

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 14, 2013.

Kathleen M. O'Connor----SUPERVISOR

Anne Hansen-----CLERK

Phil Collins-----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, Mike Graham, Highway Commissioner, Pam Milroy, Financial Director and Gloria Dail, Administrative Assistant.

APPROVAL OF MINUTES – October 24, 2013

A motion by Trustee O'Connor to approve the Board meeting minutes of October 24, 2013, seconded by Trustee White, all in favor, aye.

APPROVAL OF BILLS

TOWN FUND

Motion by Trustee O'Connor with a second by Trustee Nield to approve the expenditures from the **Town Fund** in the amount of **\$17,023.22**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

ROAD AND BRIDGE FUND

Motion by Trustee Collins and a second by Trustee O'Connor to approve the expenditures from the **Road and Bridge Fund** in the amount of **\$9,037.60**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

OPEN SPACE FUND

Motion by Trustee White and a second by Trustee Nield to approve the expenditures from the **Open Space Fund** in the amount of **\$947.88**. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

TOWNSHIP REPORTS:

Assessor's Report – Absent

Clerk's Report – None

Highway Commissioner's Report

Mr. Graham shared with the Board the need for road and bridge improvements in the upcoming year. Mr. Graham hopes to secure some grant monies for these projects.

Trustees' Report – None

Supervisor's Report

Supervisor O'Connor made some general announcements on contributions and upcoming events regarding the Food Pantry:

- Thanksgiving dinner boxes will be distributed on Tuesday November 26th.
- Christmas Dinner Boxes will be distributed on December 17th.
- Prepared Christmas Dinner Boxes will be distributed December 23rd.

The Township is no longer taking names for the Holiday gift giving program. Those donations will be distributed as they are received.

Supervisor O'Connor reported she recently gave a presentation to the Board of Conserve Lake County, attended the Openlands Annual Luncheon and the Village of Libertyville's Business Breakfast.

PROPOSAL TO ENGAGE GEWALT HAMILTON TO PREPARE EXHIBITS FOR THE PROPOSED ROUTE 137 TRAIL PROJECT - DISCUSSION AND VOTE:

Supervisor O'Connor stated a project being planned for next year is the Rt. 137 Trail Project. The Township has been working with Lake County Forest Preserve District, Lake County Division of Transportation, Village of Libertyville and Conserve Lake County. Part of the process will include a public open house to provide residents an opportunity to provide feedback and comments on the proposed trail.

Gewalt Hamilton will prepare 4 exhibits 36 x 48 sheets mounted on foam board for a cost not to exceed **\$4,692.00**. Trustee Collins asked if we are required to go out for bid for the exhibits. The Supervisor said no because it is a professional service. An open house is tentatively planned for January 2014.

After some discussion, a motion by Trustee O'Connor, seconded by Trustee Nield to approve the proposal to engage Gewalt Hamilton to prepare exhibits for the proposed Rt. 137 Trail project. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion Carries.

APPROVAL TO ALLOW BLANMAR STABLES TO REINSTALL BLANMAR HILLS SIGN AND LIGHTS-DISCUSSION AND VOTE:

Supervisor O'Connor said the Township received a request from Blanmar Stables permission to reinstall the sign and lights that were removed by the State during the Rt. 21 Road widening project. The tenant has been told Blanmar Stables needs to check with the County to see if the work requires a permit and make sure the lights and sign are installed on Township property and not in the State's right-of-way.

A motion by Trustee Collins, seconded by Trustee O'Connor to allow Blanmar Stables to reinstall the Blanmar Hills sign and lights. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

ST. MARY'S ROAD TRAIL RECONSTRUCTION – UPDATE

Supervisor O'Connor said the St. Mary's Road project is not complete. The contractor has submitted a 2nd pay application request. The Township will not make a decision on their request to waive the Administrative Per Diem charge until the project is complete. The charge per day is **\$1,000**, excluding weekends and rain days with the board's consent. The Board agreed. Excluding weekends and rain days, the charge⁷⁴ is at approximately **\$31,000** for the 31 days delayed.

RESOLUTION 2013-R-10 2014-15 LIBERTYVILLE TOWNSHIP TAX LEVY PRESENTATION /DISCUSSION AND VOTE:

Supervisor O'Connor said the information she provided at the last meeting regarding the levy amount was incorrect. She said the Township was going to levy the same amount as last year **\$1,750,226**. That was a mistake. After the Township filed the levy, the final assessed evaluation of all property assessed and equalized by the Illinois Department of Revenue, the amount received was **\$1,766,714**. Although the Board received the correct figures in their packets, Supervisor O'Connor provided an incorrect explanation. The Township is not asking for any more revenue than what was received this fiscal year. Supervisor O'Connor apologized for the confusion.

A motion to waive the reading and approve Resolution 2013-R-10 by Trustee Collins seconded by Trustee O'Connor. On roll call vote: Trustee Collins, aye, Trustee Nield, aye, Trustee White, aye, Trustee O'Connor, aye, Supervisor O'Connor, aye. Motion carries.

RESOLUTION 2013-R-11 2014-15 ROAD DISTRICT TAX LEVY

Highway Commissioner, Mike Graham said he is planning to reduce the Road District Levy from last year. Pam Milroy, Financial Director for the Township will make the adjustments and the Board will vote on the Road District Levy at the December 12th meeting. Discussion ensued.

OLD BUSINESS

Supervisor O'Connor said Hey and Associates provided the Township a revised remediation plan incorporating some of the recommendations of the 3rd party review. If a recommendation was not included, Hey was directed to provide an explanation as to why

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the recommendation was not included. Once the remediation plan is finalized, it will be presented to the Board.

NEW BUSINESS

Clerk Hansen said she and Highway Commissioner Mike Graham attended a “meet and greet” at a Libertyville coffee house. It was organized by Village Board Trustee Jim Moran and District #70 Board Member Luke Stowe. There will be more “Meet and Greets” scheduled to provide the public an opportunity to meet with elected officials and discuss local issues.

CITIZENS’ COMMENTS

Cam Hock of Terre Faire in Libertyville asked the Highway Commissioner about snow removal.

ADJOURNMENT

A motion to adjourn by Trustee Collins and a second by Trustee O’Connor. All in favor, aye. Motion carries. **Time: 8:10 p.m.**

Respectfully submitted,

Anne Hansen, Township Clerk