

AWAUKEGAN TOWNSHIP BOARD MEETING

AUGUST 24, 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 August 24, 2017.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. Assessor Mark Stricklin led the Members in the Pledge of Allegiance and Trustee Percy L. Johnson led the Members in prayer.

ROLL CALL: Trustee Percy L. Johnson, Trustee Opal Rice, Trustee Sylvester Castellanos, Trustee Nathaniel Hewitt, Clerk Rose M. Staben, Assessor Mark Stricklin, and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome, Juan Hernandez/HR Assistant/Deputy Clerk and Dulce Ortiz/Human Resources Manager. **Absent:** Commissioner Arthur Craigen.

Supervisor Jones requested a motion to approve the **Agenda** for the **August 24, 2017** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **August 10, 2017** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Hewitt. **Comment:** Supervisor Jones thanked Senior Trustee Johnson for facilitating the August 10, 2017 Board Meeting in her absence. Trustee Johnson said he was honored and managed well with the help of Attorney Newsome and Clerk. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **August 17, 2017** as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of August 17, 2017

| Fund | Bank | Balance | Ins/outs |
|-------------------------|------------------------|---------------------|----------|
| Town Fund | NorStates Checking | 224,721.93 | |
| | NorStates Money Market | 405,402.24 | |
| | Illinois Funds | 37,722.55 | |
| | N. Chicago Com. Bank | 246,438.97 | |
| Total Town Fund | | \$914,285.69 | |
| General Assistance Fund | First Midwest Checking | 4,619.03 | |
| | First Midwest Bank M/M | 679,856.51 | |
| | Illinois Funds | 7,168.70 | |

| | | |
|---------------------------------|----------------------------|---------------------|
| Total General Assistance | | \$691,644.24 |
| IMRF/FICA Fund | First Midwest Bank | 65,001.94 |
| | First Midwest Bank M/M | 3,224.80 |
| | Illinois Funds | 124,118.60 |
| Total IMRF/FICA Fund | | \$192,345.34 |
| Senior Fund | NorStates Financial | 21,273.23 |
| | NorStates Money Market | 42,325.86 |
| | First Midwest Money Market | 30,316.19 |
| | Illinois Funds | 14,109.72 |
| Total Senior Fund | | \$108,025.00 |
| | | 1,906,300.27 |
| Road & Bridge | NorStates Financial | 148,290.29 |
| Total Road & Bridge | | \$148,290.29 |

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 \$96,385.86 and for R & B \$28,707.98

Town RE Tax -

Total received FY 2017-18 **\$690,100.83**

GA RE Taxes -

Total received FY 2017-18 **\$320,864.65**

IMRF/FICA RE Taxes -

Total received FY 2017-18 **\$104,805.04**

SEN'R RE Taxes -

Total received FY 2017-18 **\$496,614.62**

RB RE Taxes

Total received FY 2016-17 **\$78,131.75**

Other Payments Rec'd

Citizen Participation:

Waukegan resident Mr. Fred Turner was present to observe the Township Board meeting.

Supervisor's Report:

Supervisor Jones introduced Mr. Robert Schaeffer/VistaNational Insurance Group and asked Mr. Schaeffer to address the Board Members regarding the Waukegan

Township employee health benefits. Mr. Schaeffer distributed the “VistaNational Insurance Group, Inc. booklet, renewal dated October 01, 2017. He reviewed the Health Care Reform, employee Blue Cross Blue Shield PPO and HMO renewals for health, dental, vision and life benefits. Supervisor Jones thanked Dulce Ortiz/Human Resources Manager for her role in the employee insurance benefits.

Supervisor Jones mentioned that no bids requested for audit services. She recommended that the Township continue to go with “Evoy Kamschulte Jacobs and Co.

Supervisor Jones thanked Assessor Stricklin, Trustee Castellanos and staff for their golf hole sponsorship for the “Golf Outing” event. She distributed the “2016 EWC/Staben House Golf Outing” chart for revenues and expenses for the August 18, 2017 event. Assessor Stricklin said it is his pleasure to serve as the “Golf Outing” chairperson. Supervisor Jones said today is the last for the \$500.00 sponsorship names to be placed on the t-shirts.

Supervisor Jones distributed the “5K For Labor Day” postcard flier and offered a supply for distribution. She said this postcard will be sent to the four some golf participants as a thank you.

Supervisor Jones thanked Assessor Stricklin, Clerk Staben, Kim Woods and staff for participating in the “Gurnee Days” parade.

Supervisor Jones mentioned that “The Staben House Achievement Ceremony” is scheduled for August 26, 2017 and will be held at the Field House beginning at 11:30 a.m. and welcomed the Board Members to attend this graduation event.

Supervisor Jones mentioned the “5K For Labor Day” is scheduled for September 02, 2017 and will be held at the Independence Grove.

Supervisor Jones mentioned that the “Zion Jubilee Days” parade is scheduled for September 04, 2017.

Supervisor Jones mentioned that the “Meet Your Leaders” held at Park Place with school district superintendent Theresa Plascencia was well attended.

Supervisor Jones mentioned that Assessor Stricklin and she attended the “Breakfast With The Mayor” event, held on August 22, 2017.

Supervisor Jones mentioned that the “Coalition to Reduce Recidivism” met on August 21, 2017. She said they meet every 3rd Monday of each month and welcome the Board Members to attend.

Supervisor Jones mentioned that she attended a meeting with Cheri Pierson-White held for the community/agencies to meet the new Waukegan Park District CEO. She said there will be a meeting for listening and gathering about the plans the Park District has for the parks. She said she has interest in expanding the Park Place building.

Supervisor Jones mentioned that Ms. Ortiz and she met with Christine Menaciling of the “Illinois Senior Champaign” representative and a member of the Sierra Club. She said a pipe line program was discussed which could benefit the C2RR and or the Waukegan Township. She said she talked with Pastor Gass of the Black Chamber of Commerce and members of CLC regarding this program.

Supervisor Jones asked Attorney Newsome to address the Board Members regarding the excessive tax case status. Attorney Newsome said that an agreement was reached to settle the claim for all four years of excess accumulations in the amount of \$69,000.00 plus statutory interest approx. \$1,700.00 for the original demand of \$459,120.02. This is including having the 2015 year thrown out.

Supervisor Jones distributed the “Back To School Bash” photos, showing the “Staben House” children and their school supplies and back packs.

Highway Commissioner’s Report: None.

Assessor’s Report:

Assessor Mark Stricklin reported that his office is in a busy season since the blue card was sent out to the tax payers. He said people are coming to his office to challenge property tax increases. The tax payers have until September 1, 2017 to file a dispute. It was stated that his office is educating tax payers about the true meaning of the 15.1% tax increase. The increase came because of home value increases and not because of the tax hike in the state.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1), Land Acquisition-5ILCS 120/2 (C5) and Litigation-5ILCS 12-0/2 (C11) at 6:41p.m. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 7:24 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **August 03, 2017** in the amount of **\$112,880.17** as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, 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 **August 24, 2017** Board Meeting:

Invoices for Town Fund in the amount of **\$7,447.43**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,067.71**; Invoices for G/A Fund/Staben House in the amount of **\$1,352.20**; Invoices for Town Fund/Assessor's Office in the amount of **\$8,103.67**; Invoices for Road and Bridge/Highway Department the amount of **\$862.42**; Senior Fund/Park Place in the amount of **\$11,164.76**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$2,032.50**; Invoices for Fundraisers in the amount of **\$194.00**; as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, 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 **August 10, 2017** Board Meeting in the amount of **\$10,960.19** as presented. Motion by Trustee Hewitt, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
August 24, 2017**

The following is a list of bills that were paid after the board meeting of August 10, 2017 but before the meeting August 24, 2017

| Purpose | Payee | Amount |
|-----------------------------|---|-------------------|
| Senior Fund | | |
| 08/24/17 | Gurnee Post Office | \$500.00 |
| | Bulk mail Birthday card permit | |
| 08/24/17 | Four Winds Casino | \$262.00 |
| | Additional persons for trip | |
| 08/16/17 | Tom Jones Sales & Service | \$248.40 |
| | missed invoice for repair from April | |
| Total Senior Fund | | \$1,010.40 |
| G/A Fund | | |
| 08/17/17 | Community Action Partnership | \$2,287.00 |
| | Golf Outing Catering | |
| 08/11-08/24 | General Assistance Client Payments | \$7,602.79 |
| | Payments made on behalf of GA Clients | |
| Total G/A Fund | | \$9,889.79 |
| R & B Fund | | |
| Total R & B Fund | | \$0.00 |
| Town Fund | | |
| 08/17/17 | C2R2 Client Payments | \$60.00 |
| | Transportation, Work Needs | |
| Total Town Fund | | \$60.00 |

Total all checks paid prior to board meeting \$10,960.19

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the “Personnel Action Form” of Jonathan White/Bus Driver as needed, effective August 08, 2017. “Waukegan Township Recommendation For Staff Appointment” of Ryan Williams/Bus Driver full-time, effective August 21, 2017 as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the “Letter of Engagement” for annual audit from Evoy Kamschulte Jacobs and Co., not to exceed \$6,000.00 for 2016-2017 audit as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the “VistaNational Health Insurance Renewal” in the amount of \$412,113.28 for health, \$29,244.84 for dental, \$4,231.20 for vision and \$3,818.88 for life, totaling \$449,408.20 as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, 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 **August 24, 2017** meeting at 7:35 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk