

# WAUKEGAN TOWNSHIP BOARD MEETING

## MARCH 10, 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 March 10, 2016.

The Board Meeting was called to order at 5:00 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 Percy L. Johnson, Trustee Jeff McBride, Trustee Charles "Chuck" Willms, Clerk Rose M. Staben, Assessor Mark Stricklin, Highway Commissioner Mike Hewitt and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome, Nancy Netherton/Finance Manager and Tami Springs/Executive Assistant/Deputy Clerk. **Excused: Absent:**

Supervisor Jones requested a motion to approve the **Agenda** for the **March 10, 2016** Waukegan Township Board Meeting as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

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

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **March 04, 2016** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
as of March 04, 2016

Fund	Bank	Balance	Ins/outs
Town Fund	Nor States Checking	163,227.09	
	Nor States Money Market	989,440.65	
	Illinois Funds	37,493.17	
	No. Chicago Com. Bank	246,202.76	
<b>Total Town Fund</b>		<b>\$1,436,363.67</b>	
General Assistance Fund	First Midwest Checking	43,533.85	
	First Midwest Bank M/M	434,476.72	
	Illinois Funds	7,128.73	
<b>Total General Assistance</b>		<b>\$485,139.30</b>	

IMRF/FICA Fund	First Midwest Bank	41,964.74
	First Midwest Bank M/M	113,177.98
	Illinois Funds	163,133.44
<b>Total IMRF/FICA Fund</b>		<b>\$318,276.16</b>
Senior Fund	Nor States Financial	83,351.06
	Nor States Money Market	43,881.70
	First Midwest Money Market	31,263.52
	Illinois Funds	14,023.88
<b>Total Senior Fund</b>		<b>\$172,520.16</b>
		<b>2,412,299.29</b>
Road & Bridge	Nor States Financial	185,878.12
<b>Total Road &amp; Bridge</b>		<b>\$185,878.12</b>

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the state's fiscal year of (July 01 - June 30, 2016) we have received a total of for Town \$315,401.12 and for R & B \$93,940.52

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**

Supervisor Jones requested a motion to suspend the Waukegan Township Board Meeting for the purpose of going into the Town Public Hearing for Town Budget Appropriations and Road & Bridge Appropriations. Motion by Trustee Francis, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones.

**Citizen Participation:** None.

**Supervisor's Report:**

Supervisor Jones welcomed back Trustee Johnson and said prayers will continue for him and his family. She welcomed back Trustee Willms and wished him a belated birthday.

Supervisor Jones asked Nancy Netherton/Finance Manager to address the Board Members regarding the 149 S. Genesee St. building. Mrs. Netherton gave an up-date of the building renovations and said the work should be completed in April.

**Mrs. Netherton left the Board Meeting at 5:35 p.m.**

Supervisor Jones distributed the Waukegan Township Annual Town Meeting agenda for April 12, 2016. She mentioned the heroic action taken by Park Place employee Anthony Moore and said he will be commended at the meeting. Also, the flag contestants will be invited to the meeting for a certificate of participation.

Supervisor Jones distributed a letter from Tim Bramlet; TOI Legislative Consultant dated March 04, 2016. The letter mentioned the deadline for introduction of Township Bills passed for the Illinois House of Representatives and Senate and reviewed a list of more Bills to be considered. She said a letter will be sent to State Representative and Senator Terry Link stating Waukegan Township support in the said Bills recommended by the TOI.

Supervisor Jones mentioned the “HBCU” tour send-off is scheduled for March 18, 2016 for 5:00 p.m. from Park Place for 22 students and invited the Board Members to attend the event. She distributed a picture of the HBCU shirts, bus banner and school back packs for the tour group provided by CLC via Dr. Al Baldwin.

Supervisor Jones mentioned that the Township scholarship applications dead line is approaching and is available to students attending Illinois colleges or universities.

Supervisor Jones mentioned that the Township summer employment will be approximately for 16 students.

Supervisor Jones distributed a letter from NICASA, dated February 09, 2016. The NICASA letter stated that it is in need of support for their behavioral health services and show a chart with the numbers of Waukegan Township residents receiving services.

Supervisor Jones mentioned that the burning of the Staben House mortgage celebration is scheduled for July 30, 2016. She said pass Trustee’s, pass residents and elected officials will be invited for this event. Also, the Staben House graduation will be combined with this event and welcomed names.

Supervisor Jones mentioned that the Eddie Washington Center graduation is scheduled for April 16, 2016 to be held at Park Place at 11:00 a.m. and invitations will be mailed out for this event.

**Highway Commissioner’s Report:**

Commissioner Mike Hewitt reported that there is little road damage because of the mild winter. He said there will be a bid on salt thru out Lake County during March 13-18, 2016.

**Assessor's Report:**

Assessor Mark Stricklin reported that the 2015 assessment has been completed. He expounded on the 2016 review process and the tax reduction for disabled veterans.

**Executive Session:** None.

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **February 19, 2016** in the amount of **\$100,575.88** as presented. Motion by Trustee Francis, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **March 04, 2016** in the amount of **\$112,108.67** as presented. Motion by Trustee Willms, second by Trustee Francis. **Ayes:** 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 **March 10, 2016** Board Meeting: Invoices for Town Fund in the amount of **\$9,160.39**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,933.56**; Invoices for G/A Fund/Staben House in the amount of **\$3,732.25**; Invoices for Town Fund/Assessor's Office in the amount of **\$2,638.87**; Invoices for Road and Bridge/Highway Department the amount of **\$1,295.27**; Senior Fund/Park Place in the amount of **\$9,781.97**; Senior Fund/Gift Shoppe in the amount of **\$1,444.65**; Invoices for Home Sweet Home in the amount of **\$1,356.37**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Francis, second by Trustee Willms. **Ayes:** 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 **February 25, 2016** Board Meeting in the amount of **\$7,112.50** as presented. Motion by Trustee Willms, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**March 10, 2016**

The following is a list of bills that were paid after the board meeting of February 25, 2016 but before the meeting March 10, 2016

Purpose	Payee	Amount
<b>Senior Fund</b>		
04/10/1983	<b>Patricia Jones</b>	\$750.80
Refund for Trip Cancellation		
<b>Total Senior Fund</b>		<b>\$750.80</b>
<b>G/A Fund</b>		
02/26-03/10	<b>General Assistance Client Payments</b>	\$6,361.70
Payments made on behalf of GA Clients		
<b>Total G/A Fund</b>		<b>\$6,361.70</b>
R & B Fund		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
Town Fund		
<b>Total Town Fund</b>		<b>\$0.00</b>
Total all checks paid prior to board meeting		\$7,112.50

**Emergency Bills:** None.

**Action Items:**

Supervisor Jones requested a motion for the approval of the “Budget and Appropriation for General Town Purposes of March 2016-February 2017” as presented. Motion by Trustee Willms, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the “Budget and Appropriation for Road & Bridge Purposes of March 2016-February 2017” as presented. Motion by Trustee Willms, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the “Annual Town Meeting” April 12, 2016 agenda as presented. Motion by Trustee Johnson, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the TOI letter in support of recent Township Illinois Bills as presented. Motion by Trustee Johnson, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Outside Agency Request for “NICASA Behavioral Health Services” in the amount of \$1,000.00 as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:**

Trustee Francis mentioned that the “Women’s Club” is selling raffle tickets for their annual fundraiser.

**Comments/Concerns-Trustees:**

Trustee Johnson thanked the Waukegan Township Board for their support the home going of his beloved mother, for the flowers, kind cards and resolution in her honor.

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones adjourned the **March 10, 2016** meeting at 6:15 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**