

WAUKEGAN TOWNSHIP BOARD MEETING

AUGUST 25, 2016

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 25, 2016.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. Clerk Rose M. Staben led the Members in the Pledge of Allegiance and Trustee Percy L. Johnson led the Members in prayer.

ROLL CALL: Trustee Percy L. Johnson, Trustee Jeff McBride, Clerk Rose M. Staben and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome, Tami Springs/Executive Assistant/Deputy Clerk and Juan M. Hernandez. **Excused:** Trustee Katherine Rothwell-Francis, Assessor Mark Stricklin, Trustee Charles "Chuck" Willms and Highway Commissioner Mike Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **August 25, 2016** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **August 11, 2016** Waukegan Township Board Meeting as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **August 22, 2016** as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of August 23, 2016

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	14,341.07	
	NorStates Money Market	930,730.16	
	Illinois Funds	37,534.73	
	No. Chicago Com. Bank	246,268.07	
Total Town Fund		\$1,228,874.03	
General Assistance Fund	First Midwest Checking	20,374.42	
	First Midwest Bank M/M	619,557.24	
	Illinois Funds	7,132.74	
Total General Assistance		\$647,064.40	
IMRF/FICA Fund	First Midwest Bank	46,279.45	
	First Midwest Bank M/M	68,200.91	
	Illinois Funds	163,316.37	

Total IMRF/FICA Fund		\$277,796.73
Senior Fund	NorStates Financial	35,661.27
	NorStates Money Market	91,011.65
	First Midwest Money Market	1,283.93
	Illinois Funds	14,039.42
Total Senior Fund		\$141,996.27
		2,295,731.43
Road & Bridge	NorStates Financial	220,040.23
Total Road & Bridge		\$220,040.23

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the state's fiscal year of (July 01 - June 30, 2017) we have received a total of for Town \$99,439.64 and for R & B \$29,617.56

Town RE Tax -

Total received FY 2016-17 **\$709,808.74**

GA RE Taxes -

Total received FY 2016-17 **\$319,048.06**

IMRF/FICA RE Taxes -

Total received FY 2016-17 **\$113,555.04**

SEN'R RE Taxes -

Total received FY 2016-17 **\$477,774.80**

RB RE Taxes

Total received FY 2016-17 **\$80,444.91**

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones asked Clerk Staben to present the "Waukegan Township Oath of Office" to the new incoming Deputy Clerk Juan M. Hernandez. The Board Members thanked Tami Springs for her great service and dedication as the Deputy Clerk.

Supervisor Jones asked Cheri Pierson-White to address the Board Members with the current Park Place events, programs and services. Mrs. White distributed a packet on the current Park Place happenings and provided an audio presentation.

Supervisor Jones mentioned that the Assessor's office lease was reviewed by Attorney Newsome. She asked Mr. Newsome to address the Board Members regarding the lease terms. He explained some new items of the lease and said that the lease expires in February of 2017. Supervisor Jones said that she will table this lease agreement for the following Board meeting.

Supervisor Jones distributed the "2016 EWC/Staben House Golf Outing" revenues and expenses chart. She said the golf outing was a success with 98 golfers participating. She said there will be a wrap up meeting on this event and invited the Board Members to attend and or give their input and opinions of the event. Also, that the 2017 golf outing will be held at the Bonnie Brook Golf Course and welcomed volunteers for this event.

Supervisor Jones mentioned that the next "Home For The Holidays" planning committee will be meeting on August 30, 2016 at the Supervisor's office.

Supervisor Jones distributed the "Waukegan Township Transportation" agenda, dated August 24, 2016. She said Nancy Netherton/Finance Manager conducted the first meeting. The next committee meeting is scheduled for September 14, 2016 at 9:00 a.m. in the Supervisor's office.

Supervisor Jones distributed the "2016 Legislative Breakfast" committee meeting agenda. She said the next committee meeting is scheduled for September 15, 2016 at 8:30 a.m. in the Supervisor's office. Also, mentioned that the event scheduled date is September 30, 2016.

Supervisor Jones mentioned that the document was received (dated August 17, 2016.) Stating that the Democratic Party met with the precinct committee members for the purpose of the primary election for the nomination of candidates for Waukegan Township offices.

Supervisor Jones mentioned that the Township has received an offer from the Double Tree Hotel in Mundelein to co-sponsor the "Home For The Holidays" event at their facility in the future.

Supervisor Jones mentioned that the Avon Corporation is interested in assisting with the golf outing and offered to make donations for the event.

Highway Commissioner's Report: None.

Assessor's Report: None.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **August 05, 2016** in the amount of **\$113,933.89** as presented.

Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** 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 25, 2016** Board Meeting: Invoices for Town Fund in the amount of **\$31,840.17**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,784.95**; Invoices for G/A Fund/Staben House in the amount of **\$2,448.21**; Invoices for Town Fund/Assessor’s Office in the amount of **\$3,674.23**; Invoices for Road and Bridge/Highway Department the amount of **\$2,349.24**; Senior Fund/Park Place in the amount of **\$6,910.74**; Senior Fund/Gift Shoppe in the amount of **\$3.68**; Invoices for Home Sweet Home in the amount of **\$332.20**; Invoices for Fundraisers in the amount of **\$0545.00**; as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** 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 11, 2016** Board Meeting in the amount of **\$12,581.47** as presented. Motion by Trustee McBride, second by Trustee Johnson **Ayes:** Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
August 25, 2016**

The following is a list of bills that were paid after the board meeting of August 11, 2016 but before the meeting August 25, 2016

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
08/18/2016	Graffiti Grill	\$3,290.00
	Golf Outing Catering	
08/18/2016	Urban Kettle	\$500.00
	Golf Outing	
08/10-08/25	General Assistance Client Payments	\$8,147.97
	Payments made on behalf of GA Clients	
Total G/A Fund		\$11,937.97
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
08/15/2016	Black Student Parent Org.	\$193.50

	Student activity		
08/18/2016		Johnnie Jenkins	\$350.00
	Reimb. For HBCU student overpayment (PR ded)		
08/18/2016		Tamura Springs	\$100.00
	Reimb. For HBCU student overpayment (PR ded)		
Total Town Fund			\$643.50
Total all checks paid prior to board meeting			\$12,581.47

Emergency Bills: None.

Action Items: None.

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees:

Supervisor Jones asked the Board Members to Trustee Francis and Trustee Willms in their prayers.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **August 25, 2016** meeting at 6:00 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk