

# WAUKEGAN TOWNSHIP BOARD MEETING

## JUNE 27, 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 June 27, 2019.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. 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 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 and Juan Hernandez/Human Resource Manager.

Supervisor Jones requested a motion to approve the **Agenda** for the **June 27, 2019** Waukegan Township Board Meeting 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 to approve the **Minutes** for the **June 13, 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 **Cash-on-Hand** as **June 21, 2019** 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.**

Waukegan Township Cash-on-Hand Report  
06/21/2019

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	246,850.30	
	First Midwest Bank M/M	163,953.46	
	Illinois Funds	38,428.02	
	N. Chicago Com. Bank	172,991.26	
<b>Total Town Fund</b>		<b>\$622,223.04</b>	
General Assistance Fund	First Midwest Checking	205,719.59	
	First Midwest Bank M/M	188,384.61	
	Illinois Funds	7,304.85	
<b>Total General Assistance</b>		<b>\$401,409.05</b>	
IMRF/FICA Fund	First Midwest Bank	60,092.64	
	First Midwest Bank M/M	0.00	

	Illinois Funds	15,271.51
<b>Total IMRF/FICA Fund</b>		<b>\$75,364.15</b>
Senior Fund	First Midwest Bank	171,609.97
	First Midwest Money Market	0.00
	Illinois Funds	14,365.95
<b>Total Senior Fund</b>		<b>\$185,975.92</b>
		<b>1,284,972.16</b>
Road & Bridge	First Midwest Bank	232,670.89
<b>Total Road &amp; Bridge</b>		<b>\$232,670.89</b>

PPRT Taxes Received since last report -

Town - \$

R&B - \$

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 6/14/19 \$325,050.06  
**Total received FY 2019-20 \$458,704.72**

GA RE Taxes - 6/14/19 \$162,300.84  
**Total received FY 2019-20 \$229,052.23**

IMRF/FICA RE Taxes - 6/14/19 \$51,913.72  
**Total received FY 2019-20 \$73,260.20**

SEN'R RE Taxes - 6/14/19 \$258,051.75  
**Total received FY 2019-20 \$364,198.05**

RB RE Taxes 6/14/19 \$35,243.30  
**Total received FY 2019-20 \$49,766.44**

**Other Payments Rec'd**

**Citizen Participation:** None.

**Supervisor's Report:**

Supervisor Jones requested a recess at 5:05 p.m. for the Board Members to see the used/purchased Park Place van. The Board Meeting resumed at 5:15 p.m.

Supervisor Jones mentioned that Lety Castellanos/Staben House Manager will give her department update presentation will be rescheduled.

Supervisor Jones asked Johnnie Jenkins/Employment Specialist to address the Board Members with her departmental update. Mrs. Jenkins presented the Board

Members with an audio and expounded on the employment progress and its services.

**Mrs. Jenkins left the Board Meeting at 5:35 p.m.**

Supervisor Jones distributed a memo outlining the Independence Parade arrangements. She said coloring books will be distributed to the children and necklaces to the adults.

Supervisor Jones acknowledged State Representative Rita Mayfield and her continuance support for the Eddie Washington Center. She said a grant of \$75,000.00 was granted to the EWC.

Supervisor Jones distributed the Resolution Authorizing The Sale And Disposal Of Certain Township Personal Property and asked Attorney Newsome to review its contents. The conditions of the vehicles were discussed, and a few changes were recommended to the Resolution.

Supervisor Jones distributed the reading, of Article 1., On the Cannabis Regulation And Tax Act (excerpt for employers) and Article 10., Personal Use Of Cannabis and discussed its contents with the Board Members.

Supervisor Jones mentioned the need to implement a time limit policy for citizens speaking time for Township meetings.

Supervisor Jones distributed the 15<sup>th</sup> Annual Staben House & Eddie Washington Center agenda dated June 26, 2019. The agenda listed the expenses and revenues for the event. Also, distributed the 2019 budget for this event.

Supervisor Jones mentioned that a proposal for \$40,000.00 will be submitted for Park Place health programs and services.

**Highway Commissioner's Report:**

Commissioner Craigen reported that his department is working on vehicle repairs and mentioned that a salary increase for his employees is due.

**Assessor's Report:**

Assessor Stricklin reported that he met the new County Assessor and that his office and the County data system is still in the replacement stage.

**Executive Session:**

Supervisor Jones requested a motion to enter Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 6:38 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 6:54 p.m.**

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **June 21, 2019** in the amount of **\$110,903.89** 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 **June 27, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$5,506.09**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,114.68**; Invoices for G/A Fund/Staben House in the amount of **\$9,916.13**; Invoices for Town Fund/Assessor’s Office in the amount of **\$2,633.88**; Invoices for Road and Bridge/Highway Department the amount of **\$1,121.49**; Senior Fund/Park Place in the amount of **\$11,300.83**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$3,882.94**; 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 **June 13, 2019** Board Meeting in the amount of **\$7,682.34** 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  
June 27, 2019**

The following is a list of bills that were paid after the board meeting of June 13, 2019 but before the meeting of June 27, 2019

Purpose	Payee	Amount
<b>Senior Fund</b>		
<b>Total Senior Fund</b>		<b>\$0.00</b>
<b>G/A Fund</b>		
05/24-06/13	<b>General Assistance Client Payments</b>	\$7,617.34
	Payments made on behalf of GA Clients	
<b>Total G/A Fund</b>		<b>\$7,617.34</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		

06/25/2019	<b>Petty Cash</b>	
	Petty Cash Reimb. for expenses	\$15.00
06/27/2019	<b>Secretary of State</b>	
	C2R2 Client expense	\$20.00
06/27/2019	<b>Lawrence Larkins</b>	
	Meeting Expense	\$30.00
<b>Total Town Fund</b>		<b>\$65.00</b>
Total all checks paid prior to board meeting		\$7,682.34

**Emergency Bills:** None.

**Attestation:**

Clerk Staben attested to the above Paid Bills for this Township Board Meeting of **June 27, 2019** as presented.

**Action Items:**

Supervisor Jones requested a motion for the approval of the Personnel/Recommendations 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 Resolution for Regular or Online Auction for Waukegan Township Buses 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 27, 2019** meeting at 7:07 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**