

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, April 24, 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 Clerk Hansen. Also present were Pam Milroy, Financial Director, Gloria Dail, Administrative Assistant, Chris Slago, Open Space Field Coordinator and Kathy Andrews, Highway Department's Administrative Assistant. Deputy Clerk Gloria Dail served in Clerk Hansen's absence.

APPROVAL OF MINUTES – April 8, 2014

A motion by Trustee O'Connor to approve the Board meeting minutes of April 8, 2014, seconded by Trustee Nield, all in favor, aye.

APPROVAL OF BILLS:

TOWN FUND

Motion by Trustee O'Connor and a second by Trustee White to approve the expenditures from the **Town Fund** in the amount of **\$16,831.55**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee O'Connor, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

ROAD AND BRIDGE FUND

Motion by Trustee Collins and a second by Trustee O'Connor to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$37,224.51**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee O'Connor, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

OPEN SPACE FUND

Motion by Trustee O'Connor and a second by Trustee White to approve the expenditures from the **Open Space Fund** in the amount of **\$6,308.17**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee O'Connor, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report – Absent

Highway Commissioner's Report – Absent

Trustees' Report – None

Supervisor's Report

- Supervisor O'Connor attended a professional workshop sponsored by the Lake County Bar Association. It was their Local Government Annual Conference. Topics covered relating to the Township were the prevailing wage issues, bid notices and purchasing policies.
- Lake County Township Officials of Illinois is providing information on the services Townships provide at the Make Housing Fair Project sponsored by Prairie State Legal Services and Fuller Center for Housing Hero Project Lake County.
- The River Road Trail is almost complete. The Township will be meeting with the Waukegan Park District on Tuesday, April 29th for a final walk through.

HUDDLESTON MCBRIDE LAND DRAINAGE CO., - Drain tile mapping investigation report – Tom Huddleston

Tom Huddleston provided the board with general background information on drain tiles. He provided the Board with the investigation report on the Casey Road Property. Maps were provided to the Board and discussion ensued.

APPROVAL OF PROPOSAL FROM CAMPANELLA & SONS, INC, FOR MAINTENANCE AT OAK OPENINGS PARKING LOT – Discussion & Vote

The Township received 3 quotes for the maintenance of the Oak Openings Parking Lot.

- Lake County Grading - \$2,100
- Campanella - \$6,145
- Kaplan - \$7,050

This is a prevailing wage job. Supervisor O'Connor is recommending Campanella for the project. Discussion ensued.

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Motion by Trustee O'Connor and a second by Trustee Nield to approve the proposal from Campanella & Sons for maintenance at Oak Openings parking lot. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee O'Connor, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

APPROVAL OF PROPOSAL FROM JOE MEYER TREE SERVICE, INC. FOR REMOVAL OF 4 TREES FROM TOWNSHIP GROUNDS – Discussion & Vote

The Township received 1 estimate - \$1,675.

Motion by Trustee Nield and a second by Trustee Collins to approve the proposal from Joe Meyer Tree Service for removal of 4 trees from Township grounds. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee O'Connor, aye, Trustee White, aye, Supervisor O'Connor, aye. Motion carries.

SOCIAL SERVICE PROCESS – Discussion & Vote

Trustee O'Connor would like to discuss the option of having certain social service agencies included as line items in the budget. Supervisor O'Connor explained the social service application process and gave board members a copy of the social service application along with the Service Agreement. Discussion ensued. Trustee O'Connor stated that when we go through the application process in this fall, to be mindful of the possibility of certain agencies having a line item. Trustee Nield requested the last five years of funding for the agencies.

OLD BUSINESS

- Trustee White commented since we moved the Citizens' Comments up on the agenda that the public still have the opportunity to speak during any of the agenda items. Supervisor O'Connor stated that one of the reasons it was moved is because of the elected officials not being present at the end of the meeting to answer questions from the citizens.
- Trustee White asked if a project over \$20,000.00 can be split to avoid bidding it out. Supervisor O'Connor said no and the consequences for not complying with the bidding requirements can be severe. The bidding process provides transparency and benefits the public.

NEW BUSINESS - None

ADJOURNMENT

A motion to adjourn by Trustee O'Connor and a second by Trustee White. All in favor, aye. Motion carries. **Time: 8:23 p.m.**

Respectfully submitted,

Gloria Dail
Deputy Clerk