

# WAUKEGAN TOWNSHIP BOARD MEETING

## JULY 12, 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 July 12, 2018.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. 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 Opal Rice, Trustee Nathaniel Hewitt, Clerk Rose M. Staben, Highway Commissioner Arthur Craigen and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome and Juan Hernandez/HR Assistant/Deputy Clerk. **Excused:** Trustee Percy L. Johnson, Trustee Sylvestre Castellanos and Assessor Mark Stricklin.

Supervisor Jones requested a motion to approve the **Agenda** for the **July 12, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Hewitt, second by Trustee Rice. **Ayes:** Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **June 28, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **July 06, 2018** as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
as of July 06, 2018

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	521,144.54	
	NorStates Money Market	146,702.54	
	Illinois Funds	38,033.69	
	N. Chicago Com. Bank	246,571.46	
<b>Total Town Fund</b>		<b>\$952,452.23</b>	
General Assistance Fund	First Midwest Checking	209,197.52	
	First Midwest Bank M/M	440,161.07	
	Illinois Funds	7,227.86	
<b>Total General Assistance</b>		<b>\$656,586.45</b>	
IMRF/FICA Fund	First Midwest Bank	133,495.75	
	First Midwest Bank M/M	0.01	
	Illinois Funds	19,920.91	

<b>Total IMRF/FICA Fund</b>		<b>\$153,416.67</b>
Senior Fund	NorStates Financial	405,995.43
	NorStates Money Market	300,000.00
	First Midwest Money Market	17.29
	Illinois Funds	14,214.49
<b>Total Senior Fund</b>		<b>\$720,227.21</b>
		<b>2,482,682.56</b>
Road & Bridge	NorStates Financial	241,462.02
<b>Total Road &amp; Bridge</b>		<b>\$241,462.02</b>

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the state's 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 6/15/18	151,255.66
<b>Total received FY 2018-19</b>	<b>614,995.33</b>

GA RE Taxes - 6/15/18	75,554.97
<b>Total received FY 2018-19</b>	<b>312,196.81</b>

IMRF/FICA RE Taxes - 6/15/18	22,987.07
<b>Total received FY 2018-19</b>	<b>94,983.60</b>

SEN'R RE Taxes - 6/15/18	114,498.20
<b>Total received FY 2018-19</b>	<b>473,111.66</b>

RB RE Taxes 6/15/18	17,272.28
<b>Total received FY 2018-19</b>	<b>71,368.81</b>

**Other Payments Rec'd**

**Citizen Participation:**

Dona Barry/Family Piano expounded on the Family Piano lessons provided for children with the financial assistance from outside funds and the positive impact learning music with an instrument give a child.

**Supervisor's Report:**

Supervisor Jones mentioned the Letter of Engagement for FYE 02/28/18 Audit by Evoy, Kamshulte, Jacobs & Co., provided in Board Packet, not to exceed \$6,000.00 for service.

Supervisor Jones mentioned the Golf Outing scheduled for August 17<sup>th</sup>. She asked the Board Members to notify HR for sign reservations and to spread the word for foursome teams.

Supervisor Jones mentioned the Superhero 5K Run/Walk scheduled for September 22<sup>nd</sup> will include a 1 mile run and will be held at the Waukegan Sports Park.

Supervisor Jones mentioned that the C2RR 15<sup>th</sup> Annual Luncheon will have Victor Dickson as the guest speaker.

Supervisor Jones thanked Attorney Newsome for his participation at the Community Summit & Expungement Fair scheduled on June 23<sup>rd</sup>.

Supervisor Jones mentioned that the Township received a thank you from United Way for the 2-1-1 program donation support.

Supervisor Jones mentioned the Township Travel packet provided in the Board packet showing the September –December travels. Also, the Traveling Book Club with the author.

**Assessor's Report:** None.

**Executive Session:**

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 5:22 p.m. Motion by Trustee Hewitt, second by Trustee Rice. **Ayes:** Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Open Session resumed at 5:27 p.m.**

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **June 22, 2018** in the amount of **\$118,211.95** as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Rice, 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 **July 12, 2018** Board Meeting: Invoices for Town Fund in the amount of **\$11,113.70**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$798.16**; Invoices for G/A Fund/Staben House in the amount of **\$1,201.70**; Invoices for Town Fund/Assessor's Office in the amount of **\$765.50**; Invoices for Road and Bridge/Highway Department the amount of **\$3,774.14**; Senior Fund/Park Place in the amount of **\$7,646.74**; Senior Fund/Gift Shoppe in the amount of **\$181.66**; Invoices for Home Sweet Home in the amount of **\$1,190.47**; Invoices for Fundraisers in the amount of **\$0**; as presented.

Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Rice, 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 28, 2018** Board Meeting in the amount of **\$13,650.22** as presented. Motion by Trustee Hewitt, second by Trustee Rice. **Ayes:** Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
July 12, 2018**

The following is a list of bills that were paid after the board meeting of June 28, 2018 but before the meeting of July 12, 2018

Purpose	Payee	Amount
<b>Senior Fund</b>		
07/06/2018	<b>North Chicago Community Days</b>	\$550.00
	Vendor Booth	
07/11/2018	<b>Loretta Pable</b>	\$923.22
	Reimbursement-Food purchased on trip	
07/11/2018	<b>Mayflower</b>	\$
	Final payment-Greece	7,831.00
<b>Total Senior Fund</b>		<b>\$9,304.22</b>
<b>G/A Fund</b>		
07/2-07/12/18	<b>General Assistance Client Payments</b>	\$4,196.00
	Payments made on behalf of GA Clients	
<b>Total G/A Fund</b>		<b>\$4,196.00</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
07/03/2018	<b>RRR Client Payment</b>	\$50.00
	Transportation	
07/06/2018	<b>Frank Merlock</b>	\$100.00
	Reimbursement-Food purchased for Expungement	
<b>Total Town Fund</b>		<b>\$150.00</b>

Total all checks paid prior to board meeting \$13,650.22

**Emergency Bills:** None.

**Action Items:**

Supervisor Jones requested a motion for the approval of the Letter of Engagement for FYE 02/28/18 Audit by Evoy, Kamshulte, Jacobs & Co., not to exceed \$6,000.00 as presented. Motion by Trustee Hewitt, second by Trustee Rice. **Ayes:** Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Personnel/Employee Resignation as presented. Motion by Trustee Hewitt, second by Trustee Rice. **Ayes:** Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the 2018 Outside Agency Funding Requests for The Chosen Ones in the amount of \$300.00, The Elite Striders Drill Team in the amount of \$500.00 and Family Piano in the amount of \$600.00 as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Rice, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:**

Supervisor Jones mentioned that Nancy Netherton husband will be going in for surgery and to keep him in prayer and prayers for Trustee Johnsons wife.

**Comments/Concerns-Trustees:**

Clerk Staben thanked the Township for reaching out and for their support at the time of her mother's passing.

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones adjourned the **July 12, 2018** meeting at 5:36 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**