

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 Tuesday, November 15, 2022.

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

Anne Hansen-----CLERK

Carol August-----TRUSTEE

Cathleen Dohrn-----TRUSTEE

Matthew A. Kovatch-----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 as well as Highway Commissioner Marty Neal.

APPROVAL OF REGULAR BOARD MEETING MINUTES – October 18, 2022

A motion by Trustee Dohrn and a second by Trustee Kovatch to approve the Board meeting minutes of October 18, 2022. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

The Board reviewed the bills paid in between meetings for the Town and Road and the General Assistance bills for October. There were no questions for discussion.

TOWN FUND

Motion by Trustee Dohrn and a second by Trustee Kovatch to approve the expenditures from the Town Fund in the amount of \$45,698.21. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Dohrn and a second by Trustee White to approve the expenditures from the Road and Bridge Fund in the amount of \$147,632.24. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Kovatch and a second by Trustee White, to approve the expenditures from the Open Space Fund in the amount of \$1,004.44. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report

Clerk Hansen said voter turnout was high and will have the voter turnout numbers at the next meeting.

Highway Commissioner's Report

Highway Commissioner Neal reported the Oak Spring Road Project is going well.

Trustees' Report – None

Supervisor's Report

Supervisor O'Connor attended Village of Libertyville's TIF District meeting. Although the TIF is completed, the books will remain open for several years to ensure TIF funds are available in the event the Village receives a tax objection within the TIF District. The district will be back on the tax roll in 2023. In Spring of 2023, the Township will receive its property tax rebate for Tax Year 2021- approximately be \$27,190 for the Town and \$25,249 for the Road District.

In October, the pantry provided food to 352 households, which consisted of 719 individuals. Donations were received from First Presbyterian Church of Libertyville, Libertyville Sunrise Rotary, Libertyville Junior Women's Club, Highland Middle School, and private individuals.

As of November 1st, the Township has received one hundred one requests to receive applications for assistance. Of those, forty-four have submitted completed applications. Twenty-two households have been approved for Emergency Assistance with a total allocation of \$18,334.24. Twenty-eight households have been approved for Community Emergency Assistance with a total allocation of \$20,742.82. The combined total of financial assistance provided is \$39,077.06. The Township has processed eleven applications for energy assistance (LIHEAP).

The November 12th Volunteer Workday was held at Liberty Prairie. Three volunteers canvased 5 acres, collected 3.5 lbs. of seed, and broadcasted seed to 5 acres. The next workday will be held Saturday, December 10th at Oak Openings.

APPROVAL TO AWARD SERVICE CONTRACT TO EUBANKS

ENVIRONMENTAL FOR ECOLOGICAL SERVICES – DISCUSSION & VOTE:

Supervisor O'Connor reported the Township needs more assistance with the prescribed burns. The current contract is limited to engaging the services of Mr. Eubanks, so it needed to be revised.

A motion by Trustee Kovatch, and a second by Trustee Dohrn to approve awarding the service contract to Eubank Environmental for Ecological Services. On roll call vote:

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Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

TOWN & ROAD PRELIMINARY LEVY & BUDGET – DISCUSSION

Supervisor O'Connor highlighted anticipated projects for the Town Fund. She stated there will most likely be a new health insurance carrier as the fees with the current carrier will dramatically increase next year. There was additional discussion to increase employee wages and restructure the how Open Space is staffed.

Highway Commissioner Neal highlighted changes in the Road District Budget which were included in the Board's packets. Discussion ensued.

MEETING ROOM POLICY – DISCUSSION & VOTE:

The Township has been having some issues with the organizations using the meeting room. Cocaine was found in the bathroom following an HOA meeting on 10/13/2022. The police were contacted. Small bottles of alcohol had also been found. Frequently, the staff from the management companies are extremely rude. The meeting room is offered as a courtesy with minimal fee charged. The Township would like the right of refusal for organizations that have been difficult.

A motion by Trustee Kovatch and a second by Trustee August to approve the updated Meeting Room Policy. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL TO AWARD LINDHOLM PARK SOLAR GATE PROJECT TO GATE SYSTEMS IN THE AMOUNT OF \$26,155.00 – DISCUSSION & VOTE:

A motion by Trustee Dohrn and a second by Trustee August to approve awarding the Lindholm Park Solar Gate Project to Gate Systems in the amount of \$26,155,00.

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

OLD BUSINESS – NONE

NEW BUSINESS

Supervisor O'Connor attended a Lake County Audubon Society presentation which discussed the increase of bird population at the Liberty Prairie Reserve.

ADJOURNMENT

A motion to adjourn by Trustee August and a second by Trustee Kovatch. All in favor, aye. Motion carried. **Time: 7:37p.m.**

Respectfully submitted,



Anne Hansen, Township Clerk