

# WAUKEGAN TOWNSHIP BOARD MEETING FEBRUARY 13, 2020

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 February 13, 2020.

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 Sylvestre Castellanos led the Members in prayer.

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

Supervisor Jones requested a motion to approve the **Agenda** for the **February 13, 2020** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **January 23, 2019** Waukegan Township Board Meeting as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of **February 7, 2020** as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
2/7/2020

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	10,289.75	
	First Midwest Bank M/M	294,039.98	
	Illinois Funds	39,268.53	
	N. Chicago Com. Bank	176,563.21	
<b>Total Town Fund</b>		<b>\$520,161.47</b>	
General Assistance Fund	First Midwest Checking	77,868.92	
	First Midwest Bank M/M	218,493.24	
	Illinois Funds	7,464.54	
<b>Total General Assistance</b>		<b>\$303,826.70</b>	
IMRF/FICA Fund	First Midwest Bank	9,128.68	

	First Midwest Bank M/M	0.00
	Illinois Funds	15,607.28
<b>Total IMRF/FICA Fund</b>		<b>\$24,735.96</b>
Senior Fund	First Midwest Bank	76,896.21
	First Midwest Money Market	0.00
	Illinois Funds	14,680.29
<b>Total Senior Fund</b>		<b>\$91,576.50</b>
		<b>940,300.63</b>
Road & Bridge	First Midwest Bank	24,596.99
	Waukegan Community Trust	262,172.84
<b>Total Road &amp; Bridge</b>		<b>\$286,769.83</b>

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 \$376,051.23 and for R & B \$112,004.60

Town RE Tax 12/5/19

**Total received FY 2019-20** **\$1,338,447.88**

GA RE Taxes -

**Total received FY 2019-20** **\$668,045.79**

IMRF/FICA RE Taxes -

**Total received FY 2019-20** **\$213,775.85**

SEN'R RE Taxes -

**Total received FY 2019-20** **\$1,062,731.76**

RB RE Taxes -

**Total received FY 2019-20** **\$145,129.21**

Other Payments Rec'd

**Citizen Participation:** None.

**Supervisor's Report:**

Supervisor Jones shared a thank you card from the family of Trustee Percy Johnson for condolences and flowers.

Supervisor Jones mentioned that the Township received a thank you letter from the Northern Illinois Food Bank for supporting their program.

**Trustee Nathaniel Hewitt entered the Board Meeting at 5:04 p.m.**

Supervisor Jones distributed the General/Emergency/Transitional Assistance Updates for December 2019-January 2020 data sheet.

**Nancey Netherton entered the Board Meeting at 5:10 p.m.**

Supervisor Jones distributed the Waukegan Township Community Expungement Workshops flier, showing the dates of three workshop locations. Other locations were discussed.

Supervisor Jones mentioned the HBCU Tour fundraiser scheduled for March 4<sup>th</sup>. She said Waukegan School District will be sponsoring 10 students and North Chicago School District will be sponsoring 3 students for this tour.

Supervisor Jones mentioned the EWC/SH Golf Outing.

Supervisor Jones mentioned the come back of the 5K Walk/Run for 2020.

Supervisor Jones asked Nancy Netherton/Finance Manager to address the Board Members regarding the 2020 Proposed Waukegan Township Budget. Mrs. Netherton distributed the packets for all department funds and reviewed its contents. She said the Board Members have 30 days to review the proposed budget.

**Mrs. Netherton left the Board Meeting at 6:05 p.m.**

Supervisor Jones distributed the Proclamation for Township Attorney Torrie Newsome. Supervisor Jones asked Clerk Staben to read out loud the Proclamation to the Board Members.

Supervisor Jones mentioned the Township Officials of Illinois Topics Day, scheduled for April 1<sup>st</sup>.

Supervisor Jones mentioned SCSC. Trustee Johnson gave an update of the current meeting.

**Highway Commissioner's Report:** None.

**Assessor's Report:**

Assessor Stricklin gave an update on the Board of Review.

**Executive Session:**

Supervisor Jones requested a motion to enter Executive Session for the purpose of Personnel-5ILCS 120/2 (C1) and Litigation-5ILCS 120/2 (C11) at 6:16 p.m. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

**Open Session resumed at 6:25 p.m.**

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **January 30, 2019** in the amount of **\$106,585.51** as presented. Motion by Trustee Johnson, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Hewitt, 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 **February 13, 2019** Board Meeting: Invoices for Town Fund in the amount of **\$21,955.31**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$4,123.61**; Invoices for G/A Fund/Staben House in the amount of **\$497.25**; Invoices for Town Fund/Assessor’s Office in the amount of **\$20,880.52**; Invoices for Road and Bridge/Highway Department the amount of **\$2,938.58**; Senior Fund/Park Place in the amount of **\$16,772.64**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$3,496.83**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Castellanos, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Hewitt, 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 **January 23, 2019** Board Meeting in the amount of **\$29,564.80** as presented. Motion by Trustee Hewitt, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
February 13, 2020**

The following is a list of bills that were paid after the board meeting of January 23, 2019 but before the meeting of February 13, 2020

Purpose	Payee	Amount
<b>Senior Fund</b>		
2/13/2020	<b>Harlem Gospel Brunch Tour</b>	\$1,495.0
	Senior Trip Payment	
<b>Total Senior Fund</b>		<b>\$1,495.0</b>
<b>G/A Fund</b>		
2/12/2020	<b>Waukegan Township</b>	\$24,009.6
	Dec-Jan Health Insurance Reimbursement	
1/25-2/13/20	<b>General Assistance Payments</b>	\$750.2

1/25/20-2/13/20	<b>Waukegan Township Assistance (monthly)</b>	\$3,250.0
	Payments made on behalf of GA Clients	
<b>Total G/A Fund</b>		<b>\$28,009.8</b>
R & B Fund		
<b>Total R &amp; B Fund</b>		<b>\$0.0</b>
<b>Town Fund</b>		
1/25/20-2/13/20	<b>C2R2 Client Payments</b>	\$60.0
for IDs		
<b>Total Town Fund</b>		<b>\$60.0</b>
Total all checks paid prior to board meeting		\$29,564.8

**Emergency Bills:**

**Attestation:**

Clerk Staben attested to the above Paid Bills as presented.

**Action Items:**

Supervisor Jones requested a motion for the approval of the Personnel/Highway Department and Supervisor’s Office positions as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business:** None.

Supervisor Jones requested a motion for the approval of the Proclamation for Attorney Torrie Newsome-February 202-2021 for a monthly amount of \$1,835.60 as presented. Motion by Trustee Castellanos, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business:** None.

Supervisor Jones requested a motion for the approval of the 2020 Waukegan Township Budget as presented. Motion by Trustee Johnson, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:**

Trustee Johnson invited the Board Members to the New Hope Missionary Baptist Church for their Annual Black History Celebration held on February 23<sup>rd</sup>.

Supervisor Jones mentioned the CLC Salute to Gospel concert scheduled for February 29<sup>th</sup>.

**Comments/Concerns-Trustees:** None.

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones adjourned the **February 13, 2020** meeting at **6:33 p.m.**

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**