

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, April 16, 2013.

**Kathleen M. O'Connor-----SUPERVISOR
Anne Hansen-----TOWNSHIP CLERK
Sari A. Hurtig-----TRUSTEE
Richard S. Mittelman-----TRUSTEE
Robin M. O'Connor-----TRUSTEE
Terry A. White-----TRUSTEE**

Supervisor O'Connor called the meeting to order at 8:25 p.m. Pledge to the Flag, roll call and all Board members were present. Also present were: Bill Morgan, Highway Commissioner, Chris Slago and Damon Cederberg, Open Space Field Staff, Alex Rodriguez, Libertyville Township Grounds Manager, Pam Milroy, Financial Director, and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – March 14, 2013 and March 28, 2013

A motion by Trustee R.O'Connor, aye, seconded by Trustee Mittelman to approve the March 14, 2013 minutes, all in favor, aye. A motion by Trustee Mittelman, seconded by Trustee White to approve the March 28, 2013 minutes, all in favor, aye.

APPROVAL OF BILLS: The Board reviewed the G.A. bills for March, 2013.

TOWN FUND

Motion by Trustee R. O'Connor with a second by Trustee White to approve the expenditures from the **Town Fund** in the amount of **\$10,959.44**. On roll call vote: Trustee White, aye, Trustee Hurtig, aye, Trustee R. O'Connor aye, Trustee Mittelman, aye. Supervisor O'Connor, aye.

ROAD AND BRIDGE FUND

A motion by Trustee Hurtig, with a second by Trustee R. O'Connor to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$8,250.44**. On roll call vote: Trustee White, aye, Trustee Hurtig, aye, Trustee R. O'Connor, aye, Trustee Mittelman, aye. Supervisor O'Connor, aye.

OPEN SPACE FUND

There are no bills from the Open Space Fund

TOWNSHIP REPORTS:

Assessor's Report – none

Clerk's Report-none

Highway Commissioner's Report – none

Trustees' Report – none

Supervisor's Report

Supervisor O'Connor made some general announcements. Supervisor O'Connor said the newly electeds will be sworn in at the meeting May 7th.

St Mary's Trail Project – Update - Don Henne, Associate for Pearson, Brown & Associates

Don Henne updated the Board on the St. Mary's Trail Project. The Bid Opening will be Wednesday, April 24, at 11:15. June 1st is the anticipated start date.

LIBERTY PRAIRIE RESERVE MASTER PLAN PRESENTATION-STEVE BARG, EXECUTIVE DIRECTOR, CONSERVE LAKE COUNTY

Mr. Barg spoke again about the North/South connectivity in the master plan-discussion ensued. A motion by Trustee R. O'Connor, seconded by Trustee Mittelman to adopt the Liberty Prairie Reserve Master Plan. On roll call vote: Trustee White, aye, Trustee Hurtig, aye, Trustee R. O'Connor, aye, Trustee Mittelman, aye, Supervisor O'Connor, aye.

2013-14 TENTATIVE TOWN FUND & ROAD & BRIDGE BUDGETS-DISCUSSION AND REVIEW.

APPROVAL OF OPEN SPACE FIELD COORDINATOR JOB DESCRIPTION-DISCUSSION AND REVIEW-

A motion by Trustee R. O'Connor, seconded by Trustee Hurtig to approve the Open Space Field Coordinator Job Description. On roll call vote: Trustee White, aye, Trustee Hurtig, aye, Trustee R. O'Connor, aye, Trustee Mittelman, aye, Supervisor O'Connor, aye.

PROPOSAL TO ENGAGE APPLIED ECOLOGICAL SERVICES TO CONDUCT PRESCRIBE BURN AT BUTTERFIELD ROAD/CANTERBURY SITE-DISCUSSION AND VOTE.

Supervisor O'Connor said since we have such a small Open Space staff it is more efficient to hire out these types of projects. Trustee Mittelman asked if more than one burn is necessary. Chris Slago said the invasive species are aggressive, and prescribe burns help keep it under control. Trustee Mittelman raised an issue regarding insurance in the contract so the decision has been tabled until further review.

APPROVAL OF CONSULTING SERVICES WITH CONSERVE LAKE COUNTY - DISCUSSION AND VOTE:

Trustee Hurtig asked if we use more than 10 hours a week. Supervisor O'Connor said some weeks we use less and some weeks we use more. Discussion ensued.

A motion by Trustee Hurtig, seconded by Trustee R. O'Connor to approve the consulting services of Conserve Lake County. On roll call vote: Trustee White, aye, Trustee Hurtig, aye, Trustee R. O'Connor, aye, Trustee Mittelman, aye, Supervisor O'Connor, aye.

Old Business

Trustee White asked if there were any updates on the River Road Trail. Supervisor O'Connor said the first phase is done. Waukegan Park District has until 2015 to complete the project. Trustee Hurtig encouraged the Board to have an Open House and to participate in the parade in June.

New Business

Supervisor O'Connor said she was given preliminary plans from the Libertyville Township Soccer Complex re: the proposed plans to construct washroom and office space facilities at the complex. LTSC will be making a formal presentation to the board.

Supervisor O'Connor stated the board needs to approve a contract for engineering services to assist with our mandated MS4 NPDES General Permit with the Illinois Environmental Protection Agency. The Township has been using Gewalt Hamilton but the company is in a period of transition. Nancy Knycz was the Township's primary contact with Gewalt Hamilton and was responsible for submitting all of the reporting to IL EPA. She now works for Cardno. Supervisor O'Connor will be asking the board to approve the Cardno Contract at the May 7th, meeting.

Citizens' Comments – none

Adjournment

Motion by Trustee Hurtig, seconded by Trustee Mittelman to adjourn the meeting at 9:18 p.m. All approved.

Respectfully submitted,

Anne Hansen
Township Clerk