

WAUKEGAN TOWNSHIP BOARD MEETING

SEPTEMBER 22, 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 September 22, 2016.

The Board Meeting was called to order at 5:03 p.m. by Supervisor Patricia Jones. Assessor Mark Stricklin led the Members in the Pledge of Allegiance and Trustee Jeff McBride 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, Juan Hernandez/HR Assistant/Deputy Clerk and Tami Springs/Executive Assistant. **Excuse:** 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 22, 2016** 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 **Minutes** for the **September 08, 2016** 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 **September 14, 2016** 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 14, 2016

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	333,596.20	
	NorStates Money Market	930,808.52	
	Illinois Funds	37,558.40	
	No. Chicago Com. Bank	246,301.54	
Total Town Fund		\$1,548,264.66	
General Assistance Fund	First Midwest Checking	216,709.84	
	First Midwest Bank M/M	559,601.60	
	Illinois Funds	7,137.27	
Total General Assistance		\$783,448.71	
IMRF/FICA Fund	First Midwest Bank	119,097.18	
	First Midwest Bank M/M	68,207.84	

	Illinois Funds	163,419.39
Total IMRF/FICA Fund		\$350,724.41
Senior Fund	NorStates Financial	232,577.85
	NorStates Money Market	45,431.97
	First Midwest Money Market	0.00
	Illinois Funds	14,048.29
Total Senior Fund		\$292,058.11
		2,974,495.89
Road & Bridge	NorStates Financial	267,808.62
Total Road & Bridge		\$267,808.62

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 - 09/01	\$315,943.85
Total received FY 2016-17	\$1,161,840.98

GA RE Taxes - 09/01	\$142,102.60
Total received FY 2016-17	\$522,863.19

IMRF/FICA RE Taxes - 09/01	\$50,493.31
Total received FY 2016-17	\$180,961.08

SEN'R RE Taxes - 09/01	\$212,793.23
Total received FY 2016-17	\$782,518.48

RB RE Taxes 09/01	\$35,829.62
Total received FY 2016-17	\$131,774.88

Other Payments Rec'd

Citizen Participation:

Butch Hughes/Southside Youth Program was present to request a donation for their youth annual picnic. Supervisor Jones said that the request will be voted on at the following Board Meeting.

Supervisor's Report:

Supervisor Jones asked Marc Jones/Director of the Eddie Washington Center to address the Board Members regarding the EWC program. Mr. Jones presented the Board Members with an audio, "Who, what and where is the EWC" and spoke in depth of the program. He also distributed a packet of the programs and operations. Mr. Jones thanked the Board Members for being supportive with the EWC

endeavors. Also present was a former EWC resident Duran King. Mr. King briefly spoke about his positive experience with the program and thanked the Township and Board Members for making it possible to get his life back in order.

Supervisor Jones mentioned that the “Coalition Annual Luncheon & Job Fair” is scheduled for October 14, 2016. She said donations (tickets are \$50.00) are welcomed from the Board Members to support the Coalition mission in helping to make lives better for those in need of assistance. She mentioned that a \$1,000.00 club member made a donation today and Assessor Mark Stricklin purchased 10 tickets for the event.

Supervisor Jones mentioned that she was approached by several HBCU parents. They were thankful for the HBCU tour their child attended and who are now attending college. The “HBCU Waukegan Township & Partners Committee Meeting” agenda dated September 13, 2016 was provided in the Board Members packet.

Supervisor Jones mentioned that the “Legislative Breakfast” is cancelled due to low sponsorship participation.

Supervisor Jones mentioned that the “Transportation Committee” met on September 14, 2016. She said Clerk Staben participated with concerns on providing transportation for those physically and mentally limited in reaching a destination. Supervisor Jones said she met with a member of the Lake County Division of Transportation to discuss the transportation marketing. The “Waukegan Township Transportation Committee Planning” agenda dated August 24, 2016 was provided in the Board Members packet.

Supervisor Jones distributed the “Waukegan Township Employee Resignation” for Thomasina Foster/Program Operation Assistant. Resignation effective as of September 29, 2016 and last day of payroll September 30, 2016.

Highway Commissioner’s Report: None.

Assessor’s Report:

Assessor Mark Stricklin reported that the Assessor’s office summited 1256 resident and commercial property appeals on September 09, 2016. He said a large number of appeals was expected since the County created an on line appeal process and tax attorneys market the appeal process.

Assessor Stricklin made a correction on the September 08, 2016 Board Minutes, first paragraph, last sentence says “The lease will have additional maintenance cost as provided.” Should say “There will be a maintenance cost only for above unusual customary maintenance”.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **September 02, 2016** in the amount of **\$105,159.94** 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 22, 2016** Board Meeting: Invoices for Town Fund in the amount of **\$8,205.57**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,797.98**; Invoices for G/A Fund/Staben House in the amount of **\$1,034.39**; Invoices for Town Fund/Assessor’s Office in the amount of **\$988.65**; Invoices for Road and Bridge/Highway Department the amount of **\$103.49**; Senior Fund/Park Place in the amount of **\$39,259.52**; Senior Fund/Gift Shoppe in the amount of **\$71.35**; Invoices for Home Sweet Home in the amount of **\$982.50**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee McBride, second by Trustee Francis. **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 **September 08, 2016** Board Meeting in the amount of **\$7,699.79** as presented. Motion by Trustee Francis, second by Trustee McBride. **Discussion:** Supervisor Jones made the correction on the Paid Bill chart. The chart has a total of \$7,621.22 and should be \$7,699.79. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
September 22,2016**

The following is a list of bills that were paid after the board meeting of September 08, 2016 but before the meeting September 22, 2016

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
09/09-09/22	General Assistance Client Payments	\$7,621.22
	Payments made on behalf of GA Clients	
Total G/A Fund		\$7,621.22
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
09/14/2016	Dulce Ortiz	\$78.57
	Mileage Reimbursement - Training Workshop	

Total Town Fund	\$78.57
Total all checks paid prior to board meeting	\$7,699.79

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the “Waukegan Township Employee Resignation” for Thomasina Foster 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:

Assessor Stricklin mentioned that the Faith Hope & Love Ministry of Kenosha provides duffel bags-with materials in police cars to comfort a child in the event an arrest is made of a parent. He said the Ministry will soon provide stuff bags for children while they visit a parent in jail. He said he will use funds from his book sales to supply this program.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **September 22, 2016** meeting at 6:07 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk