

# WAUKEGAN TOWNSHIP BOARD MEETING FEBRUARY 08, 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 February 08, 2018.

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 Sylvestre Castellanos led the Members in a silent prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **February 08, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

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

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **February 01, 2018** as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
as of February 02, 2018

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	5,459.87	
	NorStates Money Market	424,529.24	
	Illinois Funds	37,812.83	
	N. Chicago Com. Bank	246,473.66	
<b>Total Town Fund</b>		<b>\$714,275.60</b>	
General Assistance Fund	First Midwest Checking	250,659.39	
	First Midwest Bank M/M	680,199.60	
	Illinois Funds	7,185.84	
<b>Total General Assistance</b>		<b>\$938,044.83</b>	

IMRF/FICA Fund	First Midwest Bank	39,926.72
	First Midwest Bank M/M	3,226.27
	Illinois Funds	74,415.74
<b>Total IMRF/FICA Fund</b>		<b>\$117,568.73</b>
Senior Fund	NorStates Financial	9,679.64
	NorStates Money Market	54,704.24
	First Midwest Money Market	0.00
	Illinois Funds	14,131.89
<b>Total Senior Fund</b>		<b>\$78,515.77</b>
		<b>1,848,404.93</b>
Road & Bridge	NorStates Financial	199,727.83
<b>Total Road &amp; Bridge</b>		<b>\$199,727.83</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 \$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 asked Racheal Thompson/Special Project Director to address the Board Members with an up-date. Mrs. Thompson provided the Members with a power point audio for the New Year calendar on programs, projects and goals.

Supervisor Jones mentioned that HBCU committee met and Assessor Stricklin and Trustee Rice attended the meeting. She mentioned that the HBCU Chocolate

Sanctuary fundraiser will be held at the Genesee Theater on March 06, 2018 and asked the Board members to provide the names of 10 people each for invite. She also thanked Attorney Mr. Newsome, Assessor Stricklin, Trustee Rice and Trustee Castellanos for their participation as \$1,000.00 club sponsors. Also, thanked Mrs. Thompson for her hard work. Assessor Stricklin complimented Supervisor Jones for her dedication with the Township endeavors.

Supervisor Jones thanked the Board Members for their support in the success with the Dr. Martin Luther King Dreamers Breakfast. Assessor Stricklin commended Supervisor Jones for all her hard work.

Supervisor Jones mentioned the funeral service arrangements for Dr. Phil Carrigan to be held on Friday and Saturday.

Supervisor Jones mentioned that Cheri Pierson-White/Park Place Trips & Events Director will serve two year term with the National Association For Seniors beginning March of 2018.

Supervisor Jones mentioned that there will be a meeting one hour before the February 22, 2018 Board Meeting to view a video on sexual harassment. She thanked Trustee Castellanos for making this recommendation. She also, thanked Trustee Castellanos for the water saving commode recommendation, which were installed in the Township office and the EWC.

Supervisor Jones mentioned the House Bill 4244. She thanked Assessor Stricklin and Trustee Rice for responding to this matter.

Supervisor Jones mentioned the TOIPAC for 2017-2018 (voluntary donation) membership. She said the Board Members can participate individually and the contribution does support Township Government.

Supervisor Jones mentioned that the C2RR held their Executive Committee meeting last Friday. She said they will be holding an election for new officers and invited the Board Members to the March 02, 2018 meeting.

Supervisor Jones mentioned that a C2RR Youth Summit will be held in April and a second one in May.

Supervisor Jones mentioned that the SCSC met yesterday. She said guest speaker Mr. Whitaker gave a good presentation regarding medical issues.

Supervisor Jones mentioned that the EWC graduation is scheduled for March 17, 2018. She said a tribute will be given to Dr. Carrigan and Judge Phillips.

Supervisor Jones distributed the Annual TOPICS Day registration form for April 25, 2018. She asked for those planning to attend inform the office ASAP for arrangements.

**Highway Commissioner's Report:** None.

### **Assessor's Report:**

Assessor Mark Stricklin reported that the Assessor's office is catching up with the Board of Review. He said the good news; property continues to go up in value.

### **Executive Session:**

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 5:35 p.m. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

### **Open Session resumed at 5:51p.m.**

#### **Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **February 02, 2018** in the amount of **\$74,681.19** as presented. Motion by Trustee Castellanos, second by Trustee Hewitt. **Ayes:** 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 **February 08, 2018** Board Meeting: Invoices for Town Fund in the amount of **\$8,412.50**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,820.23**; Invoices for G/A Fund/Staben House in the amount of **\$915.43**; Invoices for Town Fund/Assessor's Office in the amount of **\$1,581.12**; Invoices for Road and Bridge/Highway Department the amount of **\$1,447.08**; Senior Fund/Park Place in the amount of **\$17,357.80**; Senior Fund/Gift Shoppe in the amount of **\$380.08**; Invoices for Home Sweet Home in the amount of **\$1,269.15**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Hewitt, second by Trustee Rice. **Ayes:** 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 **January 25, 2018** Board Meeting in the amount of **\$3,845.39** as presented. Motion by Trustee Castellanos, second by Trustee Hewitt. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

The following is a list of bills that were paid after the board meeting of January 25, 2018 but before the meeting of February 08, 2018

Purpose	Payee	Amount
<b>Senior Fund</b>		
01/29/2018	<b>Jakehya Woods</b>	\$165.00
Room Deposit return		
01/29/2018	<b>Regina White</b>	\$237.00
Room Deposit return		
<b>Total Senior Fund</b>		<b>\$402.00</b>
<b>G/A Fund</b>		
01/26-02/07	<b>General Assistance Payments</b>	
Payments made on behalf of GA clients		\$3,070.00
<b>Total G/A Fund</b>		<b>\$3,070.00</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
01/29/2018	<b>Rachel Thompson</b>	\$73.39
Reimburse for HBCU expenses		
02/05/2018	<b>Carlos Smith</b>	\$200.00
Advertising for programs		
02/05/2018	<b>Client Stipends - RRR Program</b>	\$100.00
Bus Passes - CTA		
<b>Total Town Fund</b>		<b>\$373.39</b>

Total all checks paid prior to board meeting \$3,845.39

**Emergency Bills:** None.

**Action Items:**

Supervisor Jones requested a motion for the approval of the Personnel Recommendation Form/Park Place and Home Sweet Home Seasonal Crew as presented. Motion by Trustee Hewitt, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Cumulative Sick Hours Report as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Old Business:** None.

**Announcements:**

Trustee Rice mentioned that a new date February 23, 2018 was scheduled to meet with the School Superintendent.

**Comments/Concerns-Trustees:** None.

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones adjourned the **February 08, 2018** meeting at 6:00 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**