

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, November 18, 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. Highway Commissioner Marty Neal and Kris Lennon were also present.

**APPROVAL OF REGULAR BOARD MEETING MINUTES – October 28, 2021-
and EXECUTIVE SESSION – October 28, 2021**

A motion by Trustee Dohrn and a second by Trustee August to approve the Board meeting minutes of **October 28, 2021**. There was no discussion. All in favor, aye. Motion carried.

A motion by Trustee Dohrn and a second by Trustee August to approve the **Executive Session Minutes of October 28, 2021**. There was no discussion. All in favor, aye. Motion carried.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee Kovatch and a second by Trustee White to approve the expenditures from the **Town Fund** in the amount of **\$26,472.22**. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

ROAD AND BRIDGE FUND

Motion by Trustee Dohrn and a second by Trustee Kovatch to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$368,873.63**. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, 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 **\$2,109.55**. There was no discussion. On roll

Page 2 Minutes 11.18.2021

call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

CITIZENS' COMMENTS – None

TOWNSHIP REPORTS:

Assessor's Report – Absent

Supervisor O'Connor reported the Assessor has provided a copy of her 2022-2023 budget. Assessor Feeney will present it at the December 16, 2021, meeting.

Clerk's Report – None

Highway Commissioner's Report

Highway Commissioner Neal reported the Highway Department trucks and crew is ready for the winter season.

Trustees' Report

Trustee Dohrn stated the County has posted the redistricting map and is receiving public comment until November 24, 2021.

Supervisor's Report

Supervisor O'Connor reported to date the Township has provided \$16,861.43 in Emergency Assistance and 18,391.04 in Community Emergency Assistance for a total of \$33,552.47 of assistance to thirty-six households. In addition, sixty-three families received Thanksgiving dinners.

There were six volunteers at the Township's Liberty Prairie November 13 Volunteer Workday which collected and spread three pounds of native seed.

PRESENTATION ON RT. 45 PARCEL NATURAL RESOURCES INVENTORY, ECOLOGICAL RESTORATION, & MANAGEMENT PLAN

DR. JOHN LARSON, PRINCIPAL ECOLOGIST WITH RESOURCE ENVIRONMENTAL SOLUTIONS, LLC. (RES)

Dr. Larson presented the completed Rt. 45 parcel's Natural Resources Inventory, Ecological Restoration and Management Plan. Dr. Larson explained the site's current conditions and presented restorations recommendations. Trustee Kovatch asked if it was helpful to keep non-native species on the site for biodiversity. Dr. Larson stated the goal is to remove all non-native species from the site as they hinder the growth of the native species.

APPROVAL OF SUBCONTRACTS FOR REPAIR & REPLACEMENT OF EXISTING UNITS #3 & #4 HVAC EQUIPMENT-DISCUSSION & VOTE

- a. Hezcorp - \$4,320.00
- b. Foundation Fire Protection, Inc.- \$2,100.00
- c. Allied Air Conditioning & Heating - \$5,405.00

Page 3 Minutes 11.18.2021

The Board reviewed the Subcontract Agreements. As previously discussed, the project will cost under \$20,000.

A motion by Trustee Kovatch and a second by Trustee August to approve the subcontractor agreement with Hezcorp Construction Services, Inc in the amount of **\$4,320**. Discussion ensued. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

A motion by Trustee Dohrn and a second by Trustee August to approve the subcontractor agreement with Foundation Fire Protection, Inc. in the amount of **\$2,100**. Discussion ensued. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

A motion by Trustee White and a second by Trustee Kovatch to approve the subcontractor agreement with Allied Air Conditioning & Heating, Inc. in the amount of **\$5,405**. Discussion ensued. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL TO AWARD LICENSE AGREEMENT TO SCOTT & DAWN PETERSEN (CASEY RD. AGRICULTURAL PARCELS) – DISCUSSION & VOTE:

The Township received two bids for the Casey Road agricultural parcels. Supervisor O'Connor reviewed the bids received and recommended to award the license agreement to Scott and Dawn Petersen for their bid in the amount of \$281.97 per acre.

A motion to award the Casey Road agricultural parcels license agreement to Scott & Dawn Petersen by Trustee Kovatch and a second by Trustee August. There was no additional discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF PROPOSAL FOR GOVERNMENTAL ACCOUNTING & PROFESSIONAL SERVICES, LLC. – DISCUSSION & VOTE:

Supervisor O'Connor explained the proposal will run from November 1, 2021, to February 28, 2022. In February, the Township will have a new contract before the Board to coincide with the fiscal year.

A motion by Trustee Dohrn and a second by Trustee White to approve the proposal from Governmental Accounting & Professional Services, LLC to continue to provide finance and accounting services. There was no further discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

APPROVAL OF 2022 PACE CONTRACT-DISCUSSION & VOTE:

Supervisor O'Connor stated the Board annually approves the renewal of the Pace contract. She noted 2022 could be the last year of the contract as the County expects to have a county-wide borderless system in place by early summer 2022.

Page 4 Minutes 11.18.2021

A motion by Trustee White and a second by Trustee Kovatch to approve the 2022 Pace Contract. There was no discussion. On roll call vote: Trustee White, aye, Trustee Dohrn, aye, Trustee August, aye, Trustee Kovatch, aye, Supervisor O'Connor, aye. Motion carried.

2022-23 DRAFT LIBERTYVILLE TOWNSHIP TAX LEVY – DISCUSSION

Supervisor O'Connor said the Township received the numbers from the County for the P-TELL calculations and recommended the Township levy the full amount which is **\$2,049,225.97**. It would be an increase of \$41,939.77. The Board reviewed the draft budget and anticipated projects. There was no further discussion.

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

Highway Commissioner Neal recommended the Road District levy the full amount which is **\$1,902,943.53**. It would be an increase of \$38,943.18. He briefly reviewed the projects identified for 2022-23. There was no further discussion.

OLD BUSINESS

The Village of Libertyville notified the Township that their current TIF District will be ending December 31, 2021. From the 2020 Tax Year, the Township will receive in Spring 2022 a rebate of \$25,972.00 and the Road District will receive a rebate of \$24,118.

NEW BUSINESS – None

ADJOURNMENT

A motion to adjourn by Trustee Dohrn and a second by Trustee August. All in favor, aye, Motion carried. **Time: 8:07p.m.**

Respectfully submitted,



Anne Hansen
Township Clerk