

**MINUTES – BOARD OF TOWN TRUSTEES**

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**STATE OF ILLINOIS  
LAKE COUNTY**

**THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk, 359 Merrill Ct., Libertyville on Tuesday, May 7, 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**

**MEMORANDUM-SWEARING IN OF NEW BOARD MEMBERS BY THE  
CLERK-7:00 P.M.**

Supervisor O'Connor called the meeting to order at 7:08 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, and Pam Milroy, Financial Director.

**APPROVAL OF MINUTES – Regular Board meeting April 16 and Executive Session meeting, March 28, 2013.**

A motion by Trustee Hurtig, seconded by Trustee Mittelman to approve the April 16, 2013 minutes, all in favor, aye. A motion by Trustee Hurtig, seconded by Trustee White to approve the March 28, 2013 Executive session minutes, all in favor, aye.

**APPROVAL OF BILLS:**

**TOWN FUND**

Motion by Trustee Hurtig with a second by Trustee White to approve the expenditures from the **Town Fund** in the amount of **\$46,267.41**. 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 Mittelman to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$43,356.91**. 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**

A motion by Trustee Hurtig with a second by Trustee Mittelman to approve the expenditures from the **Open Space Fund** in the amount of **\$750.08**. On roll call vote: Trustee White, aye, Trustee Hurtig, aye, Trustee R. O'Connor, aye, Trustee Mittelman, aye, Supervisor O'Connor, aye.

**TOWNSHIP REPORTS:**

**Assessor's Report – absent**

**Clerk's Report - none**

**Highway Commissioner's Report –** Highway Commissioner Bill Morgan mentioned the road closings starting on May 20<sup>th</sup> at Almond Road and Diamond Lake Road.

**Trustees' Report – none**

**Supervisor's Report**

Supervisor O'Connor made some general announcements.

**DOCUMENT OF PRESENTATION**

- a. Proclamation presented to William Morgan
- b. Proclamation presented to Richard S. Mittelman
- c. Proclamation presented to Sari A. Hurtig

**RESOLUTION 2013-R-5-APPOINTMENT OF CRAIG DOWDEN TO THE BOARD OF TRUSTEES OF THE LIBERTYVILLE FIRE PROTECTION BOARD.**

A motion by Trustee Hurtig, seconded by Trustee Mittelman to approve the appointment of Craig Dowden to the Board of Trustees of the Libertyville Fire Protection Board. On roll call vote: Trustee White, aye, Trustee Hurtig, aye, Trustee R. O'Connor, aye, Trustee Mittelman, aye, Supervisor O'Connor, aye. President of the Fire Protection Board, August Hock will give the oath to Mr. Dowden and file it with the Clerk.

**LTSC CONSTRUCTION PROJECT PRESENTATION - ROY LUCKE, PRESIDENT AND GREG JAROCH, CONSTRUCTION ENGINEER**

Mr. Jaroch presented the plans for the Libertyville Township Soccer Complex to the Board. The plans include one brick over limestone building next to field one which will have bathrooms, office space and a concession stand. LTSC has hired Manhart to do the Civil work. They are waiting for a permit from the County and hope to break ground by June and under roof by Labor Day. Supervisor O'Connor asked if they will need the Township Board's approval of the project in order for the County to approve the permit. Mr. Lucke stated LTSC would like the Township to vote on the plans for approval, with any modifications they may deem necessary, at the May 23<sup>RD</sup> meeting so they could get started on the project as soon as possible.

**ST MARY'S TRAIL PROJECT - UPDATE**

Supervisor O'Connor stated the bid opening was held on April 24<sup>th</sup> and the Township received 5 bids. The lowest qualifying bid was Alamp Concrete Contractors. Their total was **\$260,385.39**. The Township is in the process of verifying their references. The Board will vote on approving the contract to Alamp at the May 23<sup>rd</sup> meeting. The bids received were:

Allstar Asphalt	with a total bid of	\$203,332.35
Alamp Concrete Contractors	“ “	\$260,385.39
Campanella & Sons	“ “	\$326,804.74
Maneval Construction	“ “	\$392,500.76
Copenhaver Construction	“ “	\$406,442.00

On April 29, 2013, Allstar Asphalt withdrew their bid. They stated they made an error in their figures. The 2<sup>nd</sup> lowest bidder is Alamp Construction. We are in the process of checking their references.

Mr. Trifunovich of 1424 Stevenson Drive in Libertyville asked permission to make a public comment. Supervisor O'Connor granted it. Mr. Trifunovich asked how the public is notified of upcoming projects. Supervisor O'Connor explained the bid process the Township is bound to follow in accordance with Township Law. Mr. Trifunovich received a copy of the bids for the St. Mary's Trail Project.

**2013-14 TOWN FUND & ROAD & BRIDGE BUDGETS – DISCUSSION AND REVIEW – PUBLIC BUDGET HEARING & BOARD VOTE 5-23-13**

Trustee Mittelman stated the Township spends too much on health insurance. Supervisor O'Connor said they will address this in July for next year's budget.

**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.

**APPROVAL OF PROFESSIONAL SERVICES - MS4 PERMIT CARDNO ASSOCIATES - DISCUSSION & VOTE**

Supervisor O'Connor stated there was a typo on the agenda which says Gewalt Hamilton instead of Cardno. She consulted with the attorney and there is not a problem with noting the error and correcting it since Cardno was mentioned at the previous meeting as the chosen professional services for the Township. Trustee Mittelman said he's concerned about the insurance limitations in the contract. Supervisor O'Connor said the final vote will be tabled for the 05-23-13 meeting while the information is acquired.

**OLD BUSINESS – NONE**

**NEW BUSINESS - NONE**

**CITIZENS' COMMENTS**

Mr. Trifunovich said he has witnessed the work the Open Space field staff does at Canterbury, and wanted to commend them for doing such a great job.

**ADJOURNMENT**

Motion by Trustee Hurtig, seconded by Trustee Mittelman to adjourn the meeting at 8:07 p.m. All approved.

Respectfully submitted,

Anne Hansen  
Township Clerk