

WAUKEGAN TOWNSHIP BOARD MEETING

JANUARY 26, 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 26, 2017.

The Board Meeting was called to order at 5:01 p.m. by Supervisor Patricia Jones. Highway Commissioner Mike Hewitt 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, Assessor Mark Stricklin, Highway Commissioner Mike Hewitt and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome and Juan Hernandez/HR Assistant/Deputy Clerk. **Excused:** Trustee Charles “Chuck” Willms.

Supervisor Jones requested a motion to approve the **Agenda** for the **January 16, 2017** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, 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 **Minutes** for the **January 12, 2017** Waukegan Township Board Meeting as presented. Motion by Trustee Francis, second by Trustee Johnson. **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 20, 2017** as presented. Motion by Trustee Johnson, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of January 20, 2017

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	80,432.33	
	NorStates Money Market	920,934.34	
	Illinois Funds	37,597.60	
	N. Chicago Com. Bank	246,350.67	
Total Town Fund		\$1,285,314.94	
General Assistance Fund	First Midwest Checking	135,802.94	
	First Midwest Bank M/M	859,656.70	
	Illinois Funds	7,144.77	
Total General Assistance		\$1,002,604.41	
IMRF/FICA Fund	First Midwest Bank	1,228,995.00	
	First Midwest Bank M/M	68,218.02	

	Illinois Funds	163,589.94
Total IMRF/FICA Fund		\$1,460,802.96
Senior Fund	NorStates Financial	32,937.66
	NorStates Money Market	45,437.64
	First Midwest Money Market	0.00
	Illinois Funds	14,062.94
Total Senior Fund		\$92,438.24
		3,841,160.55
Road & Bridge	NorStates Financial	170,916.56
Total Road & Bridge		\$170,916.56

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 mentioned that Trustee Willms will be approaching his 85th on January 29, 2017. She said the Township Board Members will be sending him birthday wishes in a card.

Supervisor Jones mentioned that Rachel Thompson/Special Services Manager will be giving her department overview in the near future.

Supervisor Jones asked Nancy Netherton/Finance Manager to address the Board Members regarding the contract for new web design and maintenance. Mrs. Netherton distributed the “Civic Plus” contract agreement and reviewed the cost for a three year period. She said this company will bring the Township to the front line with website maintenance, support and hosting.

Supervisor Jones asked Mrs. Netherton to address the Board Members regarding the status of the Township front empty office/furniture and new furniture for the Supervisor’s office. Mrs. Netherton said the cost of \$9,700.00 would come from this year’s budget.

Supervisor Jones asked Mrs. Netherton to address the Board Members regarding the proposed “Township Preliminary Budget for Year Ending 2/28/18.” She said that there is a 30 day period to make any final changes. Mrs. Netherton distributed the “Preliminary Budget Discussion for General Fund, General Assistance Fund, IMRF/FICA Fund, Senior Fund and Road & Bridge Fund” and “Assessor’s Division” for year ending 2/28/28. She reviewed the above department funds and the figure changes. Assessor Stricklin mentioned that his budget is lower than the previous year. Highway Commissioner Hewitt mentioned the changes in his department budget with decreases in salaries, supply and equipment cost.

Supervisor Jones distributed the “MLK Breakfast-Rev/Exp Statement” dated January 16, 2017, showing revenue in the amount of \$2,918.33. She said the EWC and Park Place will benefit from this event and said many positive comments were received on the Township website. She distributed a photo of all the awardees, elected offices and special guest.

Highway Commissioner Hewitt left the Board Meeting at 6:05 p.m.

Supervisor Jones mentioned the “HBCU” will be having a first time “Waukegan Township’s HBCU Donor and Member Appreciation event, scheduled for February 07, 2017 to be held at “The Chocolate Sanctuary” in Gurnee. She said Attorney Newsome will give a presentation on the \$1,000.00 club. School superintendent or administrators of the Waukegan, Round Lake and North Chicago school district will be special guest. Also, the students will be invited to attend this event.

Supervisor Jones mentioned that the “Coalition To Reduce Recidivism” will be holding a public meeting on February 03, 2017 at the Supervisor’s office at 8:30 – 10:00 a.m.

Supervisor Jones mentioned that the “Senior Citizens Service Committee” has four new members to fill the vacancies. She said Mr. Eaker and Gloria Carr will stay on and new members would be Katy Strawder, Pat Barker and Ollie Echevaveria.

Supervisor Jones mentioned that the “North Chicago Exchange Club” and the “CTRR” will sponsor and outing for young boy and girls to see the new movie “Hidden Figures.”

Supervisor Jones distributed “Intergovernmental Agreement Between The City of North Chicago and Shields Township To Provide A Dial-A-Ride Bus Service” dated January 04, 2016 with a map included. She said intergovernmental agreement for the Waukegan Township and Shields Township will be prepared for a \$3.00 ride for those disabled age of 55 and under. Also, will provide transportation access to extended boundaries and provide transportation for those who don’t qualify for taxi tickets.

Highway Commissioner’s Report: None.

Assessor’s Report:

Assessor Mark Stricklin reported that the appeals were completed as of January 10, 2017 and is now waiting for the Board of Appeals figures.

Trustee Johnson stepped out of the Board Meeting at 6:40 p.m.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **January 20, 2017** in the amount of **\$108,825.33** as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Trustee Johnson reentered the Board Meeting at 6:42 p.m.

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 26, 2017** Board Meeting: Invoices for Town Fund in the amount of **\$9,910.97**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$3,332.86**; Invoices for G/A Fund/Staben House in the amount of **\$2,412.84**; Invoices for Town Fund/Assessor’s Office in the amount of **\$8,896.03**; Invoices for Road and Bridge/Highway Department the amount of **\$10,409.08**; Senior Fund/Park Place in the amount of **\$8,562.19**; Senior Fund/Gift Shoppe in the amount of **\$38.62**; Invoices for Home Sweet Home in the amount of **\$1,868.30**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Francis, second by Trustee Johnson. **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 **January 12, 2017** Board Meeting in the amount of **\$10,943.16** 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 26, 2017**

The following is a list of bills that were paid after the board meeting of January 12, 2017 but before the meeting January 26, 2017

Purpose	Payee	Amount
Senior Fund		
01/17/17	EZ Design	\$2,800.00
Additional chair covers - MLK		
Total Senior Fund		\$2,800.00
G/A Fund		
01/13/17- 01/26/17	General Assistance Client Payments	\$8,143.16
Payments made on behalf of GA Clients		
Total G/A Fund		\$8,143.16
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
Total Town Fund		\$0.00

Total all checks paid prior to board meeting \$10,943.16

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the contract for new web design and maintenance with “Civic Plus” a year fee in the amount of \$13,945.00 as presented. Motion by Trustee Francis, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Township “Preliminary Budget Discussions for General Fund, General Assistance Fund, IMRF/FICA Fund, Senior Fund and Road & Bridge Fund” for 30 days posting as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements:

Assessor Stricklin mentioned that the “Faith Hope & Love” organization received the donation from the Waukegan Township in the amount of \$500.00. He said that they reached him and told him that they will be donating 20 rescue bags to the Township.

Supervisor Jones mentioned that Pearl Medley Mayfield the mother of State Representative Rita Mayfield passing celebration will be held on January 20, 2017 at the First Corinthian Missionary Baptist Church.

Trustee McBride mentioned that Kevin Downey’s mother and brother both passed away.

Comments/Concerns-Trustees:

Trustee Johnson mentioned that he attended the TOI Board of Directors meeting in Bloomington.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **January 26, 2017** meeting at 7:01p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk