

**MINUTES – BOARD OF TOWN TRUSTEES**

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**STATE OF ILLINOIS**

**LAKE COUNTY**

**THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk, 359 Merrill Ct., Libertyville Illinois, on Thursday, August 19, 2021.**

**Kathleen M. O’Connor-----SUPERVISOR**

**Anne Hansen-----CLERK**

**Carol August-----TRUSTEE**

**Cathleen Dohrn-----TRUSTEE**

**Matthew A. Kovatch-----TRUSTEE**

**Terry A. White-----TRUSTEE**

Supervisor O’Connor called the meeting to order at 7:00 p.m. Pledge to the Flag, roll call and all Board members were present except Trustee Dohrn. Highway Commissioner Marty Neal was also present.

**APPROVAL OF MINUTES – July 15, 2021**

A motion by Trustee Kovatch and a second by Trustee White to approve the Board meeting minutes of **July 15, 2021**. There was no discussion. All in favor, aye. Motion carried.

**APPROVAL OF BILLS**

The Board was given a copy of the General Assistance expenditures up to the end of July. There were no questions.

**TOWN FUND**

Motion by Trustee August and a second by Trustee Kovatch to approve the expenditures from the **Town Fund** in the amount of **\$27,018.96**. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O’Connor, aye. Motion carried.

**ROAD AND BRIDGE FUND**

Motion by Trustee White and a second by Trustee August to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$20,161.10**. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O’Connor, aye. Motion carried.

**OPEN SPACE FUND**

Motion by Trustee Kovatch and a second by Trustee White to approve the expenditures from the **Open Space Fund** in the amount of **\$2,832.12**. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O’Connor, aye. Motion carried.

**CITIZENS' COMMENTS** – None

**TOWNSHIP REPORTS:**

**Assessor's Report** – Absent

**Clerk's Report** – None

**Highway Commissioner's Report**

Highway Commissioner Neal reported the Road District has been busy cleaning up after the recent storms in the area. The Countryside Swale project is completed. Skip patching, resurfacing, culvert repairs and drainage projects are all underway.

**Trustees' Report** – None

**Supervisor's Report**

In July, Libertyville Township gave out food to 284 households, which consisted of 570 individuals. Donations for the pantry were received from First Presbyterian Church of Libertyville, Christ Church Crossroads, Dairy Dream, Libertyville Covenant Church, and several private individuals.

Dave Eubanks, who assists with our volunteer Open Space program is invited to meet the Board at the September 9, 2021 Board meeting.

Supervisor O'Connor introduced Jeffrey Meverden. He was hired full time on June 7, 2021 as a Open Space Natural Areas Restoration Technician.

**PROCLAMATION FOR NICHOLAS PSIMARAS' WILDLIFE HABITAT EAGLE SCOUT PROJECT**

Nicholas Psimaras gave a power point presentation of his Eagle Scout Project. Supervisor O'Connor presented Nicholas Psimaras with a Proclamation of Appreciation for the successful completion of his Eagle Scout Project on Libertyville Township Open Space Property. The Board thanked Nicholas for his service.

**APPROVAL OF THE PURCHASE OF RIDING MOWER/TURF TIGER FROM RUSSO IN THE AMOUNT OF \$13,663.00 – DISCUSSION & VOTE**

The Township received 2 quotes for riding mowers; copies of the quotes were given to the Board. A motion by Trustee Kovatch and a second by Trustee August to approve the purchase of the riding mower from Russo in the amount of **\$13,663.00**. On Roll Call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL OF ENGAGEMENT LETTER FROM CLARK BAIRD SMITH, LLP FOR LEGAL ADVICE WITH RESPECT TO LABOR & EMPLOYMENT MATTERS – DISCUSSION & VOTE**

Benjamin Gehrt from Clark Baird Smith, LLP has been recommended by Township Attorney Jim Hartman to assist with the update of the employee handbook. Supervisor O'Connor has been working with Assessor Feeny and Highway Commissioner Neal with

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goal of creating one employee handbook for the Township. Trustee Kovatch asked if it was an hourly position. Supervisor O'Connor said yes.

A motion by Trustee White and a second by Trustee Kovatch to approve engaging Clark Baird Smith, LLP for legal advice with respect to labor and employment matters. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye.

**2022 CALENDAR – DISCUSSION & VOTE**

The Board discussed options for the 2022 Holiday & Board Meeting Calendar. After some discussion, the decision was made to move the meetings to Tuesdays. The meetings will be held monthly except for the months of May and September.

A motion by Trustee Kovatch and a second by Trustee August to approve the Township Board Meeting schedule and Township Calendar as presented. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried. Calendar attached.

**APPROVAL TO ENTER INTO A INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF GREEN OAKS AND LIBERTYVILLE TOWNSHIP DISCUSSION & VOTE**

A motion by Trustee White and second by Trustee Kovatch to approve entering into an Intergovernmental Agreement with the Village of Green Oaks and Libertyville Township for the installation of pedestrian crossing signage at St. Mary's Road. There was no discussion. On roll call vote: Trustee White, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

**OLD BUSINESS**

Supervisor O'Connor reported the Township received 2 checks from Land and Water Resources, Inc. for the sale of additional wetland mitigation credits totaling \$10,318.00. The Board was given copies of both checks.


**NEW BUSINESS**

The Board discussed Lake County's proposed leaf burning ordinance.

**ADJOURNMENT**

A motion to adjourn by Trustee August and a second by Trustee White. All in favor, aye, Motion carried. **Time: 7:55p.m.**

Respectfully submitted,

  
Anne Hansen, Township Clerk