

WAUKEGAN TOWNSHIP BOARD MEETING

JANUARY 12, 2017

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 12, 2017.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. Trustee Jeff McBride 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, Clerk Rose M. Staben and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome & Juan Hernandez/HR Assistant/Deputy Clerk. **Excused:** Trustee Charles “Chuck” Willms and Highway Commissioner Mike Hewitt. **Absent:** Assessor Mark Stricklin.

Supervisor Jones requested a motion to approve the **Agenda** for the **January 12, 2017** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **December 22, 2017** Waukegan Township Board Meeting as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **January 06, 2017** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of January 06, 2017

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	120,432.33	
	NorStates Money Market	1,070,934.34	
	Illinois Funds	37,597.60	
	N. Chicago Com. Bank	246,350.67	
Total Town Fund		\$1,475,314.94	
General Assistance Fund	First Midwest Checking	2,102.95	
	First Midwest Bank M/M	859,656.70	
	Illinois Funds	7,144.77	
Total General Assistance		\$868,904.42	
IMRF/FICA Fund	First Midwest Bank	7,057.35	
	First Midwest Bank M/M	68,218.02	
	Illinois Funds	163,589.94	

Total IMRF/FICA Fund		\$238,865.31
Senior Fund	NorStates Financial	24,688.85
	NorStates Money Market	45,437.64
	First Midwest Money Market	6.50
	Illinois Funds	14,062.94
Total Senior Fund		\$84,195.93
		2,667,280.60
Road & Bridge	NorStates Financial	176,557.88
Total Road & Bridge		\$176,557.88

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the states fiscal year of (July 01 - June 30, 2017) we have received a total of for Town \$201,462.62 and for R&B \$60,004.05

Town RE Tax -

Total received FY 2016-17 **\$1,345,379.99**

GA RE Taxes -

Total received FY 2016-17 **\$605,413.83**

IMRF/FICA RE Taxes -

Total received FY 2016-17 **\$210,113.80**

SEN'R RE Taxes -

Total received FY 2016-17 **\$906,134.93**

RB RE Taxes

Total received FY 2016-17 **\$152,597.57**

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones welcomed the Township Board Members with New Year wishes for their families and friends.

Supervisor Jones expressed condolences to Township Attorney Mr. Newsome on the passing of his dear father.

Supervisor Jones mentioned the "Martin Luther King Jr. Dreamers Breakfast" annual event is scheduled for January 16, 2017. She said the event has sold to-date 520 tickets, the R.S.V.P for this event will be open till January 13, 2017. The ticket

sale proceeds will benefit Park Place. The 22 page souvenir commemorative booklet proceeds will benefit the (EWC) Eddie Washington Center. She said Senior Trustee Francis, Trustee Johnson and Attorney Mr. Newsome will be honored at the event for their endless service for the community.

Supervisor Jones mentioned that the “Waukegan Township Senior Citizens Services Committee” met on January 04, 2017. She said for 2017 there will be four open committee member positions to fill and welcomed North Chicago and Waukegan residents to participate in the new year. The swearing in of the new committee members is scheduled for March 01, 2017. Trustee Johnson mentioned that at the recent meeting guest speaker Mary Hauser presented the process of searching and preserving family history and its importance.

Supervisor Jones asked Dulce Ortiz/Human Resources Manager to address the Board Members regarding personnel. Ms. Ortiz distributed the “Annual Cumulative Sick Hours for Employees Calendar Year 2106” and “Over 240 Accumulative Sick Hours” spread sheets for the Board Members to review.

Supervisor Jones distributed the “FY 2016 Outside Agency Funding Requests” of March 01, 2016 thru February 28, 2017 for Local Organization/Agency. She said the “Waukegan Main Street” requested a donation. She recommended a donation in the amount of \$500.00 for their annual fundraiser.

Supervisor Jones mentioned (CLC) College of Lake County “Salute to Gospel Music” concert is scheduled for February 11, 2017 to be held at the Genesee Theatre. She asked the Board Members to support this event in order to keep it continuing in our community.

Supervisor Jones mentioned the Martin Luther King Jr. “His Dream Uniting Our Destiny” Ministers Alliance celebration is scheduled for January 15, 2017 to be held at the First Corinthian Baptist Church.

Highway Commissioner’s Report: None.

Assessor’s Report: None.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Executive Minutes-5ILCS 120/2 (C21) at 5:20 p.m. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at p.m. 5:37 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **December 23, 2016** in the amount of **\$95,533.89** as presented.

Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **January 06, 2017** in the amount of **\$101,197.85** as presented. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, 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 **January 12, 2017** Board Meeting: Invoices for Town Fund in the amount of **\$12,570.27**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$7,286.50**; Invoices for G/A Fund/Staben House in the amount of **\$1,724.25**; Invoices for Town Fund/Assessor’s Office in the amount of **\$10,486.69**; Invoices for Road and Bridge/Highway Department the amount of **\$3,816.31**; Senior Fund/Park Place in the amount of **\$17,494.85**; Senior Fund/Gift Shoppe in the amount of **\$229.71**; Invoices for Home Sweet Home in the amount of **\$3,816.01**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, 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 **December 22, 2016** Board Meeting in the amount of **\$19,313.61** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
January 12, 2017**

The following is a list of bills that were paid after the board meeting of December 24, 2016 but before the meeting January 12, 2017

Purpose	Payee	Amount
Senior Fund		
12/28/2016	Gurnee Post Office	\$715.00
	Postage-Birthday Cards	
01/05/2017	Lakehurst Banquet	\$1,300.00
	Dreamers' Breakfast deposit	
01/09/2017	Palatine P&D	\$793.61
	Postage-Newsletters	
01/09/2017	Lakehurst Banquet	\$7,500.00
	Dreamers' Breakfast balance	

01/09/2017	College of Lake County	\$650.00
	Gospel Fest	
Total Senior Fund		\$10,958.61
G/A Fund		
12/24- 01/12/17	General Assistance Client Payments	\$8,355.00
	Payments made on behalf of GA Clients	
Total G/A Fund		\$8,355.00
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
Total Town Fund		\$0.00

Total all checks paid prior to board meeting \$19,313.61

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the 2016 Executive Minutes of 11/10/16 and 11/21/16 to be open to the public as presented. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Local Organization/Agency request for “Waukegan Main Street” in the amount of \$500.00 as presented. Motion by Trustee Francis, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees:

Trustee Francis mentioned that the funeral for Leon Claiborne will be held on January 14, 2017 at Gideon Missionary Baptist Church.

Trustee McBride mentioned that the funeral for Otis Hommen will be held on January 14, 2017 at Mount Moriah Church.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **January 12, 2017** meeting at 6:08 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk