

WAUKEGAN TOWNSHIP BOARD MEETING NOVEMBER 14, 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 November 14, 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 Percy L. Johnson 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:** Township Attorney Torrie M. Newsome, Dijon Ross/Administrative Support/Deputy Clerk, Nancy Netherton/Finance Manager and Juan Hernandez/Human Resources Manager. **Excused:** Trustee Nathaniel Hewitt.

Supervisor Jones requested a motion to approve the **Agenda** for the **November 14, 2019** Waukegan Township Board Meeting as presented. Motion by Trustee, second by Trustee. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **October 10, 2019** Waukegan Township Board Meeting as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **October 24, 2019** Waukegan Township Board Meeting as presented. **Discussion:** Trustee Rice made a correction, on page 1, Trustee Hewitt name was mentioned twice in the Roll Call. Also, on page 5, the word Regional was miss spelled. 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 **Cash-on-Hand** as of **November 12, 2019** as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
11/12/2019

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	251,059.45	
	First Midwest Bank M/M	458,999.37	
	Illinois Funds	39,268.53	
	N. Chicago Com. Bank	176,025.56	

Total Town Fund		\$925,352.91
General Assistance Fund	First Midwest Checking	158,404.86
	First Midwest Bank M/M	338,444.82
	Illinois Funds	7,464.54
Total General Assistance		\$504,314.22
IMRF/FICA Fund	First Midwest Bank	81,721.86
	First Midwest Bank M/M	0.00
	Illinois Funds	15,607.28
Total IMRF/FICA Fund		\$97,329.14
Senior Fund	First Midwest Bank	206,520.08
	First Midwest Money Market	55,004.89
	Illinois Funds	14,680.29
Total Senior Fund		\$276,205.26
		1,803,201.53
Road & Bridge	First Midwest Bank	82,125.89
	Waukegan Community Trust	261,374.50
Total Road & Bridge		\$343,500.39

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the state's fiscal year of (July 01 - June 30, 2020) we have received a total of for Town \$255,725.37 and for R & B \$38,326.25

Town RE Tax

Total received FY 2019-20 **\$1,299,386.52**

GA RE Taxes -

Total received FY 2019-20 **\$648,525.72**

IMRF/FICA RE Taxes -

Total received FY 2019-20 **\$207,530.06**

SEN'R RE Taxes

Total received FY 2019-20 **\$1,031,705.11**

RB RE Taxes - 9/26/19

Total received FY 2019-20 **\$140,894.45**

Other Payments Rec'd

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones asked Juan Hernandez/Human Resources Manager to address the Board Members regarding the insurance renewal. Mr. Hernandez introduced Geoff Raef of West Insurance. Mr. Raef distributed the Property/Casualty and Workers Compensation Insurance proposal summary packet and explained the coverage changes.

Supervisor Jones asked Nancy Netherton/Finance Manager to address the Board Members regarding the buses for sale. Mrs. Netherton said that the buses went to the highest bidders. She said the 1999 bus bid was for \$650.00 to a Zion resident and the 2007 bid was for \$1,000.00 to the Toss Em Up Wrestling Academy a non-for-profit entity.

Supervisor Jones distributed the Resolution No. 19-14, Authorizing The Sale And Disposal Of Certain Township Personal Property for the Staben House 2004 Chevrolet Venture VIN#1GNX03E74D140685. Clerk Staben read the resolution to the Board Members

Mrs. Netherton and Mr. Hernandez left the Board Meeting at 5:50 p.m.

Supervisor Jones mentioned the 2020 Rev. Dr. Martin Luther King, Jr. Celebration. She said the event preparation is in action, the sponsorship levels will continue as part of the event. The ticket cost was discussed, \$45.00 for early ticket purchase and \$50.00 for tickets purchased after November 29, 2019.

Supervisor Jones mentioned the Home for the Holidays, scheduled for December 6, 2019.

Supervisor Jones mentioned the Employee Fair, scheduled for November 15, 2019.

Supervisor Jones mentioned that the Home Sweet Home snow removal program is in action.

Supervisor Jones distributed a copy of a notarized letter, dated November 14, 2019 designating Nancy Netherton as Entity Administrator for the Coalition To Reduce Recidivism.

Supervisor Jones mentioned that the HBCU committee met yesterday and said that the committee has visited schools and other places to speak about the HBCU tour. She said the committee discussed occupying two buses for the 2020 tour due to the large interest. She said the tour registration will be open to the Junior and Senior students first and then the Freshmen and Sophomore for any opens remaining.

Supervisor Jones mentioned the Paint And Sip, scheduled for November 20, 2109 to be held at the Hero Center from 5-7p.m.

Highway Commissioner's Report:

Highway Commissioner Arthur Craigen said his department stays busy doing maintenance on the trucks and spreading salt for the snow we had.

Assessor's Report:

Assessor Mark Stricklin said the appeal for tax assessment was closed on November 12, 2019. He said his office has received 1000 appeals and the office will be working on Saturdays to work on these appeals.

Executive Session:

Supervisor Jones requested a motion to enter Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 6:39 p.m. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 6:55 p.m.

Supervisor Jones requested a motion to enter Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 7:34 p.m. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 7:34 p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **October 24, 2019** in the amount of **\$102,961.54** as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **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 **November 14, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$19,406.80**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,386.34**; Invoices for G/A Fund/Staben House in the amount of **\$1,619.86**; Invoices for Town Fund/Assessor's Office in the amount of **\$8,643.29**; Invoices for Road and Bridge/Highway Department the amount of **\$11,909.08**; Senior Fund/Park Place in the amount of **\$11,632.68**; Senior Fund/Gift Shoppe in the amount of **\$138.41**; Invoices for Home Sweet Home in the amount of **\$2,078.78**; Invoices for Fundraisers in the amount of **\$0**; 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 **October 24, 2019** Board Meeting in the amount of **\$134,699.60** as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Paid Bill
November 14, 2019

The following is a list of bills that were paid after the board meeting of October 24, 2019 but before the meeting of November 14, 2019.

Purpose	Payee	Amount
11/7/2019	Gurnee Post Office	\$500.00
	Postage for Birthday Cards	
11/13/2019	Waukegan Township General Fund	\$40,890.09
	Sept-Nov Health Insurance Reimbursement	
Total Senior Fund		\$41,390.09
G/A Fund		
11/13/2019	Waukegan Township General Fund	\$28,993.91
	Sept-Nov Health Insurance Reimbursement	
10/25-11/14/19	General Assistance Client Payments	\$3,750.00
	Payments made on behalf of GA Clients	
Total G/A Fund		\$32,743.91
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
11/13/2019	Waukegan Township General Fund	\$500.00
	Sept-Nov Health Insurance Reimbursement Assessors	
11/13/2019	Health Insurance - All Vendors	\$60,525.60
	November Premiums	
11/13/2019	RRR Client Payments	\$40.00
	For State IDs	
Total Town Fund		\$60,565.60
Total all checks paid prior to board meeting		\$134,699.60

Emergency Bills: None.

Attestation:

Clerk Staben attested to the above Paid Bills for this Township Board Meeting of November 14, 2019 as presented.

Action Items:

Supervisor Jones requested a motion for the approval of the Resolution for disposal of the 2004 Chevy Venture Minivan as presented. Motion by Trustee, second by Trustee. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the 1999 Ford Federal Bus bid in the amount of \$650.00 as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the 2007 Turtle Top Bus bid in the amount of \$1,000.00 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 for the approval of the 2020 Rev. Dr. Martin Luther King, Jr. Celebration ticket price of \$45.00 early bird and \$50.00 for tickets after November 29, 2019 as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the 2018-2019 Employee Recognition Recommendations 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 for the approval of the 2020 Casualty & Property Insurance and Workers Compensation renewal with West Insurance as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees:

Trustee Rice, Trustee Johnson and Clerk Staben expounded on their 2019 TOI Conference.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **November 14, 2019** meeting at **7:49 p.m.**

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk