

WAUKEGAN TOWNSHIP BOARD MEETING

JULY 28, 2020

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 Park Place Center located at 414 South Lewis Avenue, Waukegan, Illinois on Thursday July 28, 2020.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. Clerk Rose M. Staben led the Members in the Pledge of Allegiance and Trustee Percy L. Johnson led the Members in prayer.

ROLL CALL: Trustee Percy L. Johnson, Trustee Opal Rice, Trustee Sylvestre Castellanos, Clerk Rose M. Staben, Assessor Mark Stricklin and Supervisor Patricia Jones. **Also, Present:** Township Attorney Torrie M. Newsome and Dijon Ross/Administrative Support/Deputy Clerk. **Absent:** Trustee Nathaniel Hewitt and Highway Commissioner Arthur Craigen

Supervisor Jones requested a motion to approve the **Agenda** for the **July 28, 2020** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **July 9, 2020** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of, **July 24, 2020** as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
7/24/2020

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	157,883.73	
	First Midwest Bank M/M	300,006.64	
	Illinois Funds	39,635.09	
	No. Chicago Com Bank	257,337.62	includes 190K TA dollars
Total Town Fund		\$754,863.08	
General Assistance Fund	First Midwest Checking	290,190.38	
	First Midwest Bank M/M	0.00	
	Illinois Funds	7,536.24	
Total General Assistance		\$297,726.62	
IMRF/FICA Fund	First Midwest Bank	46,958.12	
	First Midwest Bank M/M	0.00	
	Illinois Funds	15,746.89	

Total IMRF/FICA Fund		\$62,705.01
Senior Fund	First Midwest Bank	283,354.84
	First Midwest Money Market	0.00
	Illinois Funds	14,825.15
Total Senior Fund		\$298,179.99
		1,413,474.70
Road & Bridge	First Midwest Bank	175,309.37
	Waukegan Community Trust	182,825.21
Total Road & Bridge		\$358,134.58

PPRT Taxes Received since last report -

Town - \$86,153.04

R&B - \$12,912.19

For the state's fiscal year of (July 1 - June 30, 2021) we have received a total of for Town \$86,153.04 and for R & B \$ 12,912.19

Town RE Tax 7/2/20	\$64,511.13
Total received FY 2020-21	\$600,897.59

GA RE Taxes - 6/18/20	\$33,164.31
Total received FY 2020-21	\$308,976.48

IMRF/FICA RE Taxes - 6/18/20	\$10,760.91
Total received FY 2020-21	\$100,258.33

SEN'R RE Taxes - 6/18/20	\$52,642.96
Total received FY 2020-21	\$490,498.16

RB RE Taxes - 6/18/20	\$6,871.18
Total received FY 2020-21	\$67,737.43

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones welcomed all Board Members to the onsite Board Meeting held at the Park Place Center. She said all upcoming Township Board Meetings will be held via zoom.

Supervisor Jones mentioned the passing of family members of Jeff McBride and Nancy Netherton.

Supervisor Jones mentioned the importance of the 2020 Census and asked the Board Members to encourage everyone to complete their Census form.

Juan Hernandez/Human Resource Manager entered the Board Meeting at 5:10 p.m.

Supervisor Jones asked Mr. Hernandez to address the Board Members regarding Personnel issues. Mr. Hernandez discussed the Township GPS tracking misuse and improvements to avoid future problems. Mr. Hernandez distributed the Workplace Violence Prevention policy and discuss new changes. Also, distributed a chart listing a history of holidays/celebrations and it was discussed to adopt the Juneteenth Day as Township holiday.

Trustee Nathaniel Hewitt entered the Board Meeting at 5:12 p.m.

Supervisor Jones distributed the Resolution from the City of Chicago to celebrate “Juneteenth Day on June 19, 2020 in Chicago to recognize African Americans freedom from slavery”. Clerk Staben read the Resolution.

Supervisor Jones asked attorney Mr. Newsome to read a Chicago statement, an analyses example on how a consumer spending is impacted in celebration of a holiday.

Supervisor Jones gave an update on the July 13th soft opening with restrictions for Park Place.

Supervisor Jones mentioned that the Staben House remains closed. She said it has been discussed to open-up in August with perhaps one family to occupy the facility.

Supervisor Jones mentioned that the CDBG received for \$20,000.00 for the Staben House that \$13,000.00 has been used for the SH family’s hotel expense. She said the funds will continue to be used till December.

Supervisor Jones gave an update on the HBCU tour virtual celebration with four scholarships presented. She thanked everyone who participated and Deputy Clerk Ross for his video tech work.

Supervisor Jones distributed the Resolution Authorizing The Sale And Disposal of Certain Township Personal Property. Clerk Staben read the Resolution.

Supervisor Jones mentioned The C2RR Executive Meeting scheduled for August 7th to be held at the Supervisor’s Office.

Supervisor Jones mentioned the Youth Summit scheduled for August 10th via zoom.

Highway Commissioner’s Report: None.

Assessor’s Report:

Assessor Mark Stricklin gave an update on the Assessor’s office limited opening.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **July 2, 2020** in the amount of **\$107,084.62** as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, 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 28, 2020** Board Meeting: Invoices for Town Fund in the amount of **\$8,490.48**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,162.30**; Invoices for G/A Fund/Staben House in the amount of **\$1,140.78**; Invoices for Town Fund/Assessor’s Office in the amount of **\$9,114.13**; Invoices for Road and Bridge/Highway Department the amount of **\$1,687.74**; Senior Fund/Park Place in the amount of **\$8,559.27**; Senior Fund/Gift Shoppe in the amount of **\$377.05**; Invoices for Home Sweet Home in the amount of **\$5,495.46**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Hewitt, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, 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 **July 9, 2020** Board Meeting in the amount of **\$4,449.66** as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
July 28, 2020**

The following is a list of bills that were paid after the board meeting of July 9,2020 and before the meeting of July 28, 2020

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
7/10-7/27	General Assistance Payments	\$1,600.00
7/10-7/27	Waukegan Township Assistance	\$2,750.00
Payments made on behalf of GA Clients		
Total G/A Fund		\$4,350.00
R & B Fund		
Total R & B Fund		\$0.00

Town Fund		
3/31/2020	Petty Cash	\$99.66
7/17/2020	Premiums - all departments	
Total Town Fund		\$99.66

Total all checks paid prior to board meeting \$4,449.66

Emergency Bills:

Attestation:

Clerk Staben attested to the above Paid Bills as presented.

Action Items:

Supervisor Jones requested a motion for the approval of the Resolution to sell a used shredder/chipper of the Highway Department. as presented. Motion by Trustee Johnson, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements:

Trustee Johnson gave an update on the TOI, November Springfield Educational Conference. He said it was discussed to conduct the TOI classes via zoom.

Comments/Concerns-Trustees:

Trustee Johnson asked for everyone to pray for Pastor Gass and his family.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **July 28, 2020** meeting at **6:05 p.m.**

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk