

WAUKEGAN TOWNSHIP BOARD MEETING OCTOBER 08, 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 October 08, 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 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. **Excused:** Highway Commissioner Mike Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **October 08, 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 **Minutes** for the **September 24, 2015** Waukegan Township Board Meeting 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 to approve the **Cash-on-Hand** as of **October 02, 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.**

Waukegan Township Cash-on-Hand Report
as of October 02, 2015

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	112,020.50	
	NorStates Money Market	1,527,691.62	
	Illinois Funds	37,476.49	
	No. Chicago Com. Bank	246,126.29	
Total Town Fund		\$1,923,314.90	
General Assistance Fund	First Midwest Checking	201,197.98	
	First Midwest Bank M/M	614,328.24	
	Illinois Funds	7,125.53	
Total General Assistance		\$822,651.75	
IMRF/FICA Fund	First Midwest Bank	77,121.16	
	First Midwest Bank M/M	113,149.91	

	Illinois Funds	163,059.81
Total IMRF/FICA Fund		\$353,330.88
Senior Fund	NorStates Financial	220,290.00
	NorStates Money Market	200,987.69
	First Midwest Money Market	14,993.40
	Illinois Funds	14,017.59
Total Senior Fund		\$450,288.68
		3,549,586.21
Road & Bridge	NorStates Financial	200,759.14
Total Road & Bridge		\$200,759.14

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 - 09/10/15 \$158,670.26
Total received FY 2015-16 \$1,244,787.98

GA RE Taxes - 09/10/15 \$63,196.29
Total received FY 2015-16 \$521,836.20

IMRF/FICA RE Taxes - 09/10/15 \$22,764.26
Total received FY 2015-16 \$183,218.05

SEN'R RE Taxes - 09/10/15 \$95,134.20
Total received FY 2015-16 \$784,755.52

R&B RE Taxes - 09/10/15 \$16,212.45
Total received FY 2015-16 \$130,505.83

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones thanked the Board Members for attending Township employee Clara Weldon/Staben House Manager, retirement party held earlier today. She said interviews will be conducted tomorrow to fill her position.

Supervisor Jones mentioned that the "Volunteer Appreciation Brunch" scheduled for October 10, 2015 was cancelled due to low response.

Supervisor Jones mentioned that the “Coalition to Reduce Recidivism” Annual Luncheon is scheduled for October 09, 2015 with Governor George Ryan as guest speaker. She said the meet & greet/reception is set for 11:30 a.m. Also, the \$500.00 scholarship will be introduced for criminal justice majors and applications will be on hand at the event. As for the job fair scheduled for 8:00-11:00 a.m., a total of 17 employers will be on hand.

Supervisor Jones mentioned that the “Home for the Holidays” fundraiser planning committee meeting is scheduled for October 20, 2015 to be held at the Supervisor’s office. She said the fundraiser is to benefit the Eddie Washington Center and the Staben House.

Supervisor Jones mentioned that several “\$1,000.00 Club” contributions were received for the “Historically Black Colleges & Universities” (HBCU)Tour . She mentioned that Assessor Mark Stricklin is a new HBCU committee member and thanked him for his overall support.

Supervisor Jones asked auditor Kevin P. Kinnavy, C.P.A. to address the Board Members regarding the “Township 2015 audit.” The Board Members referred to the “Waukegan Township Annual Financial Report” for year ended February 28, 2015 distributed to the Board Members at the September 24, 2015 Board meeting. Mr. Kinnavy reviewed several sections of the report, highlighted the increases and decreases. He stated that the Township financial report was sound and the Township is in good shape.

Supervisor Jones mentioned that Park Place was in need of a van for their activities and transport equipment for events. She said a 2010 year van for \$19,900.00 was researched.

Supervisor Jones mentioned that a thank you letter was received from the “Mother’s Trust Foundation” dated September 29, 2015. The letter sent by Tina Mascari/Intern Executive Director for the \$1,000.00 donations towards their nurse’s program.

Highway Commissioner’s Report: None.

Assessor’s Report:

Assessor Mark Stricklin reported that the Assessor’s office to-date received 1,300 appeals and the completion of the appeals date is October 12, 2015. He said he received a two week extension for the quadrennial to complete the evaluation of 28,000 pieces of properties.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **October 02, 2015** in the amount of **\$99,900.30** 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 Invoices:

Supervisor Jones requested a motion for the approval of **agenda item #14**, approval of the following invoices for bills submitted for the **October 08, 2015**: Invoices for Town Fund in the amount of **\$18,334.67**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$3,607.44**; Invoices for G/A Fund/Staben House in the amount of **\$2,609.66**; Invoices for Town Fund/Assessor’s Office in the amount of **\$10,063.03**; Invoices for Road and Bridge/Highway Department the amount of **\$3,877.83**; Senior Fund/Park Place in the amount of **\$5,063.92**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$281.05**; 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 **September 24, 2015** Board Meeting in the amount of **\$22,550.96** as presented. **Discussion:** Supervisor Jones noted that the Highland Park Truck & Auto amount of \$19,900.00 is the van purchased to service Park Place. 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
October 08, 2015**

The following is a list of bills that were paid after the board meeting of September 24, 2015 but before the meeting October 08, 2015.

Purpose	Payee	Amount
Senior Fund		
10/05/2015 Van Purchased	Highland Park Truck & Auto	\$19,900.00
Total Senior Fund		\$19,900.00
G/A Fund		
09/28-10/08/15 Payments made on behalf of GA Clients	General Assistance Client Payments	\$2,431.34
Total G/A Fund		\$2,431.34
R & B Fund		

Total R & B Fund		\$0.00
Town Fund		
10/02/2015	RRR Clients	\$30.00
Transportation		
10/05/2015	Dulce Ortiz	\$189.62
Travel Expense-Seminar		
Total Town Fund		\$219.62
Total all checks paid prior to board meeting		\$22,550.96

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the “Township 2015 Audit” with no infractions found by the Township Board, 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.**

New Business: None.

Old Business: None.

Announcements:

Trustee Johnson mentioned that the New Hope Missionary Baptist Church will be celebrating his, Pastor’s & First Lady’s 8th anniversary. He said the celebration will be held on November 1, 2015 at 3:30 p.m. and November 08, 2015 at 3:00 p.m. and invited the Board Members to attend the event.

Trustee McBride mentioned that Teddy Rickart’s funeral date is October 09, 2015.

Comments/Concerns-Trustees:

Supervisor Jones mentioned that Trustee Francis will be celebrating her 82th birthday and the Board Members will celebrate with a cake after this meeting.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **October 08, 2015** meeting at 5:47 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk