

WAUKEGAN TOWNSHIP BOARD MEETING

JUNE 10, 2021

The Regular meeting of the Board of Trustees of Waukegan Township, County of Lake, of the State of Illinois was held at Park Place, 414 Lewis Avenue for the Waukegan Township's Supervisor's Office located at 149 South Genesee Street, Waukegan, Illinois on Thursday June 10, 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 Dulce Ortiz led the Members in prayer.

ROLL CALL: Trustee Percy L. Johnson, Trustee Jeff McBride, Trustee Dulce Ortiz, 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. **Excused:** Trustee Sylvestre Castellanos.

Supervisor Jones requested a motion to approve the **Agenda** for the **June 10, 2021** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **May 27, 2021** Waukegan Township Board Meeting as presented. Motion by Trustee Ortiz, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of **June 4, 2021** as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
6/4/2021

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	201,834.33	
	First Midwest Bank M/M	152,383.48	
	Illinois Funds	39,723.60	
	No. Chicago Com Bank	67,447.61	
Total Town Fund		\$461,389.02	
General Assistance Fund	First Midwest Checking	69,872.84	
	First Midwest Bank M/M	0.00	
	Illinois Funds	7,555.06	
Total General Assistance		\$77,427.90	
IMRF/FICA Fund	First Midwest Bank	47,240.69	
	First Midwest Bank M/M	0.00	
	Illinois Funds	15,786.11	

Total IMRF/FICA Fund		\$63,026.80
Senior Fund	First Midwest Bank	134,435.67 *
	First Midwest Money Market	0.00
	Illinois Funds	14,862.08
Total Senior Fund		\$149,297.75
		751,141.47
Road & Bridge	First Midwest Bank	177,861.16
	Waukegan Community Trust	182,073.89
Total Road & Bridge		\$359,935.05

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the states fiscal year of (July 1 - June 30, 2021) we have received a total of for Town \$770,497.73 and for R & B \$229,487.95

Town RE Tax 5/20/21	\$126,030.22
Total received FY 2021-22	\$165,520.09

GA RE Taxes - 5/20/21	\$64,795.58
Total received FY 2021-22	\$85,100.47

IMRF/FICA RE Taxes - 5/20/21	\$21,025.87
Total received FY 2021-22	\$27,614.67

SEN'R RE Taxes - 5/20/21	\$102,853.94
Total received FY 2021-22	\$135,083.63

RB RE Taxes - 5/20/21	\$13,751.93
Total received FY 2021-22	\$18,123.57

Citizen Participation: None.

Supervisor's Report:

Supervisor Jones mentioned that the Staben House reopened on June 1st, expecting to house six families within the next week. He said the United Way 211 service and other agencies make referrals to the SH.

Supervisor Jones gave an update on State Representative Rita Mayfield grant request for the EWC.

Supervisor Jones gave an update on the C2RR Annual Virtual Fundraiser with keynote speaker (to be confirmed) Stacey Abrams. He thanked Deputy Clerk Ross and Randy Randle for their efforts with this event.

Supervisor Jones mentioned the first held Waukegan Pride Fest 2021. He thanked the Board Members for attending the event.

Supervisor Jones mentioned the C2RR Public Meeting, scheduled for June 21st.

Supervisor Jones mentioned that the photos for updating the Township website will be postponed for the following Board Meeting.

Supervisor Jones mentioned that the Township facilities will be closed on June 18th in memory of Juneteenth.

Supervisor Jones gave an update on the Governors phase 5-reopening for Illinois is scheduled for June 11th. He and the Board Members discussed that it would be best for the Township to wait till the first August Board Meeting to reopen back to normal for safety reasons. Trustee Ortiz expounded on the high risk among minorities and suggested that everyone continue to wear the mask and to be vaccinated.

Supervisor Jones mentioned that Park Place is now at a 50% opening.

Supervisor Jones mentioned the Youth Summit Committee Meeting via Zoom, scheduled for June 11th.

Supervisor Jones gave an update on the EWC & SH Golf Outing. He said the new time will be from 9:00 a.m to 12:00 p.m.

Supervisor Jones distributed the Agency Request for Juneteenth Journey/Lake County of African American Historical Sites and celebration. He said the Township will be providing two buses for this event and a donation.

Highway Commissioner's Report: None.

Assessor's Report:

Assessor Stricklin gave an update on the office move. He said he is planning on a retirement lunch for the retiring Deputy Assessor. Supervisor Jones said the Township will present her with a Resolution.

Supervisor Jones mentioned that Personnel will be discussed at the next Board Meeting for the EWC/new director and the HSH/new manager. Also, to discuss the Administrative Assistant and the Marketing Specialist positions.

Supervisor Jones gave an update on the FERA program, he said the Township will be applying for an additional grant in the amount of \$750,000.00. He said the program will be ending on September 22nd.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll

period ending **June 3, 2021** in the amount of **\$100,911.63** as presented. Motion by Trustee Ortiz, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, 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 **June 10, 2021** Board Meeting: Invoices for Town Fund in the amount of **\$29,139.06**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$425.79**; Invoices for G/A Fund/Staben House in the amount of **\$577.52**; Invoices for Town Fund/Assessor’s Office in the amount of **\$3,856.34**; Invoices for Road and Bridge/Highway Department the amount of **\$1,321.62**; Senior Fund/Park Place in the amount of **\$5,790.87**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$3,950.45**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, 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 **May 27, 2021** Board Meeting in the amount of **\$175,603.95** as presented. Motion by Trustee McBride, second by Trustee Ortiz. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
June 10, 2021**

The following is a list of bills that were paid after the board meeting of May 27, 2021 and before the meeting of June 10, 2021

Purpose	Payee	Amount
Senior Fund		
6/8/2021	Sunset Self Storage	\$82.50
	new storage space for Home Sweet Home	
Total Senior Fund		\$82.50
G/A Fund		
5/28-6/9	FERA Rental & Utility Payments	\$120,439.49
	payments for the FERA Program	
5/28-6/9	General Assistance Payments - Clients	\$0.00
	payments made on behalf of GA Clients	
5/28-6/10	Waukegan Township Assistance Clients	\$2,500.00
	Paycard payments made on behalf of GA Clients	
Total G/A Fund		\$122,939.49
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		

6/7/2021	Health Insurance - All Vendors	\$52,581.96
	Health Insurance - All Vendors	
Total Town Fund		\$52,581.96
Total all checks paid prior to board meeting		\$175,603.95

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 Agency Request for Juneteenth/Lake County Tour in the amount of \$250.00 as presented. Motion by Trustee Johnson, second by Trustee McBride. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements/Trustee Comments: None.

Supervisor Jones said July 30th the Park District will hold a Picnic in the Park event for seniors 55 years and older. Also, August 2nd and September 3rd are dates scheduled for other events.

Trustee Ortiz expounded on the Emergency Bill for the State of Illinois to be passed June 16th.

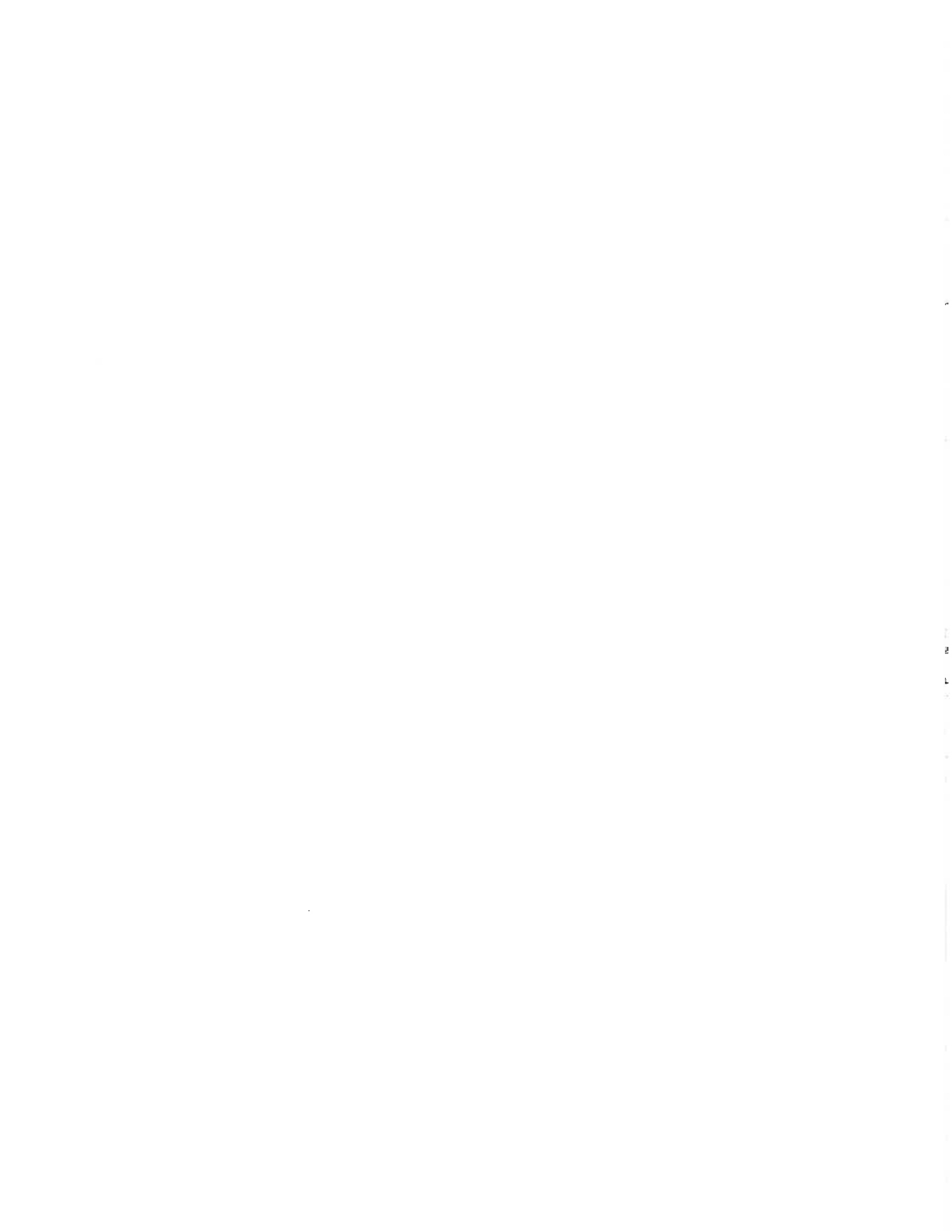
Trustee Johnson stated that the TOI Executive Director Bryn Smith will be retiring and Jerry Crabtree will be taking over. Also, Trustee Johnson mentioned that he was given the permanent role as the TOI Chapplen.

Adjournment:

There being no further business to come before the Board, Supervisor Jones requested a motion to adjourn the **June 10, 2021** meeting at **6:13 p.m.** Motion by Trustee McBride, second by Trustee Johnson. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

MARC L. JONES, Township Supervisor

ROSE M. STABEN, Township Clerk



WAUKEGAN TOWNSHIP
Ledger Of Selected Entries
06-03-21

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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90010) AMAZON CAPITAL SERVICES					
21486 05-19-21	0101.581				48.00
INV 1LVP9P4L9MDQ					
21487 05-24-21	0101.581				100.29
INV 19LJLML6HTWV					
21488 05-23-21	0101.582				25.99
INV 17QQTJTJPF64F					
21489 05-23-21	0101.581				36.95
INV 1XNWTNJRR41G					
21490 05-23-21	0101.581				56.83
INV 1XNWTNJRRLW6					
21491 05-26-21	0101.582				90.15
INV 1JVV14VDQNPJ					
Vendor Totals				0.00	358.21
(90047) ACCURATE EMPLOYMENT SCREENING					
21492 06-01-21	0101.558	2042783			75.00
EMPLOYEE SCREENING					
Vendor Totals				0.00	75.00
(90167) AMERICAN OUTFITTERS					
21493 05-21-21	0101.582				310.11
INV 320348					
21494 05-31-21	0101.582				166.85
INV 321632					
21495 05-18-21	0101.582				170.10
INV 321504					
Vendor Totals				0.00	647.06
(90191) BROGAN'S AWARDS & SPORTSWEAR					
21496 05-17-21	0101.532				265.00
PRINTING					
Vendor Totals				0.00	265.00
(90268) COMMUNITY YOUTH NETWORK, INC					
21500 06-01-21	0101.558	1243			141.60
EAP SERVICES					
Vendor Totals				0.00	141.60
(90293) CINTAS CORPORATION #47P					
21497 05-25-21	0101.520				32.09
INV 4085244641					
21498 05-18-21	0101.520				32.09
INV 4084594236					

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WAUKEGAN TOWNSHIP
Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90293)	CINTAS CORPORATION #47P (Continued)				
21499 06-02-21 INV 4085934881	0101.520				32.09
Vendor Totals				0.00	96.27
(90362)	CALL ONE				
21501 05-15-21 ACCT 1213704	0101.530				1724.82
Vendor Totals				0.00	1724.82
(90605)	FRAMEWORK				
21502 06-01-21 EQUIP MAINT	0101.526	35804			215.00
Vendor Totals				0.00	215.00
(90941)	IL CO RISK MANAGEMENT TRUST				
21503 06-01-21 GENERAL INSURANCE	0101.542	26598			8182.63
Vendor Totals				0.00	8182.63
(91203)	LITTLE CITY FOUNDATION				
21506 04-30-21 MEMBERSHIP	0101.581	9800			32.84
Vendor Totals				0.00	32.84
(91266)	LAKE COUNTY CHAMBER COMMERCE				
21505 05-25-21 MEMBERSHIP	0101.534				300.00
Vendor Totals				0.00	300.00
(91462)	NORTH SHORE PRINTERS, INC.				
21507 05-18-21 PRINTING-LETTERHEADS	0101.532	0109943			788.00
21508 05-18-21 PRINTING-CARDS	0101.532	0110002			209.00
Vendor Totals				0.00	997.00
(91631)	PURCHASE POWER				
21509 05-14-21 POSTAGE	0101.528				333.56
Vendor Totals				0.00	333.56

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WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(91647)		PURO FUTBOL			
21510 06-02-21 ADVERTISEMENT	0101.532B	03155			312.50
Vendor Totals				0.00	312.50
(91730)		ILLINOIS PUBLIC RISK FUND			
21504 05-14-21 WORKERS COMP	0101.510	66157			13246.00
Vendor Totals				0.00	13246.00
(91839)		RODRIGUEZ EXTERMINATING			
21511 05-21-21 BUILDING MAINT	0101.520	5123			42.00
Vendor Totals				0.00	42.00
(92248)		WOODS CREATION 4 U LLC			
21516 05-27-21 CONTRACT LABOR	0101.515	052721			1300.00
Vendor Totals				0.00	1300.00
(92297)		WAREHOUSE DIRECT			
21512 05-28-21 EQUIP MAINT	0101.522	397877			113.52
21513 05-28-21 EQUIP MAINT	0101.522	398141			411.52
21514 05-28-21 EQUIP MAINT	0101.522	398141			283.28
21515 05-28-21 EQUIP MAINT	0101.522	398141			61.25
Vendor Totals				0.00	869.57
		Report Totals		0.00	29139.06

WAUKEGAN TOWNSHIP
Ledger Of Selected Entries
06-04-21

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(91478)		MANPOWER INC			
21517 05-23-21	0102.515	35996624			801.15
CONTRACT LABOR					
21518 05-16-21	0102.515	35971957			801.15
CONTRACT LABOR					
Vendor Totals				0.00	1602.30
(92201)		VERIZON WIRELESS			
21519 05-15-21	0102.530				54.04
ACCT 24229698600001					
Vendor Totals				0.00	54.04
(92236)		WALKER LAW FIRM, LLC			
21520 05-27-21	0102.524	139			2200.00
LEGAL SERVICES					
Vendor Totals				0.00	2200.00
Report Totals				0.00	3856.34

E. WASHINGTON CENTER

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
 06-04-21

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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90400)		DELUXE CAR WASH			
21521 02-11-21	0203.550				33.00
AUTO MAINT					
21522 02-24-21	0203.550				28.50
AUTO MAINT					
Vendor Totals				0.00	61.50
(91511)		OLSON'S ACE HARDWARE			
21523 05-20-21	0203.582	146259			34.96
BUILDING MAINT SUPPLIES					
21524 05-10-21	0203.582	146165			7.96
BUILDING MAINT SUPPLIES					
Vendor Totals				0.00	42.92
(91839)		RODRIGUEZ EXTERMINATING			
21525 05-21-21	0203.520	5123			42.00
BUILDING MAINT					
Vendor Totals				0.00	42.00
(91978)		SAM'S CLUB DIRECT			
21526 04-23-21	0203.582	000000			25.78
BUILDING MAINT SUPPLIES					
21527 05-01-21	0203.582	000000			210.45
BUILDING MAINT SUPPLIES					
Vendor Totals				0.00	236.23
(92297)		WAREHOUSE DIRECT			
21528 05-28-21	0203.522	IN398141			43.14
EQUIP MAINT					
Vendor Totals				0.00	43.14
Report Totals				0.00	425.79

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90010)	AMAZON CAPITAL SERVICES				
21529 05-29-21	0204.581				70.17
INV 1D3L314JHHJ9					
Vendor Totals				0.00	70.17
(90373)	C.A.B BACKFLOW INC.				
21530 05-24-21	0204.520	1363			100.00
BUILDING MAINT					
Vendor Totals				0.00	100.00
(90400)	DELUXE CAR WASH				
21532 05-12-21	0204.520				17.00
AUTO MAINT					
Vendor Totals				0.00	17.00
(90404)	COMCAST BUSINESS				
21531 05-14-21	0204.538				118.35
ACCT 8771100191156411					
Vendor Totals				0.00	118.35
(91033)	JEWELL ELECTRIC, INC.				
21533 05-17-21	0204.520	74666			230.00
BUILDING MAINT					
Vendor Totals				0.00	230.00
(91839)	RODRIGUEZ EXTERMINATING				
21534 05-21-21	0204.520	5123			42.00
BUILDING MAINT					
Vendor Totals				0.00	42.00
Report Totals				0.00	577.52

WAUKEGAN TOWNSHIP
Ledger Of Selected Entries
06-04-21

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90317)	COMMONWEALTH EDISON CO				
21535 05-13-21	0501.801C				983.04
ACCT 2133078110					
Vendor Totals				0.00	983.04
(90404)	COMCAST BUSINESS				
21536 05-09-21	0500.530				283.05
ACCT 8771100270066705					
Vendor Totals				0.00	283.05
(92056)	HOME DEPOT CREDIT SERVICES				
21537 04-14-21	0501.582	8514042			55.53
BUILDING MAINT SUPPLIES					
Vendor Totals				0.00	55.53
Report Totals				0.00	1321.62

SENIORS

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
 06-04-21

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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90167)	AMERICAN OUTFITTERS				
21538 05-20-21	0601.801B				559.82
	INV 320218				
Vendor Totals				0.00	559.82
(90293)	CINTAS CORPORATION #47P				
21539 05-26-21	0601.520				500.29
	INV 4085399928				
Vendor Totals				0.00	500.29
(90845)	HINCKLEY SPRINGS				
21540 05-13-21	0601.582				44.09
	INV 2613882051321				
Vendor Totals				0.00	44.09
(91033)	JEWELL ELECTRIC, INC.				
21541 05-17-21	0601.520	74657			87.00
	BUILDING MAINT				
Vendor Totals				0.00	87.00
(91180)	LITTLE FORT MEDIA				
21542 05-18-21	0601.532	38722			440.00
	PRINTING				
Vendor Totals				0.00	440.00
(91605)	PACE VANPOOL				
21544 05-25-21	0601.801C1				200.00
	TRANSPORTATION				
Vendor Totals				0.00	200.00
(91631)	PURCHASE POWER				
21543 05-06-21	0601.528				1250.48
	POSTAGE				
Vendor Totals				0.00	1250.48
(91839)	RODRIGUEZ EXTERMINATING				
21545 05-21-21	0601.520	5123			42.00
	BUILDING MAINT				
Vendor Totals				0.00	42.00

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
 06-04-21

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90107)	ALAMO'S BODY SHOP, INC.				
21550 05-18-21	0602.522	00000294			2055.85
EQUIP/AUTO MAINT					
21551 05-27-21	0602.522	00000306			206.29
EQUIP/AUTO MAINT					
Vendor Totals				0.00	2262.14
(90167)	AMERICAN OUTFITTERS				
21552 05-20-21	0602.558				105.00
INV 321101					
Vendor Totals				0.00	105.00
(90714)	GRAINGER				
21553 05-27-21	0602.582				23.14
INV 9915449145					
21554 05-27-21	0602.582				652.70
INV 9915449137					
21555 05-25-21	0602.582				111.81
INV 9912024776					
21556 05-24-21	0602.581				-16.28
INV 9911028893					
21557 05-19-21	0602.581				51.54
INV 9905835725					
21558 05-19-21	0602.582				36.72
INV 9905835741					
21559 05-19-21	0602.582				25.36
INV 9905835733					
21560 05-18-21	0602.558				80.46
INV 9904105385					
21561 05-20-21	0602.582				22.13
INV 9906547485					
21562 05-20-21	0602.558				111.81
INV 9906547477					
Vendor Totals				0.00	1099.39
(99901)	WASTE MANAGEMENT				
21563 05-27-21	0602.582				483.92
INV 360827423540					
Vendor Totals				0.00	483.92
Report Totals				0.00	3950.45