

WAUKEGAN TOWNSHIP BOARD MEETING

FEBRUARY 14, 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 February 14, 2019.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. Township Attorney Torrie M. Newsome led the Members in the Pledge of Allegiance and Trustee Sylvestre Castellanos led the Members in prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **February 14, 2019** 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 24, 2019** Waukegan Township Board Meeting as presented. Clerk Staben said the Board Minutes were not on hand due to computer trouble and the Minutes will be available at the following Board Meeting.

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **February 08, 2019** as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
02/08/2019

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	121,208.49	
	First Midwest Bank M/M	313,177.89	
	Illinois Funds	38,428.02	
	N. Chicago Com. Bank	246,888.34	
Total Town Fund		\$719,702.74	
General Assistance Fund	First Midwest Checking	71,260.42	
	First Midwest Bank M/M	590,669.97	
	Illinois Funds	7,304.85	
Total General Assistance		\$669,235.24	
IMRF/FICA Fund	First Midwest Bank	29,205.38	
	First Midwest Bank M/M	0.00	

	Illinois Funds	15,271.51
Total IMRF/FICA Fund		\$44,476.89
Senior Fund	First Midwest Bank	38,472.27
	First Midwest Money Market	53,499.86
	Illinois Funds	14,365.95
Total Senior Fund		\$106,338.08
		1,539,752.95
Road & Bridge	First Midwest Bank	271,834.59
Total Road & Bridge		\$271,834.59

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 \$ 51,179.79

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

Citizen Participation:

Supervisor Jones introduced Lake County Commissioner Mary Ross Cunningham to the Board Members. Commissioner Cunningham said she and Commissioner Diane Hewitt are very impressed with the work that the Township does for its community. On behalf of the Lake County Board Members she presented the Township with a \$80,000.00 CDBG check. The Board Members thanked Commissioner Cunningham for this generous grant.

Supervisor's Report:

Supervisor Jones asked Nancy Netherton/Finance Manager to address the Board Members. Mrs. Netherton distributed the Line Item Transfers to Budget For Year Ending 2/28/18 and reviewed its contents.

Supervisor Jones said, for the Open Meetings Act Designee she recommends Juan Hernandez. Mr. Hernandez said he completed the training required.

Supervisor Jones mentioned that the HBCU has 40 students enrolled for the tour. She said the fundraiser is scheduled for March 06th.

Highway Commissioner's Report: None.

Assessor's Report: None.

Executive Session:

Supervisor Jones requested a motion to enter Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) and Executive Minutes-5ILCS 120/2 (C21) at 5:28 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 5:41p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **January 18, 2019** in the amount of **\$102,777.02** as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **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 **February 14, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$19,466.15**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,238.87**; Invoices for G/A Fund/Staben House in the amount of **\$1,414.31**; Invoices for Town Fund/Assessor's Office in the amount of **\$7,715.80**; Invoices for Road and Bridge/Highway Department the amount of **\$1,578.38**; Senior Fund/Park Place in the amount of **\$17,813.87**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$1,976.85**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **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 24, 2019** Board Meeting in the amount of **\$58,406.71** 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
February 14, 2019**

The following is a list of bills that were paid after the board meeting of January 24, 2018 but before the meeting of February 14, 2019

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
01/25-02/14	General Assistance Client Payments	\$11,556.96
	Payments made on behalf of GA Clients	
Total G/A Fund		\$11,556.96
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
01/25-02/14	Client stipends for c2R2 clients	\$75.00
	Transportation and work needs	
02/13/2019	Health Insurance All Vendors	\$46,774.75
	February 19 premiums	
Total Town Fund		\$46,849.75

Total all checks paid prior to board meeting \$58,406.71

Emergency Bills: None.

Attestation:

Clerk Staben attested to the Paid Bills presented for this Township Board Meeting of February 14, 2019.

Action Items:

Supervisor Jones requested a motion for the approval of the Personnel recommendation for Highway Department and Assessor's office positions as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Open Meetings Act Designee for Juan Hernandez as presented. Motion by Trustee Rice, 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 Year End Line Item Transfers for Town, Assessor, GA, Senior and R & B funds as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes: Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

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

Supervisor Jones requested a motion for the approval of the 2018 Executive Minutes; 01/11/18, 11/25/18, 02/08/18, 04/26/19 with para 4 closed, 05/10/18, 05/24/18 all be opened as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes: Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees:

Trustee Rice mentioned that she attended the Monolog Act. She said the actors performed well and it was great fun.

Supervisor Jones mentioned that Dr. Mary Lacy passed away and asked to keep her family in prayers.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **February 14, 2019** meeting at 6:01 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk