

WAUKEGAN TOWNSHIP BOARD MEETING AUGUST 23, 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 August 23, 2018.

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, Trustee Nathaniel Hewitt, Clerk Rose M. Staben, Assessor Mark Stricklin, Highway Commissioner Arthur Craigen and Supervisor Patricia Jones.
Also Present: Attorney Torrie M. Newsome, Juan Hernandez/HR Assistant/Deputy Clerk and Nancy Netherton/Financial Manager.

Supervisor Jones requested a motion to approve the **Agenda** for the **August 23, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Hewitt, second by Trustee Johnson. **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 **August 09, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, 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 **Cash-on-Hand** as **August 17, 2018** 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
08/17/2018

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	124,133.53	
	NorStates Money Market	516,768.92	
	Illinois Funds	38,033.69	
	N. Chicago Com. Bank	246,571.46	
Total Town Fund		\$925,507.60	
General Assistance Fund	First Midwest Checking	163,011.07	
	First Midwest Bank M/M	370,352.48	
	Illinois Funds	7,185.84	
Total General Assistance		\$540,549.39	
IMRF/FICA Fund	First Midwest Bank	48,251.87	

	First Midwest Bank M/M	0.00
	Illinois Funds	15,079.09
Total IMRF/FICA Fund		\$63,330.96
Senior Fund	NorStates Financial	44,859.84
	NorStates Money Market	140,014.72
	First Midwest Money Market	0.00
	Illinois Funds	14,131.89
Total Senior Fund		\$199,006.45
		1,728,394.40
Road & Bridge	NorStates Financial	265,263.70
Total Road & Bridge		\$265,263.70

PPRT Taxes Received since last report -

Town - \$85,558.27

R&B - \$25,483.04

For the states fiscal year of (July 01 - June 30, 2018) we have received a total of for Town \$85,558.27 and for R & B \$25,483.04

Town RE Tax

Total received FY 2018-19 696,881.91

GA RE Taxes -

Total received FY 2018-19 347,937.90

IMRF/FICA RE Taxes -

Total received FY 2018-19 105,908.07

SEN'R RE Taxes -

Total received FY 2018-19 527,347.97

RB RE Taxes

Total received FY 2018-19 79,559.61

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones asked Nancy Netherton/Financial Manager and Kevin Kinnavy to address the Board Members regarding the Township 2018 audit. Mrs. Netherton distributed the Waukegan Township Annual Financial Report for the year ending February 28, 2018. Mr. Kinnavy reviewed its contents and said that the Township is financially in good shape. Mrs. Netherton distributed a newsletter titled Gov. Rauner signs Bill capping Township funds accumulation dated October 05, 2017 for the Board Members to be aware.

Supervisor Jones distributed the 2018 EWC/Staben House Golf Outing revenue and expenses chart showing a net profit of \$19,532.28 for the 2018 golf outing. She thanked Assessor Mark Stricklin for his duties as chair and Mayor Rockingham as co-chair. Also, thanked the Board Members for their sponsorships.

Supervisor Jones mentioned the 5K Run/Walk & 1 Mile Kids Fun Run. She said it will be held for the first time at the Waukegan Sports Park with kids participating and that this event we are pairing up with the Waukegan Arts Council. Trustee Rice said that the committee met yesterday and discussed the kid prices and the warm up routine before the run/walk. She said the bus will be leaving Park Place at 8:00 a.m. for those riding out to the event.

Supervisor Jones mentioned that the Home for The Holiday's is in progress for this year's event in December.

Supervisor Jones mentioned that the C2RR luncheon is scheduled for October 12th 2018. She also stated that different committees are already working on 2019 events such as the HBCU Tour.

Supervisor Jones thanked Trustee Johnson for conducting the last Board Meeting in her absence.

Supervisor Jones distributed the May, June & July stats for the General Assistance program.

Supervisor Jones mentioned that the Park Place Coloring Contest will award cash awards to the winners.

Supervisor Jones mentioned that the Park Place air conditioning system is in place and working well. She credits the County for providing funds to make this possible.

Supervisor Jones mentioned that the Township will be participating in the Zion Jubilee parade. She welcomed the Board Members to join in.

Supervisor Jones mentioned that the Township will be participating in the Fiestas Patrias Parade. She welcomed the Board Members to join in.

Supervisor Jones distributed a follow up letter from United Way regarding the 2-1-1 support and its progress.

Supervisor Jones mentioned some Park Place up-coming trips for 2019.

Supervisor Jones distributed the FY 2018 Outside Agency Funding Requests (The Independence Center).

Highway Commissioner's Report:

Commissioner Arthur Craigen said he will be giving his crew more responsibility knowing that they are covered by Workman's Compensation. He said the old truck is not worth repairing and the department should try to sell it.

Assessor's Report:

Assessor Mark Stricklin mentioned that the blue letter has gone out and that anyone who wishes to make an appeal has up to 30 days to do so. He said the board of review should be done by December.

Executive Session:

Supervisor Jones requested a motion to enter into Executive Session for the purpose of Executive Minutes-5ILCS 120/2 (C21) at 6:09 p.m. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 6:41p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **August 03, 2018** in the amount of **\$112,088.01** 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 Invoices:

Supervisor Jones requested a motion for the approval of **agenda item #14**, approval of the following invoices for bills submitted for the **August 23, 2018** Board Meeting: Invoices for Town Fund in the amount of **\$10,909.92**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$5,238.00**; Invoices for G/A Fund/Staben House in the amount of **\$1,777.93**; Invoices for Town Fund/Assessor's Office in the amount of **\$5,459.93**; Invoices for Road and Bridge/Highway Department the amount of **\$1,733.40**; Senior Fund/Park Place in the amount of **\$13,294.86**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$784.98**; Invoices for Fundraisers in the amount of **\$0**; 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.**

Action on Paid Bills:

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after **August 09, 2018** Board Meeting in the amount of **\$11,246.21** as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Discussion:**

Supervisor Jones mentioned that the Community Partner reception entertainment and facility amounts would be \$200.00 less for each item. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
August 23, 2018**

The following is a list of bills that were paid after the board meeting of August 09 2018 but before the meeting of August 23, 2018

Purpose	Payee	Amount
Senior Fund		
08/21/2018	Mayflower Tours	\$520.00
Payment for trip deposit Noah's Ark (2)		
Total Senior Fund		\$520.00
G/A Fund		
08/11-08/23	General Assistance Client Payments	\$7,122.83
Payments made on behalf of GA Clients		
Total G/A Fund		\$7,122.83
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
08/14/2018	RRR Client Payment	\$100.00
Transportation		
08/15/2018	Hillary's Catering	\$86.00
HBCU meeting expense July		
08/21/2018	Framework	\$215.00
phone repair		
08/22/2018	Sandra LaConte	\$300.00
Community Partner reception - entertainment		
08/22/2018	Glen Flora Country Club	\$2,902.38
Community Partner reception - facility		
Total Town Fund		\$3,603.38
Total all checks paid prior to board meeting		\$11,246.21

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the Audit for Waukegan Township fiscal year ending 02/28/18 prepared by Kevin Kinnavy, Sr. Partner, Evoy Kamshulte Jacobs & Co., 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 for the approval of the Executive Minutes of 2017 as follows; 07/13 to remain closed. The following dates with paragraphs to remain closed 07/27 para-5 & 7, 08/10 para-4, 08/27 para-5,6 & 8 and correction, 09/14 para-4 and correction, 10/12 para-4,5 & 6, 10/26 para-3 & 4, 11/09 para-4,5,6 & 7 and 12/14 para 3 & 4 all to remain closed presented. Motion by Trustee Rice, 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 Outside Agency Request for the Independence Center/program support in the amount of \$100.00 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.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees:

Supervisor Jones asked the Board Members to keep Mrs. Katherine Johnson in prayer.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **August 23, 2018** meeting at 6:56 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk