

WAUKEGAN TOWNSHIP BOARD MEETING

AUGUST 08, 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 August 08, 2019.

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 Opal Rice led the Members in prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **August 08, 2019** Waukegan Township Board Meeting as presented. **Change:** Supervisor Jones made a change with the Work from Home Policy as the first item on the agenda. Motion by Trustee Hewitt, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **July 25, 2019** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Hewitt. Motion by Trustee, second by Trustee. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
08/05/2019

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	381,542.69	
	First Midwest Bank M/M	163,955.01	
	Illinois Funds	38,797.41	
	No. Chicago Com. Bank	173,003.53	
Total Town Fund		\$757,298.64	
General Assistance Fund	First Midwest Checking	195,231.01	
	First Midwest Bank M/M	188,403.50	
	Illinois Funds	7,375.09	
Total General Assistance		\$391,009.60	
IMRF/FICA Fund	First Midwest Bank	67,338.11	
	First Midwest Bank M/M	0.00	
	Illinois Funds	15,420.19	
Total IMRF/FICA Fund		\$82,758.30	

Senior Fund	First Midwest Bank	96,930.03
	First Midwest Money Market	0.00
	Illinois Funds	14,504.15
Total Senior Fund		\$111,434.18
		1,342,500.72
Road & Bridge	First Midwest Bank	32,397.02
	Waukegan Community Trust	260,000.00
Total Road & Bridge		\$292,397.02

PPRT Taxes Received since last report -

Town - \$89,402.59

R&B - \$26,628.07

For the state's fiscal year of (July 01 - June 30, 2020) we have received a total of for Town \$89,402.59 and for R & B \$26,628.07

Town RE Tax

Total received FY 2019-20 **\$690,006.67**

GA RE Taxes -

Total received FY 2019-20 **\$344,543.13**

IMRF/FICA RE Taxes -

Total received FY 2019-20 **\$110,202.12**

SEN'R RE Taxes -

Total received FY 2019-20 **\$547,827.64**

RB RE Taxes

Total received FY 2019-20 **\$74,904.33**

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones distributed the Alternate Work Arrangements 2nd Reading and she asked Ronnel Ewing/ATP, Enterprises to address the Board Members regarding the technology and Work from Home arrangements. Mr. Ewing expounded on the tech set up from home and concerns with privacy protection of work material. Trustee Hewitt commented on the Remote Worksite, that the public library should not be a place as a workplace means.

Supervisor Jones mentioned the passing of Trustee Charles (Chuck) Willms. She said a Resolution will be presented to his family.

Supervisor Jones distributed examples of Public Comment Policy and asked Nancy Netherton/Finance Manager to address the Board Members regarding this policy. Supervisor Jones recommended the Township of Sugar Grove policy format. Mrs. Netherton discussed the changes in this format will be to suit Waukegan Township and that the Township Clerk will call the speaker and keep time.

Supervisor Jones mentioned the HBCU Informational Cookout scheduled for August 13th and invited the Board Members to attend.

Supervisor Jones mentioned the Golf Outing Committee Planning meeting scheduled for August 16th.

Supervisor Jones distributed the Outside Agency Funding Requests/Investing in our Youth for the North Great Lakes Middle School Emerging Hoop Stars Showcase.

Supervisor Jones thanked the Board Members who participated in the North Chicago Days parade.

Supervisor Jones mentioned that the Township is seeking a new payroll provider.

Highway Commissioner's Report: None.

Assessor's Report: None.

Executive Session:

Supervisor Jones requested a motion to enter Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 5:43 p.m. Motion by Trustee Hewitt, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 6:03 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **July 18, 2019** in the amount of **\$115,971.02** as presented. Motion by Trustee Hewitt, second by Trustee Castellanos. **Ayes:** 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 **August 08, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$5,189.97**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,898.98**; Invoices for G/A Fund/Staben House in the amount of **\$631.95**; Invoices for Town Fund/Assessor's Office in the amount of **\$2,470.82**; Invoices for Road and Bridge/Highway Department the amount of **\$1,897.33**; Senior Fund/Park Place in the amount of **\$10,140.58**;

Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$2,208.89**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** 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 **July 25, 2019** Board Meeting in the amount of **\$55,498.95** as presented. Motion by Trustee Hewitt, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
August 8, 2019**

The following is a list of bills that were paid after the board meeting of July 25, 2019 but before the meeting of August 08, 2019

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
07/29-08/08	General Assistance Client Payments Payments made on behalf of GA Clients	\$4,865.00
Total G/A Fund		\$4,865.00
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
08/02/2019	RRR Payments for Clients Work needs	\$30.00
08/06/2019	Health Insurance - All vendors August Payment - all departments	\$50,603.95
Total Town Fund		\$50,633.95
Total all checks paid prior to board meeting		\$55,498.95

Emergency Bills: None.

Attestation:

Clerk Staben attested to the above Paid Bills presented for this Township Board Meeting of **August 08, 2019** as presented.

Action Items:

Supervisor Jones requested a motion for the approval of the Personnel/EWC and Marketing Contractor as presented. Motion by Trustee Castellanos, second by Hewitt Trustee. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Outside Agency Request/Investing in our Youth for North Great Lakes Middle School Hoop Stars Showcase in the amount of \$300.00 as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business:

Supervisor Jones mentioned that Juan Hernandez/Human Resources and Cheri Pierson-White/Park Place attended the 2020 Census workshop.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **August 08, 2019** meeting at 6:11 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk