

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 Illinois, on Thursday, March 13, 2014.

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

Anne Hansen-----CLERK

Phil Collins-----TRUSTEE

David Nield-----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 O'Connor. Also present were, Mike Graham, Highway Commissioner, Township Open Space Field Coordinators Chris Slago and Damon Cederberg, Pam Milroy, Financial Director and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – Board Meeting February 27, 2014/Executive Session February 13, 2014

A motion by Trustee Nield to approve the Board meeting minutes of February 27, 2014, seconded by Trustee Collins, all in favor, aye. Motion carries.

A motion by Trustee White, seconded by Trustee Nield to approve the Executive Session Minutes of February 13, 2014, all in favor, aye. Motion carries.

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 **\$5,772.75**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

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 **\$47,339.20**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

OPEN SPACE FUND – There are no bills from the Open Space Fund.

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report

Clerk Hansen reported that early voting will continue through March 15th at the Lake County Permit Facility on Winchester Road. Grace Period registration and voting will continue at the County until March 15. Two forms of identification are required.

Highway Commissioner's Report

Highway Commissioner Mike Graham said he hopes there are no more major snow events this year.

Trustees' Report – None

Supervisor's Report

Supervisor O'Connor made some general announcements about contributions and upcoming events regarding the Food Pantry. Supervisor O'Connor reported the received \$2,500 from the Lake County Audubon Society and \$2,500 from the DAS Charitable Fund for the Preservation of Feline Animal Life. The grants will be used to expand the birdscaping project these organizations funded in 2012.

LAKE COUNTY COORDINATED TRANSPORTATION SERVICES COMMITTEE PRESENTATION

The Township participates on the Lake County Coordinated Transportation Services Committee (LCCTSC). Supervisor O'Connor asked Valbona Kokoshi, Senior Planner, with Lake County Division of Transportation to co-present information on LCCTSC and the paratransit system within Lake County. Discussion ensued.

ANNUAL SOCIAL SERVICE REPORT – PRESENTATION

Supervisor O'Connor said for the past several years, the Township has provided a summary of the social services provided during the past year. The Board was given a copy of the report in their packets. Supervisor O'Connor reviewed the report with the Board. Discussion ensued. The report will be posted on the website.

ANNUAL OPEN SPACE REPORT – PRESENTATION

Supervisor O'Connor provided the Board a hard copy of the 2013 Annual Open Space Report. Damon Cederberg and Chris Slago, Open Space Field Coordinators, gave a power point presentation on the 2013 activities in the Open Space District. Discussion ensued. The report will be posted on the website.

APPROVAL OF THE ANNUAL TOWN MEETING AGENDA

The Annual Town Meeting is scheduled for Tuesday, April 8th at 7:00 p.m. A motion by Trustee White, seconded by Trustee Collins, all in favor, aye. Motion carries.

Page 3 Minutes 3.13.14

2013-14 BUDGET RECONCILIATION RESOLUTION: Resolution 2014-R-3

Supervisor O'Connor said there was a line item for transfer in the Road District from the last meeting that was missed. The Board will need to approve the transfer of \$200.00 from Miscellaneous to IMRF.

A motion by Trustee Collins, seconded by Trustee Nield to approve Resolution 2014-R-3/ Line item transfers within the Road and Bridge Funds. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

APPROVAL TO ENGAGE JOE MEYER TREE SERVICE FOR TREE REMOVAL

Trustee Nield asked if the project could be done in house. Supervisor O'Connor said the tree is too large for our equipment and staff to handle it. A motion by Trustee Nield, seconded by Trustee White, to approve engaging Joe Meyer Tree Service for the removal of a tree on Township grounds. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

APPROVAL TO ENGAGE CARDNO FOR PROFESSIONAL SERVICES RELATED TO THE MS4 PERMIT

Supervisor O'Connor said the report to Illinois Environmental Protection Agency needs to be submitted by the beginning of June. The estimated cost for professional services is \$13,600. A motion by Trustee Collins asked if the price went up or down, Supervisor O'Connor said it has gone down. A motion by Trustee Nield, seconded by Trustee Collins to approve the contract for the professional services of Cardno to assist in the compliance of the Township's MS4 permit. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

2014-15 DRAFT TOWN BUDGET

Supervisor O'Connor stated the Township Fiscal year ended February 28th. The budgets need to be approved by the May 22nd meeting. The draft Town budget presented to the Board is a working document. Supervisor O'Connor highlighted some of the projects the Township would like to accomplish this fiscal year. Supervisor O'Connor went through each line item. Discussion ensued.

OLD BUSINESS

Supervisor O'Connor said the public comments from the February 20th Open House have been compiled and a copy has been provided to the Board. The Board reviewed the next phase and the results should be reported by the April 24th meeting.

NEW BUSINESS – None

EXECUTIVE SESSION

Supervisor O'Connor asked for a motion to close the regular Board meeting and go into Executive Session for the purpose of discussing a possible land purchase. A motion by Trustee Collins, seconded by Trustee Nield, all in favor aye. Motion carries. **Time: 8:50 p.m.**

Page 4 Minutes 3.13.14

A motion by Trustee Collins, seconded by Trustee White to close the Executive session and open the regular Board meeting, all in favor, aye. Motion carries. **Time: 8:51 p.m.**

NO ACTION WAS TAKEN WHILE IN EXECUTIVE SESSION

CITIZENS' COMMENTS – None

ADJOURNMENT

A motion to adjourn by Trustee Collins and a second by Trustee White. All in favor, aye, Motion carries. **Time: 8:59p.m.**

Respectfully submitted,

Anne Hansen, Township Clerk