

# WAUKEGAN TOWNSHIP BOARD MEETING OCTOBER 11, 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 October 11, 2018.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. Highway Commissioner Arthur Craigen led the Members in the Pledge of Allegiance and Trustee Sylvestre Castellanos led the Members in prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **October 11, 2018** Waukegan Township Board Meeting 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 to approve the **Minutes** for the **September 27, 2018** Waukegan Township Board Meeting 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.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **October 05, 2018** 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.**

Waukegan Township Cash-on-Hand Report  
10/05/2018

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	450,095.37	
	NorStates Money Market	466,808.56	
	Illinois Funds	38,033.69	
	N. Chicago Com. Bank	246,571.46	
<b>Total Town Fund</b>		<b>\$1,201,509.08</b>	
General Assistance Fund	First Midwest Checking	493,255.23	
	First Midwest Bank M/M	370,388.40	
	Illinois Funds	7,185.84	
<b>Total General Assistance</b>		<b>\$870,829.47</b>	
IMRF/FICA Fund	First Midwest Bank	83,481.80	

	First Midwest Bank M/M	0.00
	Illinois Funds	15,079.09
<b>Total IMRF/FICA Fund</b>		<b>\$98,560.89</b>
Senior Fund	NorStates Financial	360,036.44
	NorStates Money Market	65,023.28
	First Midwest Money Market	0.00
	Illinois Funds	14,131.89
<b>Total Senior Fund</b>		<b>\$439,191.61</b>
		<b>2,610,091.05</b>
Road & Bridge	NorStates Financial	297,362.20
<b>Total Road &amp; Bridge</b>		<b>\$297,362.20</b>

PPRT Taxes Received since last report -

Town - \$

R&B - \$

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 09/14/18	192,000.55
<b>Total received FY 2018-19</b>	<b>1,152,031.32</b>

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

IMRF/FICA RE Taxes - 09/14/18	29,179.27
<b>Total received FY 2018-19</b>	<b>175,079.39</b>

SEN'R RE Taxes - 09/14/18	145,341.46
<b>Total received FY 2018-19</b>	<b>871,889.06</b>

RB RE Taxes 09/14/18	21,925.08
<b>Total received FY 2018-19</b>	<b>131,533.89</b>

Other Payments Rec'd

**Citizen Participation:** None.

**Supervisor's Report:**

Supervisor Jones acknowledged Trustee Hewitt's October birthday.

Supervisor Jones mentioned that the Home Sweet Home lawn service/season has come to an end and that the HSH snow removal will start in December or at the first snowfall.

Supervisor Jones mentioned that the C2RR Annual Luncheon is scheduled for October 12<sup>th</sup> and that 220 tickets have been sold. She distributed the luncheon program and said that a \$500.00 scholarship will be presented. She acknowledged CLC for providing media support with the Inside/Outside magazine. Also, in November the new C2RR officers will be installed and said that the Coalition membership is growing.

Supervisor Jones distributed the Artis Yancey Historically Black Colleges & Universities Tour flier. She mentioned that yesterday the HBCU Tour committee met to discuss the 2019 activities. Trustee Rice expounded on the tour and fundraising.

Supervisor Jones mentioned that the Staben House/Eddie Washington Center holiday gala will be scheduled for the first Friday of December. Trustee Rice said that she is in discussion with a potential sponsor for the gala.

Supervisor Jones mentioned that the grant application with the County was denied. She said the Township will find other avenues to generate funds for the Staben House.

Supervisor Jones mentioned that a resolution was presented on June 08, 2017 for the sale of the truck Highway Commissioner Craigen discussed at the previous Board Meeting. Commissioner Craigen said he will touch up the truck with some paint.

Supervisor Jones distributed the Waukegan Township Senior Citizens Services Committee agenda dated October 03, 2018.

Supervisor Jones thanked Trustee Rice for her volunteer work with the Habitat for Humanity program.

Supervisor Jones acknowledged the Board Members who served in the war and thank them all. She said the Township will be hosting our Annual Veterans Day Celebration scheduled for November 3<sup>rd</sup> from 12:00 noon – 2:00 pm at Park Place.

Supervisor Jones mentioned that companies held an employment and interview today at the Township and 15 to 20 were served for employment.

Supervisor Jones mentioned that West Insurance will be at the October 25<sup>th</sup> Board Meeting to present the Township's 2019 insurance coverage.

Supervisor Jones mentioned that First Midwest and NorStates Banks will merge. She said she will research for more information and how will this affect the Township.

### **Highway Commissioner's Report:**

Highway Commissioner Craigen reported that the floors are now being painted at the garage and that they are busy with the daily duties.

**Assessor's Report:** None.

**Executive Session:** None.

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **September 14, 2018** in the amount of **\$105,399.88** 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.**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **September 28, 2018** in the amount of **\$105,698.28** 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 **October 11, 2018** Board Meeting: Invoices for Town Fund in the amount of **\$7,819.35**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,588.16**; Invoices for G/A Fund/Staben House in the amount of **\$1,566.10**; Invoices for Town Fund/Assessor's Office in the amount of **\$8,251.80**; Invoices for Road and Bridge/Highway Department the amount of **\$157.16**; Senior Fund/Park Place in the amount of **\$4,430.07**; Senior Fund/Gift Shoppe in the amount of **\$225.50**; Invoices for Home Sweet Home in the amount of **\$4,977.40**; Invoices for Fundraisers in the amount of **\$0**; 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 **September 27, 2018** Board Meeting in the amount of **\$4,974.00** 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.**

**Paid Bills  
October 11, 2018**

The following is a list of bills that were paid after the board meeting of September 27, 2018 but before the meeting of October 11, 2018

Purpose	Payee	Amount
Senior Fund		

<b>Total Senior Fund</b>		<b>\$0.00</b>
<b>G/A Fund</b>		
10/1-10/11/18	<b>General Assistance Client Payments</b>	\$4,864.00
	Payments made on behalf of GA Clients	
<b>Total G/A Fund</b>		<b>\$4,864.00</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
10/03/2018	<b>West Insurance</b>	\$50.00
	Notary Bonds (1)	
10/03/2018	<b>Secretary of State</b>	\$10.00
	Notary Registration Fees (1)	
10/02/2018	<b>Client payment for RRR</b>	\$50.00
<b>Total Town Fund</b>		<b>\$110.00</b>
Total all checks paid prior to board meeting		\$4,974.00

**Emergency Bills:** None.

**Action Items:** None.

**New Business:** None.

**Old Business:** None.

**Announcements:**

Trustee Johnson mentioned that his Pastor's Anniversary committee will have a one-day service on November 4<sup>th</sup> and invited the Board Members to attend.

**Comments/Concerns-Trustees:**

Trustee Rice said that she is enjoying her role as Township Trustee and is proud to assist her community in any way.

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones adjourned the **October 11, 2018** meeting at 5:44 p.m.

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**