

# WAUKEGAN TOWNSHIP BOARD MEETING OCTOBER 8, 2020

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 October 8, 2020.

The Board Meeting was called to order at 5:00 p.m. by Supervisor Patricia Jones. Clerk Rose M. Staben led the Members in the Pledge of Allegiance and Trustee Sylvestre Castellanos led the Members in a silent prayer.

**ROLL CALL:** Trustee Opal Rice, Trustee Sylvestre Castellanos, Clerk Rose M. Staben and Supervisor Patricia Jones. **Also, Present:** Township Attorney Torrie M. Newsome, Dijon Ross/Administrative Support/Deputy Clerk. **Excused:** Trustee Nathaniel Hewitt. **Absent:** Trustee Percy L. Johnson, Assessor Mark Stricklin and Highway Commissioner Arthur Craigen.

Supervisor Jones requested a motion to approve the **Agenda** for the **October 8, 2020** Waukegan Township Board Meeting as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Minutes** for the **September 24, 2020** Waukegan Township Board Meeting as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Discussion:** Trustee Rice made a correction on page 3, paragraph 7, word fairs should be fliers **Ayes:** Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion to approve the **Cash-on-Hand** as of **October 5, 2020** as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report  
10/5/2020

Fund		Balance	Ins/outs
Town Fund	First Midwest Bank	79,427.38	
	First Midwest Bank M/M	285,003.13	
	Illinois Funds	39,723.60	
	No. Chicago Com Bank	177,447.61	
<b>Total Town Fund</b>		<b>\$581,601.72</b>	includes 190K TA dollars
General Assistance Fund	First Midwest Checking	309,268.19	
	First Midwest Bank M/M	0.00	
	Illinois Funds	7,555.06	
<b>Total General Assistance</b>		<b>\$316,823.25</b>	
IMRF/FICA Fund	First Midwest Bank	167,470.59	
	First Midwest Bank M/M	0.00	

	Illinois Funds	15,786.11
<b>Total IMRF/FICA Fund</b>		<b>\$183,256.70</b>
Senior Fund	First Midwest Bank	153,142.24
	First Midwest Money Market	0.00
	Illinois Funds	14,862.08
<b>Total Senior Fund</b>		<b>\$168,004.32</b>
		<b>1,249,685.99</b>
Road & Bridge	First Midwest Bank	187,055.28
	Waukegan Community Trust	232,925.90
<b>Total Road &amp; Bridge</b>		<b>\$419,981.18</b>

PPRT Taxes Received since last report -

Town - \$

R&B - \$

For the state's fiscal year of (July 1 - June 30, 2021) we have received a total of for Town \$86,153.04 and for R & B \$12,912.19

Town RE Tax 9/17/20	\$272,704.70
<b>Total received FY 2020-21</b>	<b>\$1,042,180.43</b>

GA RE Taxes - 9/17/20	\$140,206.74
<b>Total received FY 2020-21</b>	<b>\$534,360.36</b>

IMRF/FICA RE Taxes - 9/17/20	\$45,494.20
<b>Total received FY 2020-21</b>	<b>\$160,730.38</b>

SEN'R RE Taxes - 9/17/20	\$222,559.22
<b>Total received FY 2020-21</b>	<b>\$848,281.19</b>

RB RE Taxes - 9/17/20	\$29,365.95
<b>Total received FY 2020-21</b>	<b>\$112,065.97</b>

**1st repayment to Wintrust for TA Warrants (not reflected in above balances)**

Town	<b>59,968.48</b>
Senior	<b>83,382.92</b>
General Assistance	<b>41,793.77</b>

**Citizen Participation:** None.

**Supervisor's Report:**

Supervisor Jones provided the Waukegan Township residents with the Township online contact information and phone number for participation during this Zoom Video Conference Calling.

Supervisor Jones gave an update on the C2RR Annual Luncheon to be held Zoom Conference. She said the fundraiser exceeded the \$20,000.00 goal.

Supervisor Jones said that the Township annual audit report will be postponed until further notice.

Supervisor Jones asked Clerk Staben to read the letters send to the Democratic and Republican Chairperson regarding the 2021-2025 Waukegan Township election.

**Trustee Johnson entered the meeting at 5:15 pm.**

Supervisor Jones mentioned that Highway Commissioner Craigen made another sale of unused highway department equipment.

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

**Assessor's Report:** None.

**Executive Session:** Discussion.

Supervisor Jones asked attorney Mr. Newsome to address the 2019 Executive Minutes. Mr. Newsome recommended that the 2019 Executive Minutes of September 12th & 26th, October 24th, both November 14th & 25th be open to the public and for Executive Minutes of December 12th and 26th to remain closed to the public.

**Action on Payroll:**

Supervisor Jones requested a motion for the approval of **agenda item #13**, Payroll period ending **September 24, 2020** in the amount of **\$89,289.54** as presented. Motion by Trustee Johnson, second by Trustee Rice. **Ayes:** Trustee Johnson, 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 **October 8, 2020** Board Meeting: Invoices for Town Fund in the amount of **\$12,447.72**; Invoices for G/A Fund/Eddie Washington Center in the amount of **\$319.01**; Invoices for G/A Fund/Staben House in the amount of **\$3,121.82**; Invoices for Town Fund/Assessor's Office in the amount of **\$2,735.49**; Invoices for Road and Bridge/Highway Department the amount of **\$3,342.75**; Senior Fund/Park Place in the amount of **\$3,322.53**; Senior Fund/Gift Shoppe in the amount of **\$0**; Invoices for Home Sweet Home in the amount of **\$108.27**; Invoices for Fundraisers in the amount of **\$0**; as presented. Motion by Trustee Rice, second by Trustee Castellanos. **Ayes:** Trustee Johnson, 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 **September 24, 2020** Board Meeting in the amount of **\$20,889.21** as presented. Motion by Trustee Rice, second by Trustee Johnson.

**Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills  
October 8,  
2020**

The following is a list of bills that were paid after the board meeting of September 24 ,2020 and before the meeting of October 8, 2020

Purpose	Payee	Amount
<b>Senior Fund</b>		
10/6/2020 Trip Refund	<b>Darlene Resch</b>	\$64.00
<b>Total Senior Fund</b>		<b>\$64.00</b>
<b>G/A Fund</b>		
9/11-9/24 Client assistance	<b>General Assistance Payments</b>	\$1,422.78
9/28-10/8	<b>CHRP Assistance Payments</b> From Lake Cty CAREs/CHRP Contract	\$17,652.34
9/25-10/8	<b>Waukegan Township Assistance</b> Pay card payments made on behalf of GA Clients	\$1,750.00
<b>Total G/A Fund</b>		<b>\$20,825.12</b>
R & B Fund		
<b>Total R &amp; B Fund</b>		<b>\$0.00</b>
Town Fund		
<b>Total Town Fund</b>		<b>\$0.00</b>

Total all checks paid prior to board meeting \$20,889.12

**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 Executive Minutes 091219, 092619, 102419, both 111419 and 112519 to be open to the public as presented. Motion by Trustee Castellanos, second by Trustee Rice. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the Executive Minutes 121219 and 122619 to remain closed to the public as presented. Motion by Trustee Johnson, second by Trustee Castellanos. **Ayes:** Trustee Johnson, Trustee Rice, Trustee Castellanos, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of the TOI Virtual Conference expenses as presented. Motion by Trustee Rice, second by Trustee Johnson. **Ayes:** Trustee Johnson, 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 **October 8, 2020** meeting at **5:30 p.m.**

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**PATRICIA JONES, Township Supervisor**

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**ROSE M. STABEN, Township Clerk**