

MINUTES – BOARD OF TOWN TRUSTEES

**STATE OF ILLINOIS
LAKE COUNTY**

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk, 359 Merrill Ct., Libertyville on Thursday, February 14, 2013.

Kathleen M. O'Connor-----SUPERVISOR

Anne Hansen-----TOWNSHIP CLERK

Sari A. Hurtig-----TRUSTEE

Richard S. Mittelman -----TRUSTEE

Robin M. O'Connor -----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 Hurtig. Also present were: Pam Milroy, Financial Director, and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – January 10, 2013 and January 24, 2013.

A motion by Trustee White, seconded by Trustee Mittelman to approve the January 10, 2013 minutes, all in favor, aye.

A motion by Trustee White, seconded by Trustee R.O'Connor, to approve the minutes of January 24, 2013, Trustee Mittelman abstained, all in favor, aye.

APPROVAL OF BILLS:

The Board reviewed the G.A. bills for December 2012.

TOWN FUND

Motion by Trustee R.O'Connor with a second by Trustee Mittelman to approve the expenditures from the **Town Fund** in the amount of **\$12,025.17**. On roll call vote: Trustee White, aye, Trustee R. O'Connor aye, Trustee Mittelman, aye. Supervisor O'Connor, aye.

ROAD AND BRIDGE FUND

A motion by Trustee Mittelman, with a second by Trustee White to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$8,814.05**. On roll call vote: Trustee White, aye, Trustee R. O'Connor, aye, Trustee Mittelman, aye. Supervisor O'Connor, aye.

OPEN SPACE FUND

A motion by Trustee R.O'Connor, with a second by Trustee Mittelman to approve the expenditures from the **Open Space Fund** in the amount of \$358.44. On roll call vote: Trustee White, aye, Trustee R.O'Connor, aye, Trustee Mittelman, aye, Supervisor O'Connor, aye.

TOWNSHIP REPORTS:

Assessor's Report – absent

Clerk's Report

Clerk Hansen reported that the Township is gathering the appropriate documents for record disposal.

Highway Commissioner's Report – absent

Trustees' Report – none

Supervisor's Report

Supervisor O'Connor made some general announcements regarding contributions to the Food Pantry.

PROPOSAL TO ENGAGE MILBURN CAIN & COMPANY-CPA'S FOR THE 2012-13 AUDIT - DISCUSSION AND VOTE:

Milburn Cain submitted a proposal for **\$19,000** including expenses to conduct the 2012-13 audit. Supervisor O'Connor stated her preference would be to continue with Milburn Cain for this year and possibly consider another company in the Fall as Trustee Mittelman has suggested. Trustee Mittelman said he would like the Board to consider another company in the Fall, not because Milburn Cain doesn't do a good job, but so a fresh pair of eyes could look at the books. Trustee White asked if Milburn Cain always had the same staff members working on the audit. Supervisor O'Connor said it has been a variety of employees each year, with Mr. Cain overseeing the process. Trustee Mittelman also asked questions about the costs of the company and their hours of service. A motion by Trustee R.O'Connor, seconded by Trustee White, to engage Milburn Cain & Company for the 2012-13-Audit. On roll call vote: Trustee White, aye, Trustee R.O'Connor, aye, Trustee Mittelman, aye, Supervisor O'Connor, aye.

RIVER ROAD TRAIL PHASE 2 - UPDATE

Supervisor O'Connor said through the intergovernmental agreement, Waukegan Park District has until 2015 to construct Phase 2 of the River Road Trail. They hired Gewalt Hamilton for the engineering services. The Waukegan Park District asked if the Township would allow playground equipment. Supervisor O'Connor said it is more of a rural area and the Board did not think it was a good idea for various reasons, such as parking issues. Trustee R.O'Connor suggested fitness stations as an alternative.

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Old Business

Supervisor O'Connor said there is a lot of interest in the Egidi parcel. Bids need to be submitted by Friday, February 22, 2013 @ 10:00 a.m. at the Township. The bid opening will be held Friday, February 22, 2013 @ 10:15 a.m. at the Township.

New Business

Supervisor O'Connor said a Township employee asked if prescriptive safety goggles would be covered by the Township. Supervisor O'Connor said the employee handbook does not directly address this issue. Trustee Mittelman asked if glasses are a covered expense in the insurance plan. Supervisor O'Connor explained the Township provides vision insurance and employees may elect to participate in the flexible spending. It was the consensus of the board that the expense is already covered.

Citizens' Comments – none

Adjournment

Motion by Trustee White, seconded by Trustee Mittelman to adjourn the meeting at 7:26 p.m. All approved.

Respectfully submitted,

Anne Hansen
Township Clerk