

WAUKEGAN TOWNSHIP BOARD MEETING

OCTOBER 22 , 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 22 , 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, Clerk Rose M. Staben, Assessor Mark Stricklin, Highway Commissioner Mike Hewitt and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome, Nancy Netherton/Financial Manager and Tami Springs/Executive Assistant/Deputy Clerk. **Absent:** Trustee Charles "Chuck" Willms.

Supervisor Jones requested a motion to approve the **Agenda** for the **October 22, 2015** Waukegan Township Board Meeting 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 to approve the **Minutes** for the **October 08, 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 **October 16, 2015** as presented. Motion by Trustee Johnson, 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 October 16, 2015

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	82,407.07	
	NorStates Money Market	1,527,691.62	
	Illinois Funds	37,476.49	
	No. Chicago Com. Bank	246,126.29	
Total Town Fund		\$1,893,701.47	
General Assistance Fund	First Midwest Checking	191,595.88	
	First Midwest Bank M/M	614,328.24	
	Illinois Funds	7,125.53	
Total General Assistance		\$813,049.65	

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	83,176.12
	NorStates Money Market	200,987.69
	First Midwest Money Market	14,993.40
	Illinois Funds	14,017.59
Total Senior Fund		\$313,174.80
		3,373,256.80
Road & Bridge	NorStates Financial	208,663.81
Total Road & Bridge		\$208,663.81

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the states 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 -

Total received FY 2015-16 **\$1,390,705.82**

GA RE Taxes -

Total received FY 2015-16 **\$579,953.37**

IMRF/FICA RE Taxes -

Total received FY 2015-16 **\$204,152.73**

SEN'R RE Taxes -

Total received FY 2015-16 **\$872,243.73**

R&B RE Taxes -

Total received FY 2015-16 **\$145,418.66**

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones asked Nancy Netherton/Financial Manager to address the Board Members regarding the renovation of the 149 S. Genesee building. Mrs. Netherton presented the Board Members with exterior brick and stone facing sample and the Board Members voted for a brick style. She said she will be working with Ted Haug/Legat Architects to complete the other material needed for new windows, doors and parking lot materials.

Supervisor Jones mentioned that the Lake County Board finance committee announced that the Township will be receiving a grant in the amount of \$10,000.00 to go towards the Coalition to Reduce Recidivism (CTRR) efforts. She said the grant will be received in the month of November of 2015.

Supervisor Jones distributed the CTRR "2015 Proposed Annual Meeting/Fundraiser Budget Milan Banquets" revenue and expenses chart.

Supervisor Jones asked Mrs. Netherton to address the Board Members regarding the Housing & Urban Development (HUD) changes. Mrs. Netherton distributed the "Board-Approved Rankings for FY15 CoC NOFA" listing the various agencies and funding. She discussed the change in HUD for transitional housing. Also, distributed the "Transitional Housing Projects" listing the various agencies, cost and funding.

Mrs. Netherton left the Board Meeting at 5:40 p.m.

Dulce Ortiz entered the Board Meeting at 5:41 p.m.

Supervisor Jones asked Dulce Ortiz/Human Resources Manager to address the Board Members regarding a personnel matter. Ms. Ortiz distributed the "Waukegan Township Recommendation for Staff Appointment" for a Child Specialist/House Manager for the Staben House.

Supervisor Jones mentioned that the "Vista National Insurance" members met with the Township staff to discuss and review their insurance packet. She thanked Ms. Ortiz for her work in the process of changing over to this new insurance company.

Supervisor Jones distributed the "Waukegan Township Flag Design Contest" application awarding a cash prize of \$150.00 to the winning flag. She said the flag will be presented at the "Township Officials of Illinois" (TOI) November conference and the Township will also be participating with a booth.

Supervisor Jones mentioned that Congressman Dole will be at Park Place on October 20, 2015 and will be the guest speaker at the Veteran's Day luncheon to be held in November. She thanked Attorney Newsome and Assessor Mark Stricklin for serving our Country.

1. Supervisor Jones distributed the "Artis Yancey HBCU Tour 2016" October 14, 2015 agenda. She mentioned that the next HBCU meeting is scheduled for November 18, 2015.

Supervisor Jones thanked Trustee Francis and Clerk Staben for attending the "Breast Cancer/Domestic Violence Awareness" event held on October 17, 2015 at Park Place.

Highway Commissioner's Report:

Commissioner Mike Hewitt reported that the new removal equipment is ready for the season. He mentioned that the County secured \$2,000,000.00 for the new walk trail and that the trail will be paved with black top.

Assessor's Report:

Assessor Mark Stricklin reported that the Assessor's office is preparing for the appeals followed by the incoming year assessments.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **October 16, 2015** in the amount of **\$97,801.26** 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 **October 22, 2015**: Invoices for Town Fund in the amount of **\$5,527.86**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,445.82**; Invoices for G/A Fund/Staben House in the amount of **\$2,551.44** Invoices for Town Fund/Assessor's Office in the amount of **\$3,173.11**; Invoices for Road and Bridge/Highway Department the amount of **\$15,525.45**; Senior Fund/Park Place in the amount of **\$10,056.25**; Senior Fund/Gift Shoppe in the amount of **\$420.30**; Invoices for Home Sweet Home in the amount of **\$1,271.16**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Francis, second by Trustee McBride. **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 **October 08, 2015** Board Meeting in the amount of **\$4,854.33** 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
October 22, 2015**

The following is a list of bills that were paid after the board meeting of October 08, 2015 but before the meeting October 22, 2015

Purpose	Payee	Amount
Senior Fund		
10/21/2015	Centurion Technologies	\$175.00
Updated licenses for 7 senior mouse club computers		
Total Senior Fund		\$175.00
G/A Fund		

09/28-10/08/15	General Assistance Client Payments	\$4,120.27
	Payments made on behalf of GA Clients	
Total G/A Fund		\$4,120.27
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
10/02/2015	RRR Clients	\$160.00
	Transportation	
10/21/2015	Nancy Netherton	\$83.66
	Travel Expense-Seminar	
10/21/2015	Waukegan Booster Club	\$250.00
	Investing in our Youth funding	
10/19/2015	Octavius Hayes	\$65.40
	Reimb. For meeting expense	
Total Town Fund		\$559.06

Total all checks paid prior to board meeting \$4,854.33

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the "Waukegan Township Recommendation for Staff Appointment" as presented. Motion by Trustee Francis, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, 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 **October 22, 2015** meeting at 6:07 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk