

WAUKEGAN TOWNSHIP BOARD MEETING

APRIL 12, 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 414 South Lewis Avenue, Waukegan, Illinois 60085 on Tuesday April 12, 2016.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. Trustee Charles "Chuck" Willms led the Members in the Pledge of Allegiance and Trustee Katherine Rothwell-Francis 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 and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome, Dulce Ortiz/Human Resources Manager and Tami Springs/Executive Assistant/Deputy Clerk. **Excused:** Highway Commissioner.

Supervisor Jones requested a motion to approve the **Agenda** for the **April 12, 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 **Minutes** for the **March 24, 2016** Waukegan Township Board Meeting 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 to approve the **Cash-on-Hand** as **April 05, 2016** 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.**

Waukegan Township Cash-on-Hand Report
as of April 5, 2016

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	12,771.34	
	NorStates Money Market	752,319.00	*
	Illinois Funds	37,493.17	
	No. Chicago Comm Bank	246,202.76	
Total Town Fund		\$1,048,786.27	
General Assistance Fund	First Midwest Checking	54,477.15	
	First Midwest Bank M/M	299,476.72	**
	Illinois Funds	7,128.73	
Total General Assistance		\$361,082.60	
IMRF/FICA Fund	First Midwest Bank	21,026.93	
	First Midwest Bank M/M	113,177.98	
	Illinois Funds	163,133.44	

Total IMRF/FICA Fund		\$297,338.35	
Senior Fund	NorStates Financial	28,699.61	
	NorStates Money Market	21,003.35	***
	First Midwest Money Market	31,263.52	
	Illinois Funds	14,023.88	
Total Senior Fund		\$94,990.36	
		1,802,197.58	
Road & Bridge	NorStates Financial	131,535.69	****
Total Road & Bridge		\$131,535.69	

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the states fiscal year of (July 1 - June 30, 2016) we have received a total of for Town \$347,192.89 and for R & B \$ 103,409.53

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

- * Town Transfers \$150,000.00 - operating tfr to checking
- \$67,121.85 - Senior Funding tfr
- ** G/A Transfers \$75,000.00 - operating tfr to checking
- *** Senior Transfers \$60,000.00 operating transfer to checking
- **** R& B transfers \$44,719.00 tfr to Town for year end allocations

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones mentioned that the (CDBG) Community Development Block Grant presented to Waukegan Township in the amount of \$100,000.00 will be redirected (original for the purchase of 1324 Golf Road building) to be used for other Township building renovations. She said the Legat Architects assessed the (EWC) Eddie Washington Center, the Staben House and Park Place for building improvements desperately needed.

Supervisor Jones mentioned that an intergovernmental Resolution from the Township with the Lake County Board will be presented. For the grant approved in the amount of \$10,000.00 to benefit the (C2RR) Coalition to Reduce Recidivism.

Supervisor Jones mentioned that the Staben House (opened in 1997) mortgage burning is scheduled for July 23, 2016.

Supervisor Jones mentioned that the “Corporation for National & Community Service and the City of North Chicago will declare April 5th to be a “National Service Recognition Day.” She said a proclamation letter was sent to the Township Board from North Chicago Mayor Leon Rockingham, Jr.

Supervisor Jones mentioned that the Township received a check from “Health Care Foundation of Northern Lake County Grant” in the amount of \$7,500.00. She said the money affords the Township to purchase hats, gloves, hats and other items and provide program for families.

Supervisor Jones mentioned the Greenwood school “Women’s History Month” celebration. She said the principal, Ms. Joyce Meyer, and the students collected pennies and chose the Staben House to receive the \$1,389.19 total.

Supervisor Jones asked Dulce Ortiz/Human Resources Manager to distribute the “Waukegan Township Scholarship Program” applications for the Board Members to review. She said the application will be discussed at the next Board meeting.

Assessor’s Report: None.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at p.m. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at p.m. 6:02 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **April 01, 2016** in the amount of **\$95,773.66** as presented. Motion by Trustee Johnson, 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 **April 12, 2016** Board Meeting:

Invoices for Town Fund in the amount of **\$25,148.43**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$3,219.86**; Invoices for G/A Fund/Staben House in the amount of **\$3,175.05**; Invoices for Town Fund/Assessor's Office in the amount of **\$7,767.83**; Invoices for Road and Bridge/Highway Department the amount of **\$3,771.97**; Senior Fund/Park Place in the amount of **\$9,583.67**; Senior Fund/Gift Shoppe in the amount of **\$459.57**; Invoices for Home Sweet Home in the amount of **\$2,065.18**; Invoices for Fundraisers in the amount of **\$0**; 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.**

Action on Paid Bills:

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after **March 24, 2016** Board Meeting in the amount of **\$128,719.78** as presented. Motion by Trustee Johnson, second by McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
April 12, 2016**

The following is a list of bills that were paid after the board meeting of March 24, 2016 but before the meeting April 12, 2016

Purpose	Payee	Amount
Senior Fund		
4/1/2016	Gurnee Post Office-Bulk Mail	\$500.00
	Postage-Birthday cards	
4/6/2016	Bank Of America	\$1,277.23
Total Senior Fund		\$1,777.23
G/A Fund		
3/28-4/12/16	General Assistance Client Payments	\$7,289.34
	Payments made on behalf of GA Clients	
6-Apr	Bank Of America	753.53
Total G/A Fund		\$8,042.87
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
3/29/2016	Township Officials of Illinois	\$130.00
	Conference	
3/29/2016	Jeff McBride	\$430.22
	Per Diem	
3/30/2016	Health Insurance-All Vendors	\$116,178.74
	March and April Health Insurance	

4/6/2016	Bank Of America	\$2,160.72
Total Town Fund		\$118,899.68
Total all checks paid prior to board meeting		\$128,719.78

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval to accept “Resolution Approving Change to Scope of Work for Previously Awarded 2015 Lake County CDBG Public Infrastructure Grant” as presented. Motion by Trustee Johnson, 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 to accept the “City Of North Chicago’s National Service Recognition Day Proclamation” letter 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 to accept “Health Care Foundation of Northern Lake County Grant Funding” in the amount of \$7,500.00 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.**

Supervisor Jones requested a motion for the approval of the “Investing in Our Youth” request for Foss Park District, First Baptist Church, Puerto Rican Society, Waukegan Housing Authority and North Shore Community Service League, each in the amount of \$500.00 and Lion’s Math & Science Academy in the amount of \$1,000.00 as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements: None.

Trustee Francis mentioned that Gideon Missionary Baptist Church will be celebrating their 94th Anniversary on April 16 & 23, 2016 at 4:00 p.m. She invited the Board Members to join the Saturday’s celebrations.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **April 12, 2016** meeting at 6:04 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk