

**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 on Thursday, November 16, 2017.**

**Kathleen M. O'Connor-----SUPERVISOR  
Anne Hansen----- CLERK  
Carol A. August----- TRUSTEE  
Matthew A. Kovatch----- TRUSTEE  
David Nield----- 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 Kovatch and Trustee August. Also present were Marty Neal, Highway Commissioner, Gloria Dail, Administrative Assistant and Jonathon Happ, Open Space Field Coordinator.

**APPROVAL OF MINUTES – October 26, 2017**

A motion by Trustee Nield, seconded by Trustee White, to approve the October 26, 2017 meeting, all in favor, aye. Motion carried.

**APPROVAL OF BILLS  
TOWN FUND**

Motion by Trustee White with a second by Trustee Nield to approve the expenditures from the **Town Fund** in the amount of **\$10,175.32**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

**ROAD AND BRIDGE FUND**

Motion by Trustee White and a second by Trustee Nield to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$18,093.96**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

Trustee August joined the Board at 7:03 p.m.

**OPEN SPACE FUND**

Motion by Trustee White, and a second by Trustee Nield to approve the expenditures from the **Open Space Fund** in the amount of **\$293.29**. There was no additional discussion. On

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roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**Citizens' Comments – None**

**TOWNSHIP REPORTS:**

**Assessor's Report – Absent**

**Clerk's Report**

Clerk Hansen said she will begin planning the "Open Space 5 K Run" after the holidays.

**Highway Commissioner's Report**

Highway Commissioner Neal reported the Road District received Phase II Design Approval for the Rockland Road Project.

Plows, drivers and salt are in place for the upcoming season.

**Trustee's Report**

Trustee Nield stated the Township may see an increase in legal fees as a result of the lawsuit Assessor Freese and the 4 other Assessors that have filed a lawsuit against Lake County. Supervisor O'Connor said the Board can request an update on the lawsuit from the Assessor.

**Supervisor's Report**

General announcements regarding the food pantry were made.

Supervisor O'Connor attended the Village of Libertyville's TIF Joint Review Board meeting. No new projects are slated for the TIF. The TIF will end in 2022. The rebate to be distributed to the Township is approximately \$22,306 and the Road District is set to receive \$20,714. It is anticipated the funds will be received in the end of February or early March.

**APPROVAL TO AWARD CONTRACT TO THE HEZNER CORPORATION FOR PHASE II REPLACEMENT OF EXISTING HVAC EQUIPMENT - SCOTT HEZNER - DISCUSSION & VOTE**

The Board received the contract for Phase II of the replacement of the existing HVAC equipment. Kurt Hezner, President of Hezner Corporation, explained the scope of the project. Trustee August asked how the Township could protect itself in the future. Mr. Hezner explained the involvement of the engineer and the construction oversight will ensure the work is done properly. Trustee Nield asked about the insurance costs included in the project. Supervisor O'Connor explained Hezner Corporation provided a breakdown for probable costs for the work. The project will be going out for bid. The contract before the board was for Phase II of the professional services.

A motion by Trustee Nield, seconded by Trustee White to award Hezner Corporation for the Phase II replacement of existing HVAC Equipment in the amount of \$10,013.00. On

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roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**APPROVAL TO AWARD LICENSE AGREEMENT TO PETERSEN GRAIN FARMS (CASEY ROAD AGRICULTURAL PARCELS – DISCUSSION & VOTE**

The Township received 2 bids for the 201.53 acres on the Casey Road agricultural parcels. One bid from Whiskriver Farm in the amount of \$255.50 per acre. The second bid was from Petersen Grain Farms in the amount of \$268.53 per acre. Supervisor O'Connor recommended Petersen Grain Farms be awarded the bid at \$268.53 per acre; a one year license agreement limited to soy bean production. Discussion ensued.

A motion by Trustee Nield, seconded by Trustee August to award the License agreement to Petersen Grain Farms. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye. Supervisor O'Connor, aye. Motion carried.

**2018 PACE CONTRACT – DISCUSSION & VOTE**

Supervisor O'Connor explained the scope of the contract the board approved. It covers the original Dial-a-Ride service; the grant covers any service provided outside of the original agreement. Of the original service Pace pays 75% of the service or up to \$75,519. The service area covered by the grant is a separate contract.

A motion by Trustee August seconded by Trustee Nield to approve the 2018 Pace Contract. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**RESOLUTION 2017-R-10**

**2018-19 LIBERTYVILLE TOWNSHIP TAX LEVY – DISCUSSION & VOTE**

Supervisor O'Connor said in previous years the Township has kept the levy flat. Supervisor O'Connor provided the board copies the draft 2018 – 19 budget and the PTELL calculator that calculates the maximum amount the Township can levy for each fund. Last year, the Town fund levied \$1,809,293.43. It was recommended to \$1,847,316.48 for the Town Fund which is an increase of \$38,023.43. It was noted the amount may be reduced following the property appeal process. Several anticipated projects were highlighted: the replacement of the HVAC unit, seal coating the 3 parking lots, side walk repairs and saving for the replacement of the trail in Oak Openings.

A motion by Trustee White, seconded by Trustee August to approve Resolution 2017-R-10 2018-19 Libertyville Township Tax Levy. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**RESOLUTION 2017-R-11**

**2018-19 ROAD DISTRICT TAX LEVY – DISCUSSION & VOTE**

The Highway Commissioner recommended levying \$1,715,449. This is an increase of \$35,219.12 of which the Road District will receive \$19,722.70.

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A motion by Trustee August, seconded by Trustee Nield to approve Resolution 2017-R-11 2018-19 Road District Tax Levy. There was no additional discussion.

On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

**OLD BUSINESS**

Supervisor O'Connor said the Township has received a \$21,315.62 check for the items sold at auction. The check will be divided into the following accounts:

Town	\$14,843.75
Road	\$4,156.25
Open Space	\$2,315.62

**NEW BUSINESS**


The Township received a check from Land & Water Resources, Inc. in the amount of \$20,613.00 for mitigation credits sold. The money has been deposited into the Open Space Fund. Discussion ensued.

**ADJOURNMENT**

A motion to adjourn by Trustee White and a second by Trustee Nield. All in favor, aye. Motion carried.

Time: 7:38p.m.

Respectfully submitted,

  
Anne Hansen, Township Clerk