

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, October 28, 2021.

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 except Trustee White and Trustee Kovatch. Highway Commissioner Marty Neal was also present.

APPROVAL OF MINUTES – October 14, 2021

A motion by Trustee Dohrn and a second by Trustee August to approve the Board meeting minutes of **October 14, 2021**. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee Dohrn and a second by Trustee August to approve the expenditures from the **Town Fund** in the amount of **\$3,487.26**. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee August and a second by Trustee Dohrn to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$3,123.66**. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

OPEN SPACE FUND

Motion by Trustee Dohrn and a second by Trustee August to approve the expenditures from the **Open Space Fund** in the amount of **\$1,992.51**. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report

Clerk Hansen reported the State has approved the records for disposal.

Highway Commissioner's Report

Highway Commissioner Neal reported one more project scheduled for the Bull Creek subdivision this year. He expects to receive the permit soon.

Trustees' Report – None

Supervisor's Report

In October, Libertyville Township gave out food to 301 households, which consisted of 610 individuals. During this month, the pantry received food or cash donations from: First Presbyterian Church of Libertyville, St. Joseph Food Pantry, Libertyville Sunrise Rotary, Libertyville Junior Woman's Club, St. Joseph Knights of Columbus, Highland Middle School, Girl Scout Troop #45266, Steris Corporation, Abbott Laboratories, and several private individuals.

The next Open Space volunteer workday is for Saturday, November 13 at Liberty Prairie.

APPROVAL OF RESOLUTION 2021-R-7 AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR COOPERATIVE PURCHASING & JOINT EXERCISE OF POWERS BETWEEN LIBERTYVILLE TOWNSHIP & SOURCEWELL – DISCUSSION & VOTE

Supervisor O'Connor explained the agreement will allow the Township to purchase equipment through Sourcewell as an alternative to going out for bid. The Road District has purchased equipment through a similar process.

A motion by Trustee August and a second by Trustee Dohrn to waive the reading and approve Resolution-R-7 Authorizing the Execution of an agreement for cooperative purchasing & joint exercise of powers between Libertyville Township & Sourcewell. There was no discussion. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF CONSTRUCTION MANAGER AT RISK SERVICES FOR THE REPAIR OR REPLACEMENT OF EXISTING UNIT #3 & #4 HVAC EQUIPMENT CURRENTLY SERVING 359 MERRILL COURT TO HEZCORP CONSTRUCTION SERVICES – DISCUSSION & VOTE

Kurt Hezner, of Hezcorp Construction Services reviewed the details, pricing, and timing of the project. Discussion ensued.

A motion by Trustee Dohrn and a second by Trustee August to approve the contract for Construction Manager at Risk Services for the Repair or Replacement of Existing Unit #3 and #4 HVAC Equipment Currently Serving 359 Merrill Court to Hezcorp Construction Services. There was no additional discussion. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

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APPROVAL OF CONSTRUCTION MANAGER AT RISK SERVICES FOR PROPOSED ROOF/PARAPET REPAIRS FOR THE 337 MERRILL COURT TO HEZCORP CONSTRUCTION SERVICES – DISCUSSION & VOTE

A motion by Trustee August and a second by Trustee Dohrn to approve the contract for the Construction Manager at Risk Services for Proposed Roof/Parapet Repairs for the 337 Merrill Court to Hezcorp Construction Services. Trustee Dohrn asked if they expect the any supply chain issues. Mr. Hezner said they do not expect any issues. There was no further discussion. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried.

2022-23 DRAFT LIBERTYVILLE TOWNSHIP TAX LEVY – DISCUSSION

Supervisor O'Connor highlighted the upcoming projects for 2022-23. She explained the County is working on the final numbers for the PTELL calculations. She recommended the Township levy for the full amount. There was no further discussion

2022-23 DRAFT LIBERTYVILLE TOWNSHIP ROAD DISTRICT TAX LEVY – DISCUSSION

Highway Commissioner Marty Neal highlighted upcoming projects for 2022-23. Highway Commissioner Neal will recommend the Road District levy for the full amount. There was no further discussion.

OLD BUSINESS

The Village of Libertyville has notified the Township the TIF District will be ending December 31, 2021.

The Village of Green Oaks have submitted the permit application to the County for the pedestrian crossing signage on St. Mary's Road. Supervisor O'Connor said she would inform the Board of any project updates.

Supervisor O'Connor attended the Village of Green Oaks' October 13th TIF District meeting. She stated the Village is pleased with its success; they provided an update on the infrastructure improvements planned.

NEW BUSINESS

Supervisor O'Connor reported Kris Lennon has hired as the new Administrative Assistant for Libertyville Township. She will start November 15, 2021.

EXECUTIVE SESSION PURSUANT TO 5 ICS 120/2 (c) (21) (semi-annual review of executive session minutes) NOVEMBER 15, 2021

A motion by Trustee Dohrn to stop the regular Board meeting and go into Executive Session and a second by Trustee August. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried. Time: 7:40 p.m.

A motion by Trustee August and a second by Trustee Dohrn to close Executive Session and resume the Regular Board meeting. On roll call vote: Trustee Dohrn, aye, Trustee August, aye, Supervisor O'Connor, aye. Motion carried. Time: 7:50

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Supervisor O'Connor stated no action was taken in Executive Session.

ADJOURNMENT

A motion to adjourn by Trustee Dohrn and a second by Trustee August. All in favor, aye,
Motion carried. **Time: 7:51p.m.**

Respectfully submitted,



Anne Hansen
Township Clerk