

WAUKEGAN TOWNSHIP BOARD MEETING

APRIL 28, 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 April 28, 2016.

The Board Meeting was called to order at 5:02 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, Highway Commissioner Mike Hewitt and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome, Dulce Ortiz/Human Resources Manager and Tami Springs/Executive Assistant/Deputy Clerk. **Excused: Absent:**

Supervisor Jones requested a motion to approve the **Agenda** for the **April 28, 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 **April 12, 2016** Waukegan Township Board Meeting as presented. Motion by Trustee Francis, second by Trustee Johnson. **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 **Town Public Hearing** held on **March 10, 2016** 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 to approve the **Minutes** for the **Road & Bridge Public Hearing** held on **March 10, 2016** as presented. Motion by Trustee McBride, 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 25, 2016** 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.**

Waukegan Township Cash-on-Hand Report
as of April 25, 2016

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	11,959.69	
	NorStates Money Market	678,143.85	
	Illinois Funds	37,505.76	

	No. Chicago Comm Bank	246,236.22
Total Town Fund		\$973,845.52
General Assistance Fund	First Midwest Checking	79,716.90
	First Midwest Bank M/M	254,520.00
	Illinois Funds	7,131.16
Total General Assistance		\$341,368.06
IMRF/FICA Fund	First Midwest Bank	25,656.32
	First Midwest Bank M/M	83,189.46
	Illinois Funds	163,190.29
Total IMRF/FICA Fund		\$272,036.07
Senior Fund	NorStates Financial	86,664.10
	NorStates Money Market	21,009.04
	First Midwest Money Market	16,263.52
	Illinois Funds	14,028.56
Total Senior Fund		\$137,965.22
		1,725,214.87
Road & Bridge	NorStates Financial	131,787.65
Total Road & Bridge		\$131,787.65

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**

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones mentioned that the Township received a letter from District 60 Superintendent Theresa Plascencia thanking the Township/staff, organizations, community members and host committee for the welcome reception.

Supervisor Jones mentioned that Marc Jones/Home Sweet Home manager will be reporting on the HSH program at the following Township Board meeting.

Supervisor Jones mentioned that the \$10,000.00 grant secured by Lake County Commissioner Audrey Nixon was received. She said the money will purpose the (C2RR) Coalition to Reduce Recidivism. An Intergovernmental Agreement with Waukegan Township with C2RR will be signed off.

Supervisor Jones mentioned that the “Annual Youth Summit” committee will be meeting on April 29, 2016. She said the summit will encompass Round Lake, Zion, North Chicago and Waukegan students.

Supervisor Jones asked Dulce Ortiz/Human Resources Manager to address the Board Members regarding the “Waukegan Township Scholarship” applicants. Ms. Ortiz referred to the scholarship application packet distributed at the previous Board Meeting. She named the three applicants to receive scholarships in the amount of \$1,000.00 per student. Trustee Francis suggested that the applicant’s support letter should be limited to a one page letter.

Supervisor Jones mentioned that the “Annual Staben House/Eddie Washington Center Golf Outing” committee will be meeting on May 05, 2016. She said Assessor Mark Stricklin will be the golf outing chairperson. Assessor Stricklin said he will be bringing in new committee members and looking forward to a great golf outing for 2016. Supervisor Jones asked Attorney Newsome if he would like to join the committee and Attorney Newsome accepted the offer.

Supervisor Jones mentioned that (HBCU) Historically Black College & University tour committee had their wrap-up on April 26, 2016 and that the committee is moving forward with the 2017 tour.

Highway Commissioner’s Report:

Highway Commissioner Mike Hewitt reported that he has 3 loads of salt. The bidding on salt for 2017 was done and the salt will be 10 cents cheaper per pound. The highway department will be chipping wood to deposit, said it is not recommended for home use.

Assessor’s Report:

Assessor Mark Stricklin reported that the 2016 tax bills will be mailed out next week. He said the Assessor’s office is creating a data to show the Assessor’s office activities to prove its importance to remain a separate entity.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 5:33 p.m. Motion by Trustee Francis, second by Trustee Willms. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 5:42 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **April 15, 2016** in the amount of **\$99,875.52** 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 **April 28, 2016** Board Meeting: Invoices for Town Fund in the amount of **\$9,145.77**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,381.11**; Invoices for G/A Fund/Staben House in the amount of **\$3,087.43**; Invoices for Town Fund/Assessor’s Office in the amount of **\$2,188.57**; Invoices for Road and Bridge/Highway Department the amount of **\$1,411.08**; Senior Fund/Park Place in the amount of **\$12,565.01**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$5,513.38**; 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 the **April 12, 2016** Board Meeting in the amount of **\$7,186.00** 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.**

**Paid Bills
April 28, 2016**

The following is a list of bills that were paid after the board meeting of April 12, 2016 but before the meeting April 28, 2016

Purpose	Payee	Amount
Senior Fund		
4/22/2016	Mayflower Tours	\$800.00
Deposit for upcoming trip		
Total Senior Fund		\$800.00
G/A Fund		
4/12-4/28	General Assistance Client Payments	\$6,036.00

Payments made on behalf of GA Clients		
Total G/A Fund		\$6,036.00
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
4/25/2016	Family Piano	\$225.00
	Event Piano Rental (to be reimb.)	
4/25/2016	Dr. Sandra Laconte	\$75.00
	Event Pianist (to be reimb)	
4/26/2016	Marian Rodriguez	\$50.00
	Event Photographer (to be reimb)	
Total Town Fund		\$350.00
Total all checks paid prior to board meeting		\$7,186.00

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the Personnel Resignation of a Township employee 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 “Waukegan Township Scholarship” applicants; Kennedy N. Brown, Angelina Jose and Senator W. Lynch for \$1,000.00 scholarship each 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 the “Intergovernmental Agreement Funding” 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.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **April 28, 2016** meeting at 5:52 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk