

# WAUKEGAN TOWNSHIP BOARD MEETING

## JANUARY 10, 2019

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 10, 2019.

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 Opal Rice led the Members in prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **January 10, 2019** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **December 27, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Johnson. **Discussion:** Trustee Rice made a correction on page 3, paragraph 4, in first line, says "she met," should say "she will meet" and third line says "HBCU," should say "C2RR." Clerk Staben made a correction on page 3, Assessor's Report, second line, says mood, should say mode. Also, Supervisor Jones mentioned, at end of this sentence should include, with County of Lake. **Ayes:** Trustee Johnson, Trustee Rice, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **January 04, 2019** as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
01/04/2019

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	27,607.95	
	First Midwest Bank M/M	508,163.28	
	Illinois Funds	38,428.02	
	N. Chicago Com. Bank	246,888.34	
<b>Total Town Fund</b>		<b>\$821,087.59</b>	
General Assistance Fund	First Midwest Checking	218,911.42	
	First Midwest Bank M/M	590,639.87	
	Illinois Funds	7,304.85	
<b>Total General Assistance</b>		<b>\$816,856.14</b>	

IMRF/FICA Fund	First Midwest Bank	6,313.98
	First Midwest Bank M/M	0.00
	Illinois Funds	15,271.51
<b>Total IMRF/FICA Fund</b>		<b>\$21,585.49</b>
Senior Fund	First Midwest Bank	13,399.44
	First Midwest Money Market	178,496.96
	Illinois Funds	14,365.95
<b>Total Senior Fund</b>		<b>\$206,262.35</b>
		<b>1,865,791.57</b>
Road & Bridge	First Midwest Bank	275,114.87
<b>Total Road &amp; Bridge</b>		<b>\$275,114.87</b>

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the state's fiscal year of (July 01 - June 30, 2018) we have received a total of for Town \$171,632.60 and for R & B \$5,1179.79

Town RE Tax

**Total received FY 2018-19**

**1,326,895.57**

GA RE Taxes -

**Total received FY 2018-19**

**658,488.95**

IMRF/FICA RE Taxes -

**Total received FY 2018-19**

**199,340.74**

SEN'R RE Taxes -

**Total received FY 2018-19**

**996,201.18**

RB RE Taxes

**Total received FY 2018-19**

**150,531.94**

Other Payments Rec'd

**State of Illinois - 2nd payment - EWC Grant 173,000.00**

**Citizen Participation:** None.

### **Supervisor's Report:**

Supervisor Jones asked Nancy Netherton/Finance Manager to address the Board Members regarding the 2019/20 Budget for General Town and Road & Bridge Purposes. Mrs. Netherton introduced Ashley Jackson her assistant. She distributed the budget packets and reviewed its contents and changes. She asked the Board Members to go over the budget packets, which will be posted for 30 days then voted

for at the February 14<sup>th</sup> Board Meeting. It was discussed that the Road & Bridge funds will be transferred from First Midwest Bank to North Chicago Community Bank. Supervisor Jones said the transfer will not exceed \$300,000.00

**Mrs. Netherton and Ms. Jackson left the Board Meeting at 5:48 p.m.**

Supervisor Jones mentioned that the Supervisor of Moraine Township posted a press release informing those affected by the Federal Government shut down that they can visit the Township for assistance. Supervisor Jones stated that Waukegan Township will do the same for these families in need.

Supervisor Jones mentioned that a new item will be added to the Board Meeting Agenda. "Attestation" will be added under the Action on Emergency Bills.

Supervisor Jones distributed the 2019 Board Meeting Log.

Supervisor Jones distributed 2019 Forecast Lake County Luncheon provided by the Lake County Chamber of Commerce. She asked Board Members to contact Mrs. Springs if they are planning on attending.

Supervisor Jones mentioned that the HBCU committee met yesterday. Trustee Rice said she attended and expounded on the meeting.

Supervisor Jones distributed "An Evening Of Monologues" flyer. She said that the proceeds will benefit the HBCU Tour. Tickets are available at Park Place.

**Commissioner's Report:** None.

**Assessor's Report:** None.

**Executive Session:**

Supervisor Jones mentioned that the Executive Minutes Review will be postponed until the February 14<sup>th</sup> Board Meeting.

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **December 21, 2019** in the amount of **\$102,695.45** as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, 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 10, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$9,217.37**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,123.11**; Invoices for G/A Fund/Staben House in the amount of **\$1,707.33**; Invoices for Town

Fund/Assessor's Office in the amount of **\$4,778.24**; Invoices for Road and Bridge/Highway Department the amount of **\$31.33**; Senior Fund/Park Place in the amount of **\$12,384.75**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$2,958.53**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, 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 27, 2018** Board Meeting in the amount of **\$97,649.50** as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
01/10/20189**

The following is a list of bills that were paid after the board meeting of December 27, 2018 but before the meeting of January 10, 2019

Purpose	Payee	Amount
<b>Senior Fund</b>		
<b>Total Senior Fund</b>		<b>\$0.00</b>
<b>G/A Fund</b>		
12/28	<b>General Assistance Client Payments</b>	\$4,100.00
	Payments made on behalf of GA Clients	
<b>Total G/A Fund</b>		<b>\$4,100.00</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
	<b>Health Insurance to Vendors</b>	\$93,549.50
	February and January Premiums	
<b>Total Town Fund</b>		<b>\$93,549.50</b>

Total all checks paid prior to board meeting \$97,649.50

Clerk Staben attested to the above Paid Bills presented for Board Meeting of January 10, 2019.

**Emergency Bills:** None.

**Action Items:**

Supervisor Jones requested a motion for the approval to post for 30 days the 2019/20 Budget for General Town and Road & Bridge Purposes as presented.

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

Supervisor Jones requested a motion for the approval of the transfer of the Road & Bridge funds to the North Chicago Community Bank from First Midwest Bank as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the 2019 Board Meeting Log as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, 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 **January 10, 2019** meeting at 6:17 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**