

WAUKEGAN TOWNSHIP BOARD MEETING

FEBRUARY 22, 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 22, 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 prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **February 22, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Hewitt, second by Trustee Johnson. **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 **February 08, 2018** 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 **Cash-on-Hand** as **February 15, 2018** 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.**

Waukegan Township Cash-on-Hand Report
as of February 16, 2018

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	74,218.50	
	NorStates Money Market	424,529.24	
	Illinois Funds	37,812.83	
	N. Chicago Com. Bank	246,473.66	
Total Town Fund		\$783,034.23	
General Assistance Fund	First Midwest Checking	208,060.88	
	First Midwest Bank M/M	680,199.60	
	Illinois Funds	7,185.84	
Total General Assistance		\$895,446.32	

IMRF/FICA Fund	First Midwest Bank	39,926.72
	First Midwest Bank M/M	3,226.27
	Illinois Funds	74,415.74
Total IMRF/FICA Fund		\$117,568.73
Senior Fund	NorStates Financial	50,215.82
	NorStates Money Market	43,704.24
	First Midwest Money Market	0.00
	Illinois Funds	14,131.89
Total Senior Fund		\$108,051.95
		1,904,101.23
Road & Bridge	NorStates Financial	199,727.83
Total Road & Bridge		\$199,727.83

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 Nancy Netherton/Financial Manager to address the Board Members regarding the Line Item Transfers. Mrs. Netherton distributed the Line Item Transfers to Budget for Year Ending 02/28/18 packet and review its contents.

Supervisor Jones distributed the Home Sweet Home Snow Removal-Waukegan Township chart showing the service percentage per community. She acknowledged the hard work performed by the HSH employees.

Supervisor Jones mentioned that the HBCU committee met today and thanked Trustee Rice and Assessor Stricklin for attending the meeting. She said the HBCU fundraiser is scheduled for March 06 to be held at the Genesee Theater and HBCU graduates will be in attendance and featured at this event and distributed additional invitations for the Board Members to invite others.

Supervisor Jones mentioned that the EWC graduation is scheduled for March 17 to be held at Park Place. She said a tribute will be given to the late Dr. Phil Carrigan for his service and support to the Staben House, EWC and HBCU tour. Also a tribute to the late Judge Phillips for his service and support.

Supervisor Jones distributed a letter from PACE dated February 12, 2018 giving a services provided up-date with routes and map.

Supervisor Jones read a thank you letter from a resident who was serviced by HSH summer/snow removal program.

Highway Commissioner's Report:

Commissioner Craigen reported that the recent snow fall removal went well. He said that the department truck is in need of repairs or should be replaced soon.

Assessor's Report: None.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **February 16, 2018** in the amount of **\$120,714.45** 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.**

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 22, 2018** Board Meeting: Invoices for Town Fund in the amount of **\$6,911.07**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$5,981.79**; Invoices for G/A Fund/Staben House in the amount of **\$6,272.50**; Invoices for Town Fund/Assessor's Office in the amount of **\$3,152.39**; Invoices for Road and Bridge/Highway Department the amount of **\$952.30**; Senior Fund/Park Place in the amount of **\$15,889.94**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$690.28**; Invoices for Fundraisers in the amount of **\$0**; 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.**

Action on Paid Bills:

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after **February 08, 2018** Board Meeting in the amount of **\$47,795.05** 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.**

**Paid Bills
February 22, 2018**

The following is a list of bills that were paid after the board meeting of February 08, 2018 but before the meeting of February 22, 2018.

Purpose	Payee	Amount
Senior Fund		
02/21/2018	Patricia Stern	\$220.00
Room Deposit return		
02/12/2018	Mike Morales	\$30.00
MLK Event		
Total Senior Fund		\$250.00
G/A Fund		
02/08-02/22	General Assistance Payments	
Payments made on behalf of GA clients		\$4,130.00
Total G/A Fund		\$4,130.00
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
02/21/2018	Health Insurance - All Vendors	\$43,395.05
February Premium - all depts.		
02/05/2018	Client Stipends - RRR Program	\$20.00
Bus Passes - CTA		
Total Town Fund		\$43,415.05
Total all checks paid prior to board meeting		\$47,795.05

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the End of Year Budget Line Item Transfers by Year Ending 2017/2018 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.**

New Business: None.

Old Business: None.

Announcements:

Trustee Johnson mentioned that he attended the Presidential Prayer Breakfast held with President Trump. He said it was an impressive event and a good experience.

Trustee Johnson invited the Board Members to the NHMBC for their Annual Black History event to be held this Sunday.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **February 22, 2018** meeting at 6:12 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk