

## WAUKEGAN TOWNSHIP BOARD MEETING MARCH 11, 2021

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 March 11, 2021.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Marc L. Jones. Trustee Nathaniel Hewitt 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 Nathaniel Hewitt, Trustee Opal Rice, Trustee Sylvestre Castellanos, Clerk Rose M. Staben, Supervisor Marc L. Jones and Township Attorney Torrie M. Newsome. **Also, Present:** Dijon Ross/Administrative Support/Deputy Clerk. **Absent:** Assessor Mark Stricklin and Highway Commissioner Arthur Craigen.

Supervisor Jones requested a motion to approve the **Agenda** for the **March 11, 2021** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Johnson. **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 **February 25, 2021** Waukegan Township Board Meeting as presented. Motion by Trustee Hewitt, 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 **Cash-on-Hand** as of **March 9, 2021** as presented. Motion by Trustee Johnson, second by Trustee Hewitt. **Ayes:** Trustee Johnson, Trustee Hewitt, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
3/9/2021

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	142,144.81	
	First Midwest Bank M/M	300,081.28	
	Illinois Funds	39,723.60	
	No. Chicago Com Bank	67,447.61	
<b>Total Town Fund</b>		<b>\$549,397.30</b>	
General Assistance Fund	First Midwest Checking	76,821.06	
	First Midwest Bank M/M	0.00	
	Illinois Funds	7,555.06	
<b>Total General Assistance</b>		<b>\$84,376.12</b>	

IMRF/FICA Fund	First Midwest Bank	8,237.73
	First Midwest Bank M/M	0.00
	Illinois Funds	15,786.11
<b>Total IMRF/FICA Fund</b>		<b>\$24,023.84</b>
Senior Fund	First Midwest Bank	17,063.61
	First Midwest Money Market	0.00
	Illinois Funds	14,862.08
<b>Total Senior Fund</b>		<b>\$31,925.69</b>
		<b>689,722.95</b>
Road & Bridge	First Midwest Bank	118,508.85
	Waukegan Community Trust	182,073.89
<b>Total Road &amp; Bridge</b>		<b>\$300,582.74</b>

PPRT Taxes Received since last report -

Town - \$

&B - \$

For the state's fiscal year of (July 1 - June 30, 2021) we have received a total of for Town \$350,757.59 and for R & B \$104,470.97

Town RE Tax 1/14/21

**Total received FY 2020-21 \$1,306,291.51**

GA RE Taxes - 1/14/21

**Total received FY 2020-21 \$660,930.96**

IMRF/FICA RE Taxes - 1/14/21

**Total received FY 2020-21 \$217,952.61**

SEN'R RE Taxes - 1/14/21

**Total received FY 2020-21 \$1,066,094.80**

RB RE Taxes - 1/14/21

**Total received FY 2020-21 \$140,816.09**

**Citizen Participation:** None.

**Supervisor's Report:**

Supervisor Jones said the Annual Town Meeting is scheduled for April 13, 2021. He said the Lake County Health Department approved the meeting to be held open to the public and at this time a moderator has not been recommended.

**Assessor Mark Stricklin joined the Zoom meeting at 5:09 p.m.**

Supervisor Jones mentioned that the Coalition To Reduce Recidivism and Township members attended a press conference held at the Field House. He said House Bill 53 was discussed and supported by Governor Pritzler and other elected officials.

Supervisor Jones mentioned the 2020 Waukegan Township Scholarship program. He said there are two applicants who will receive \$1,000.00 in increments of \$500.00 to go towards their schooling. Trustee Johnson asked if the Board Members will be meeting the applicants. Supervisor Jones said the students will be invited to the Annual Town Meeting scheduled in April.

Supervisor Jones said he met with the Township department managers and the Road & Bridge department employees to introduce himself and discuss plans for moving forward.

Supervisor Jones mentioned the Eddie Washington Center Graduation Ceremony. He said the ceremony for the 26 graduates will be held virtual on March 20th. A screen shared flier was presented. He said that the 9th Judicial Circuit Court will be recognized at this event.

Supervisor Jones mentioned that the Artis Yancey Historically Black Colleges & Universities Tour committee will be meeting on April 17th.

**Juan Hernandez/Human Resources Manager joined the Zoom meeting at 5:22 p.m.**

Supervisor Jones asked Mr. Hernandez to address the Board Members regarding Personnel. Mr. Hernandez presented a screen shared Personnel for Waukegan Township Employee Resignation Marc Jones/EWC Director/HSH Manager, effective as of 02/26/21.

**Mr. Hernandez exited the Zoom meeting at 5:24 p.m.**

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

**Assessor's Report:**

Assessor Mark Stricklin said his office is doing assessment research for next year, one neighborhood at a time. He also gave an update on the two open positions.

**Executive Session:** None.

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **February 25, 2021** in the amount of **\$96,541.11** as presented. Motion by Trustee Johnson, second by Trustee Rice. **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 **March 11, 2021** Board Meeting: Invoices for Town Fund in the amount of **\$8,618.81**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,244.73**; Invoices for G/A Fund/Staben House in the amount of **\$181.35**; Invoices for Town Fund/Assessor's Office in the amount of **\$1,945.36**; Invoices for Road and Bridge/Highway Department the amount of **\$9,181.65**; Senior Fund/Park Place in the amount of **\$1,794.53**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$3,212.56**; Invoices for Fundraisers in the amount of **\$0**; 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.**

**Action on Paid Bills:**

Supervisor Jones requested a motion for the approval of **agenda item #15**, Paid Bills submitted after the **February 25, 2021** Board Meeting in the amount of **\$4,545.00** 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.**

**Paid Bills  
March 11, 2021**

The following is a list of bills that were paid after the board meeting of February 25, 2021 and before the meeting of March 11, 2021

Purpose	Payee	Amount
<b>Senior Fund</b>		
<b>Total Senior Fund</b>		<b>\$0.00</b>
<b>G/A Fund</b>		
2/27-3/11/21	<b>Waukegan Township Assistance</b>	\$4,545.00
	Paycard payments made on behalf of GA Clients & rental assistance	
<b>Total G/A Fund</b>		<b>\$4,545.00</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 \$4,545.00

**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 Personnel/Employee Resignation of Marc Jones as presented effective as of 02/26/21. 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 for the approval of the Annual Town Meeting, Agenda for 04/13/21 as presented. Motion by Trustee Rice, second by Trustee Johnson. **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:** None.

**Adjournment:**

There being no further business to come before the Board, Supervisor Jones adjourned the **March 11, 2021** meeting at **5:40 p.m.**

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**MARC L. JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**

WAUKEGAN TOWNSHIP  
Ledger Of Selected Entries  
03-04-21

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90010)	AMAZON CAPITAL SERVICES				
20599 02-24-21	0101.581				26.80
INV 1GY3PHPT1WQF					
20600 02-19-21	0101.582				33.99
INV 1FWVHYXMG3X6					
20601 02-18-21	0101.582				82.98
INV 1WJ3CRLJ169T					
20602 02-20-21	0101.582				150.44
INV 11K1XTD6QHYP					
20603 02-20-21	0101.581				236.80
INV 11K1XTD6NT1K					
20604 02-20-21	0101.581				21.99
INV 1QMNPF9Q3H93Y					
Vendor Totals				0.00	553.00
(90047)	ACCURATE BACKGROUND				
20605 03-01-21	0101.558	2028070			25.00
EMPLOYMENT SCREENING					
Vendor Totals				0.00	25.00
(90192)	ALL THINGS POSSIBLE				
20675 03-01-21	0101.526	1747			1700.00
COMPUTER SERVICES					
Vendor Totals				0.00	1700.00
(90266)	CONSTELLATION ENERGY SERVICES				
20613 02-11-21	0101.538				539.08
UTILITY					
Vendor Totals				0.00	539.08
(90267)	CONSTELLATION NEWENERGY-GAS				
20614 02-12-21	0101.538	3116392			309.30
UTILITY					
Vendor Totals				0.00	309.30
(90268)	COMMUNITY YOUTH NETWORK, INC				
20608 03-01-21	0101.558	1157			141.60
EAP SERVICES					
Vendor Totals				0.00	141.60

## TOWN

WAUKEGAN TOWNSHIP  
Ledger Of Selected Entries  
03-04-21

030421  
Page 2

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90293)	CINTAS CORPORATION #47P				
20609 02-16-21	0101.520				32.09
INV 407601534					
20610 02-23-21	0101.520				32.09
INV 4076623208					
Vendor Totals				0.00	64.18
(90350)	CDW GOVERNMENT, INC.				
20611 02-16-21	0101.522				62.21
INV 8098342					
20612 02-15-21	0101.522				248.84
INV 8069402					
Vendor Totals				0.00	311.05
(90362)	CALL ONE				
20607 02-15-21	0101.530				1497.99
ACCT 1213704					
Vendor Totals				0.00	1497.99
(90605)	FRAMEWORK				
20615 03-01-21	0101.522	34576			215.00
EQUIP MAINT					
20616 12-01-20	0101.522	33418			215.00
EQUIP MAINT					
Vendor Totals				0.00	430.00
(91410)	NORTH SHORE WATER RECLAMATION				
20620 02-13-21	0101.538	4451294			13.72
ACCT 30348027035331					
Vendor Totals				0.00	13.72
(91412)	NORTH SHORE SIGN COMPANY, INC				
20619 02-26-21	0101.532	121070			356.00
PRINTING					
Vendor Totals				0.00	356.00
(91511)	OLSON'S ACE HARDWARE				
20621 02-19-21	0101.582	145399			42.94
BUILDING MAINT SUPPLIES					
Vendor Totals				0.00	42.94

TOWN

WAUKEGAN TOWNSHIP  
 Ledger Of Selected Entries  
 03-04-21

030421  
 Page 3

Entry	Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(91631)			PURCHASE POWER			
20622	02-14-21	0101.528				916.44
	POSTAGE					
	Vendor Totals				0.00	916.44
(92056)			HOME DEPOT CREDIT SERVICES			
20617	01-17-21	0101.582	5020190			91.15
	BUILDING MAINT SUPPLIES					
20618	01-28-21	0101.582	6021260			117.59
	BUILDING MAINT SUPPLIES					
	Vendor Totals				0.00	208.74
(92248)			WOODS CREATION 4 U LLC			
20626	03-03-21	0101.515	030321			1300.00
	CONTRACT LABOR					
	Vendor Totals				0.00	1300.00
(92297)			WAREHOUSE DIRECT			
20624	02-26-21	0101.522	388934			128.87
	EQUIP MAINT					
20625	02-26-21	0101.522	388934			63.67
	EQUIP MAINT					
	Vendor Totals				0.00	192.54
(92334)			CITY OF WAUKEGAN			
20606	02-25-21	0101.538				17.23
	ACCT 2249334					
	Vendor Totals				0.00	17.23
			Report Totals		0.00	8618.81



WAUKEGAN TOWNSHIP  
 Ledger Of Selected Entries  
 03-04-21

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90192) 20676 03-01-21 COMPUTER SERVICES	0102.526	ALL THINGS POSSIBLE 1746			400.00
Vendor Totals				0.00	400.00
(90266) 20627 02-11-21 UTILITY	0102.520	CONSTELLATION ENERGY SERVICES			212.57
Vendor Totals				0.00	212.57
(91216) 20629 02-18-21 SUPPLIES	0102.581	OFFICE PLUS SOLUTIONS & SUPPLY 4891881			107.62
Vendor Totals				0.00	107.62
(91478) 20628 02-21-21 CONTRACT LABOR	0102.515	MANPOWER INC 35725351			801.15
Vendor Totals				0.00	801.15
(92070) 20630 02-23-21 CONFERENCE	0102.536	TED STRYCHALSKI			370.00
Vendor Totals				0.00	370.00
(92201) 20631 02-15-21 ACCT 24229698600001	0102.530	VERIZON WIRELESS			54.02
Vendor Totals				0.00	54.02
		Report Totals		0.00	1945.36

E. WASHINGTON CENTER

WAUKEGAN TOWNSHIP  
 Ledger Of Selected Entries  
 03-03-21

030321  
 Page 1

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90266) 20634 02-11-21 UTILITY	CONSTELLATION ENERGY SERVICES 0203.538				543.04
Vendor Totals				0.00	543.04
(90267) 20633 02-12-21 UTILITY	CONSTELLATION NEWENERGY-GAS 0203.538	3116392			281.01
Vendor Totals				0.00	281.01
(91410) 20635 02-13-21 ACCT 30348328035647	NORTH SHORE WATER RECLAMATION 0203.538	4451551			139.94
Vendor Totals				0.00	139.94
(91978) 20636 02-07-21 BUILDING MAINT SUPPLIES	SAM'S CLUB DIRECT 0203.582	000000			148.32
Vendor Totals				0.00	148.32
(92297) 20637 02-26-21 EQUIP MAINT	WAREHOUSE DIRECT 0203.522	388934			52.95
Vendor Totals				0.00	52.95
(92334) 20632 02-25-21 ACCT 2250319	CITY OF WAUKEGAN 0203.538				79.47
Vendor Totals				0.00	79.47
	Report Totals			0.00	1244.73

WAUKEGAN TOWNSHIP  
 Ledger Of Selected Entries  
 03-03-21

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90404)	COMCAST BUSINESS				
20638 02-14-21	0204.538				118.35
	ACCT 8771100191156411				
Vendor Totals				0.00	118.35
(90613)	DEPENDABLE FIRE EQUIPMENT				
20639 02-24-21	0204.520	19580			63.00
	BUILDING MAINT				
Vendor Totals				0.00	63.00
		Report Totals		0.00	181.35

WAUKEGAN TOWNSHIP  
Ledger Of Selected Entries  
03-03-21

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90188)	BERNA'S AUTO REPAIR & TOWING				
20640 02-23-21	0501.522	003294			300.00
EQUIP MAINT					
20641 02-20-21	0501.522	003289			319.50
EQUIP MAINT					
Vendor Totals				----- 0.00	----- 619.50
(90267)	CONSTELLATION NEWENERGY-GAS				
20642 02-12-21	0500.538	3116392			254.52
UTILITY					
Vendor Totals				----- 0.00	----- 254.52
(90941)	IL CO RISK MANAGEMENT TRUST				
20643 03-01-21	0500.542	01000228			8182.63
GENERAL INSURANCE					
Vendor Totals				----- 0.00	----- 8182.63
(91825)	J.R.'S WRECKER SERVICES, INC.				
20644 02-22-21	0501.522				125.00
EQUIP MAINT					
Vendor Totals				----- 0.00	----- 125.00
Report Totals				----- 0.00	----- 9181.65 =====

**SENIORS**

WAUKEGAN TOWNSHIP  
Ledger Of Selected Entries  
03-04-21

030421  
Page 1

Entry	Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90267)		CONSTELLATION NEWENERGY-GAS				
20645	02-12-21	0601.540	3116392			498.33
	UTILITY					
	Vendor Totals				0.00	498.33
(90350)		CDW GOVERNMENT, INC.				
20646	02-11-21	0601.522				161.08
	INV 7940287					
	Vendor Totals				0.00	161.08
(90845)		HINCKLEY SPRINGS				
20652	02-18-21	0601.582				32.12
	INV 2613882021821					
	Vendor Totals				0.00	32.12
(91033)		JEWELL ELECTRIC, INC.				
20653	02-15-21	0601.520	74481			263.67
	BUILDING MAINT					
	Vendor Totals				0.00	263.67
(91410)		NORTH SHORE WATER RECLAMATION				
20654	02-13-21	0601.540	4455705			19.21
	ACCT 30335165022024					
	Vendor Totals				0.00	19.21
(91939)		SYNERGIZED COACHING, INC.				
20655	03-01-21	0601.515	2			748.00
	CONTRACT LABOR					
	Vendor Totals				0.00	748.00
(92056)		HOME DEPOT CREDIT SERVICES				
20648	01-20-21	0601.582	2020517			59.74
	BUILDING MAINT SUPPLIES					
20649	02-09-21	0601.582	2022524			25.44
	BUILDING MAINT SUPPLIES					
20650	07-02-20	0601.582	4160071			-8.65
	BUILDING MAINT SUPPLIES					
20651	11-20-20	0601.582	3172677			-21.64
	BUILDING MAINT SUPPLIES					
	Vendor Totals				0.00	54.89

SENIORS

WAUKEGAN TOWNSHIP  
 Ledger Of Selected Entries  
 03-04-21

030421  
 Page 2

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(92334) 20647 02-25-21 ACCT 2261869		CITY OF WAUKEGAN			17.23
Vendor Totals				0.00	17.23
		Report Totals		0.00	1794.53

WAUKEGAN TOWNSHIP  
 Ledger Of Selected Entries  
 03-04-21

Entry	Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90714)			GRAINGER			
20658	02-18-21 INV 9810436957	0602.582				218.82
20659	02-19-21 INV 9811378901	0602.582				-218.82
20660	02-26-21 INV 9818932437	0602.582				126.94
20661	02-26-21 INV 9818932429	0602.582				94.49
20662	02-26-21 INV 9818932411	0602.582				83.70
20663	03-02-21 INV 9822231198	0602.582				570.98
	Vendor Totals				0.00	876.11
(90717)			GROWER EQUIPMENT & SUPPLY CO			
20656	02-12-21 EQUIPMENT PURCHASE	0602.594	21432			605.60
20657	02-18-21 EQUIPMENT PURCHASE	0602.594	21491			653.60
	Vendor Totals				0.00	1259.20
(92056)			HOME DEPOT CREDIT SERVICES			
20664	01-19-21 SMALL SUPPLIES/TOOLS	0602.582	3510435			169.34
20665	01-19-21 SMALL SUPPLIES/TOOLS	0602.582	3510447			141.00
20666	01-26-21 SMALL SUPPLIES/TOOLS	0602.582	6021260			33.92
20667	01-28-21 SMALL SUPPLIES/TOOLS	0602.582	4533299			259.58
20668	02-02-21 SMALL SUPPLIES/TOOLS	0602.582	9511201			79.04
20669	02-02-21 SMALL SUPPLIES/TOOLS	0602.582	9610071			172.70
20670	02-04-21 SMALL SUPPLIES/TOOLS	0602.582	7013794			187.53
20671	02-09-21 SMALL SUPPLIES/TOOLS	0602.582	2520171			99.85
20672	02-10-21 SMALL SUPPLIES/TOOLS	0602.582	1163842			10.46
20673	02-10-21 SMALL SUPPLIES/TOOLS	0602.582	1533911			32.28
20674	01-19-21 SMALL SUPPLIES/TOOLS	0602.582	3163027			-108.45
	Vendor Totals				0.00	1077.25
	Report Totals				0.00	3212.56