

WAUKEGAN TOWNSHIP BOARD MEETING SEPTEMBER 27, 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 27, 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, Clerk Rose M. Staben, Assessor Mark Stricklin, Highway Commissioner Arthur Craigen and Supervisor Patricia Jones. **Also Present:** Attorney Torrie M. Newsome and Juan Hernandez/HR Assistant/Deputy Clerk. **Excused:** Trustee Nathaniel Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **September 27, 2018** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, 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 **Minutes** for the **September 13, 2018** 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 **Cash-on-Hand** as **September 24, 2018** as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
9/24/2018

Fund	Bank	Balance	
Town Fund	NorStates Checking	423,532.60	
	NorStates Money Market	466,790.66	
	Illinois Funds	38,033.69	
	No. Chicago Comm		
	Bank	246,571.46	
	Total Town Fund		\$1,174,928.41

General Assistance Fund	First Midwest Checking First Midwest Bank M/M Illinois Funds	491,379.27 370,371.35 7,185.84
Total General Assistance		\$868,936.46
IMRF/FICA Fund	First Midwest Bank First Midwest Bank M/M Illinois Funds	70,555.64 0.00 15,079.09
Total IMRF/FICA Fund		\$85,634.73
Senior Fund	NorStates Financial NorStates Money Market First Midwest Money Market Illinois Funds	326,848.17 65,020.54 0.00 14,131.89
Total Senior Fund		\$406,000.60
		2,535,500.20
Road & Bridge	NorStates Financial	292,715.69
Total Road & Bridge		\$292,715.69

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

Town RE Tax 09/14/18	192,000.55
Total received FY 2018-19	1,152,031.32

GA RE Taxes - 09/14/18	95,907.79
Total received FY 2018-19	575,293.36

IMRF/FICA RE Taxes - 09/14/18	29,179.27
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Total received FY 2018-19	175,079.39
SEN'R RE Taxes - 09/14/18	145,341.46
Total received FY 2018-19	871,889.06
RB RE Taxes 09/14/18	21,925.08
Total received FY 2018-19	131,533.89

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones thanked the Board Members who attended the 5K Race/Walk and for the support from the churches. She said she met with Cheri Pierson-White and discussed the pros and cons and how to improve the next event.

Supervisor Jones distributed a copy of the Coloring Contest winner.

Supervisor Jones mentioned that the Township will be participating in the upcoming Bulldogs Homecoming Parade and invited the Board Members to join.

Supervisor Jones mentioned that the Supervisor's Office's sink needs repair. She distributed a proposal from Ernie Peterson Plumbing, Inc. with two quotes.

Supervisor Jones mentioned that a Transportation Survey was circulated, and she said the responses were favorable.

Supervisor Jones mentioned that the Home Sweet Home lawn service is coming to an end, the snow removal follows.

Supervisor Jones mentioned that the Township was approved for a \$7,000.00 grant from the City of Waukegan CDBG.

Supervisor Jones distributed the 2018 Outside Agency Funding Request for Love Inc.

Supervisor Jones mentioned that research is being conducted for a Legal Aid Clinic.

Highway Commissioner's Report:

Highway Commissioner Arthur Craigen reported that his department is striping the floors by sections. He requested a written proposal to sell the old truck.

Assessor's Report:

Assessor Mark Stricklin reported that his office is now out in the field checking properties until October for Certificate of Errors.

Executive Session:

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

Open Session resumed at p.m. 5:43 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **August 31, 2018** in the amount of **\$105,413.31** as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, 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 **September 27, 2018** Board Meeting: Invoices for Town Fund in the amount of **\$8,807.46**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,382.36**; Invoices for G/A Fund/Staben House in the amount of **\$1,546.45**; Invoices for Town Fund/Assessor's Office in the amount of **\$8,723.50**; Invoices for Road and Bridge/Highway Department the amount of **\$2,804.15**; Senior Fund/Park Place in the amount of **\$10,508.39**; Senior Fund/Gift Shoppe in the amount of **\$294.00**; Invoices for Home Sweet Home in the amount of **\$290.55**; Invoices for Fundraisers in the amount of **\$4,087.50**; as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, 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 **September 13, 2018** Board Meeting in the amount of **\$8,849.09** as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

September 27, 2018

The following is a list of bills that were paid after the board meeting of September 13, 2018 but before the meeting of September 27, 2018

Purpose	Payee	Amount
Senior Fund		
09/19/2018	Celebration Cruises	\$1,123.01
Final payment of Trip		
09/20/2018	City of Waukegan	\$60.62
Water Bill		
Total Senior Fund		\$1,183.63
G/A Fund		
09/14-9/27	General Assistance Client Payments	\$6,945.46
Payments made on behalf of GA Clients		
Total G/A Fund		\$6,945.46
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
09/24/2018	West Insurance	\$600.00
Notary Bonds (12)		
09/24/2018	Secretary of State	\$120.00
Notary Registration Fees (12)		
Total Town Fund		\$720.00
Total all checks paid prior to board meeting		\$8,849.09

Emergency Bills: None.

Action Items:

Supervisor Jones requested a motion for the approval of the Personnel/Recommendation For Staff Appointment as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Outside Agency/Love Inc.-Program Support in the amount of \$500.00 as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees:

Trustee Opal mentioned the Affidavit of Service letter sent to all the Township Board Members regarding an annex within the City of Waukegan. Township attorney Mr. Newsome said he will follow up.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **September 27, 2018** meeting at 6:00 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk