

WAUKEGAN TOWNSHIP BOARD MEETING JANUARY 25, 2018

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 25, 2018.

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 Opal Rice led the Members in a silent prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **January 25, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **January 11, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **January 18, 2018** as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of January 19, 2018

| Fund | Bank | Balance | Ins/outs |
|-------------------------|------------------------|---------------------|----------|
| Town Fund | NorStates Checking | 42,538.13 | |
| | NorStates Money Market | 405,439.34 | |
| | Illinois Funds | 37,812.83 | |
| | N. Chicago Com. Bank | 246,473.66 | |
| Total Town Fund | | \$732,263.96 | |
| General Assistance Fund | First Midwest Checking | 162,867.71 | |
| | First Midwest Bank M/M | 679,958.72 | |
| | Illinois Funds | 7,185.84 | |

| | | |
|---------------------------------|----------------------------|---------------------|
| Total General Assistance | | \$850,012.27 |
| IMRF/FICA Fund | First Midwest Bank | 14,933.15 |
| | First Midwest Bank M/M | 3,225.29 |
| | Illinois Funds | 124,415.34 |
| Total IMRF/FICA Fund | | \$142,573.78 |
| Senior Fund | NorStates Financial | 24,351.97 |
| | NorStates Money Market | 192,327.58 |
| | First Midwest Money Market | 11,369.69 |
| | Illinois Funds | 14,131.89 |
| Total Senior Fund | | \$242,181.13 |
| | | 1,967,031.14 |
| Road & Bridge | NorStates Financial | 172,593.88 |
| Total Road & Bridge | | \$172,593.88 |

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 \$188,978.76 and for R & B \$54,797.03

Town RE Tax -

Total received FY 2017-18 **\$1,295,264.21**

GA RE Taxes -

Total received FY 2017-18 **\$602,237.35**

IMRF/FICA RE Taxes -

Total received FY 2017-18 **\$196,710.69**

SEN'R RE Taxes -

Total received FY 2017-18 **\$932,106.03**

RB RE Taxes

Total received FY 2016-17 **\$150,086.46**

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones mentioned that a Resolution was presented to the family of Johnathon White and a gift was sent on behalf of the Waukegan Township staff.

Supervisor Jones mentioned that Rachel Thompson/Special Services Manager department report will be rescheduled.

Supervisor Jones asked Nancy Netherton/Finance Director to address the Board Members regarding the recommended Preliminary Budget for General Town Purposes and Road & Bridge Purposes. Mrs. Netherton distributed the Waukegan Township Preliminary Budget for Year Ending 02/28/19 packet for the various funds and review changes. She distributed the Notice of Public Hearing On Township Budget and Road & Bridge and reviewed its contents. Also, distributed the MLK Breakfast, HSH, 5K Run and EWC/SH Golf Outing revenues and expenses statements. Supervisor Jones asked the Board Members to review these statements and welcomed feedback for improvements.

Supervisor Jones mentioned that the EWC is planning for a new fundraiser.

Supervisor Jones mentioned that the HBCU met yesterday and that the tour is scheduled for March 23, 2018. She said the HBCU fundraiser is scheduled for March 06 and will be held at the Genesee Theater. She asked the Board Members to contribute a list of 10 names for the fundraiser; the Township will send an invitation to each person. Trustee Rice mentioned that the committee is in the process of selecting the schools for the HBCU tour.

Supervisor Jones mentioned that the Lake County Township of Supervisors met at Park Place and the C2RR made a presentation that was very well received. UMMA and Workforce development also presented. Trustee Rice said she was surprised to see the lack of knowledge about the Coalition to Reduce Recidivism.

Supervisor Jones mentioned that Waukegan Township website will be completed by February 01, 2018 and will also be mentioned in the Newsletter. Trustee Castellanos asked if the website will list the fundraiser sponsorships. Assessor Mark Stricklin answered yes, given the names come in in a timely manner.

Supervisor Jones mentioned that the EWC Graduation is scheduled for March 17, 2018.

Supervisor Jones mentioned that the SH Graduation is scheduled for July.

Supervisor Jones mentioned that March 2018 will be the last Bingo night at Park Place and that it is in discussion to have Bingo during the day.

Supervisor Jones mentioned the Outside Agency Request for Salute To Gospel for February 24, 2018. She said the tickets are sold at \$27.00 each. The Township will purchase 10 to 30 tickets and will resale to the seniors at \$10.00 each and will be distributed tomorrow.

Supervisor Jones distributed the Delta Sigma Theta Sorority, Inc., flier for their annual Red Black & Green Extravaganza event scheduled for February 10, 2018.

Supervisor Jones distributed The National Association of University Women flier for their Salute to African American Educator Luncheon event scheduled for February 17, 2018.

Supervisor Jones distributed the 2018 Most Influential African Americans of Lake County flier for their event scheduled for February 25, 2018.

Highway Commissioner's Report: None.

Assessor's Report:

Assessor Mark Stricklin distributed a 2016 TEAV Comparison, Parcel Counts, FMV/Parcel, & 2017/2018 Raw Budgets and discussed its contents. The chart listed all 18 Townships and show how each Township is ranked and the dollar range per parcel. Assessor Stricklin also distributed a 2017/2018 Budget Comparisons of the 10 Largest Townships for FYI purposes.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 6:07 p.m. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 6:21p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **January 19, 2018** in the amount of **\$96,784.88** as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, 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 25, 2018** Board Meeting: Invoices for Town Fund in the amount of **\$17,,314.61**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,383.35**; Invoices for G/A Fund/Staben House in the amount of **\$3,142.71**; Invoices for Town Fund/Assessor's Office in the amount of **\$8,325.76**; Invoices for Road and Bridge/Highway Department the amount of **\$813.91**; Senior Fund/Park Place in the amount of **\$75,580.72**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$1,127.93**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, 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 11, 2018** Board Meeting in the amount of

\$49,973.05 as presented. Motion by Trustee Rice, second by Trustee Johnson.
Ayes: Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
 January 25, 2018**

The following is a list of bills that were paid after the board meeting of January 11, 2018 but before the meeting of January 25, 2018

| Purpose | Payee | Amount |
|--|---------------------------------------|--------------------|
| Senior Fund | | |
| 01/16/2018 MLK event | Robert Presley | \$225.00 |
| Total Senior Fund | | \$225.00 |
| G/A Fund | | |
| 12/15-12/28 Payments made on behalf of GA clients | General Assistance Payments | \$5,968.00 |
| Total G/A Fund | | \$5,968.00 |
| R & B Fund | | |
| Total R & B Fund | | \$0.00 |
| Town Fund | | |
| 12/08/2017 December Insurance all departments | Health Insurance = all vendors | \$43,395.05 |
| 12/14-12/28 Rent Payment - Assessors Office | Client Stipends - RRR Program | \$385.00 |
| Total Town Fund | | \$43,780.05 |
| Total all checks paid prior to board meeting | | \$49,973.05 |

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the Personnel Recommendation of Dijon Ross/Administrative Support as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Posting (30 days) Preliminary Budget for General Town Purposes and Road & Bridge Purposes as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Outside Agency Request for table purchase for the Delta Sigma Theta Sorority, The National Association of University Women and 2018 Most Influential African Americans of Lake County events as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Old Business: None.

New Business: None.

Announcements: None.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **January 25, 2018** meeting at 6:29 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk