

WAUKEGAN TOWNSHIP BOARD MEETING

JANUARY 14, 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 January 14, 2016.

The Board Meeting was called to order at 5:00 p.m. by Clerk Rose M. Staben. Trustee Charles “Chuck” Willms led the Members in the Pledge of Allegiance and Senior Trustee Katherine Rothwell-Francis led the Members in prayer.

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

Clerk Staben requested a motion to appoint Senior Trustee Katherine-Rothwell Francis to preside the **January 14, 2016** Waukegan Township Board Meeting. Motion by Trustee McBride, second by Trustee Willms. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis.

Senior Trustee Francis requested a motion to approve the **Agenda** for the **January 14, 2016** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

Senior Trustee Francis requested a motion to approve the **Minutes** for the **December 21, 2015** Waukegan Township Board Meeting as presented. Motion by Trustee Willms, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

Senior Trustee Francis requested a motion to approve the **Cash-on-Hand** as **January 08, 2016** as presented. Motion by Trustee Johnson, second by Trustee Willms. **Ayes:** Senior Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of January 08, 2016

Fund	Bank	Balance	Ins/outs
Town Fund	Nor States Checking	144,178.15	
	Nor States Money Market	101,632.27	
	Illinois Funds	37,477.92	
	No. Chicago Com. Bank	246,142.48	
Total Town Fund		\$529,430.82	
General Assistance Fund	First Midwest Checking	45,608.30	

	First Midwest Bank M/M	554,358.53
	Illinois Funds	7,125.80
Total General Assistance		\$607,092.63
IMRF/FICA Fund	First Midwest Bank	52,109.88
	First Midwest Bank M/M	113,155.49
	Illinois Funds	163,066.06
Total IMRF/FICA Fund		\$328,331.43
Senior Fund	Nor States Financial	10,731.77
	Nor States Money Market	142,229.82
	First Midwest Money Market	60,001.00
	Illinois Funds	14,018.12
Total Senior Fund		\$226,980.71
		1,691,835.59
Road & Bridge	Nor States Financial	192,000.14
Total Road & Bridge		\$192,000.14

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 \$236,243.14 and for R & B \$ 70,363.74

Town RE Tax -

Total received FY 2015-16 **\$1,421,483.81**

GA RE Taxes -

Total received FY 2015-16 **\$592,211.84**

IMRF/FICA RE Taxes -

Total received FY 2015-16 **\$208,568.42**

SEN'R RE Taxes -

Total received FY 2015-16 **\$890,697.35**

R&B RE Taxes -

Total received FY 2015-16 **\$148,560.04**

Other Payments Rec'd

Citizen Participation: None.

Senior Trustee Francis requested a motion to approve the "Attendance at Board Meetings by a Means Other Than Physical Presence" document for electronic/remote meeting participation policy effective as of January 14, 2016. Motion by Trustee Willms, second by Trustee McBride. **Ayes:** Trustee Johnson,

Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

Senior Trustee Francis requested a motion to accept Supervisor Patricia Jones to participate in the Board Meeting via remote/electronic device for this January 14, 2016 Board Meeting. She asked if Supervisor Jones informed Clerk Staben of her interest to participate in this Board Meeting via remote/electronic device. Clerk Staben responded yes, Supervisor Jones emailed her interest. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Willms, Senior Trustee Francis. **Nays:** None. **Motion carried.**

Supervisor Jones joined the Board Meeting at 5:19 p.m. via phone/computer.

Supervisor's Report:

Supervisor Jones thanked the Township Board Members for the get well wishes, flowers and cards. She thanked Senior Trustee Francis for conducting the Board Meetings in her absence and mentioned that she is the longest serving African American public official and in the top 5 long serving in Lake County. Also, acknowledged the Township staff for their hard work and efforts in the daily operations of the Township office.

Supervisor Jones mentioned that Hayward Johnson is currently in the hospital. Also, mentioned the loss of Tami Springs' grandmother.

Supervisor Jones mentioned that the renovation for the 149 S. Genesee Str. building will soon begin under the Stuckey Contraction Company.

Supervisor Jones mentioned that the 2016 Township calendar will have some changes done to it and the new 2016 calendar will be presented by February.

Supervisor Jones mentioned that the TOI auto stickers will be distributed to the officials.

Supervisor Jones mentioned that the Township newsletter will be distributed only 6-months a year, this will save time, effort and money.

Supervisor Jones mentioned that the "Martin Luther King, Jr. Dreamers Breakfast" is scheduled for January 18, 2016. She said the Milan Banquet hall has the capacity to hold 385 hundred people and the ticket sells is at 383 for attendees.

Supervisor Jones mentioned that the Eddie Washington Center audit/grant requirement is scheduled for February 11, 2016.

Supervisor Jones mentioned that the "Home Sweet Home" mowing/shovel removal program served some 480 homes during the 2015-2016 years. She said the programs 5 trucks pulled together and got the work done.

Supervisor Jones mentioned that the Park Place Center will be closed for cleanup service on Monday, Tuesday and Wednesday.

Supervisor Jones mentioned that the remaining 2015 Executive Minutes will be reviewed at the following January 28, 2016 Board Meeting. Senior Trustee Francis distributed the "2015 Executive Minutes Breakdown."

Supervisor Jones mentioned that the "Artis Yancey HBCU Tour" committee met on January 13, 2016. She said the fundraiser is scheduled for February 02, 2016 to be held at Bonnie Brook. She thanked Attorney Newsome for his efforts with the \$1,000,000 club. Mrs. Springs expounded on the committee meeting goals; chaperon training scheduled for January 23, 2016, campus activities and application/payment deadline for February 20, 2016.

Supervisor Jones mentioned that the "Outside Agency Requests" was received from the Delta Sigma Sorority to assist with their scholarship gala to be held in February 2016. She recommended a donation of \$500.00.

Supervisor Jones mentioned that the "Senior Citizen Service Committee" (SCSC) held their first meeting for 2016 and asked Trustee Johnson to expound on the meeting. Trustee Johnson said it was a general agenda. Cheri-Pierson-White/Park Place Director presented the committee with a list of the 2016 up-coming trips, events, discussed the resume of a new comer and mentioned that the next SCSC meeting is scheduled for February 17, 2016. Supervisor Jones said that the new member Gloria Carr will be voted on at the following February 2016 Board Meeting under agenda item #17.

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 December **25, 2015** in the amount of **\$95,015.28** as presented. Motion by Senior Trustee Francis, second by Trustee Johnson. **Ayes:** Senior 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 **January 14, 2016** Board Meeting: Invoices for Town Fund in the amount of **\$23,157.64**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$3,409.26**; Invoices for G/A Fund/Staben House in the amount of **\$2,218.66**; Invoices for Town Fund/Assessor's Office in the amount of **\$11,859.15**; Invoices for Road and

Bridge/Highway Department the amount of **\$3,081.98**; Senior Fund/Park Place in the amount of **\$24,257.93**; Senior Fund/Gift Shoppe in the amount of **\$266.00**; Invoices for Home Sweet Home in the amount of **\$416.17**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Senior Trustee Francis, second by Trustee Johnson. **Ayes:** Senior 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 **December 21, 2015** Board Meeting in the amount of **\$90,927.80** as presented. Motion by Trustee Johnson, second by McBride. **Ayes:** Senior Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
January 14, 2016**

The following is a list of bills that were paid after the board meeting of December 21, 2015 but before the January 14, 2016 meeting.

Purpose	Payee	Amount
Senior Fund		
01/08/2016 Equip Maint.	Ames Refrigeration	\$286.50
Total Senior Fund		\$286.50
G/A Fund		
12/12/15- 12/21/15 Payments made on behalf of GA Clients	General Assistance Client Payments	\$7,558.62
Total G/A Fund		\$7,558.62
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
12/30/2015 December 15 and Jan. 16 Premiums	Blue Cross Blue Shield	\$75,404.20
12/30/2015 December 15 and Jan. 16 Premiums	Guardian Life	\$6,640.04
12/30/2015 December 15 and Jan. 16 Premiums	Ameritas Life	\$878.44
12/21-01/14 transportation, ids, etc	Payments made for RRR clients	\$160.00
Total Town Fund		\$83,082.68

Total all checks paid prior to board meeting \$90,927.80

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the “Electronic/Remote Meeting Participation Policy” as presented. Motion by Trustee Willms, second by Trustee McBride. **Ayes:** Senior Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the “Delta Sigma Sorority” in the amount of \$500.00 as presented. Motion by Trustee McBride, second by Senior Trustee Francis. **Ayes:** Senior Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the “Most Influential African American Banquet” as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Senior Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustee:

Trustee McBride mentioned that he attended the Trustee’s Association meeting held in Wauconda. He said the main discussion was on how the Townships would outsource its duties if the Townships become eliminated. He said a video is in the making to show the communities the purpose and the importance of the Townships. He said the next meeting will be conducted in Waukegan.

Trustee Johnson mentioned that he will be attending the TOI meeting to be held on January 23, 2016 in Bloomington for Trustees. He asked Supervisor Jones if the Township will be purchasing tickets for the Most Influential African American Banquet and the Deltas-Red, Black & Green Scholarship Gala. Supervisor Jones said the tickets for Most Influential African American Banquet tickets are on hand and she will look into the other tickets.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **January 14, 2016** meeting at 5:55 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk