

# WAUKEGAN TOWNSHIP BOARD MEETING

## JUNE 14, 2018

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 June 14, 2018.

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 prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **June 14, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **May 24, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **June 07, 2018** as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
as of June 07, 2018

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	450,366.24	
	NorStates Money Market	116,736.09	
	Illinois Funds	38,033.69	
	N. Chicago Com. Bank	246,571.46	
<b>Total Town Fund</b>		<b>\$851,707.48</b>	
General Assistance Fund	First Midwest Checking	250,019.93	
	First Midwest Bank M/M	370,315.25	
	Illinois Funds	7,185.84	
<b>Total General Assistance</b>		<b>\$627,521.02</b>	

IMRF/FICA Fund	First Midwest Bank	90,462.15
	First Midwest Bank M/M	0.00
	Illinois Funds	15,079.09
<b>Total IMRF/FICA Fund</b>		<b>\$105,541.24</b>
Senior Fund	NorStates Financial	358,497.94
	NorStates Money Market	0.00
	First Midwest Money Market	0.00
	Illinois Funds	14,131.89
<b>Total Senior Fund</b>		<b>\$372,629.83</b>
		<b>1,957,399.57</b>
Road & Bridge	NorStates Financial	226,033.01
<b>Total Road &amp; Bridge</b>		<b>\$226,033.01</b>

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the states fiscal year of (July 01 - June 30, 2018) we have received a total of for Town \$512,970.63 and for R & B \$152,785.38

Town RE Tax 06/07/18	442,554.73
<b>Total received FY 2018-19</b>	<b>463,739.67</b>

GA RE Taxes - 06/07/18	221,064.49
<b>Total received FY 2018-19</b>	<b>236,641.84</b>

IMRF/FICA RE Taxes - 06/07/18	67,257.23
<b>Total received FY 2018-19</b>	<b>71,996.53</b>

SEN'R RE Taxes - 06/07/18	335,007.11
<b>Total received FY 2018-19</b>	<b>358,613.46</b>

RB RE Taxes 06/07/18	50,535.17
<b>Total received FY 2018-19</b>	<b>54,096.53</b>

**Other Payments Rec'd**

### **Citizen Participation:**

Waukegan Township scholarship recipient Kennedy N. Brown, 3<sup>rd</sup> year with the University of Illinois was present with her mother to thank the Township. Ms. Brown also thanked the Township for the HBCU tour experience.

**Trustee Nathaniel Hewitt entered the Board Meeting at 5:06 p.m.**

### **Supervisor's Report:**

Supervisor Jones acknowledged all male Board Members, Deputy Clerk Hernandez and Township employees for their dedication and a great Happy Father's Day.

Supervisor Jones introduced Cheri Pierson-White/Park Place Program Manager and asked her to address the Board Members regarding the Park Place events and services. Mrs. White distributed a packet with all the current and upcoming events, programs, and trips and provided an up to date schedule.

Supervisor Jones asked Nancy Netherton/Financial Manager to address the Board Members regarding proposals for Park Place. Mrs. Netherton distributed a list of bids for mechanical services from 4 companies. She said after consulting with Ted Haug/Legat Architects the bid by McDonough Mechanical Services, Inc. was recommended for the amount (lowest bid) of \$16,730.00. Mrs. Netherton addressed the Board Members regarding the importance of a card access for the front and second door of the Supervisor's office. She distributed a bid for this installment for the Precision Control Systems of Chicago Inc., in the amount of \$5,733.00.

Supervisor Jones mentioned the thank you letter received from the University of Illinois Extension dated May 21, 2018 for the \$2,000.00 donation to support their programs to serve Lake County residents. She said that the State of Illinois will match the donations.

Supervisor Jones mentioned the thank you note received from staff member Loretta of Park Place for the well wishes and flowers in her time of needed comfort. Also, asked that we keep George of the EWC in prayer for a speedy recovery.

Supervisor Jones distributed an article of (Cheri Pierson-White daughter) Cheyenne White showing that she earned a national title in the triple jump for Indiana Tech.

Supervisor Jones distributed an article from the News-Sun featuring Jeff McBride and his pardon by Governor Rauner.

Supervisor Jones distributed the C2RR Expungement Fair & Community Summit agenda scheduled for June 23, 2018. She said the location has been changed to take place at Park Place.

Supervisor Jones distributed the Waukegan Township SCSC agenda dated June 06, 2018. Trustee Johnson attended the meeting and said that the 5K now named Superhero 5K Run/Walk. He said they discussed that superhero costumes will be welcomed and encouraged. He also mentioned that the (formally Saint Theresa Hospital) LAKE Behavioral Hospital offers an older adult program. Supervisor Jones distributed flyer and said that the information will be included on the Township website.

Supervisor Jones mentioned that the following grants were received;

- Hawthorn Woods provided the SH with a \$2,400.00 grant.
- United Way (FEMA) provided a \$25,000.00 grant for emergency food and shelter.

- Illinois Department of Human Services with the efforts of State Representative Rita Mayfield provided a \$346,700.00 grant for EWC.
- City of Waukegan CDBG approved \$7,000.00 for the HSH program.
- Lake County approved an \$80,000.00 grant for Park Place and the EWC.

Supervisor Jones mentioned that the Mayflower Cruises & Tours used by Park Place for trips sent the Township a \$449.30 referral check as an appreciation for using their company.

Supervisor Jones mentioned that Assessor Stricklin is featured in the June Township Perspective magazine as presenting the invocation at the current Topics Day luncheon. She encouraged the Board Members to review page 49 in this Perspective that covers a recent Washington trip for the 2018 Fly-In.

Supervisor Jones mentioned that to-date the HSH program is serving 1186 Township residents for lawn service.

Supervisor Jones thanked the Board Members and staff for participating in the Memorial Parade.

Supervisor Jones distributed the 2018 Outside Agency Funding Requests for United Way of Lake County/2-1-1- System Support in the amount of \$500.00. Also, Investing in our Youth for Southside Positive Youth/STV Program Support in the amount of \$300.00, Mr. Thomas Evan, Jr./AAU Nationals Tournament in the amount of \$300.00 and the Black Diamond-Black Students Parent/Summer Day Camp Support in the amount of \$800.00

Supervisor Jones mentioned the Golf Outing committee met on Tuesday and set the event for August. She encouraged the Board Members to assist with the four some's and sign support.

Supervisor Jones mentioned that the Township will participate in the Annual Independence Day Parade scheduled for July 01<sup>st</sup>. She said this parade will feature the battle of the bands.

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

**Assessor's Report:**

Assessor Mark Stricklin reported that the office is working on getting the books done for the July 15<sup>th</sup> deadline. They are doing analysis and property assessments. A 13% multiplier will be applied to every property. It was stated that this is unfair to many property owners. He had a lot of problems with the County's IT department. He discussed the problems his office experienced with no air conditioning and phone service for a short period.

**Executive Session:**

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 6:15 p.m. Motion by Trustee Johnson, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Open Session resumed at 6:25 p.m.**

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **May 25, 2018** in the amount of **\$104,369.69** as presented. Motion by Trustee Hewitt, second by Trustee Johnson. **Ayes:** Trustee Johnson, 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 **June 14, 2018** Board Meeting: Invoices for Town Fund in the amount of **\$25,347.96**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$5,813.25**; Invoices for G/A Fund/Staben House in the amount of **\$4,932.30**; Invoices for Town Fund/Assessor’s Office in the amount of **\$5,042.70**; Invoices for Road and Bridge/Highway Department the amount of **\$3,209.08**; Senior Fund/Park Place in the amount of **\$6,451.25**; Senior Fund/Gift Shoppe in the amount of **\$296.82**; Invoices for Home Sweet Home in the amount of **\$2,150.89** Supervisor Jones mentioned that 2 lawn mowers had to be purchased for the HSH lawn service; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Johnson, second by Trustee Hewitt. **Ayes:** Trustee Johnson, 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 24, 2018** Board Meeting in the amount of **\$6,955.00** as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
June 14, 2016**

The following is a list of bills that were paid after the board meeting of May 24, 2018 but before the meeting of June 14, 2018

Purpose	Payee	Amount
<b>Senior Fund</b>		
06/13/2018	Ira Young	\$100.00
Room Rental Deposit Refund		

<b>Total Senior Fund</b>		<b>\$100.00</b>
<b>G/A Fund</b>		
05/25-06/14	<b>General Assistance Payments</b>	\$6,305.00
	Payments made on behalf of GA clients	
<b>Total G/A Fund</b>		<b>\$6,305.00</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
06/13/2018	<b>C2R2-Rentry stipends</b>	\$50.00
	payment for expungement workshop	
06/07/2018	<b>Juneteenth Cultural Committee</b>	\$500.00
	Agency Grant	
<b>Total Town Fund</b>		<b>\$550.00</b>
Total all checks paid prior to board meeting		\$6,955.00

**Emergency Bills:** None.

**Action Items:**

Supervisor Jones requested a motion for the approval of the Air Conditioning Bid/McDonough Mechanical Services, Inc., in the amount of \$16,730.00 for the Supervisors office 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 Precision Control Systems of Chicago Inc., for an entry system in the amount of \$5,733.00 for the Supervisors office 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 for the approval of the Outside Agency Funding Requests/Outside Agency; United Way of Lake County/2-1-1 System Support in the amount of \$500.00 as presented. Also, Investing In Our Youth; Southside Positive Youth/program support in the amount of \$300.00, Mr. Thomas Evans, Jr. /AAU Nationals Tournament in the amount of \$300.00 and the Black Diamond-Black Students Parent/Summer Day Camp in the amount of \$800.00 as presented Motion by Trustee Castellanos, 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 Personnel/Recommendation for Staff Appointment for 3 part-time positions for the S H and 1 part-time position for the EWC 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.**

Supervisor Jones requested a motion for the approval of the Adjustment for Employee Tuition Assistance 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.**

**Trustee Castellanos left the Board Meeting at 6:33 p.m.**

Supervisor Jones requested a motion for the approval of the following grants; Hawthorn Woods/CWC provided the SH with a \$2,400.00 grant. United Way a (FEMA) \$25,000.00 grant for emergency food and shelter. Illinois Department of Human Services for the EWC a \$346,700.00 grant. City of Waukegan CDBG approved \$7,000.00 for the HSH program. Lake County Board approved an \$80,000.00 for Park Place and the EWC. Motion by Trustee Johnson, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the referral check from the Mayflower Cruises & Tours in the amount of \$449.30 as presented. Motion by Trustee Hewitt, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, 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 14, 2018** meeting at 6:35 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**