

# WAUKEGAN TOWNSHIP BOARD MEETING

## JANUARY 27, 2022

The Regular meeting of the Board of Trustees of Waukegan Township, County of Lake, of the State of Illinois was held Via Zoom Video Conference Calling for the Waukegan Township’s Supervisor’s Office located at 149 South Genesee Street, Waukegan, Illinois on Thursday January 27, 2022.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Marc L. Jones. Trustee Dulce Ortiz led the Members in the Pledge of Allegiance and Trustee Sylvestre Castellanos led the Members in prayer.

**ROLL CALL:** Trustee Percy L. Johnson, Trustee Jeff McBride via phone, Trustee Sylvestre Castellanos, Trustee Dulce Ortiz, Clerk Rose M. Staben, Supervisor Marc L. Jones and Township Attorney Torrie M. Newsome. **Also, Present:** Nancy Netherton/Finance Manager and Dijon Ross/Administrative Support/Deputy Clerk. **Excused:** Assessor Mark Stricklin.

Supervisor Jones called out for any citizen participation via phone, there was no response from any caller.

Supervisor Jones requested a motion to approve the **Agenda** for the **January 27, 2022** Waukegan Township Board Meeting as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **January 13, 2022** Waukegan Township Board Meeting as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of **January 24, 2022** as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
1/24/2022

Fund	Balance
Town Fund	
First Midwest Bank	152,177.13
First Midwest Bank M/M	682,479.47
Illinois Funds	39,723.60
No. Chicago Com Bank	67,621.88
<b>Total Town Fund</b>	<b>\$942,002.08</b>

General Assistance Fund	First Midwest Checking	59,843.78
	First Midwest Bank M/M	345,068.52
	Illinois Funds	7,555.06
<b>Total General Assistance</b>		<b>\$412,467.36</b>
IMRF/FICA Fund	First Midwest Bank	17,871.28
	First Midwest Bank M/M	0.00
	Illinois Funds	15,786.11
<b>Total IMRF/FICA Fund</b>		<b>\$33,657.39</b>
Senior Fund	First Midwest Bank	61,976.88
	First Midwest Money Market	125,032.70
	Illinois Funds	14,862.08
<b>Total Senior Fund</b>		<b>\$201,871.66</b>
		<b>1,589,998.49</b>
Road & Bridge	First Midwest Bank	263,867.33
	Waukegan Community Trust	183,096.63
<b>Total Road &amp; Bridge</b>		<b>\$446,963.96</b>

PPRT Taxes Received since last report - January 7, 2022

Town - \$ 199,822.14

R&B - \$ 59,515.78

For the state's fiscal year of (July 1 - June 30, 2022) we have received a total of for Town \$694,204.55 and for R & B \$190,546.86

Town RE Tax

**Total received FY 2021-22** **\$1,303,053.57**

GA RE Taxes -

**Total received FY 2021-22** **\$669,938.00**

IMRF/FICA RE Taxes -

**Total received FY 2021-22** **\$217,342.34**

SEN'R RE Taxes -

**Total received FY 2021-22** **\$1,063,433.10**

RB RE Taxes -

**Total received FY 2021-22** **\$142,452.59**

**Other Deposits**

**Citizen Participation:** None.

**Supervisor's Report:**

Supervisor Jones asked Nancy Netherton/Financial Manager to address the Board Members. Mrs. Netherton screen shared the Waukegan Township Preliminary Budget for Year Ending 02/28/23. She reviewed all departmental funds and mentioned that the Budget will be posted for 30 days.

Supervisor Jones gave an update for the Dr. Martin Luther King Jr. Ceremony held via zoom. He screen shared the event financial report showing an amount of \$19,651.66 after expenses.

Supervisor Jones gave an update on the Artis Yancey HBCU Tour. He said it is in discussion to hold a one day in person event. Trustee Ortiz suggested that the program include a mental health component.

Supervisor Jones mentioned that the C2RR met on Monday. He said the meeting presented a speaker on immigration and refugee rights. Also, two committee seats have been filled.

Supervisor Jones mentioned the Township employee travel reimbursement. Also, mentioned that the employee monthly mileage compilation will be increased.

Supervisor Jones mentioned the R3 Grant and endeavor partnership with NIRCO and LLC.

Supervisor Jones mentioned that the Township received the award letter that will allow infrastructure upgrades for the EWC, SH and Park Place.

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

**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 **January 13, 2022** in the amount of **\$95,957.51** as presented. Motion by Trustee Johnson, second by Trustee Ortiz. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, 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 **January 27, 2022** Board Meeting: Invoices for Town Fund in the amount of **\$10,229.53**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$2,151.41**; Invoices for G/A Fund/Staben House in the amount of **\$1,078.94**; Invoices for Town Fund/Assessor's Office in the amount of **\$7,360.09**; Invoices for General Assistance in the amount of **\$2,943.00**; Invoices for Road and Bridge/Highway Department the amount of **\$537.57**; Senior Fund/Park Place in the amount of **\$9,275.46**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the

amount of **\$1,821.09**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Castellanos, second by Trustee Ortiz. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, 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 13, 2022** Board Meeting in the amount of **\$10,390.33** as presented. Motion by Trustee Johnson, second by Trustee Ortiz. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
January 27,  
2022**

The following is a list of bills that were paid after the board meeting of January 13, 2021 and before the meeting of January 27, 2022

Purpose	Payee	Amount
<b>Senior Fund</b>		
<b>Total Senior Fund</b>		<b>\$0.00</b>
<b>G/A Fund</b>		
1/15-1/27	<b>FERA Rental &amp; Utility Payments</b>	\$8,352.38
	payments for the FERA Program	
1/15-1/27	<b>GA Waukegan Township Transitional Asst</b>	\$1,288.00
	Paycard uploads	
1/15-1/27	<b>Waukegan Township General Assistance</b>	\$749.95
	Funeral, lodging expense	
<b>Total G/A Fund</b>		<b>\$10,390.33</b>
<b>R &amp; B Fund</b>		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
<b>Town Fund</b>		
<b>Total Town Fund</b>		<b>\$0.00</b>

Total all checks paid prior to board meeting \$10,390.33

**Emergency Bills:** None.

**Attestation:**

Clerk Staben attested to the above Paid Bills as presented.

**Action Items:**

Supervisor Jones requested a motion for the approval of the 2022/2023 Budget for General Town Purposes and Road & Bridge Purposes as presented. Motion by Trustee Johnson, second by Trustee Ortiz. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Employee Travel Reimbursement Forms-New Mileage Rate for 2022 as presented. Motion by Trustee Castellanos, second by Trustee Ortiz. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Employee Monthly Mileage Compilation Forms-New Mileage for 2022as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

**New Business:** None.

**Old Business:** None.

**Announcements:** None.

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

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones requested a motion to adjourn the **January 27, 2022** meeting at **5:58 p.m.** Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

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**MARC L. JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**