

# WAUKEGAN TOWNSHIP BOARD MEETING

## MARCH 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 March 22, 2018.

The Board Meeting was called to order at 5:20 p.m. by Supervisor Patricia Jones. Assessor Mark Stricklin led the Members in the Pledge of Allegiance and Trustee Nathaniel Hewitt led the Members in a silent prayer.

**ROLL CALL:** Trustee Percy L. Johnson, Trustee Opal Rice, 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:** Trustee Sylvestre Castellanos.

Supervisor Jones requested a motion to approve the **Agenda** for the **March 22, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

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

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **March 16, 2018** as presented. Motion by Trustee Hewitt, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

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

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	171,482.56	TFR 30,000 to Senior Checking
	NorStates Money Market	319,543.04	
	Illinois Funds	37,812.83	
	N. Chicago Com. Bank	246,473.66	
<b>Total Town Fund</b>		<b>\$775,312.09</b>	
General Assistance Fund	First Midwest Checking	48,878.50	
	First Midwest Bank M/M	620,231.21	
	Illinois Funds	7,185.84	
<b>Total General Assistance</b>		<b>\$676,295.55</b>	

IMRF/FICA Fund	First Midwest Bank	29,624.83
	First Midwest Bank M/M	0.00
	Illinois Funds	25,815.74
<b>Total IMRF/FICA Fund</b>		<b>\$55,440.57</b>
Senior Fund	NorStates Financial	30,342.58
	NorStates Money Market	0.00
	First Midwest Money Market	0.00
	Illinois Funds	14,131.89
<b>Total Senior Fund</b>		<b>\$44,474.47</b>
		<b>1,551,522.68</b>
Road & Bridge	NorStates Financial	155,650.66
<b>Total Road &amp; Bridge</b>		<b>\$155,650.66</b>

PPRT Taxes Received since last report -

Town - \$52,401.48

R&B - \$15,607.49

For the state's fiscal year of (July 01 - June 30, 2018) we have received a total of

for Town \$295,450.59 and for R & B \$87,998.25

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 the 2018 HBCU Tour is the largest with 39 students registered accompanied by 9 chaperones. She thanked Trustee Rice/HBCU Tour chairperson, Assessor Stricklin, Trustee Johnson, Clerk Staben, and Attorney Mr. Newsome for their support, generosity and for those who take part in the \$1,000.00 club. She also thanked the Township staff members and acknowledged

the volunteers for their efforts and support with the HBCU tour and other Township endeavors.

Supervisor Jones mentioned that the Township programs will be organized with its own group of volunteers to avoid over lapping volunteers.

Supervisor Jones asked Dulce Ortiz/Human Resources to address the Board Members with an over view pertaining to the General Assistance Program. Ms. Ortiz presented the Board Members with a Power Point describing the services and the program process.

**Ms. Ortiz left the Board Meeting at 6:00 p.m.**

Supervisor Jones mentioned that the Township has applied for the IL DHS Transitional Housing Grant and would like for the Board to accept the application.

Supervisor Jones mentioned as a reminder that the up-coming Township Board Meeting will be held at on April 10, 2018 for 5:00 p.m. at Park Place on a Tuesday. Also, on April 10<sup>th</sup> the Annual Town Meeting will follow at 6:05 p.m. She explained the process of the Annual Town Meeting and the selection for moderator.

Supervisor Jones mentioned that TOPICS Day is scheduled for April 25<sup>th</sup> in Springfield. She said she will send the Board Members a written history of the TOI Annual Meetings as a FYI.

Supervisor Jones mentioned that Meet Your Leaders is scheduled for May 1<sup>st</sup> with Chief George Bridges as the speaker.

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

**Assessor's Report:**

Assessor Stricklin gave a report about the status of the housing market (prices are going up) and the Assessor's Department in general.

**Executive Session:** None.

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending March **16, 2018** in the amount of **\$101,957.17** as presented. Motion by Trustee Johnson, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Rice, 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 **March 22, 2018** Board Meeting: Invoices for Town Fund in the amount of **\$20,485.57**; Invoices for G/A Fund/Eddie

Washington Center in the amount of **\$5,275.14**; Invoices for G/A Fund/Staben House in the amount of **\$5,068.39**; Invoices for Town Fund/Assessor's Office in the amount of **\$4,124.95**; Invoices for Road and Bridge/Highway Department the amount of **\$5,756.41**; Senior Fund/Park Place in the amount of **\$13,786.74**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$2,285.43**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, 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 **March 08, 2018** Board Meeting in the amount of **\$16,101.10** as presented. Motion by Trustee Hewitt, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
March 22, 2018**

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

Purpose	Payee	Amount
<b>Senior Fund</b>		
03/20/2018	<b>Kenya Terrell</b>	\$100.00
Room rental deposit refund		
<b>Total Senior Fund</b>		<b>\$100.00</b>
<b>G/A Fund</b>		
02/24-03/08	<b>General Assistance Payments</b>	\$4,860.00
Payments made on behalf of GA clients		
<b>Total G/A Fund</b>		<b>\$4,860.00</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
03/12-03/22	<b>Ink n Tees</b>	\$4,224.10
Shirts, Back packs, sweatshirts - HBCU		
03/19/2018	<b>Client Stipends - RRR Program</b>	\$45.00
Transportation, work needs, birth certificates		
03/21/2018	<b>Infinity Transportation</b>	\$6,872.00
Balance remaining - HBCU bus		
<b>Total Town Fund</b>		<b>\$11,141.10</b>
Total all checks paid prior to board meeting		\$16,101.10

**Emergency Bills:** None.

**Action Items:**

Supervisor Jones requested a motion for the approval of the Application for the IL DHS Transitional Housing Grant in the amount of \$346,740.00 for the EWC as presented. Motion by Trustee Johnson, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business:**

Supervisor Jones mentioned that the Legal Help Desk provided at the Township office is servicing more people.

**Old Business:** None.

**Announcements:** None.

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

**Adjournment:**

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

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**