

# WAUKEGAN TOWNSHIP BOARD MEETING

## MAY 23, 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 May 23, 2019.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. Assessor Mark Stricklin 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, Assessor Mark Stricklin, Highway Commissioner Arthur Craigen and Supervisor Patricia Jones. **Also, Present:** Attorney Torrie M. Newsome, Deputy Clerk Dijon Ross. **Excused:** **Absent:**

Supervisor Jones requested a motion to approve the **Agenda** for the **May 23, 2019** 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 **Minutes** for the **May 09, 2019** Waukegan Township Board Meeting 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.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **May 17, 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  
05/16/2019

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	45,666.90	
	First Midwest Bank M/M	123,949.80	
	Illinois Funds	38,428.02	
	N. Chicago Com. Bank	172,991.26	
<b>Total Town Fund</b>		<b>\$381,035.98</b>	
General Assistance Fund	First Midwest Checking	15,133.03	
	First Midwest Bank M/M	248,372.25	
	Illinois Funds	7,304.85	
<b>Total General Assistance</b>		<b>\$270,810.13</b>	
IMRF/FICA Fund	First Midwest Bank	19,827.50	
	First Midwest Bank M/M	0.00	
	Illinois Funds	15,271.51	

<b>Total IMRF/FICA Fund</b>		<b>\$35,099.01</b>
Senior Fund	First Midwest Bank	57,628.30
	First Midwest Money Market	0.00
	Illinois Funds	14,365.95
<b>Total Senior Fund</b>		<b>\$71,994.25</b>
		<b>758,939.37</b>
Road & Bridge	First Midwest Bank	246,981.28
<b>Total Road &amp; Bridge</b>		<b>\$246,981.28</b>

PPRT Taxes Received since last report - 5/10/19

Town - \$151,357.76

R&B - \$45,081.04

For the state's fiscal year of (July 01 - June 30, 2019) we have received a total of for Town \$554,940.12 and for R & B \$165,285.75

Town RE Tax

**Total received FY 2019-20**

GA RE Taxes -

**Total received FY 2019-20**

IMRF/FICA RE Taxes -

**Total received FY 2019-20**

SEN'R RE Taxes -

**Total received FY 2019-20**

RB RE Taxes

**Total received FY 2019-20**

**Other Payments Rec'd**

**Citizen Participation:**

Member of the Puerto Rican Society Tony Figueroa addressed the current situation of the PRS building damage. He gave a synopsis history of the PRS and its connection with the community and requested assistance for the building repairs. Supervisor Jones said the Board Members will discuss this matter.

**Mr. Figueroa exit the Board Meeting at 5:09 p.m.**

## **Supervisor's Report:**

Supervisor Jones asked Ted Haug/Legat Architects to address the Board Members regarding the Park Place heating and cooling system. Mr. Haug said three bids were collected and the lowest bid for the work needed was McDonough Mech. Services for \$18,947.00. He said a letter of intent would be the next step.

### **Mr. Haug exit the Board Meeting at 5:25 p.m.**

Supervisor Jones mentioned that the Park Place bus was in service.

Supervisor Jones mentioned that Cheri Pierson-White was on the agenda for a Departmental Overview and that she will not be present today. The matter of the Departmental Overview's was discussed to have only one presentation per year at the latter part of the year, the Board Members were all in agreement .

Supervisor Jones mentioned that the Home Sweet Home start day is Monday. She said the high school students start date will be once the school year has ended. She said the HSH program will be operating with four vehicles.

Supervisor Jones mentioned that at the City Council meeting Waukegan Mayor Cunningham acknowledged Honorary Consulate to Belize in Chicago.

Supervisor Jones mentioned that former Commissioner Hewitt informed her that the City of Waukegan will soon be paving the Staben House driveway, thanks to the mayor.

Supervisor Jones distributed the new General Assistance hours and Coalition Legal hours.

Supervisor Jones mentioned that the Coalition To Reduce Recidivism meeting held on Monday presented a speaker who talked about the prison program he established and is looking forward to work with his and other programs.

Supervisor Jones mentioned that the Youth Summit Planning committee is going well. She said their Executive Meeting is scheduled for the first Friday in June. She said Trustee Rice will be participating.

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

Supervisor Jones mentioned that the new hired staff for the Supervisor's office and Park Place are doing well.

Supervisor Jones mentioned the Golf Outing had a confirmation from Mayor Cunningham, also from the Mayors of North Chicago, Highland Park and Gurnee.

Supervisor Jones mentioned that Annetta Hanna-Black Diamond will giving a presentation at the Brookside campus and at that time the Township will present three \$1,000.00 scholarships on behalf of the Yancey HBCU.

Supervisor Jones mentioned the Memorial Parade scheduled for Monday. She said the Township will participate and invited the Board Members.

Supervisor Jones distributed the Grandparents Raising Grandchildren & Other Caregivers' Summit flier.

Supervisor Jones distributed the Outside Agency Requests form. A request from the Waukegan Park District was presented for their American Independence Parade.

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

**Assessor's Report:**

Assessor Stricklin mentioned the tax bills sent out to all property owners. He said once the Blue Card is received anyone can then challenge their taxes. He gave an up-date on the office software/hardware installation and its many challenges. He also, mentioned that the new appointed County Assessor will be meeting with the all Assessors.

Supervisor Jones distributed the North Chicago Happenings at Foss Park workshop flair. She said the Township will participate with an Ice Cream Social set up.

**Executive Session:**

Supervisor Jones requested a motion to enter Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 6:00 p.m. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Open Session resumed at 6:08 p.m.**

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **April 26, 2019** in the amount of **\$96,289.23** 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.**

**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 23, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$10,493.48**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$3,649.46**; Invoices for G/A Fund/Staben House in the amount of **\$1,626.02**; Invoices for Town Fund/Assessor’s Office in the amount of **\$7,873.65**; Invoices for Road and Bridge/Highway Department the amount of **\$2,357.12**; Senior Fund/Park Place in the amount of **\$3,482.36**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$2,666.19**; Invoices for Fundraisers in the amount of **\$375.00**; as presented. Motion by Trustee Johnson, 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 **May 09, 2019** Board Meeting in the amount of **\$50,661.42** 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.**

**Paid Bills  
May 23, 2019**

The following is a list of bills that were paid after the board meeting of May 09, 2019 but before the meeting of May 23, 2019

Purpose	Payee	Amount
<b>Senior Fund</b>		
05/15/2019	<b>Tom Jones Sales &amp; Service</b>	\$3,500.00
	Bus maintenance deposit	
<b>Total Senior Fund</b>		<b>\$3,500.00</b>
<b>G/A Fund</b>		
05/14/2019	<b>Petty Cash</b>	\$147.14
	G/A fruit	
5/10-05/23/2019	<b>General Assistance Client Payments</b>	\$4,760.00
	Payments made on behalf of GA Clients	
<b>Total G/A Fund</b>		<b>\$4,907.14</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
05/13/2019	<b>Client Stipends for RRR program</b>	\$20.00
	client replacement I.D.	
	<b>Health Insurance</b>	
	All vendors	\$42,234.28

<b>Total Town Fund</b>	<b>\$42,254.28</b>
Total all checks paid prior to board meeting	\$50,661.42

**Emergency Bills:** None.

**Attestation:**

Clerk Staben attested to the Paid Bills presented above for this Township Board Meeting of **May 23, 2019** as presented.

**Action Items:**

Supervisor Jones requested a motion for the approval of the Park Place HVAC Rooftop Unit replacement by McDonough Mech., in the amount of \$18,947.00 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 for the approval of the Personnel/Township Recommendation for Staff Appointment and Home Sweet Home-Summer Youth Program 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 Waukegan Township District award in the amount of \$500.00 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.**

**New Business:** None.

**Old Business:** None.

**Announcements:**

Attorney Newsome mentioned that he attended the Illinois Township Attorney **Association** event. He said the attestation purpose was discussed.

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

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones adjourned the **May 23, 2019** meeting at 6:30 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**