

WAUKEGAN TOWNSHIP BOARD MEETING

APRIL 14, 2020

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 2020.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones via Zoom Video Conference Calling. Clerk Rose M. Staben led the Members in the Pledge of Allegiance and Trustee Opal Rice led the Members in prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **April 14, 2020** Waukegan Township Board Meeting as presented. Motion by Trustee Hewitt, second by Trustee Castellanos. **Ayes:** Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **March 31, 2020** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **March 31, 2020** Waukegan Township Public Hearing for Town and Road & Bridge as presented. Motion by Trustee Hewitt, second by Trustee Castellanos. **Ayes:** Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **April 10, 2020** as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
4/10/2020

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	73,362.76	
	First Midwest Bank M/M	74,049.46	
	Illinois Funds	39,268.53	
	No. Chicago Com Bank	57,563.26	
Total Town Fund		\$244,244.01	
General Assistance Fund	First Midwest Checking	50,893.76	
	First Midwest Bank M/M	29,703.63	
	Illinois Funds	7,464.54	

Total General Assistance		\$88,061.93
IMRF/FICA Fund	First Midwest Bank	28,812.09
	First Midwest Bank M/M	0.00
	Illinois Funds	15,607.28
Total IMRF/FICA Fund		\$44,419.37
Senior Fund	First Midwest Bank	17,681.35
	First Midwest Money Market	0.00
	Illinois Funds	14,680.29
Total Senior Fund		\$32,361.64
		409,086.95
Road & Bridge	First Midwest Bank	78,712.07
	Waukegan Community Trust	131,724.84
Total Road & Bridge		\$210,436.91

50K to
frw

PPRT Taxes Received since last report - 4/7/20

Town - \$129,701.24

R&B - \$ 38,630.71

For the state's fiscal year of (July 1 - June 30, 2020) we have received a total of for Town \$524,536.39 and for R & B \$156,229.99

Town RE Tax

Total received FY 2019-20 **\$1,338,447.88**

GA RE Taxes -

Total received FY 2019-20 **\$668,045.79**

IMRF/FICA RE Taxes -

Total received FY 2019-20 **\$213,775.85**

SEN'R RE Taxes -

Total received FY 2019-20 **\$1,062,731.76**

RB RE Taxes -

Total received FY 2019-20 **\$145,129.21**

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones provided the Waukegan Township residents with the Township online contact information and phone number for questions during this Zoom Video Conference Calling.

Supervisor Jones mentioned that the April 14th Annual Township meeting is postponed due to the shelter in place order placed by the Governor Pritzker.

Supervisor Jones mentioned that she received Lake County covid-19 up-date, with 1004 people testing positive and 23 deaths.

Supervisor Jones mentioned that Waukegan Township office will continue Emergency and General Assistance via online. She said the Township has received many more requests for funeral assistance due to the covid-19.

Supervisor Jones mentioned that the Township will be ordering mask for the Township staff and mask with gloves for senior citizens. A safety plan to deliver them was discussed.

Supervisor Jones mentioned that the Staben House families continue to be sheltered in a hotel. She said the hotel has no cooking means and meals are being provided by volunteers and donations. A Libertyville family donated \$1,000.00 to provide meals to these families.

Supervisor Jones mentioned that the Catholic Charities Meals On Wheels, operated from Park Place will be sanitized since one their employees tested positive. She said that Catholic Charities will be responsible for the sanitizing cost.

Supervisor Jones mentioned that the Coalition Executive Meeting scheduled for April 20th will be via Zoom Video Conference Call.

Supervisor Jones mentioned the Illinois Department of Health Services (IL DHS) application grant. She said their will be a request of \$75,000.00 for the EWC and a request of \$50,000.00 for the SH.

Supervisor Jones mentioned the Addendum for the Motor Vehicles Record Check Policy 2nd reading. She said the word Illinois was added to the policy.

Highway Commissioner's Report: None.

Assessor's Report:

Assessor Mark Stricklin gave an up-date on the office operation, working from home. He said the books will be due by July 15th and is waiting to hear from the Lake County Assessor with more information.

Executive Session: None.

Trustee Percy L. Johnson joined the Board Meeting via phone call at 5:26 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **March 26, 2020** in the amount of **\$101,069.80** as presented. Motion

by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Hewitt, 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 **April 14, 2020** Board Meeting: Invoices for Town Fund in the amount of **\$8,243.69**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$507.86**; Invoices for G/A Fund/Staben House in the amount of **\$495.72**; Invoices for Town Fund/Assessor's Office in the amount of **\$5,042.58**; Invoices for Road and Bridge/Highway Department the amount of **\$5,492.58**; Senior Fund/Park Place in the amount of **\$3,457.05**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$6,246.04**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Action on Paid Bills: None.

Emergency Bills: None.

Attestation: None.

Action Items:

Supervisor Jones requested a motion for the approval of the Application to the IL DHS for Transitional Housing Grand Funding for EWC in the amount of \$75,000.00 and SH in the amount of \$50,000.00 as presented. Motion by Trustee Castellanos, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Addendum for the Motor Vehicles Record Check Policy as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried**

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **April 14, 2020** meeting at **5:35 p.m.**

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk