

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, December 12, 2019.

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. Highway Commissioner Neal was also present.

APPROVAL OF MINUTES – November 14, 2019

A motion by Trustee White and a second by Trustee August to approve the November 14, 2019 Board meeting minutes. All in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee Kovatch and a second by Trustee Nield to approve the expenditures from the **Town Fund** in the amount of **\$21,308.66**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O’Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Nield and a second by Trustee White to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$74,571.34**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O’Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Nield and a second by Trustee Kovatch to approve the expenditures from the **Open Space Fund** in the amount of **\$932.63**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O’Connor, aye. Motion carried.

Citizens' Comments – None

TOWNSHIP REPORTS:

Assessor's Report

Supervisor O'Connor reported on behalf of the Assessor that the opportunity to file an appeal has closed. The Assessor's Office is now preparing the documentation for the Board of Appeals. The Board was encouraged to contact Assessor Feeney with any questions.

Clerk's Report

Clerk Hansen said voting by mail applications for Federal, State and County candidates will begin December 18, 2019. Completed applications will need to be received at the Lake County Clerk's Office by noon on March 12, 2020.

Highway Commissioner's Report

Highway Commissioner Neal said Rockland Road is open and the Countryside Manor Drainage Project is complete.

Trustee's Report

Trustee August complimented the Highway Commissioner on a job well done.

Supervisor's Report

Supervisor O'Connor made some general announcements regarding the food pantry.

The week of Thanksgiving the Township gave food to 112 households. This included 79 Thanksgiving dinner boxes which were provide by Libertyville Sunrise Rotary, Berkshire Hathaway Home Service, Libertyville Jewel/Osco, Countryside Fire Department, Order of Eastern Star #438 and private individuals. The holiday dinners will be distributed on Thursday, December 19, 2019.

APPROVAL OF PROPOSAL FOR GOVERNMENTAL ACCOUNTING & PROFESSIONAL SERVICES, LLC – DISCUSSION & VOTE

The Township received 1 RFQ for Professional Services for our Finance and Accounting. It was recommended the Board approve engaging Governmental Accounting & Professional Services, LLC. Katherine Andrus has Township experience. Trustee Kovatch said he liked the proposal.

A motion by Trustee Kovatch and a second by Trustee Nield to approve the proposal for Governmental Accounting and Professional services LLC. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF PROPOSAL FROM HEY & ASSOCIATES FOR CONSULTING SERVICES FOR MITIGATION BANK DESIGN & PERMITTING CASEY ROAD PROPERTIES – DISCUSSION & VOTE:

Page 3 Minutes 12.12.2019

Openlands approved allowing the Township to exercise its right with permission to excavate as it related to restoration activities. As a result, the plans will be revised to increase the viability of the bank.

A motion by Trustee Nield and a second by Trustee Kovatch to approve the proposal from Hey & Associates for consulting services for Mitigation Bank Design and Permitting in the amount of \$102,500. Additional discussion ensued.

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

OLD BUSINESS

Supervisor O'Connor reported the Township will be rebidding the roof replacement project. Although the numbers were very competitive, the engineer came to us and explained an immediate change order was needed which could range in price from \$25,000 - \$35,000. It was assumed there was some pitch to the roof but there isn't. The attorney was consulted. He said given the anticipated amount of the change order the work would need to rebid. The new bid will be posted in the paper on December 23, 2019 with a pre-bid walk thru on January 7, 2020. Bids will be received until January 14, 2020. The Board will vote to award the bid at the January 23, 2020 meeting.

A third payroll has been processed by Paylocity. The Township continues to work out some of the kinks.

NEW BUSINESS

Supervisor O'Connor will be out of town for the next meeting. It was decided by consensus to cancel the January 9, 2020 meeting.

ADJOURNMENT

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

Time: 7:41p.m.

Respectfully submitted,



Anne Hansen, Township Clerk