

# WAUKEGAN TOWNSHIP BOARD MEETING

## MARCH 28, 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 March 28, 2019.

The Board Meeting was called to order at 5:00 p.m. by Clerk Rose M. Staben. Trustee Sylvestre Castellanos lead the Members in the Pledge of Allegiance and Senior Trustee Percy L. Johnson led the Members in prayer.

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

Clerk Staben requested a motion to appoint Senior Trustee Percy L. Johnson to preside the Waukegan Township Board Meeting of **March 28, 2018**. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Rice. Trustee Castellanos, Senior Trustee Johnson. **Nays: Motion carried.**

Senior Trustee Johnson requested a motion to approve the **Agenda** for the **March 28, 2019** Waukegan Township Board Meeting as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Ayes:** Trustee Rice, Trustee Castellanos, Senior Trustee Johnson. **Nays: None. Motion carried.**

Senior Trustee Johnson requested a motion to approve the **Minutes** for the **March 14, 2019** Waukegan Township Board Meeting as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Ayes:** Trustee Rice, Trustee Castellanos, Senior Trustee Johnson. **Nays: None. Motion carried.**

Senior Trustee Johnson requested a motion to approve the **Cash-on-Hand** as **March 25, 2019** as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Senior Trustee Johnson. **Nays: None. Motion carried.**

Waukegan Township Cash-on-Hand Report  
03/26/2019

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	50,458.20	
	First Midwest Bank M/M	278,935.34	
	Illinois Funds	38,428.02	
	N. Chicago Com. Bank	246,888.34	
<b>Total Town Fund</b>		<b>\$614,709.90</b>	
General Assistance Fund	First Midwest Checking	42,685.38	

	First Midwest Bank M/M	428,330.78
	Illinois Funds	7,304.85
<b>Total General Assistance</b>		<b>\$478,321.01</b>
IMRF/FICA Fund	First Midwest Bank	10,504.65
	First Midwest Bank M/M	0.00
	Illinois Funds	15,271.51
<b>Total IMRF/FICA Fund</b>		<b>\$25,776.16</b>
Senior Fund	First Midwest Bank	20,020.75
	First Midwest Money Market	23,501.50
	Illinois Funds	14,365.95
<b>Total Senior Fund</b>		<b>\$57,888.20</b>
		<b>1,176,695.27</b>
Road & Bridge	First Midwest Bank	207,745.11
<b>Total Road &amp; Bridge</b>		<b>\$207,745.11</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 \$279,085.55 and for R & B \$83,124.04

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:** None.

**Supervisor's Report:**

Senior Trustee Johnson mentioned that Supervisor Jones and the HBCU tour group of 46 students are doing well on the tour and enjoying the visits to the many colleges planned.

Senior Trustee Johnson asked Nancy Netherton/Finance Director to address the Board Members regarding the grant applications. Mrs. Netherton expounded on the IL DHS grant applications for the Eddie Washington Center and the Staben House. She said application request for the EWC will be for \$346,740.00 and the request for the Staben House will be for \$150,000.00.

**Highway Commissioner Arthur Craigen entered the Board Meeting at 5:10 p.m.**

Senior Trustee Johnson mentioned the EWC graduation held on Saturday. He asked Trustee Rice to share the event. She said the graduation had a good program and many people were present.

Senior Trustee Johnson distributed the Waukegan Township Annual Town Meeting Agenda scheduled for April 09, 2019, to be held at Park Place. He said the regular Township Meeting will be held there at 5:00 p.m. followed by the Annual Town Meeting at 6:05 p.m.

Senior Trustee Johnson mentioned the C2RR meeting held at the United Way facility.

**Highway Commissioner's Report:**

Highway Commissioner Arthur Craigen reported that the department is out repairing the road with patches. He said the department had not placed an early supply of snow salt, but they managed with what they had. He asked about the process for utilizing individuals for public service.

**Assessor's Report:** None.

**Executive Session:**

Senior Trustee Johnson requested a motion to enter Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 5:29 p.m. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Senior Trustee Johnson. **Nays:** None. **Motion carried.**

**Open Session resumed at 5:41p.m.**

**Action on Payroll:**

Senior Trustee Johnson requested a motion for the approval of **agenda item #13**, Payroll period ending **March 01, 2019** in the amount of **\$91,919.45** as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Ayes:** Trustee Rice, Trustee Castellanos, Senior Trustee Johnson. **Nays:** None. **Motion carried.**

**Action on Invoices:**

Senior Trustee Johnson requested a motion for the approval of **agenda item #14**, approval of the following invoices for bills submitted for the **March 28, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$18,587.34**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,753.78**; Invoices for G/A Fund/Staben House in the amount of **\$2,315.79**; Invoices for Town Fund/Assessor’s Office in the amount of **\$8,734.97**; Invoices for Road and Bridge/Highway Department the amount of **\$900.41**; Senior Fund/Park Place in the amount of **\$5,354.54**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$0**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Ayes:** Trustee Rice, Trustee Castellanos, Senior Trustee Johnson. **Nays:** None. **Motion carried.**

**Action on Paid Bills:**

Senior Trustee Johnson requested a motion for the approval of **agenda item #15**, Paid Bills submitted after **March 14, 2019** Board Meeting in the amount of **\$3,842.50** as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Senior Trustee Johnson. **Nays:** None. **Motion carried.**

**Paid Bills  
March 28, 2019**

The following is a list of bills that were paid after the board meeting of March 14, 2019 but before the meeting of March 28, 2019

Purpose	Payee	Amount
<b>Senior Fund</b>		
03/18/2019	Larry McShane	\$123.00
Trip Refund		
<b>Total Senior Fund</b>		<b>\$123.00</b>
<b>G/A Fund</b>		
03/15-3/28	General Assistance Client Payments	\$3,400.00
Payments made on behalf of GA Clients		
<b>Total G/A Fund</b>		<b>\$3,400.00</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
03/27/2019	Dijon Ross	\$319.50
Conference Travel Stipend - 5 days		
<b>Total Town Fund</b>		<b>\$319.50</b>

Total all checks paid prior to board meeting \$3,842.50

**Emergency Bills:** None.

Clerk Staben attested to the above Paid Bills for the Board Meeting of March 28, 2019 as presented.

**Action Items:**

Senior Trustee Johnson requested a motion for the approval of the Personnel/Waukegan Township Employee Resignation as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Senior Trustee Johnson. **Nays:** None. **Motion carried.**

Senior Trustee Johnson requested a motion for the approval of the Personnel/Recommendation Forms as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Ayes:** Trustee Rice, Trustee Castellanos, Senior Trustee Johnson. **Nays:** None. **Motion carried.**

Senior Trustee Johnson requested a motion for the approval of the application for IL DHS Transitional Housing Grant for EWC in the amount of \$346,740.00 and SH in the amount of \$150,000.00 as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Senior Trustee Johnson. **Nays:** None. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:** None.

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

**Adjournment:**

There being no further business to come before the Board, Senior Trustee Johnson adjourned the **March 28, 2019** meeting at 5:54 p.m.

---

**PATRICIA JONES, Township Supervisor**

---

**ROSE M. STABEN, Township Clerk**