

WAUKEGAN TOWNSHIP BOARD MEETING

JUNE 11, 2020

The Regular meeting of the Board of Trustees of Waukegan Township, County of Lake, of the State of Illinois was scheduled to be held at Waukegan Township's Supervisor's Office located at 149 South Genesee Street, Waukegan, Illinois on Thursday June 11, 2020.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones via Zoom Video Conference Calling. Highway Commissioner Arthur Craigen 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 Nathaniel Hewitt, Trustee Opal Rice, Trustee Sylvestre Castellanos, Clerk Rose M. Staben, Assessor Mark Stricklin, Highway Commissioner Arthur Craigen via phone call and Supervisor Patricia Jones. **Also Present:** Dijon Ross/Administrative Support/Deputy Clerk.

Supervisor Jones requested a motion to approve the **Agenda** for the **June 11, 2020** Waukegan Township Board Meeting 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.**

Supervisor Jones requested a motion to approve the **Minutes** for the **May 28, 2020** Waukegan Township Board Meeting as presented. Motion by Trustee Castellanos, 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 **Cash-on-Hand** as of **June 8, 2020** 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.**

Waukegan Township Cash-on-Hand Report
6/8/2020

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	256,900.67	
	First Midwest Bank M/M	100,002.26	
	Illinois Funds	39,635.09	
	No. Chicago Com. Bank	257,337.62	includes 170K TA dollars
Total Town Fund		\$653,875.64	
General Assistance Fund	First Midwest Checking	185,654.03	
	First Midwest Bank M/M	0.00	
	Illinois Funds	7,536.24	
Total General Assistance		\$193,190.27	
IMRF/FICA Fund	First Midwest Bank	47,134.06	
	First Midwest Bank M/M	0.00	

	Illinois Funds	15,746.89
Total IMRF/FICA Fund		\$62,880.95
Senior Fund	First Midwest Bank	192,596.30
	First Midwest Money Market	0.00
	Illinois Funds	14,825.15
Total Senior Fund		\$207,421.45
		1,117,368.31
Road & Bridge	First Midwest Bank	98,996.43
	Waukegan Community Trust	182,825.21
Total Road & Bridge		\$281,821.64

PPRT Taxes Received since last report -

Town - \$

R&B - \$

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 6/4/20	\$239,689.99
Total received FY 2020-21	\$293,516.56

GA RE Taxes - 6/4/20	\$27,737.43
Total received FY 2020-21	\$150,924.59

IMRF/FICA RE Taxes - 6/4/20	\$39,991.09
Total received FY 2020-21	\$48,983.65

SEN'R RE Taxes - 6/4/20	\$195,549.80
Total received FY 2020-21	\$239,616.26

RB RE Taxes - 6/4/20	\$25,975.32
Total received FY 2020-21	\$31,791.09

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones provided the Waukegan Township residents online with the Township contact information and phone number to join in and ask questions during the Zoom Video Conference Calling.

Trustee Johnson had connection difficulties and continued the Board Meeting via phone at 5:07 p.m.

Supervisor Jones said she had a conversation with TOI regarding the state reopening. She said the Township will continue the Governor's order, Stay At Home until further notice.

Supervisor Jones mentioned that the Annual Town Meeting is scheduled to reopen on the third Tuesday of the month, after the Stay At Home has been lifted.

Supervisor Jones mentioned that the Senior Citizens Services Committee was suspended to the following Wednesday due to Zoom Video Conference difficulties.

Supervisor Jones mentioned "I Can't Breathe" rally. She said she had a conversation with Highland Park authorities to hold the rally in their city. Trustee Johnson said he would like to be part of planning the rally.

Supervisor Jones gave an update on the C2RR Annual Luncheon. She said the deposit given in 2019 will be refunded due to the circumstances and that a virtual fundraiser was discussed.

Supervisor Jones mentioned that Safety Packets with covid-19 testing information were distributed to Seniors living in high rise apartments, organized by Cheri Pierson-White.

Supervisor Jones gave a Youth Summit update. She thanked Deputy Clerk Ross for his suggestions on making this event possible due to the circumstances.

Supervisor Jones mentioned Outside Agency Funding request from Family Piano. She said the request would provide music lessons to children who would not have the funds to pay for lessons.

Highway Commissioner's Report:

Commissioner Craigen gave an update on the department grass cutting along the highway, tree removal and street repairs. Supervisor Jones thanked him for assisting in the Safety Packet distribution.

Assessor's Report:

Assessor Stricklin gave an update on the opening of his office and staff. He said his office is by appointment only and is assisting the seniors with the tax freeze application.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **May 21, 2019** in the amount of **\$98,601.58** 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.**

Juan Hernandez/Human Resources Manager joined the Zoom Video Conference at 5:41 p.m.

Mr. Hernandez provided the Board Members with the Home Sweet Home Personnel Recommendation and open positions, he said applications can be done online.

Mr. Hernandez exit the Zoom Video Conference at 5:43 p.m.

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 **June 11, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$21,117.04**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,174.69**; Invoices for G/A Fund/Staben House in the amount of **\$546.67**; Invoices for Town Fund/Assessor’s Office in the amount of **\$5,963.71**; Invoices for Road and Bridge/Highway Department the amount of **\$382.31**; Senior Fund/Park Place in the amount of **\$16,018.11**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$3,454.57**; Invoices for Fundraisers in the amount of **\$0**; 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.**

Action on Paid Bills:

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after **May 28, 2019** Board Meeting in the amount of **\$3,250.00** 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.**

**Paid Bills
June 11, 2020**

The following is a list of bills that were paid after the board meeting of May 28, 2020 and before the meeting of June 11, 2020

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
5/29-6/11	Emergency Assistance Payments	\$500.00
	Funeral, Rent	
5/29-6/11	Waukegan Township Assistance Payments	\$2,750.00
	GA Card reloads	

Total G/A Fund	\$3,250.00
R & B Fund	
Total R & B Fund	\$0.00
Town Fund	
Total Town Fund	\$0.00

Total all checks paid prior to board meeting \$3,250.00

Emergency Bills: None.

Attestation: None

Action Items:

Supervisor Jones requested a motion for the approval of the Outside Agency Request for Family Piano music lessons program in the amount of \$500.00 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.**

Supervisor Jones requested a motion for the approval of the Personnel Recommendations for HSH positions.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 **June 11, 2019** meeting at **6:10 p.m.**

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk