

WAUKEGAN TOWNSHIP BOARD MEETING

May 09, 2019

The Regular meeting of the Board of Trustees of Waukegan Township, County 5, located at 149 South Genesee Street, Waukegan, Illinois on Thursday May 09, 2019.

The Board Meeting was called to order at 5:07 p.m. by Supervisor Patricia Jones. Highway Commissioner Arthur Craigen led the Members in the Pledge of Allegiance and Trustee Sylvestre Castellanos led the Members in a silent prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **May 09, 2019** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Rice. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **April 25, 2019** Waukegan Township Board Meeting 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.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **May 01, 2019** 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
05/01/2019

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	12,493.49	
	First Midwest Bank M/M	128,944.20	
	Illinois Funds	38,428.02	
	N. Chicago Com. Bank	172,991.26	
Total Town Fund		\$352,856.97	
General Assistance Fund	First Midwest Checking	5,810.09	
	First Midwest Bank M/M	338,352.78	
	Illinois Funds	7,304.85	
Total General Assistance		\$351,467.72	
IMRF/FICA Fund	First Midwest Bank	12,676.08	
	First Midwest Bank M/M	0.00	
	Illinois Funds	15,271.51	
Total IMRF/FICA Fund		\$27,947.59	

Senior Fund	First Midwest Bank	17,493.85
	First Midwest Money Market	0.00
	Illinois Funds	14,365.95
Total Senior Fund		\$31,859.80
		764,132.08
Road & Bridge	First Midwest Bank	233,015.83
Total Road & Bridge		\$233,015.83

PPRT Taxes Received since last report - 04/05/19

Town - \$

R&B - \$

For the state's fiscal year of (July 01 - June 30, 2018) we have received a total of for Town \$403,582.36 and for R & B \$120,204.71

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:

Supervisor Jones distributed a letter addressed to the US Census Bureau, dated May 09, 2019 and asked Clerk Staben to read the letter to the Board Members regarding the Census of 2020 and a Complete Count Committee the Township will take role in.

Supervisor Jones distributed emergency items memo for Park Place bus repairs with lowest quotes; from Tom Jones Sales & Service in the amount of \$5,500.00 and Staben House ejector pump replacement from Ernie Peterson Plumbing in the amount of \$3,200.00.

Supervisor Jones distributed the Emergency Assistance (Un-Employed Applicants) assistance criteria. She distributed the new version up-date with prescription assistance line added that; Narcotics, as well as medicinal marijuana, are not eligible and will be excluded from purchase order.

Supervisor Jones distributed the Grandparents & Other Relative Caregiver's Summit flyer. She asked for all Board Members to spread the word of this Summit scheduled for May 13th and that lunch will be provided.

Supervisor Jones mentioned that the C2RR Expungement Summit Workshop is scheduled for July 13th to be held at Mount Sinai. She expounded on the importance of pre-bail bound and these workshops. She mentioned that the following C2RR Public Meeting is scheduled for May 20th.

Supervisor Jones mentioned that the Coalition Legal LLC Open House is scheduled for June 7th.

Supervisor Jones mentioned the Youth Summit scheduled for May 15th.

Supervisor Jones mentioned the Golf Outing committee is working on its upcoming event.

Supervisor Jones distributed the Outside Agency Requests for Waukegan Band Foundation and the Chi Eta Phi Sorority for their program support. The Link Foundation for their scholarship program. Also, request for Investing In Our Youth for CM Dance Estudio for their scholarship program and Word on Wheels for their program support.

Highway Commissioner's Report:

Commissioner Craigen reported that the department is filling potholes to date.

Assessor's Report: None.

Executive Session:

Supervisor Jones requested a motion to enter Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 5:55 p.m. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 6:07 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **April 12, 2019** in the amount of **\$121,999.03** 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 **May 09, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$11,927.25**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$5,304.87**; Invoices for G/A Fund/Staben House in the amount of **\$5,833.68**; Invoices for Town Fund/Assessor’s Office in the amount of **\$3,796.99**; Invoices for Road and Bridge/Highway Department the amount of **\$524.89**; Senior Fund/Park Place in the amount of **\$15,687.84**; Senior Fund/Gift Shoppe in the amount of **\$226.76**; Invoices for Home Sweet Home in the amount of **\$573.31**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Rice, second by Trustee Hewitt. **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 **April 25, 2019** Board Meeting in the amount of **\$21,621.20** as presented. Motion by Trustee Hewitt, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
May 09, 2019**

The following is a list of bills that were paid after the board meeting of April 25, 2019 but before the meeting of May 09, 2019

Purpose	Payee	Amount
Senior Fund		
04/30/2019	Myrtis Barker	\$100.00
Room rental deposit return		
Total Senior Fund		\$100.00
G/A Fund		
05/07/2019	Waukegan Township General Fund	\$19,351.20
Mar. and April Health Ins. Reim.		
04/26-05/9	General Assistance Client Payments	\$2,050.00
Payments made on behalf of GA Clients		
Total G/A Fund		\$21,401.20
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
04/26-05/09	Client Stipends for RRR program	\$120.00
Transportation		

Total Town Fund	\$120.00
Total all checks paid prior to board meeting	\$21,621.20

Emergency Bills: None.

Clerk Staben attested to the above Paid Bills for the Board Meeting of May 09, 2019 as presented.

Action Items:

Supervisor Jones requested a motion for the approval of the Personnel/Recommendation Form and WT Recommendation for Staff Appointment 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.**

Supervisor Jones requested a motion for the approval of the Residency Requirement-final reading as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Outside Agency Requests; Waukegan Band Foundation in the amount of \$500.00, Chi Eta Phi Sorority for \$360.00 and Harbor Lite Links Inc., for \$500.00 as presented. Also, Investing In Our Youth Request; CM Dance Estudio for \$500.00 and Words On Wheels for \$750.00 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.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **May 09, 2019** meeting at 6:14 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk