

WAUKEGAN TOWNSHIP BOARD MEETING JULY 22, 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 July 22, 2021.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Marc L. Jones. Township Assessor Mark Stricklin 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 Jeff McBride, Trustee Sylvestre Castellanos, 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.

Supervisor Jones provided the Waukegan Township residents with the Township contact information and phone number for citizen participation in compliance with Governor Pritzker pandemic regulations.

Supervisor Jones requested a motion to approve the **Agenda** for the **July 22, 2021** Waukegan Township Board Meeting as presented. Motion by Trustee Johnson, second by Trustee McBride. **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 **July 8, 2021** Waukegan Township Board Meeting as presented. Motion by Trustee Castellanos, second by Trustee Johnson. **Discussion:** Trustee McBride made the correction on page 3, paragraph 7, says Rose Park. It should say Rose Corrine Park. **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 **July 19, 2021** as presented. Motion by Trustee McBride, 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
7/19/2021

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	409,706.19	
	First Midwest Bank M/M	252,393.26	
	Illinois Funds	39,723.60	
	No. Chicago Com Bank	67,447.61	
Total Town Fund		\$769,270.66	
General Assistance Fund	First Midwest Checking	136,540.18	

	First Midwest Bank M/M	365,001.20
	Illinois Funds	7,555.06
Total General Assistance		\$509,096.44
IMRF/FICA Fund	First Midwest Bank	79,563.50
	First Midwest Bank M/M	0.00
	Illinois Funds	15,786.11
Total IMRF/FICA Fund		\$95,349.61
Senior Fund	First Midwest Bank	161,428.85
	First Midwest Money Market	200,000.00
	Illinois Funds	14,862.08
Total Senior Fund		\$376,290.93
		1,750,007.6
		4
Road & Bridge	First Midwest Bank	220,386.00
	Waukegan Community Trust	182,073.89
Total Road & Bridge		\$402,459.89

PPRT Taxes Received since last report -

Town - \$ 157,495.49

R&B - \$ 46,909.05

For the state's fiscal year of (July 1 - June 30, 2022) we have received a total of for Town \$157,495.49 and for R & B \$46,909.05

Town RE Tax 7/15	\$45,118.23
Total received FY 2021-22	\$658,144.25

GA RE Taxes - 7/15/21	\$23,196.78
Total received FY 2021-22	\$338,372.12

IMRF/FICA RE Taxes - 7/15/21	\$7,528.66
Total received FY 2021-22	\$109,801.42

SEN'S RE Taxes - 7/15/21	\$36,825.98
Total received FY 2021-22	\$537,120.35

RB RE Taxes - 7/15/21	\$4,936.85
Total received FY 2021-22	\$72,022.32

Other Deposits

Citizen Participation:

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

Supervisor's Report:

Supervisor Jones mentioned the C2RR Public Meeting. He said the zoom meeting was held with 50 participants.

Supervisor Jones mentioned the C2RR Expungement Workshop, scheduled for August 21st.

Supervisor Jones mentioned the C2RR Youth Summit, scheduled for July 28th, with 50 individuals participating, with lunch provided by Medline.

Supervisor Jones gave an update on the Concert in the Park, to be held at the Rose Corrine Park.

Supervisor Jones mentioned that the Walk For Seniors is scheduled for September 4th.

Supervisor Jones mentioned the Women's Round Table Part 3. He said a local book author will be one of the speakers.

Supervisor Jones mentioned the TOI Annual Education Conference scheduled for November 15th-17th, to be held virtual. Ask the Board Members to check in with Deputy Clerk Ross to reserve a spot.

Supervisor Jones mentioned the Letter of Engagement for Evoy, Kamschulte Jacobs and Co, dated July 19, 2021 for a cost of \$6,100.00 for audit services. Trustee Ortiz made a recommendation to seek other audit firms. Supervisor Jones said he will have Nancy Netherton/Financial Manager to address the Board Members regarding a recommendation.

Supervisor Jones mentioned the Outside Agency Request for Midwest Stom Track Club. The MSTC is seeking sponsorship for five track members for a cost amount of \$1,230.00 for national competition to be held in Texas. The Board Members discussed the importance of supporting this caliber of competition.

Supervisor Jones mentioned the SH & EWC Golf Outing and sponsorship are still open.

Assessor's Report:

Assessor Stricklin gave an update on the office move. He mentioned that the Blue Notice has been sent out and anyone wishing to appeal has 30 days to do so.

Executive Session: None.

Action on Payroll:

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **July 15, 2021** in the amount of **\$116,752.89** 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 **July 22, 2021** Board Meeting: Invoices for Town Fund in the amount of **\$12,847.03**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$1,412.43**; Invoices for G/A Fund/Staben House in the amount of **\$1,972.02**; Invoices for Town Fund/Assessor's Office in the amount of **\$2,314.99**; Invoices for Road and Bridge/Highway Department the amount of **\$702.04**; Senior Fund/Park Place in the amount of **\$4,613.24**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$2,071.02**; 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 the **July 8, 2021** Board Meeting in the amount of **\$45,465.43** 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
July 22, 2021**

The following is a list of bills that were paid after the board meeting of July 8, 2021 and before the meeting of July 22, 2021

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
7/10-7/22	FERA Rental & Utility Payments	\$44,090.43
	payments for the FERA Program	
7/10-7/22	GA Waukegan Township Transitional Asst	\$1,250.00
	Paycard uploads	
7/13/2021	Lety Castellanos	\$125.00
	Reimb for SH expenses	
Total G/A Fund		\$45,465.43
R & B Fund		

Total R & B Fund	\$0.00
Town Fund	
Total Town Fund	\$0.00
Total all checks paid prior to board meeting	\$45,465.43

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 Outside Agency Request for Midwest Stom Track Club in the amount of \$1,500.00 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.**

New Business: None.

Old Business: None.

Announcements/Trustee Comments:

Trustee Johnson mentioned that on August 1st he will be performing Baptism at Lake Michigan.

Supervisor Jones mentioned that the City of Waukegan has several positions opening.

Clerk Staben mentioned that the My Express Pantry now had home delivery available.

Adjournment:

There being no further business to come before the Board, Supervisor Jones requested a motion to adjourn the **July 22, 2021** meeting at **6:40 p.m.** Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee McBride, Trustee Castellanos, Trustee Ortiz, Supervisor Jones. **Nays:** None. **Motion carried.**

MARC L. JONES, Township Supervisor

ROSE M. STABEN, Township Clerk

TOWN

WAUKEGAN TOWNSHIP
Ledger Of Selected Entries
07-15-21

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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90010)	AMAZON CAPITAL SERVICES				
21972 07-12-21	0101.582				114.10
INV 1C6GDPXV6C1P					
21973 07-07-21	0101.582				25.99
INV 1TX3LDHM4JNL					
21974 07-05-21	0101.801				143.86
INV 1XTKL97LXDXQ					
21975 06-30-21	0101.582				101.15
INV 1VYMPQMGPCFP					
21976 06-30-21	0101.581				38.98
INV 1VD3YWPNPJMP					
21977 06-30-21	0101.582				50.77
INV 14FTWLFHRCNY					
21978 06-29-21	0101.582				16.99
INV 1G9HVHG9JH1G					
Vendor Totals				----- 0.00	----- 491.84
(90060)	ADP, LLC				
21971 07-02-21	0101.532				665.80
INV 583642687					
Vendor Totals				----- 0.00	----- 665.80
(90116)	ACCURATE BIOMETRICS, INC				
21980 07-01-21	0101.558	2047902			75.00
EMPLOYEE SCREENING					
Vendor Totals				----- 0.00	----- 75.00
(90167)	AMERICAN OUTFITTERS				
21979 06-22-21	0101.582				172.50
INV 323587					
Vendor Totals				----- 0.00	----- 172.50
(90268)	COMMUNITY YOUTH NETWORK, INC				
21983 07-01-21	0101.558	1265			141.60
EAP SERVICES					
Vendor Totals				----- 0.00	----- 141.60
(90293)	CINTAS CORPORATION #47P				
21981 07-13-21	0101.582				32.09
INV 4089875337					
21982 07-07-21	0101.582				32.09
INV 4089130993					
Vendor Totals				----- 0.00	----- 64.18

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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
(90303)		LAKE COUNTY NEWS	SUN		
21988 06-24-21	0101.535				65.90
ACCT 53935089					
Vendor Totals				0.00	65.90
(90605)		FRAMEWORK			
21985 07-12-21	0101.522	36231			1200.00
EQUIP MAINT					
21986 07-08-21	0101.522	DG2044			422.22
EQUIP MAINT					
Vendor Totals				0.00	1622.22
(90714)		GRAINGER			
21987 07-12-21	0101.582				112.36
INV 9959885709					
Vendor Totals				0.00	112.36
(91426)		SPRINT			
21991 06-27-21	0101.530	233			214.89
TOWN TELEPHONE					
21992 06-27-21	0101.530	233			320.27
TOWN TELEPHONE					
21993 06-27-21	0101.801B	233			76.11
LEGAL TELEPHONE					
Vendor Totals				0.00	611.27
(91462)		NORTH SHORE PRINTERS, INC.			
21989 06-30-21	0101.532				131.00
INV 0110166					
Vendor Totals				0.00	131.00
(91647)		PURO FUTBOL			
21990 07-14-21	0101.532B	03160			312.50
ADVERTISEMENT					
Vendor Totals				0.00	312.50
(91724)		VISTA CORPORATE HEALTH			
21996 06-30-21	0101.558				117.00
INV 0004368600					
Vendor Totals				0.00	117.00

TOWN

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(91932)		ROSE STABEN			
21994 07-14-21	0101.526				33.00
INTERNET REIMBURSEMENT					
Vendor Totals				0.00	33.00
(92062)		TOWNSHIP SUPERVISORS OF ILL.			
21995 07-07-21	0101.534				35.00
MEMBERSHIP					
Vendor Totals				0.00	35.00
(92248)		WOODS CREATION 4 U LLC			
21997 07-08-21	0101.515	070821			1300.00
CONTRACT LABOR					
Vendor Totals				0.00	1300.00
(92297)		WAREHOUSE DIRECT			
21998 06-30-21	0101.522	IN401018			36.01
EQUIP MAINT					
21999 06-30-21	0101.522	IN401018			292.52
EQUIP MAINT					
22000 06-30-21	0101.522	IN401018			334.26
EQUIP MAINT					
Vendor Totals				0.00	662.79
(92334)		CITY OF WAUKEGAN			
21984 06-24-21	0101.538				37.07
ACCT 2249334					
Vendor Totals				0.00	37.07
(92372)		WEST'S INSURANCE AGENCY, INC.			
22001 05-07-17	0101.542	300988			6196.00
INSURANCE					
Vendor Totals				0.00	6196.00
Report Totals				0.00	12847.03

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90622)	FIRST COMMUNICATIONS				
22002 06-26-21	0102.530				106.89
ACCT 321532					
Vendor Totals				0.00	106.89
(91216)	OFFICE PLUS SOLUTIONS & SUPPLY				
22005 06-23-21	0102.581	4986717			564.00
SUPPLIES					
Vendor Totals				0.00	564.00
(91426)	SPRINT				
22006 06-27-21	0102.594	233			18.00
GPS					
Vendor Totals				0.00	18.00
(91478)	MANPOWER INC				
22003 06-27-21	0102.515	36102668			801.15
CONTRACT LABOR					
22004 07-04-21	0102.515	36119461			824.95
CONTRACT LABOR					
Vendor Totals				0.00	1626.10
Report Totals				0.00	2314.99

E. WASHINGTON CENTER

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90303)	LAKE COUNTY NEWS		SUN		
22010 06-28-21	0203.535				36.74
ACCT 137474533					
Vendor Totals				0.00	36.74
(90404)	COMCAST BUSINESS				
22008 07-01-21	0203.538				118.35
ACCT 8771100191160157					
22009 07-02-21	0203.538				134.33
ACCT 87711001900662644					
Vendor Totals				0.00	252.68
(91426)	SPRINT				
22011 06-27-21	0203.530	233			92.72
EWC TELEPHONE					
22012 06-27-21	0203.550	233			36.00
EWC GPS					
Vendor Totals				0.00	128.72
(92217)	ADVANCED DISPOSAL-WAUKEGAN-T2				
22007 06-30-21	0203.520				927.64
ACCT T2008300					
Vendor Totals				0.00	927.64
(92297)	WAREHOUSE DIRECT				
22013 06-30-21	0203.522	IN401018			66.65
EQUIP MAINT					
Vendor Totals				0.00	66.65
Report Totals				0.00	1412.43

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90331)	COMMONWEALTH EDISON COMPANY				
22016 07-08-21	0204.538				292.57
ACCT 1950346005					
Vendor Totals				0.00	292.57
(91033)	JEWELL ELECTRIC, INC.				
22017 07-01-21	0204.520	74746			266.23
BUILDING MAINT					
22018 07-06-21	0204.520	JE5848			289.80
BUILDING MAINT					
Vendor Totals				0.00	556.03
(91295)	LAKE COUNTY COALITION				
22019 04-30-21	0204.534				60.00
MEMBERSHIP					
Vendor Totals				0.00	60.00
(91408)	NORTH SHORE GAS				
22020 07-06-21	0204.538				45.02
ACCT 060181917500005					
Vendor Totals				0.00	45.02
(91426)	SPRINT				
22021 06-27-21	0204.550	233			18.00
SH GPS					
22022 06-27-21	0204.530	233			127.65
SH TELEPHONE					
Vendor Totals				0.00	145.65
(92129)	U-STOR-IT BEACH PARK				
22023 07-05-21	0204.599				69.00
ACCT 1005950723					
Vendor Totals				0.00	69.00
(92217)	ADVANCED DISPOSAL-WAUKEGAN-T2				
22014 06-30-21	0204.520				744.73
ACCT T2005898					
Vendor Totals				0.00	744.73

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(92334) 22015 07-01-21 ACCT 2263596	CITY OF WAUKEGAN 0204.538				59.02
Vendor Totals				0.00	59.02
	Report Totals			0.00	1972.02

WAUKEGAN TOWNSHIP
Ledger Of Selected Entries
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Entry	Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount	
(90127)		AMERICAN GASES CORP					
22025	06-30-21	0501.583	167361			13.66	
	EQUIP MAINT SUPPLIES						
	Vendor Totals					0.00	13.66
(90171)		AMERIGAS					
22034	06-30-21	0501.583				7.00	
	INV 202107863445						
	Vendor Totals					0.00	7.00
(90188)		BERNA'S AUTO REPAIR & TOWING					
22026	07-07-21	0501.522	003510			151.36	
	EQUIP MAINT						
	Vendor Totals					0.00	151.36
(91416)		NAPA AUTO PARTS OF WAUKEGAN					
22027	06-09-21	0501.583	198057			47.99	
	EQUIP MAINT SUPPLIES						
22028	06-14-21	0501.583	198057			40.96	
	EQUIP MAINT SUPPLIES						
22029	06-14-21	0501.583	198073			9.99	
	EQUIP MAINT SUPPLIES						
22030	06-14-21	0501.583	198135			149.99	
	EQUIP MAINT SUPPLIES						
	Vendor Totals					0.00	248.93
(91426)		SPRINT					
22032	06-27-21	0500.530	233			63.54	
	R&B TELEPHONE						
22033	06-27-21	0501.522	233			72.00	
	R&B GPS						
	Vendor Totals					0.00	135.54
(91617)		ALTORFER INDUSTRIES					
22024	06-24-21	0501.583				20.55	
	INV P54C0154200						
	Vendor Totals					0.00	20.55
(91839)		RODRIGUEZ EXTERMINATING					
22031	06-30-21	0501.520	5321			125.00	
	BUILDING MAINT						
	Vendor Totals					0.00	125.00
	Report Totals					0.00	702.04

SENIORS

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				
22035 06-30-21	0601.582				52.45
INV 1WPWFFTKP743					
Vendor Totals				0.00	52.45
(90266)	CONSTELLATION ENERGY SERVICES				
22037 07-07-21	0601.540				1060.46
UTILITY					
Vendor Totals				0.00	1060.46
(90303)	LAKE COUNTY NEWS SUN				
22040 06-25-21	0601.535				140.16
ACCT 53897849					
Vendor Totals				0.00	140.16
(90714)	GRAINGER				
22038 07-12-21	0601.582				41.22
INV 9959026213					
Vendor Totals				0.00	41.22
(91033)	JEWELL ELECTRIC, INC.				
22039 07-02-21	0601.520	74758			315.00
BUILDING MAINT					
Vendor Totals				0.00	315.00
(91426)	SPRINT				
22045 06-27-21	0601.530		233		512.64
PP TELEPHONE					
22046 06-27-21	0601.550		233		54.00
PP GPS					
Vendor Totals				0.00	566.64
(91605)	PACE VANPOOL				
22041 06-25-21	0601.801C1				200.00
TRANSPORTATION					
Vendor Totals				0.00	200.00
(91619)	PETTY CASH				
22043 06-15-21	0601.801B				8.25
PP PROGRAM					
Vendor Totals				0.00	8.25

SENIORS

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
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Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(91628) 22042 06-15-21 AUTO MAINT	0601.801C	PLATINUM WERKS CAR WASH			75.00
Vendor Totals				0.00	75.00
(91939) 22044 07-05-21 CONTRACT LABOR	0601.515	SYNERGIZED COACHING, INC. 10			1173.50
Vendor Totals				0.00	1173.50
(92012) 22047 06-30-21 PP PROGRAM	0601.801B	TOP CHOICE RENTALS 51303			71.21
Vendor Totals				0.00	71.21
(92217) 22036 06-30-21 ACCT T2009265	0601.520	ADVANCED DISPOSAL-WAUKEGAN-T2			682.61
Vendor Totals				0.00	682.61
(92297) 22048 06-29-21 EQUIP MAINT	0601.522	WAREHOUSE DIRECT IN400772			134.05
22049 06-30-21 BUILDING MAINT SUPPLIES	0601.582	49738481			51.49
22050 06-28-21 SUPPLIES	0601.581	4990463			41.20
Vendor Totals				0.00	226.74
		Report Totals		0.00	4613.24

WAUKEGAN TOWNSHIP
 Ledger Of Selected Entries
 07-16-21

Entry Date/Description	Account	Document	Disc Days	Discount Amount	Net Amount
(90455)		BNM			
22051 06-30-21 AUTO/EUIP MAINT	0602.522	23207			114.12
22052 05-25-21 AUTO/EUIP MAINT	0602.522	22874			101.77
22053 06-14-21 AUTO/EUIP MAINT	0602.522	23062			28.68
22054 06-21-21 AUTO/EUIP MAINT	0602.522	23107			211.94
22055 06-14-21 AUTO/EUIP MAINT	0602.522	23061			224.02
22056 06-09-21 AUTO/EUIP MAINT	0602.522	23023			35.85
22057 06-01-21 AUTO/EUIP MAINT	0602.522	22933			294.34
22058 06-02-21 AUTO/EUIP MAINT	0602.522	22959			35.85
22059 05-25-21 AUTO/EUIP MAINT	0602.522	22873			28.68
Vendor Totals				0.00	1075.25
(90714)		GRAINGER			
22060 07-08-21 INV 9956405519	0602.582				31.60
22061 06-29-21 INV 9948202032	0602.558				114.46
Vendor Totals				0.00	146.06
(91426)		SPRINT			
22062 06-27-21 HSH GPS	0602.550	233			72.00
22063 06-27-21 HSH TELEPHONE	0602.530	233			182.31
Vendor Totals				0.00	254.31
(91941)		SUNSET SELF STORAGE			
22064 07-02-21 HSH STORAGE	0602.522				110.00
Vendor Totals				0.00	110.00
(99901)		WASTE MANAGEMENT			
22065 06-29-21 INV 360941623546	0602.582				485.40
Vendor Totals				0.00	485.40
Report Totals				0.00	2071.02