

WAUKEGAN TOWNSHIP BOARD MEETING

APRIL 13, 2021

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 Park Place Center located at 414 South Lewis Avenue on Tuesday April 13, 2021.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Marc L. Jones. Clerk Rose M. Staben 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, Assessor Mark Stricklin, Supervisor Marc L. Jones and Township Attorney Torrie M. Newsome. **Also, Present:** Dijon Ross/Administrative Support/Deputy Clerk and Juan Hernandez/Human Resources Manager. **Absent:** Highway Commissioner Arthur Craigen.

Supervisor Jones requested a motion to approve the **Agenda** for the **April 13, 2021** Waukegan Township Board Meeting 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.**

Supervisor Jones requested a motion to approve the **Minutes** for the **March 30, 2021** Waukegan Township Board Meeting as presented. Motion by Trustee Hewitt, second by Trustee Castellanos. **Discussion:** Clerk Staben mentioned that the March 30, 2021 Town and Road & Bridge Budget and Appropriations minutes were not placed in today's Agenda and should be included for the following Board Meeting. **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 **April 7, 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
4/7/2021

| Fund | | Balance | Ins/outs |
|-------------------------|------------------------|---------------------|----------|
| Town Fund | First Midwest Bank | 208,376.86 | |
| | First Midwest Bank M/M | 207,376.86 | |
| | Illinois Funds | 39,723.60 | |
| | No. Chicago Com Bank | 67,447.61 | |
| Total Town Fund | | \$522,924.93 | |
| General Assistance Fund | First Midwest Checking | 35,911.37 | |
| | First Midwest Bank M/M | 0.00 | |

| | | |
|---------------------------------|----------------------------|---------------------|
| | Illinois Funds | 7,555.06 |
| Total General Assistance | | \$43,466.43 |
| IMRF/FICA Fund | First Midwest Bank | 17,336.91 |
| | First Midwest Bank M/M | 0.00 |
| | Illinois Funds | 15,786.11 |
| Total IMRF/FICA Fund | | \$33,123.02 |
| Senior Fund | First Midwest Bank | 38,792.76 |
| | First Midwest Money Market | 0.00 |
| | Illinois Funds | 14,862.08 |
| Total Senior Fund | | \$53,654.84 |
| | | 653,169.22 |
| Road & Bridge | First Midwest Bank | 145,829.07 |
| | Waukegan Community Trust | 182,073.89 |
| Total Road & Bridge | | \$327,902.96 |

PPRT Taxes Received since last report -

Town - \$167,712.10

R&B - \$ 49,952.00

For the state's fiscal year of (July 1 - June 30, 2021) we have received a total of for Town \$554,362,64 and for R & B \$165,113.46

| | |
|----------------------------------|-----------------------|
| Town RE Tax 4/7/2021 | \$36,612.14 |
| Total received FY 2020-21 | \$1,342,903.65 |

| | |
|----------------------------------|---------------------|
| GA RE Taxes - 4/7/2021 | \$18,847.58 |
| Total received FY 2020-21 | \$679,778.54 |

| | |
|----------------------------------|---------------------|
| IMRF/FICA RE Taxes - 4/7/2021 | \$6,102.11 |
| Total received FY 2020-21 | \$224,054.72 |

| | |
|----------------------------------|-----------------------|
| SEN'R RE Taxes - 4/7/2021 | \$29,841.35 |
| Total received FY 2020-21 | \$1,095,936.15 |

| | |
|----------------------------------|---------------------|
| RB RE Taxes - 4/7/2021 | \$3,932.21 |
| Total received FY 2020-21 | \$144,748.30 |

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones distributed the Federal Emergency Rental Assistance (FERA) flier, a program funded by Lake County to assist those affected by the covid -19 pandemic. He said that the Township has received 166 application's to date and that the flier will also be provided in Spanish.

Supervisor Jones distributed the Waukegan Township Equipment Purchase and Inventory Control Policy packet. He asked the Board Members to review the packet and action will take place at the following Board Meeting.

Supervisor Jones thanked Trustee Johnson and Trustee Rice for assisting with the 200 Safety Packets distribution and lunches provided to the many senior apartments on April 5th.

Supervisor Jones gave an update on the C2RR-Women's Round Table Part 2, scheduled for May th. He said this part 2 of 4 will discuss the impact of children who have had a parent incarcerated.

Supervisor Jones mentioned the Artis Yancey Virtual HBCU Caravan & Virtual Graduation is scheduled for July 13th. He said more information will be provided at a later date.

Supervisor Jones mentioned the naming of former Waukegan Township Patricia Jones Supervisor, Emeritus. The Board Members were all in agreement of the honorary title.

Supervisor Jones mentioned the opening of Park Place for May 1st and the Staben House on June 1st with limited attendance and safety regulations in place.

Supervisor Jones mentioned that the Annual Town Meeting will follow this Board Meeting.

Supervisor Jones mentioned that the C2RR Public Meeting is scheduled for Monday.

Highway Commissioner's Report: None.

Assessor's Report:

Assessor Stricklin gave an update on the Assessor's office move. He said he will provide Supervisor Jones with a copy of the office lease. He also gave an update on his staff search for a Deputy Assessor.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **March 25, 2021** in the amount of **\$137,803.72** 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.**

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 **April 13, 2021** Board Meeting: Invoices for Town Fund in the amount of **\$13,814.15**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,107.70**; Invoices for G/A Fund/Staben House in the amount of **\$745.27**; Invoices for Town Fund/Assessor’s Office in the amount of **\$2,912.16**; Invoices for Road and Bridge/Highway Department the amount of **\$792.76**; Senior Fund/Park Place in the amount of **\$9,827.16**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$5,380.27**; 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 **March 30, 2021** Board Meeting in the amount of **\$56,325.76** 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.**

**Paid Bills
April 13, 2021**

The following is a list of bills that were paid after the board meeting of March 31, 2021 and before the meeting of April 13, 2021

| Purpose | Payee | Amount |
|--|---|--------------------|
| Senior Fund | | |
| Total Senior Fund | | \$0.00 |
| G/A Fund | | |
| 4/1-4/13/21 | Waukegan Township Assistance | \$2,500.00 |
| | Paycard payments made on behalf of GA Clients & rental assistance | |
| Total G/A Fund | | \$2,500.00 |
| R & B Fund | | |
| Total R & B Fund | | \$0.00 |
| Town Fund | | |
| 4/6/2021 | Health Insurance - All Vendors | \$53,825.76 |
| | Health Insurance - All Vendors | |
| Total Town Fund | | \$53,825.76 |
| Total all checks paid prior to board meeting | | \$56,325.76 |

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 naming Patrica Jones-Emeritus 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.

Old Business: None.

Announcements:

Supervisor Jones mentioned that Park Place will be implementing a Pop-Up for vaccination at the end of April.

Comments/Concerns-Trustees: None.

Adjournment:

There being no further business to come before the Board, Supervisor Jones adjourned the **April 13, 2021** meeting at **5:51 p.m.**

MARC L. JONES, Township Supervisor

ROSE M. STABEN, Township Clerk