

MINUTES – BOARD OF TOWN TRUSTEES

**STATE OF ILLINOIS
LAKE COUNTY**

THE BOARD OF TOWN TRUSTEES met virtually on Zoom-<https://us02web.zoom.us/j/890559055818559?pwd=VnBhMCtaMnJuY1dDR0svdEdBTGJydz09> -Meeting ID: 890 5581 8559 Passcode: 179250- On Thursday, September 24, 2020, at 7:00 p.m. The Zoom link was published with the agenda and posted on the Township website Tuesday, September 22, 2020.

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 virtual Zoom meeting (due to Covid-19 virus) to order at 7:00 p.m. Before the Pledge and roll call Supervisor O'Connor asked for a moment of silence in remembrance of Justice Ruth Bader Ginsburg who died 9.18.2020. Pledge to the Flag, roll call and all Board Members were virtually present. Highway Commissioner Neal was also present.

APPROVAL OF MINUTES – September 10, 2020

A motion by Trustee Kovatch and a second by Trustee White to approve the September 10, 2020 Board meeting minutes. All in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee Kovatch and a second by Trustee August to approve the expenditures from the **Town Fund** in the amount of **\$6,746.29**. 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 White and a second by Trustee Nield to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$113,302.08**. 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.

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OPEN SPACE FUND

A motion by Trustee August and a second by Trustee White to approve the expenditures from the **Open Space Fund** in the amount of **\$494.20**. 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

Citizens were invited on the website to send questions or concerns via email. The Township did not receive any public comment.

TOWNSHIP REPORTS:

Assessor's Report

The Assessor was unable to attend the meeting. Supervisor O'Connor reported the following on behalf of the Assessor: The Appeal Period is closed with 1,400 appeals filed; the County is in the process of scheduling the hearings.

Clerk's Report

Clerk Hansen said the Township will receive the candidates' packets for the 2021 consolidated election on September 18, 2020. They will be posted on the Township website and copies will also be made available at the Township Office. Make sure your copy coincides with what is on the website.

Highway Commissioner's Report

Highway Commissioner Neal said the Rockland Road project is 99% finished. Countryside Manor Project is complete, and everything went well.

Trustees' Report – None

Supervisor's Report

Supervisor O'Connor said the former Supervisor Betty-Ann Moore passed on Wednesday, September 16, 2020. She served as Supervisor from 2003-2009. Please keep her family in your thoughts and prayers.

AUDIT REVIEW / GRA-CPA, GEORGE ROACH CPA, MBA

George Roach from GRA-CPA presented a review of the 2019 – 20 Audit. The Township was given a "Clean Report". Mr. Roach recommended the Township maintain a 6-month fund balance. Discussion ensued. Mr. Roach said a vote is needed to certify 3/5 of the Board received and reviewed the audit. Supervisor O'Connor said the vote will be taken at the October 8th meeting. The Audit will be available on the website.

APPROVAL OF PROPOSAL FROM HEZCORP CONSTRUCTION SERVICES TO MANAGE TWO SEMI-ANNUAL ROOF INSPECTIONS AT MAIN OFFICE DISCUSSION & VOTE

Supervisor O'Connor said per the Roof Warranty, the Township is required to have the new roof inspected by an entity qualified to conduct the inspection.

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A motion by Trustee Kovatch and a second by Trustee August to approve the proposal from Hezcorp Construction services to manage two semi-annual roof inspections at the main office in the amount of **\$3,500 per year**. Discussion ensued. Trustee White said he did not understand the downside if the Township does not do these inspections. Supervisor O'Connor said they are necessary to meet the requirements of the warranty. On roll call vote: Trustee White, nay, Trustee Nield, abstained, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

SOCIAL SERVICE 2020-21 ALLOCATIONS – DISCUSSION & VOTE

Supervisor O'Connor said the Township's final discussion on the social service grant allocations are tonight. The Township has received 23 applications requesting a total of \$192,645. During the discussion, a few adjustments were made to the allocations.

A motion by Trustee August and a second by Trustee White to approve the Social Service Grant 2020-21 Allocations in the amount of **\$99,700**. Trustee Nield asked if the Board should make more adjustments to reach the \$100,000 the allocation limit. Supervisor O'Connor said any unused funds will be part of the overall fund balance. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried. The allocations will be attached to the minutes and posted on the website.

OLD BUSINESS

Trustee August commended the Township financials as "good forward thinking".

Clerk Hansen said original documents for Board signatures are available at the office. It was noted arrangements could be made for Board Members unable to sign the documents during the regular business hours.

NEW BUSINESS – None

ADJOURNMENT

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

Time: 8:05

Respectfully submitted,



Anne Hansen-Township Clerk