onion Pub. She asked for those interested in attending to see Deputy Clerk Springs for arrangements. Trustee McBride said he attended the TOI Trustee’s meeting. He said a discussion went on about how to inform the tax payers the functions, efforts and the importance of the Township offices.

Supervisor Jones mentioned that by the time of the TOI November conference the Township should have its flag for the parade and asked for flag ideas.

Highway Commissioner’s Report: None.

Assessor’s Report:

Assessor Mark Stricklin distributed an informational “Property Tax Assessment” card, in Spanish on reverse side. He said that the assessment notices were mailed out that the home owner has up to 30 days (Waukegan Township file date is September 24, 2015) to file an appeal from the date of the notice. If someone wants to appeal their taxes it can be done online or through the Board of Review. He mentioned that he was invited by the Mayor of Waukegan to discuss the Assessor’s role and an explanation of tax assessment.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Executive Minutes-5ILCS 120/2 (C21) at 5:51 p.m. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 6:02 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **September 03, 2015** in the amount of **\$162,306.69** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, 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 **September 10, 2015** Board Meeting: Invoices for Town Fund in the amount of **\$19,626.34**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,001.72**; Invoices for G/A Fund/Staben House in the amount of **\$2,556.75**; Invoices for Town Fund/Assessor’s Office in the amount of **\$8,280.83**; Invoices for Road and Bridge/Highway Department the amount of **\$180.76**; Senior Fund/Park Place in the amount of **\$8,685.77**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$477.92**; Invoices for Fundraisers in the amount of **\$3,908.40**; as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, 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 27, 2015** Board Meeting in the amount of **\$6,018.49** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
September 10, 2015**

The following is a list of bills that were paid after the board meeting of August 27, 2015 but before the meeting September 10, 2015

Purpose	Payee	Amount
Senior Fund		
08/31/2015	Boston Hunter	\$200.00
Exercise Award Ceremony		
Total Senior Fund		\$200.00

G/A Fund		
08/28-09/10	General Assistance Client Payments	\$5,818.49
	Payments made on behalf of GA Clients	
Total G/A Fund		\$5,818.49
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
Total Town Fund		\$0.00
Total all checks paid prior to board meeting		\$6,018.49

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the Executive Minutes of May & June 2015 all to remain closed as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the ‘Outside Agency Requests’ Investing in our Youth for Nu Phi Chapter/Nursing Scholarship in the amount of \$500.00 as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **September 10, 2015** meeting at 6:10 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk