

WAUKEGAN TOWNSHIP BOARD MEETING

FEBRUARY 09, 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 February 09, 2017.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. Clerk Rose M. Staben led the Members in the Pledge of Allegiance and Trustee Percy L. Johnson 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 and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome, Dulce Ortiz/Human Resources Manager and Juan Hernandez/HR Assistant/Deputy Clerk. **Excused:** Trustee Charles "Chuck" Willms and Highway Commissioner Mike Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **February 09, 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 **Minutes** for the **January 26, 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 **February 02, 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 February 02, 2017

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	22,460.35	TFR ppmt to sen'r & imrf
	NorStates Money Market	640,243.73	
	Illinois Funds	37,597.60	
	N. Chicago Com. Bank	246,350.67	
Total Town Fund		\$946,652.35	
General Assistance Fund	First Midwest Checking	62,274.03	
	First Midwest Bank M/M	859,656.70	
	Illinois Funds	7,144.77	
Total General Assistance		\$929,075.50	
IMRF/FICA Fund	First Midwest Bank	49,104.07	

	First Midwest Bank M/M	53,218.02
	Illinois Funds	163,589.94
Total IMRF/FICA Fund		\$265,912.03
Senior Fund	NorStates Financial	123,188.02
	NorStates Money Market	45,437.64
	First Midwest Money Market	0.00
	Illinois Funds	14,062.94
Total Senior Fund		\$182,688.60
		2,324,328.48
Road & Bridge	NorStates Financial	121,603.17
Total Road & Bridge		\$121,603.17

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the states fiscal year of (July 01 - June 30,17) 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 called to say he appreciated the birthday wishes from the Township Board Members.

Supervisor Jones asked Rachel Thompson/Special Services Manager to address the Board Members with a departmental status. Ms. Thompson presented the Board with an audio showing the goals of 2017 and avenues of reaching out to Lake County neighbors for event support and fundraising.

Supervisor Jones mentioned that the “HBCU \$1,000.00 Club Reception” event held on February 07, 2017 at the “Chocolate Sanctuary” in Gurnee was well attended. She distributed a letter from a Waukegan High School student who wishes very much to attend the “HBCU” 2017 tour, who is unable to afford the cost. Supervisor Jones said that an “HBCU” goal is to raise money for 10 students who are unable to pay and who are worthy of going. She said the “HBCU” will be having a parent student informational day on February 28, 2017 at 5:00-6:00 p.m. and invited the Board Members to attend. Also mentioned that the “HBCU” send-off will be held at the Brookside Campus.

Supervisor Jones mentioned the “Coalition to Reduce Recidivism” public meeting is scheduled for March 03, 2017 and the new members will be sworn in. She said Circuit Court Clerk Erin Cartwright Weinstein and her attorney husband Mr. Weinstein has become a member of “CTRR.” Also, that Mr. Weinstein will be providing his service with the Township Legal Desk.

Supervisor Jones mentioned the “Youth Summit” event is in progress.

Supervisor Jones stated that the Lake County Board held a homeless shelter workshop. She said Waukegan Township participated.

Supervisor Jones mentioned that the film “Hidden Figures” viewing is scheduled for February 27, 2017 to be seen at the Marcus Theater in Gurnee. She said the North Chicago Exchange Club, State Farm Insurance and the “CTRR” will be sponsoring the event at a cost of \$28.00/lunch included per student.

Supervisor Jones mentioned that the orientation for the 2018 South Africa Trip is scheduled for February 27, 2107. She said payments for the trip will now be accepted.

Supervisor Jones mentioned that the “North Chicago Forecast Breakfast” is scheduled for February 27, 2017 to be held at the “Greenbelt Cultural Center.” She said the annual event is sponsored by the “North Chicago Chamber” members and the Township will have a table for the event.

Supervisor Jones mentioned that the “Martin Luther King Jr. Dreamers Breakfast” event has received more funds, bringing the profit amount to \$6,018.33.

Supervisor Jones distributed the “FY 2016 Outside Agency Funding Request” for March 01, 2016 thru February 28, 2017 for Local Organization/Agency for Soaring Eagle Publications and North Shore Baptist Minister’s Alliance. Also, Investing in our Youth for Delta Sigma Theta Scholarship Ball and National Association of University Women.

Supervisor Jones mentioned the “Interdepartmental Transportation Agreement” with Shields Township will be presented at the following Township Board Meeting.

Highway Commissioner’s Report: None.

Assessor's Report:

Assessor Mark Stricklin reported that all sales report has been completed. Also, that the property value is at a 30% increase.

Assessor Stricklin left the Board Meeting at 5:48 p.m.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 5:49 p.m. Motion by Trustee Francis, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at p.m. 6:07 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **February 03, 2017** in the amount of **\$98,833.89** 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 Invoices:

Supervisor Jones requested a motion for the approval of **agenda item #14**, approval of the following invoices for bills submitted for the **February 09, 2017** Board Meeting: Invoices for Town Fund in the amount of **\$13,930.98**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,915.10**; Invoices for G/A Fund/Staben House in the amount of **\$2,700.09**; Invoices for Town Fund/Assessor's Office in the amount of **\$2,715.65**; Invoices for Road and Bridge/Highway Department the amount of **\$1,851.89**; Senior Fund/Park Place in the amount of **\$9,294.70**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$862.43**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee McBride, 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 correction of **Paid Bills** approved at the **January 26, 2017** Board Meeting. She said listed item "EZ Design" for an incorrect amount of \$2,800.00 was an error (new Paid Bills was distributed) the correct amount should be \$280.00 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 for the approval of **agenda item #15**, Paid Bills submitted after **January 26, 2017** Board Meeting in the amount of

\$115,240.85 as presented. Motion by Trustee Francis, second by Trustee Johnson.
Ayes: Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:**
 None. **Motion carried.**

Waukegan Township Gen. Fund		
02/06/2017	Reimb. For Oct 2016 Health Ins. - PP & HSH	\$12,234.75
Total Senior Fund		\$12,234.75
G/A Fund		
01/27-2/8	General Assistance Client Payments	\$4,467.61
	Payments made on behalf of GA Clients	
06-Feb	Waukegan Township Gen. Fund	5894.54
	Reimb. For Oct 2016 Health Ins. - GA, SH & EWC	
Total G/A Fund		\$10,362.15
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
02/02/2017	Blue Cross, Ameritas, Guardian	\$89,320.09
	Health insurance for January & February - all township	
02/06/2017	Waukegan Township Gen. Fund	\$3,098.86
	Reimb. For Oct. 2016 Health Ins. - Ass'r	
02/06/2017	Vernon Randolph, Robert Presley	\$225.00
	HBCU Donor Forum	
Total Town Fund		\$92,643.95
Total all checks paid prior to board meeting		\$115,240.85

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the “Local Organization/Agency” for Soaring Eagle Publications and North Shore Baptist Minister’s Alliance each in the amount of \$500.00 as present. Also, “Investing in our Youth” for National Association of University Women and Delta Sigma Theta Scholarship Ball each in the amount of \$500.00 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 for the approval of the “Personnel Recommendation Form” 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 for the approval of the “Waukegan Township Employee Termination” as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees:

Supervisor Jones mentioned that Trustee Johnson sister Sandra E. Ledbetter passed away and distributed a copy of her obituary to the Board Members.

Trustee McBride mentioned that she attended the pathless award held at the “Greenbelt Cultural Center” with Mr. Atwater as a presenter.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **February 09, 2017** meeting at 6:21 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk