

WAUKEGAN TOWNSHIP BOARD MEETING

SEPTEMBER 13, 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 September 13, 2018.

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 Percy L. Johnson, 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 and Juan Hernandez/HR Assistant/Deputy Clerk. **Excused:** Highway Commissioner Arthur Craigen.

Supervisor Jones requested a motion to approve the **Agenda** for the **September 13, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Hewitt, 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 **Minutes** for the **August 23, 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 of **September 10, 2018** as presented. Motion by Trustee Castellanos, 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
09/10/2018

| Fund | Bank | Balance | Ins/outs |
|---------------------------------|------------------------|-----------------------|----------|
| Town Fund | NorStates Checking | 303,279.86 | |
| | NorStates Money Market | 466,790.66 | |
| | Illinois Funds | 38,033.69 | |
| | N. Chicago Com. Bank | 246,571.46 | |
| Total Town Fund | | \$1,054,675.67 | |
| General Assistance Fund | First Midwest Checking | 435,442.42 | |
| | First Midwest Bank M/M | 370,371.35 | |
| | Illinois Funds | 7,185.84 | |
| Total General Assistance | | \$812,999.61 | |
| IMRF/FICA Fund | First Midwest Bank | 80,772.47 | |
| | First Midwest Bank M/M | 0.00 | |

| | | |
|--------------------------------|----------------------------|---------------------|
| | Illinois Funds | 15,079.09 |
| Total IMRF/FICA Fund | | \$95,851.56 |
| Senior Fund | NorStates Financial | 227,475.63 |
| | NorStates Money Market | 65,020.54 |
| | First Midwest Money Market | 0.00 |
| | Illinois Funds | 14,131.89 |
| Total Senior Fund | | \$306,628.06 |
| | | 2,270,154.90 |
| Road & Bridge | NorStates Financial | 276,343.53 |
| Total Road & Bridge | | \$276,343.53 |

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 \$85,558.27 and for R & B \$25,483.04

| | |
|----------------------------------|-------------------|
| Town RE Tax | 263,148.86 |
| Total received FY 2018-19 | 960,030.77 |

| | |
|----------------------------------|-------------------|
| GA RE Taxes - | 121,447.67 |
| Total received FY 2018-19 | 479,385.57 |

| | |
|----------------------------------|-------------------|
| IMRF/FICA RE Taxes - | 39,992.04 |
| Total received FY 2018-19 | 145,900.11 |

| | |
|----------------------------------|-------------------|
| SEN'R RE Taxes - | 199,199.63 |
| Total received FY 2018-19 | 726,547.60 |

| | |
|----------------------------------|-------------------|
| RB RE Taxes | 30,049.20 |
| Total received FY 2018-19 | 109,608.81 |

Other Payments Rec'd

09/01/18 State of IL DHS 1st Payment \$173,370.00

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones mentioned that Cheri Pierson-White's brother, Michael Pierson, passed away. Also, to send prayers out to Tami Springs for her daughter, who is in the hospital. Trustee Johnson thanked the Township Board and Supervisor Jones for the get well wishes and flowers sent to his wife, Catherine.

Supervisor Jones asked Dulce Ortiz/Human Resources Manager to address the Board Members regarding the Township Health Insurance Renewal. Ms. Ortiz commented that it has been a good year and a good partnership with VistaNational

Insurance Group, Inc. She introduced Kahlil Hogan. He distributed a packet to the Board Members and reviewed its contents.

Ms. Ortiz and Mr. Hogan left the Board Meeting at 5:16 p.m.

Supervisor Jones distributed the Coloring Contest participants' sheets. She asked the Board Members to look over the packet and choose their favorite one and email Juan their selection.

Supervisor Jones mentioned the 5K Race/Walk to be held at the Waukegan Sports Park. She stated that 40 people registered so far. We're waiting for more participants and sponsorships. She thanked Trustee Johnson and Trustee Rice for their church sponsorships.

Supervisor Jones mentioned the C2RR is seeking table sponsorships for the Annual Luncheon scheduled for October 12th.

