

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, June 23, 2016.

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

Anne Hansen-----CLERK

Lawrence Falbe-----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. Also present were Marty Neal, Highway Commissioner, Peggy Freese, Assessor, Richard Mittelman, Township Attorney, Joy Bux, Accounting and Financial Specialist, and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – June 9, 2016

A motion by Trustee Falbe to approve the Board meeting minutes of June 9, 2016, seconded by Trustee Nield, all in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee White with a second by Trustee Nield to approve the expenditures from the **Town Fund** in the amount of **\$124,471.32**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Falbe and a second by Trustee O'Connor to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$41,638.17**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee White and a second by Trustee O'Connor to approve the expenditures from the **Open Space Fund** in the amount of **\$1,601.94**. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

Citizens' Comments – None

Page 2 Minutes 06.23.16

TOWNSHIP REPORTS:

Assessor's Report

Assessor Freese said the Assessment books will be turned in to the County July 15, 2016. Tax objections can be heard 30 days from publication. Notices usually go out mid-August. Assessor Freese encouraged the public to come to the office if there are any questions.

Clerk's Report

Clerk Hansen said the Illinois Department of Labor is only posting prevailing wages once a year, in July. The law requires a Prevailing Wage Resolution to be passed by Townships by the end of June each year. Once the rates are posted by the Illinois Department of Labor for July of that same year, they will be posted and adhered to at the Township as required.

Highway Commissioner's Report

Marty Neal, Highway Commissioner said the 2016 resurfacing, gutter and curb repair, patching, and paving projects are going well.

Trustees' Report

Trustees' Falbe and O'Connor said participating in the parade was great.

Supervisor's Report

- There were general announcements about contributions and upcoming events regarding the Food Pantry.
- Supervisor O'Connor said the parade went well. The Township will be looking into getting a new sign for next year.
- The sign-up sheet to man the Lake County Township Officials Illinois information table at the Lake County Fair is available.

RESOLUTION 2016-R-8-PREVAILING WAGE ACT – ANNUAL ADOPTION

Supervisor O'Connor stated the Township is mandated to annually adopt the Prevailing Wage Act. The clerk has made copies of the resolution available. In July, as the Clerk stated, the prevailing wage rates will change. The Township will post the updated rates. A motion by Trustee Falbe, seconded by Trustee Nield to waive the reading of the resolution and pass Resolution 2016-R-8 as presented. On roll call vote: Trustee White, aye, Trustee O'Connor, aye, Trustee Falbe, aye, Trustee Nield, aye, Supervisor O'Connor, aye. Motion carried.

ELECTED OFFICIALS SALARY AND COMPENSATION DISCUSSION

Supervisor O'Connor said Townships are required to set the salaries and compensation 150 days before the start of the next term. Discussion is not a reflection of any individual elected official's job performance, it is a discussion on what is appropriate compensation for the position. The Board received a copy of the statute, the Resolution passed in 2012-2016 total compensation for all positions in the Township and an hourly breakdown of the compensation.

Page 3 Minutes 06.23.16

For the next term:

- September 20, 2016 packets are available for candidates
- December 12, 2016 is the first day to file
- December 19, 2016 is the last day to file

- Supervisor O'Connor said the Board needs to set up the compensation in order to limit abuse and protect the taxpayers of our Township. The previous Highway Commissioner was largely absent from his position while receiving a hefty salary.
- Supervisor O'Connor said the Clerk's position requires less time because the County has taken over much of the Election duties.
- Clerk Hansen agreed and said the position should no longer include insurance since it is not a full time position. The last two terms, Clerk Hansen has frozen her salary and would recommend doing so another term if deemed appropriate by the Board. However, the duties and responsibilities are very important. Our Deputy Clerk, Gloria Dail, has been able to help out with some of the regular duties of the Township Clerk, this may not always be the case and the position would require more time.
- Supervisor O'Connor said she would recommend a freeze on her salary as well.
- Attorney Mittelman said health insurance should require a 32 hour work week.
- Trustee Falbe said he would be fine with freezing the trustees' salaries, but commented the only recourse for abuse is the ballot box.
- Trustee O'Connor said the salaries were frozen last term and she would recommend a standard of living increase for all elected positions. Trustee O'Connor said the hours spent vary from time to time. Last term, the Board elaborately researched salaries and compensation
- Trustee Nield said a lot of research has gone into salaries and he agreed there should be a standard of living increase.
- All trustees said they would like more information from surrounding Townships for the next meeting. Trustees would also like more information regarding the health insurance benefits/costs for elected officials.
- Assessor Freese said it is difficult to compare Townships because they are all very different and provide varying services.
- Additional discussion ensued.

OLD BUSINESS

Supervisor O'Connor said the Route 137 Bull Creek Trail should be wrapped up by the end of the week. Supervisor O'Connor walked the site today with Team REIL, Inc. and Pearson, Brown & Associates, Inc. to identify the remaining issues.

NEW BUSINESS

Supervisor O'Connor met with the Waukegan Fire Department & Pepper Construction yesterday to begin planning for the removal of the house on Casey Road.

Page 4 Minutes 06.23.16

The Department will conduct a training on site. They plan to include the Villages of Libertyville and Grayslake. The house will be burned and the garage will be used for training but demolished. The Township is hopeful the training will take place in the fall. Yesterday, samples were taken to test for asbestos. The Township should receive the results within 10 days.

The Department will be responsible for obtaining the permit from EPA. The Township will work with Pepper to obtain the other required permits. The trees will be marked for removal.

ADJOURNMENT

A motion to adjourn by Trustee Falbe and a second by Trustee White. All in favor, aye, Motion carried. **Time: 8:11 p.m.**

Respectfully submitted,

A handwritten signature in blue ink that reads "Anne Hansen". The signature is written in a cursive style with a long, sweeping underline.

Anne Hansen, Township Clerk