

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, October 24, 2019.

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

Anne Hansen----- CLERK

Carol A. August----- TRUSTEE

Matthew A. Kovatch----- TRUSTEE

David Nield----- 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.

APPROVAL OF MINUTES – October 10, 2019

A motion by Trustee Nield and a second by Trustee Kovatch to approve the October 10, 2019 Board meeting minutes. During discussion, Trustee Kovatch asked the price for the new keypad be included in the minutes. A motion by Trustee Kovatch and a second by Trustee August to approve the minutes with the addendum. All in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee White and a second by Trustee Kovatch to approve the expenditures from the **Town Fund** in the amount of **\$34,019.30**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Kovatch and a second by Trustee August to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$5,240.81**. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Nield and a second by Trustee August to approve the expenditures from the **Open Space Fund** in the amount of **\$13,113.70**. There was no additional

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

Citizens' Comments – None

TOWNSHIP REPORTS:

Assessor's Report

Supervisor O'Connor provided the Assessor's Report on behalf of Assessor Feeney. She stated the Blue Notices will go out on October 31, 2019 and the Assessor's new website provides the information needed for a resident wanting to appeal their assessment.

Clerk's Report

Clerk Hansen reported there were some items ready for disposal but were not on the original form. They will be submitted this week. The State said records may be submitted for approval for disposal as many times as needed.

Highway Commissioner's Report – Absent

Trustee's Report – None

Supervisor's Report

Supervisor O'Connor provided an update on the success of the Carmel High School's Volunteer Work-Day and made some general announcements regarding the recent food drives for the Pantry.

APPROVAL TO AWARD LICENSE AGREEMENT TO HARADEN FARMS AND STABLES, INC.- DISCUSSION & VOTE:

Supervisor O'Connor said Haradan Farms and Stables, Inc. was the only bidder with a bid of \$72 per acre for the 14.72 acres parcel which will be kept in hay production. The license agreement is for 3 years.

After some discussion, a motion by Trustee Nield and a second by Trustee Kovatch to approve the license agreement to Haraden Farms and Stables, Inc. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF AGREEMENT WITH PAYLOCITY – DISCUSSION & VOTE:

Supervisor O'Connor said the Township received RFQ from 2 payroll companies. Paylocity received a 95% approval rating for the payroll services, their headquarters is in Schaumburg and she spoke to 2 municipalities that use their service and are very satisfied.

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A motion by Trustee August and a second by Trustee Nield to approve the agreement with Paylocity to provide payroll services. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye, Motion carried.

APPROVAL OF 2020 PACE CONTRACT – DISCUSSION & VOTE:

Supervisor O'Connor reviewed the ridership data and provided information on the expanded service paid for by the 5310 Grant. A motion by Trustee Kovatch and a second by Trustee August to approve the 2020 Pace contract. On roll call vote: Trustee White, aye, Trustee Nield, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

2020-21 DRAFT LIBERTYVILLE TOWNSHIP TAX LEVY – DISCUSSION

Supervisor O'Connor reviewed the Levy and the draft budget. Discussion ensued. The Board will need to approve the Levy at the December 12, 2019 meeting.

2020-21 DRAFT ROAD DISTRICT TAX LEVY – DISCUSSION

Supervisor O'Connor reviewed the Road District's proposed Levy and reported Highway Commissioner Neal is recommending the maximum amount for the levy due to the upcoming road and bridge projects. The Board was reminded the Road District keeps 50% of the levy and 45% is given to the municipalities within the Township. The Board will need to approve the Levy at the December 12, 2019 meeting.

OLD BUSINESS

Beginning on October 15, 2019, applications became available for the Thanksgiving and Christmas Dinners and the Holiday Gift Program

NEW BUSINESS


Trustee Kovatch said he will be out of town for the next meeting.

Supervisor O'Connor said the Township recommends outsourcing the Accounting and Finance responsibilities. An RFQ will be posted on the website and paper.

ADJOURNMENT

A motion to adjourn by Trustee Kovatch and a second by Trustee White. All in favor, aye. Motion carried. **Time: 7:46p.m.**

Respectfully submitted,


Anne Hansen, Township Clerk