

# WAUKEGAN TOWNSHIP BOARD MEETING

## APRIL 11, 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 Park Place located at 414 South Lewis Avenue, Waukegan, Illinois on Tuesday April 11, 2017.

The Board Meeting was called to order at 5:05 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 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. **Absent:** Trustee Percy L. Johnson and Trustee Charles "Chuck" Willms.

Supervisor Jones requested a motion to approve the **Agenda** for the **April 11, 2017** Waukegan Township Board Meeting as presented. Motion by Trustee McBride, second by Trustee Francis. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **March 23, 2017** Waukegan Township Board Meeting as presented. **Discussion:** Assessor Mark Stricklin made a correction on page 3, that the Highway Commissioner's Report was under the (Assessor's Report) incorrect heading. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **April 05, 2017** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
as of April 05, 2017

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	2,210.46	
	NorStates Money Market	500,323.22	
	Illinois Funds	37,613.88	
	N. Chicago Com. Bank	246,384.15	
<b>Total Town Fund</b>		<b>\$786,531.71</b>	
General Assistance Fund	First Midwest Checking	14,310.76	
	First Midwest Bank M/M	739,857.79	

	Illinois Funds	7,144.77
<b>Total General Assistance</b>		<b>\$761,313.32</b>
IMRF/FICA Fund	First Midwest Bank	35,342.34
	First Midwest Bank M/M	23,069.56
	Illinois Funds	163,660.77
<b>Total IMRF/FICA Fund</b>		<b>\$222,072.67</b>
Senior Fund	NorStates Financial	30,917.16
	NorStates Money Market	13,674.72
	First Midwest Money Market	0.00
	Illinois Funds	14,062.94
<b>Total Senior Fund</b>		<b>\$58,654.82</b>
		<b>1,828,572.52</b>
Road & Bridge	NorStates Financial	112,327.47
<b>Total Road &amp; Bridge</b>		<b>\$112,327.47</b>

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 congratulated the Waukegan Township elected officials on their April 05, 2016 election. Also, Trustee McBride on his successful School Board election.

Supervisor Jones acknowledged Trustee Francis and Highway Commissioner Mike Hewitt retirement from Waukegan Township and thanked them for their many years of dedication and service to the Township.

Supervisor Jones distributed the “Waukegan Township For Staff Appointment” for Laura Rodrigues/Receptionist/Information & General Office Clerk for the Assessor’s Office. She said the position is seasonal effective April 03, 2107.

Supervisor Jones distributed the “Proclamation Appointment of Attorney” for Township attorney Torrie Mark Newsome, as of February 01, 2017 to February 01, 2018 at a monthly salary in the amount of \$1,664.00. Trustee McBride acknowledged Attorney Newsome as a fine attorney.

Supervisor Jones mentioned that the “Youth Summit” is scheduled for May 05, 2017 to be held at the College of Lake County Lakeshore Campus. She said the “Coalition to Reduce Recidivism is sponsoring the event from 8:30 a.m. to 1:00 p.m. and the event is geared for middle school age students. She said the summit will discuss juvenile records and the process of close/expungement records.

Supervisor Jones mentioned that the Township Legal Desk office has been very busy with the addition of a second attorney. On July 08, 2017 from 10:00 a.m. to 1:00 p.m. a workshop will be covering expungement and sealing records at the Township office.

Supervisor Jones mentioned “TOI” 35<sup>th</sup> Annual Township Topics Day in Springfield. She announced that Trustee McBride, Clerk Staben, Attorney Newsome and herself will be attending the event.

Supervisor Jones mentioned that the “Eddie Washington Center” open house is scheduled for May 12, 2017.

Supervisor Jones mentioned the “HBCU” tour. She said it was a success and the students enjoyed all that was offered to them. She thanked the Board Members for their support and sponsorship to help make this possible.

**Highway Commissioner’s Report:**

Highway Commissioner Mike Hewitt reported that the blacktopping supply has been received with a savings. He said the department will be paving one more road.

**Assessor’s Report:** None.

**Executive Session:** None.

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **March 31, 2017** in the amount of **\$103,274.74** as presented. Motion

by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, 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 **April 11, 2017** Board Meeting: Invoices for Town Fund in the amount of **\$6,464.53**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,340.68**; Invoices for G/A Fund/Staben House in the amount of **\$3,004.62**; Invoices for Town Fund/Assessor’s Office in the amount of **\$2,490.06**; Invoices for Road and Bridge/Highway Department the amount of **\$665.41**; Senior Fund/Park Place in the amount of **\$8,243.51**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$2,850.12**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, 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 **March 23, 2017** Board Meeting in the amount of **\$48,902.63** as presented. Motion by Trustee Francis, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee McBride, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
April 11, 2017**

The following is a list of bills that were paid after the board meeting of March 23, 2017 but before the meeting April 11, 2017

Purpose	Payee	Amount
<b>Senior Fund</b>		
<b>Total Senior Fund</b>		<b>\$0.00</b>
<b>G/A Fund</b>		
03/24-04/11	<b>General Assistance Client Payments</b>	\$5,778.83
	Payments made on behalf of GA Clients	
<b>Total G/A Fund</b>		<b>\$5,778.83</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
03/29/2017	<b>Blue Cross, Ameritas, Guardian</b>	\$42,539.83
	Health insurance for January & February - all township	
04/06/2017	<b>Comcast</b>	\$294.47
	Ass'r Internet	
04/10/2017	<b>C2R2 Client Payments</b>	\$35.00
	transportation	

04/06/2017	City of Waukegan	\$254.50
	Water bill - Town	
<b>Total Town Fund</b>		<b>\$43,123.80</b>
Total all checks paid prior to board meeting		\$48,902.63

**Trustee Percy L. Johnson entered the Board Meeting at 5:31 p.m.**

**Emergency Bills:** None.

**Action Items:**

Supervisor Jones requested a motion for the approval of the “Waukegan Township Recommendation for Staff Appointment” personnel for Assessor’s office, effective April 03, 2017 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 the “Outside Agency Request” for Local Organization/Agency for YWCA of Lake County and the agency For Our Children’s Success (F.O.C.U.S.) in the amount of \$500.00 each 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 the “Outside Agency Request” for Investing In Our Youth for the Cornerstone Educational Foundation 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 Resolution “Proclamation Appointment of Attorney” for Township Attorney Torrie M. Newsome effective February 01, 2017 –February 01, 2018 at a monthly salary of \$1,664.00 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:**

Clerk Staben mentioned that she will participate at the “ArtWauk” on April 15, 2017 and welcomed the Board Members to stop by for the art exhibition.

**Comments/Concerns-Trustees:**

Supervisor Jones mentioned that accolades will be sent to Mr. Sam Cunningham the new incoming mayor of Waukegan. Also, to Mr. Leon Rockingham, North Chicago mayor for his reelection victory.

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones adjourned the **April 11, 2017** meeting at 5:35 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**