Supervisor Jones mentioned the Martin Luther King Jr. Celebration event scheduled for January 23rd. She said committee is open for suggestions for the menu. The cost of the event is in discussion.

Supervisor Jones distributed the 2019 HBCU Tour applications and thanked Trustee Rice for attending the tour committee meeting on Tuesday. Trustee Rice said the committee discussed the tour choices. Assessor Stricklin praised the tour for enriching the life of the attendees.

Supervisor Jones mentioned the Fiestas Patrias Parade scheduled for September 16th. She said the Township will be participating and welcomed the Board Members to attend.

Supervisor Jones acknowledged Lety Castellanos/Staben House Manager and her new venture as the Honorary Counselor for the Belizean Government.

Supervisor Jones distributed the Outside Agency Request for Switch Lanes/Program Support and Women Enuff, Inc/Unmask the Violence Masquerade Program.

Supervisor Jones mentioned the Township Legal Help Desk attorney is in the office every first Friday of every month. The attorney suggested expanding the legal help desk into a Legal Aid Clinic. There was discussion about this.

Highway Commissioner's Report: None.

Assessor's Report:

Assessor Mark Stricklin mentioned that the taxing process deadline was August 30th. He said that the Board of Review will be hearing about 1000 appeals from now until December. He also updated the Board Members about the Assessor's office new tech changes and progress.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **August 17, 2018** in the amount of **\$110,991.39** as presented. Motion by Trustee Rice, second by Trustee Johnson. **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 **September 13, 2018** Board Meeting: Invoices for Town Fund in the amount of **\$26,636.54**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,165.45**; Invoices for G/A Fund/Staben House in the amount of **\$967.01**; Invoices for Town Fund/Assessor's Office in the amount of **\$5,209.36**; Invoices for Road and Bridge/Highway Department the amount of **\$4,400.85**; Senior Fund/Park Place in the amount of **\$8,481.62**; Senior Fund/Gift Shoppe in the amount of **\$326.68**; Invoices for Home Sweet Home in the amount of **\$3,524.68**; Invoices for Fundraisers in the amount of **\$71.92**; 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 Paid Bills:

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after **August 23, 2018** Board Meeting in the amount of **\$7,117.47** as presented. **Discussion:** Supervisor Jones corrected; on the statement an item is listed as "hbcu meeting expense July" for an amount of \$156.34. The item should be "Suddick reception cost" for the same amount. Motion by Trustee Castellanos, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Trustee Hewitt, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
September 13, 2018**

The following is a list of bills that were paid after the board meeting of August 23, 2018 but before the meeting of September 13, 2018

| Purpose | Payee | Amount |
|---------------------------|-----------------|-----------------|
| Senior Fund | | |
| 09/05/2018 Trip refund | Alice Calhoun | \$260.00 |
| 09/05/2018 Trip Refund | Cecelia Coleman | \$260.00 |
| Total Senior Fund | | \$520.00 |
| G/A Fund | | |

| | | |
|---------------------------------------|---|-------------------|
| 08/24-09/13 | General Assistance Client Payments | \$6,416.13 |
| Payments made on behalf of GA Clients | | |
| Total G/A Fund | | \$6,416.13 |
| R & B Fund | | |
| Total R & B Fund | | \$0.00 |
| Town Fund | | |
| 08/29/2018 | RRR Client Payment | \$25.00 |
| | Transportation | |
| 08/29/2018 | Myra Gaytan Morales | \$156.34 |
| | hbcu meeting expense July | |
| Total Town Fund | | \$181.34 |

Total all checks paid prior to board meeting \$7,117.47
Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the 2019 Health Insurance renewal as follows; Medical/BCBS-PPO & HMO at a cost of \$518,615.52, Dental/Guardian at 29,982.12, Vision/Eye Med. at \$4,332.96 and Life/Dearborne at \$4,555.20 with a total cost of \$557,485.80 as presented. Motion by Trustee Rice, second by Trustee Johnson. **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 Switch Lanes/Program support and Women Enuff, Inc. /Unmask the Violence Masquerade Program, each request in the amount of \$250.00 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:

Trustee Rice mentioned that she completed the Deputy Registrar class.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **September 13, 2018** meeting at 6:42 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk