

WAUKEGAN TOWNSHIP BOARD MEETING DECEMBER 12, 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 December 12, 2019.

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 Opal Rice led the Members in prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **December 12, 2019** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **November 25, 2019** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as **December 4, 2019** as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
12/4/2019

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	465,729.40	
	First Midwest Bank M/M	163,967.23	
	Illinois Funds	39,268.53	
	N. Chicago Com. Bank	175,384.13	
Total Town Fund		\$844,349.29	
General Assistance Fund	First Midwest Checking	95,664.44	
	First Midwest Bank M/M	338,342.65	
	Illinois Funds	7,464.54	
Total General Assistance		\$441,471.63	

IMRF/FICA Fund	First Midwest Bank	84,395.18
	First Midwest Bank M/M	0.00
	Illinois Funds	15,607.28
Total IMRF/FICA Fund		\$100,002.46
Senior Fund	First Midwest Bank	117,221.96
	First Midwest Money Market	40,004.59
	Illinois Funds	14,680.29
Total Senior Fund		\$171,906.84
		1,557,730.22
Road & Bridge	First Midwest Bank	67,248.52
	Waukegan Community Trust	260,422.05
Total Road & Bridge		\$327,670.57

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the state's fiscal year of (July 1 - June 30, 2020) we have received a total of for Town \$255,725.37 and for R & B \$38,326.25

Town RE Tax 11/14/19 \$17,583.74
Total received FY 2019-20 \$1,316,970.26

GA RE Taxes - 11/14/19 \$8,782.74
Total received FY 2019-20 \$657,308.46

IMRF/FICA RE Taxes - 11/14/19 \$2,808.73
Total received FY 2019-20 \$210,338.79

SEN'R RE Taxes - 11/14/19 \$13,960.96
Total received FY 2019-20 \$1,045,666.07

RB RE Taxes - 11/14/19 \$1,904.51
Total received FY 2019-20 \$142,798.96

Other Payments Rec'd

Citizen Participation:

A representative from the Northern Illinois Food Bank gave a presentation to the Board Members on how the NIFB operates and who it serves. Also, introduced the "My Pantry Express.org" weekly food order program.

Supervisor's Report:

Supervisor Jones asked Nancy Netherton/Financial Manager to address the Board Members regarding the 2019 Tax Levy. Mrs. Netherton distributed a 2019 Levy Projection Scenarios chart with 2018 assessed valuation scenarios. The 2019 scenarios were discussed, to be voted on at the following Board Meeting. The Road & Bridge and the Assessor's office Tax Levy were discussed.

Mrs. Netherton exit the Board Meeting at 6:00 p.m.

Supervisor Jones distributed the 2020 MLK Breakfast-Rev/Exp Statement. She said the cost of the ticket is now \$50.00 per person and a Diamond level has been added.

Supervisor Jones mentioned that the Senior Citizens Services Committee met on Wednesday. MLK packets were handed out with information on the event. She said the SCSC asked about bringing back the 5K and it was decided to have it return for 2020.

Supervisor Jones mentioned the Perspective, December issue showing Waukegan Township members at the 2020 TOI conference.

Supervisor Jones mentioned the Lake County Municipal League awards night. Trustee Opal Rice attended the event.

Supervisor Jones mentioned the Annual TOLC Dinner/Meeting scheduled for tonight in Ingleside.

Supervisor Jones mentioned that the Coalition To Reduce Recidivism holds its public meeting on the 3rd Monday of each month at 8:30 a.m.

Supervisor Jones mentioned that the Township LLC received a \$5,000.00 donation.

Highway Commissioner's Report: None.

Assessor's Report: None.

Executive Session:

Supervisor Jones requested a motion to enter Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) at 5:58 p.m. Motion by Trustee Hewitt, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Open Session resumed at 7:31p.m.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **November 21, 2019** in the amount of **\$103,966.24** as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Hewitt, 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 **December 12, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$27,131.10**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$845.92**; Invoices for G/A Fund/Staben House in the amount of **\$1,531.04**; Invoices for Town Fund/Assessor’s Office in the amount of **\$2,266.74**; Invoices for Road and Bridge/Highway Department the amount of **\$1,724.92**; Senior Fund/Park Place in the amount of **\$19,804.96**; Senior Fund/Gift Shoppe in the amount of **\$66.75**; Invoices for Home Sweet Home in the amount of **\$3,005.77**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Rice, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Hewitt, 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 **November 25, 2019** Board Meeting in the amount of **\$61,561.43** as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
December 12, 2019**

The following is a list of bills that were paid after the board meeting of November 25, 2019 but before the meeting of December 12, 2019

Purpose	Payee	Amount
Senior Fund		
12/4/2019 Event Entertainment	Rollie Canlas	\$150.00
12/6/2019 Event Entertainment	Archie Parks	\$400.00
12/6/2019 Event Caterer	James Sisson	\$2,600.00
12/6/2019 Event photography	Mike Morales	\$50.00
Total Senior Fund		\$3,200.00
G/A Fund		

11/26- 12/12/19	General Assistance Client Payments	\$1,855.00
	Payments made on behalf of GA Clients	
Total G/A Fund		\$1,855.00
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
12/9/2019	Mike Morales	\$50.00
	Event photography	
12/12/2019	Health Insurance-All Vendors	\$56,416.43
	Health insurance month of December-All Departments	
Total Town Fund		\$56,466.43

Total all checks paid prior to board meeting \$61,521.43

Emergency Bills: None.

Attestation:

Clerk Staben attested to the above Paid Bills for this Township Board Meeting of, December 12, 2019 as presented.

Action Items:

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

New Business: None.

Supervisor Jones requested a motion for the approval of the Salary Recommendation as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Supervisor Jones requested a motion for the approval of the 2020 Rev. Dr. Martin Luther King, Jr. Dreamers Breakfast budget as presented. Motion by Trustee Hewitt, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements: None.

Comments/Concerns-Trustees:

Trustee Johnson as a TOI Board of Directors mentioned that the TOI is encouraging participation in seeking legislators to fill vacant slots.

Supervisor Jones thanked the Board Members for their support throughout the year with Township endeavors.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **December 12, 2019** meeting at **8:10 p.m.**

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk