

AGENDA  
WAUKEGAN TOWNSHIP BOARD MEETING  
SEPTEMBER 8, 2016 – **5:00PM**  
WAUKEGAN TOWNSHIP SUPERVISOR'S OFFICE  
149 S. GENESEE STREET  
WAUKEGAN, ILLINOIS 60085

Waukegan Township is a governmental agency and public servant, dedicated and committed to providing quality services to enhance the health, safety and general well-being of the citizens of our township. We will do this by providing general assistance, housing for the homeless, services and programs for seniors, assistance to Repatriates, the eradication of violence, and maintenance of all roads in the unincorporated area and assessment of property within the Township.

- I. CALL TO ORDER – Supervisor Patricia Jones
- II. PLEDGE OF ALLEGIANCE – Led by Assessor Stricklin
- III. PRAYER – Led by Trustee McBride
- IV. ROLL CALL
  - Clerk Rose M. Staben
- V. ACTION ON AGENDA
  - September 8, 2016 Township Regular Agenda
- VI. ACTION ON MINUTES
  - August 25, 2016 Township Regular Minutes
- VII. ACTION ON THE CASH-ON-HAND REPORT
  - Cash-on-Hand Report as of September 1, 2016
- VIII. CITIZEN PARTICIPATION
- IX. SUPERVISOR'S REPORT
  - Personnel
  - Health Renewal Benefits and presentation from Vista National
  - Review of Assessor's Office Rental Lease Agreement
  - Letter of Engagement for annual audit from Evoy Kamschulte Jacobs and Co.
  - Updates:
    - **Monday, August 29<sup>th</sup>, 10:00 – 11:00 am**, Waukegan 2 College program meeting @ Supervisor's Office
    - **Tuesday, August 30<sup>th</sup>, 9:00 – 10:00 am**, Home for the Holidays Committee meeting @ Supervisor's Office
    - **Wednesday, August 31<sup>st</sup>, 9:00 – 10:00 am**, Salary Review Committee meeting @ Supervisor's Office
    - **Saturday, September 3<sup>rd</sup>** – 5K for Labor Day @ Independence Grove, Libertyville
    - **Wednesday, September 7<sup>th</sup>, 12:00 – 1:00 pm**, SCSC meeting @ Park Place
    - **Thursday, September 8<sup>th</sup>, 12:00 – 1:00 pm**, Golf Outing wrap up meeting @ Supervisor's Office
  - Save the date:
    - **Tuesday, September 13<sup>th</sup>, 12:00 – 1:00 pm**, HBCU Committee meeting @ Supervisor's Office
    - **Wednesday, September 14<sup>th</sup>, 9:00 – 10:00 am**, Transportation Committee meeting @ Supervisor's Office

- **Thursday, September 15<sup>th</sup>, 12:30 – 1:30 pm**, Children’s Shopping Spree Committee meeting @ Supervisor’s Office
- **Friday, September 30<sup>th</sup>, 7:30 – 10:00 am**, Legislative Breakfast @ IL. State Beach Resort
- **Friday, October 14<sup>th</sup>, 9:00 am – 2:00 pm**, Coalition Annual Luncheon & Job Fair @ Greenbelt Cultural Center
- **Saturday, October 29<sup>th</sup>**, Volunteer Appreciation Brunch – Location: TBD
- **Sunday, Monday & Tuesday, November 13-15<sup>th</sup>** – TOI Annual Conference, Crowne Plaza - Springfield, IL
- **Friday, December 2<sup>nd</sup>** – Home for the Holidays @ Chevy Chase Country Club
- **Friday, December 16<sup>th</sup>**, Employee Recognition Holiday Party - Location: TBD
- Outside Agency Requests
- Other

## X. HIGHWAY COMMISSIONER’S REPORT

## XI. ASSESSOR’S REPORT

## XII. EXECUTIVE SESSION

- Personnel - 5ILCS 120/2 (C1)
- Land Acquisition – 5ILCS 120/2 (C5)
- Litigation – 5ILCS 120/2 (C11)
- Executive Minutes – 5ILCS 120/2 (C21)

## XIII. ACTION ON PAYROLL

Payroll period ending August 19, 2016 in the amount of **\$113,933.89**

## XIV. ACTION ON INVOICES for bills submitted for the **September 8, 2016** meeting:

- Invoices for **Town Fund** in the amount of **\$13,934.87**
- Invoices for **G/A Fund/Eddie Washington Center** in the amount of **\$784.63**
- Invoices for **G/A Fund/Staben House** in the amount of **\$3,403.00**
- Invoices for **Town Fund/Assessor’s Office** in the amount of **\$0**
- Invoices for **Road and Bridge/Highway Department** in the amount of **\$5,154.80**
- Invoices for **Senior Fund/Park Place** in the amount of **\$9,090.22**
- Invoices for **Senior Fund/Gift Shoppe** in the amount of **\$50.00**
- Invoices for **Home Sweet Home** in the amount of **\$3,700.03**
- Invoices for **Fundraiser** in the amount of **\$0**

## XV. ACTION ON PAID BILLS

- **Submitted after the August 25, 2016 meeting and prior to September 8, 2016**

## XVI. ACTION ON EMERGENCY BILLS

- **Submitted after the meeting in the amount of \$0**

## XVII. ACTION ON THE FOLLOWING ITEMS

- Personnel
- Approval of Assessor’s Office Rental Lease Agreement
- Approval of Letter of Engagement for annual audit from Evoy Kamschulte Jacobs and Co.
- Outside Agency Requests
- Other

XVIII. NEW BUSINESS

XIX. OLD BUSINESS

XX. ANNOUNCEMENTS

XXI. COMMENTS/CONCERNS – TRUSTEES

XXII. ADJOURNMENT